

Next Ord: 1897-18
Next Res: 988-18

VISION STATEMENT

SEDRO-WOOLLEY IS A FRIENDLY CITY THAT IS CHARACTERIZED BY CITY GOVERNMENT AND CITIZENS WORKING TOGETHER TO ACHIEVE A PROSPEROUS, VIBRANT AND SAFE COMMUNITY

MISSION STATEMENT

TO PROVIDE SERVICES AND OPPORTUNITIES WHICH CREATE A COMMUNITY WHERE PEOPLE CHOOSE TO LIVE, WORK AND PLAY

CITY COUNCIL AGENDA

April 25, 2018

7:00 PM

Sedro-Woolley Municipal Building
Council Chambers
325 Metcalf Street

- a. Call to Order
- b. Pledge of Allegiance
- c. Roll Call
- d. Approval of Agenda
- e. Consent Agenda.....4-39

Note: Items on the Consent Agenda are considered routine in nature and may be adopted by the Council by a single motion, unless any Councilmember wishes an item to be removed. The Council on the Regular Agenda will consider any item so removed after the Consent Agenda.

- 1. Minutes from Previous Meeting
- 2. Finance
 - Claim Check #188218 in the amount of \$159,954.67
 - Claim Checks #188219 to #188331 plus EFT's in the amount of \$403,850.20
 - Payroll Checks #59560 to #59570 plus EFT's in the amount of \$277,294.69
- 3. Proposed Use Agreement with Skagit County Public Works for Equipment Repair on an As-needed Basis
- 4. Proposed Interlocal Agreement with the Port of Skagit County Re Fruitdale Road Arterial Improvements Project, City Project 2018-PW-01
- f. Introduction of Special Guests and Presentations
 - 1. Update on the NW Innovation Resource Center with Diane Kamionka
 - 2. Upcoming Skagit County EMS Levy with Jeff Sargent, Skagit County EMS Director
- g. Staff Reports
 - 1. RevitalizeWA 2018 Conference Report
- h. Councilmember and Mayor's Reports
 - i. Proclamation(s) (*none scheduled as of the date of this agenda*)
- j. Public Comments.....40
 - An opportunity to comment on subjects not on the current agenda for action – please limit to three minutes.*
(Comments on items currently on the agenda as a “1st reading” may be addressed to the Council during the agenda item discussion – please limit to three minutes.)
- k. Public Hearings (*none scheduled as of the date of this agenda*)

- I. Unfinished Business** (*none scheduled as of the date of this agenda*)
- m. New Business** (*none scheduled as of the date of this agenda*)
- n. Information Only Items**
 - 1. Building Permit and Planning Permit Review Status.....41-44
- o. Good of the Order**
- p. Executive Session** (*none scheduled as of the date of this agenda*)
- q. Adjournment**

There may be an Executive Session during or following the meeting.

Next Meeting(s)

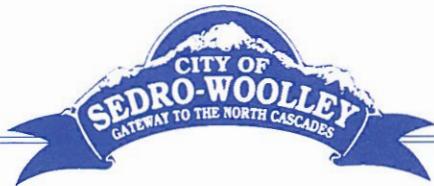
May 2, 2018	Study Session	7:00 PM	Public Safety Training Room
May 9, 2018	Council Meeting	7:00 PM	Council Chambers

COMMITTEE ASSIGNMENTS 2018

Public Safety	Chuck Owen, Chair Brenda Kinzer Jared Couch
Utilities	Pola Kelley, Chair Brenda Kinzer Karl de Jong
Finance & Personnel	Judith Dunn Lee, Chair Karl de Jong Pola Kelley
Parks & Recreation	Jared Couch, Chair Pola Kelley Chuck Owen
Planning	Karl de Jong, Chair Judith Dunn Lee Chuck Owen
Business Development	Brenda Kinzer, Chair Jared Couch Germaine Kornegay
Mayor Pro-tem	Germaine Kornegay

APR 25 2018

:00 P.M. COUNCIL CHAMBER,
AGENDA NO. a-e



DATE: April 25, 2018
TO: Mayor and City Council
FROM: Patsy Nelson, Finance Director
SUBJECT: a) CALL TO ORDER; b) PLEDGE OF ALLEGIANCE; c) ROLL CALL;
d) APPROVAL OF AGENDA; e) CONSENT AGENDA;

- a. CALL TO ORDER - The Mayor will call the April 25, 2018 Regular Meeting to Order
- b. PLEDGE OF ALLEGIANCE - The Mayor will lead the City Council and citizens in the Pledge of Allegiance to the United States of America.
- c. ROLL CALL - The Recorder will note those in attendance and those absent.

____	Ward 1	Councilmember Judith Dunn Lee
____	Ward 2	Councilmember Germaine Kornegay
____	Ward 3	Councilmember Brenda Kinzer
____	Ward 4	Councilmember Pola Kelley
____	Ward 5	Councilmember Chuck Owen
____	Ward 6	Councilmember Karl de Jong
____	At-Large	Councilmember Jared Couch

- d. APPROVAL OF AGENDA
- e. CONSENT AGENDA - Mayor will ask for Council approval of Consent Agenda items.

APR 25 2018

:00 P.M. COUNCIL CHAMBERS
AGENDA NO. *e-1*

CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
April 11, 2018 – 7:00 P.M. – Council Chambers

Call to Order

The meeting was called to order by Mayor Julia Johnson at 7:00 P.M.

Pledge of Allegiance

ROLL CALL: Present: Mayor Julia Johnson, Councilmembers: Judith Dunn Lee, Germaine Kornegay, Brenda Kinzer, Pola Kelley, Chuck Owen, Karl de Jong and Jared Couch. Staff: Recorder Brue, Finance Director Nelson, City Supervisor/Attorney Berg, Public Works Director Freiberger, Planning Director Coleman, Fire Chief Klinger and Police Chief Tucker

Approval of Agenda

Councilmember Kelley moved to approve the agenda. Seconded by Councilmember Couch. Motion carried (7-0).

Consent Calendar

- Minutes from Previous Meeting (Including March 19, 2018 Special Meeting)
- Finance
 - Claim Checks #188126 to #188217 in the amount of \$305,230.52
 - Payroll Checks #59547 to #59559 plus EFT's in the amount of \$317,529.61
- Possible Contract Award – New Scott Liberty II Breathing Air System – MES
- Possible Contract Award – Purchase Order No. 2018-PO-11 – Basketball System – KCDA Purchasing Cooperative
- Possible Bid Award – Agreement No. 2018-PW-16 – 2018 Arterial Street Crack Seal Project – CR Contracting LLC
- PSE Intolight Master Lighting Services Agreement
- Employment Agreement, Douglas Merriman

Councilmember Couch moved to approve the consent agenda. Seconded by Councilmember Kinzer. Motion carried (7-0).

Introduction of Special Guests and Presentations

Special Recognition – Stephanie Lokkebo

Mayor Johnson called upon Stephanie Lokkebo to come forward. She presented Lokkebo with a certificate of recognition for her years on the Planning Commission (2010-2018) and read a brief

bio of all that she has been involved in and thanked her for her service to the community. Lokkebo was given a round of applause.

Sedro-Woolley Little League with Mike Harward

Mike Harward, President of the Sedro Woolley Little League spoke on the upcoming State Little League 12U Tournament to be held in July at Janicki Field and the Eric K. Tesarik Memorial Field. He noted it will bring in approximately 1100 people for the tournament and they are working with the Downtown Association to plan some events that will keep people in town. He also noted the winner of the tournament will represent at the Western Regional Championship in California. Harward spoke of the opportunity for parts of the tournament along with a highlight film of the City to be televised through Amazon Prime Stream Broadcast.

Harward entertained questions with some discussion from the Council regarding additional support needed, sponsorships, volunteers and RV Parking.

WSDOT Presentation with Andrea Petrich

Andrea Petrich, WSDOT Northwest Region Communications gave a presentation on the recent open house held jointly with the City regarding summer transportation projects that will be taking place throughout the city and county.

Ben Sonnen of WSDOT spoke on the SR20/SR9 Sedro Woolley Area Paving project. This project will pave SR20 and the northern leg of SR9. He stated pavement repair, grinding and paving will be done overnight. He also reviewed the SR 9 Gribble Creek Fish Passage project to replace a small round culvert with a large box culvert to improve fish passage.

Megan Mosebar of WSDOT addressed the Skagit County Resurfacing projects throughout Skagit County and the SR9/Francis Road Intersection Improvement to build a roundabout to improve safety, reduce crashes and keep traffic moving.

Andrea Petrich then addressed the SR542/Deming Area Project on the East SR9 Junction Intersection that will build a roundabout to improve safety and the I5 Arlington to Skagit County paving and concrete panel repair. Petrich also gave an update on the clearing of the North Cascade Hwy noting the two ends are about 20 miles apart.

Council questions were answered by Shane Sullivan of WSDOT regarding in the town paving contractor, wait times, expected closures, traffic diversion routes and coordination of events. Also discussed was the threshold for events in order to modify the schedule.

Staff Reports

Police Chief Tucker – reported of a carjacking in Burlington that resulted in a high speed pursuit through Sedro-Woolley and into Big Lake. The subject was tased and apprehended. He also announced a conditional job offer has been made to Brian Hoisen who currently works at the jail.

His academy date will be at least August. Tucker spoke on upcoming training and table top exercises for city staff to be held on May 1st.

Fire Chief Klinger – spoke on the upcoming Cert Training. He also reported he was appointed to the Department of Emergency Management Advisory Board and gave an update of the last meeting. Other items included Confined Space Certification Course is upcoming, the 315 Murdock property is closing on Monday with an asbestos and abatement inspection scheduled for April 23rd. Klinger also stated they are still working on the final report of the Sterling St fire.

Planning Director Coleman – reported he attended a Building Code Officer training seminar. The Planning Department has also been busy working on the Annual April 1 population report with results expected in July. He also reported that the Washington State Ratings Bureau will be evaluating the building code process sometime in late summer. Coleman updated the Council on the annexation process in an area north of city limits. He addressed a contract with PACE Engineering for sewer analysis with part of the analysis to look into what it will take to serve the proposed annexation area. The Planning Commission is working on the 2018 comprehensive plan update which includes some minor rezones throughout the city.

Public Works Director Freiberger – updated the Council on the status of various projects, paving of Jones Road and presented a conceptual design for the proposed SWIFT Center park. He also reported that the transfer amount of the SWIFT Center Park would work as the match requirement for the RCO grant. Freiberger reported on the beginning work for basketball courts in partnership with rotary at the Eric K. Tesarik Memorial Field and a restroom facility at Bingham Park also in partnership with Rotary.

City Supervisor/Attorney Berg – announced the birth of a baby girl as an addition to his family. Berg welcomed Doug Merriman as Finance Director Nelson's replacement. He presented a report on the Library and stated a lot is going on.

Finance Director Nelson – stated she has known Doug Merriman for years and that he will do an excellent job. She reported the Auditors are on site conducting their annual visit and the audit is taking longer due to illness, but the financial portion is almost wrapped up. They will then begin the compliance portion of the audit. Nelson announced the final payoff on the Houser Park with tonight's payables and stated the family is very pleased with the park.

Councilmember and Mayor's Reports

Mayor Johnson welcomed Doug Merriman on board as well. She then reported the County Commissioners have approved Darcy Resetar as trustee to the Central Skagit Library Board.

Councilmember Kornegay – reported she had been in Philadelphia and spoke of their many pot holes noting they would not even notice ours. She also addressed an RV for sale parked on N. Central that is blocking the view for exiting driveways and wondered if something could be done.

Councilmember Kinzer – stated she is looking forward to attending the upcoming Revitalize Washington Conference in Port Townsend.

Councilmember Kelley – announced the upcoming Woodfest at Sedro Woolley High School, Eagle Haven and Willowbrook Manor, April 14 & 15. She noted it is an expansion of what has been done in the past and is titled Timber to Tech.

Councilmember Owen – participated in a fund drive for the Senior Center Meals on Wheels event. The event was a great success raising \$26,000 and Owen thanked the City employees that participated with their generous support. He also thanked the Parks Department for placing the flag in Memorial Park and noted that parking is becoming an issue at the Senior Center due to the programs being held at the Library.

Councilmember de Jong -- spoke of a wonderful holiday, spring break and the egg hunt put on by the Wildcat Steelhead Club. He also thanked Nathan on replacing the flag at Riverfront Park. De Jong noted he had coffee with Senator Wagoner, Representative Eslick and Congressman Larsen. He questioned speeding on State Street and how to schedule the speed wagon. He thanked Public Works for replacing a stop sign on 11th and addressed the removal of the tracks on State and Ferry, potholes and the timeline for removal.

Councilmember Couch – welcomed Doug Merriman aboard and stated he had big shoes to fill. He thanked WSDOT for coming and encouraged everyone to call the DOT office on their traffic concerns during the project period.

Mayor Johnson announced the upcoming Town Hall Meeting Saturday, April 14th with Senator Wagoner and Representative Eslick at City Hall beginning at 6:00 P.M.

Proclamations

Public Comments

Mayor Johnson opened the public comment period at 8:11 P.M. With no comments received, Mayor Johnson closed the public comment period at 8:11 P.M.

Public Hearings

Unfinished Business

New Business

Possible adoption of Resolution for Approving the Skagit County 2017 Comprehensive Solid Waste Management Plan

Public Works Director Freiberger reported the city is a member of the Solid Waste Advisory Committee and they are updating their comprehensive plan. This is a first read with no action required. They are under a timeline to complete by May 1st.

Councilmember Kelley questioned if there was a reason it could not be passed at this time.

Councilmember Kelley moved to adopt Resolution No. 987-18 approving the Skagit County 2017 Comprehensive Solid Waste Management Plan. Seconded by Councilmember de Jong. Motion carried (5-2, Councilmember Kinzer and Kornegay opposed).

2017 Comprehensive Plan Docket Amendments

Planning Director Coleman reviewed the Planning Commission recommendation to adopt the proposed amendments to the Comprehensive Plan and Zoning Map. He reviewed the updates to the Transportation Element and 20 year project list (TIP), the Parks and Recreation Element and possible changes to the zoning map. Coleman also explained the EIS Grant Study results on the property located at 109 Jameson.

Ordinance – 2018 Budget Amendment #3

Finance Director Nelson reviewed the 2018 Budget Amendment #3 and detailed the specific funds being amended.

Councilmember Dunn Lee moved to approve Ordinance No. 1896-18 an Ordinance amending Ordinance No. 1890-17 entitled, “An Ordinance adopting the Annual Budget for the City of Sedro-Woolley, Washington, for the fiscal year ending December 31, 2018. Seconded by Councilmember Kornegay. Motion carried (7-0).

Information Only Items

Fire Department Monthly Incident Data
Building Permit and Planning Permit Review Status
Report of Contracts Approved under SWMC 2.104.060
Northern State Conceptual Park Schematic Sketches

Good of the Order

Executive Session

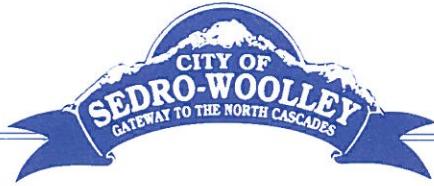
Adjournment

Councilmember Kornegay moved to adjourn at 8:39 P.M. All Councilmembers seconded. Motion carried (7-0).

The meeting adjourned at 8:39 P.M.

APR 25 2018

:00 P.M. COUNCIL CHAMBERS
AGENDA NO. ed



DATE: April 25, 2018
TO: Mayor and City Council
FROM: Patsy Nelson, Finance Director
SUBJECT: FINANCE - CLAIMS

Attached you will find the Claim Checks register proposed for payment for the period ending April 25, 2018.

Motion to approve Claim Checks #188218 in the amount of \$159,954.67 and #188219 to #188331 plus EFT's in the amount of \$403,850.20.

Motion to approve Payroll Checks #59560 to #59570 plus EFT's in the amount of \$277,294.69.

If you have any comments, questions or concerns, please contact me for information during the working day at 360-855-1661. This will allow me to look up the invoices that are stored in our office.

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

04/01/2018 To: 04/25/2018

Time: 10:18:14 Date: 04/20/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2794	04/11/2018	Claims	2	188218	Guardian NW Title & Escrow	159,954.67	
				001 - 594 22 61 000 - Fire Station 1.5		159,954.67	
		001 Current Expense Fund				159,954.67	
						<u>159,954.67</u>	Claims: 159,954.67
						159,954.67	

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the City of Sedro-Woolley and that I am authorized to authenticate and certify to said claim.

Finance Director Date

Finance Committee Member _____ Date _____

CHECK REGISTER

City Of Sedro-Woolley

MCAG #: 0647

04/25/2018 To: 04/25/2018

Time: 10:15:10 Date: 04/20/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3077	04/25/2018	Claims	2	EFT	US Bank -- Purchase Cards	7,801.76	
					631 - 389 90 01 621 - Unapplied Cash - Suspense	-112.25	
					631 - 389 90 01 621 - Unapplied Cash - Suspense	-110.45	
					001 - 511 60 31 000 - Supplies	16.25	
					001 - 513 10 43 000 - Meals/Travel	15.00	
					001 - 517 90 49 001 - Employee Wellness (educ)	49.69	
					001 - 517 90 49 001 - Employee Wellness (educ)	126.89	
					001 - 517 90 49 003 - Employee Wellness (supplies)	503.06	
					001 - 518 80 31 001 - Repair & Maintenance Sup	23.85	
					001 - 518 80 41 000 - Professional Services	2.02	
					001 - 518 80 42 021 - Internet Services	188.68	
					001 - 518 80 49 000 - Software Maint & Support	767.91	
					001 - 521 10 41 000 - Professional Services	111.07	
					001 - 521 10 41 000 - Professional Services	12.50	
					001 - 521 20 26 000 - Uniforms/Accessories	124.75	
					001 - 521 20 31 002 - Office/Operating Supplies	21.69	
					001 - 521 20 31 002 - Office/Operating Supplies	80.67	
					001 - 521 20 31 002 - Office/Operating Supplies	123.64	
					001 - 521 20 31 002 - Office/Operating Supplies	4.57	
					001 - 521 20 31 002 - Office/Operating Supplies	44.15	
					001 - 521 20 31 002 - Office/Operating Supplies	52.20	
					001 - 521 20 31 010 - Printing/Publications	22.77	
					001 - 521 20 32 000 - Auto Fuel	25.01	
					001 - 521 20 41 022 - WA Federation Animal Care	276.20	
					001 - 521 20 48 000 - Repairs & Maintenance	433.99	
					001 - 521 30 31 010 - Public Education Supplies	359.50	
					001 - 521 40 43 000 - Travel	16.37	
					001 - 521 40 43 000 - Travel	39.01	
					001 - 521 40 43 000 - Travel	25.00	
					001 - 522 20 35 000 - Small Tools & Minor Equip	173.58	
					001 - 522 45 43 000 - Travel & Meals	71.39	
					001 - 524 20 43 000 - Travel/Meals	109.24	
					401 - 535 80 43 000 - Meals/Travel	44.46	
					412 - 537 80 31 000 - Operating Supplies	176.84	
					412 - 537 80 31 000 - Operating Supplies	431.69	
					412 - 537 80 31 000 - Operating Supplies	137.87	
					412 - 537 80 41 031 - Advertising	10.00	
					412 - 537 80 43 000 - Meals/Travel	193.00	
					103 - 542 30 28 000 - Employee Wellness	451.63	
					103 - 542 30 31 000 - Operating Supplies	296.34	
					101 - 576 80 31 006 - Operating Sup - City Hall	37.96	
					101 - 576 80 48 013 - Tesarik Park	295.12	
					101 - 576 80 48 021 - Equipment	372.94	
					001 - 594 18 64 001 - Network Hardware	83.59	
					001 - 594 18 64 001 - Network Hardware	147.54	
					001 - 594 18 64 001 - Network Hardware	469.93	
					001 - 594 21 64 000 - Machinery & Equipment	16.70	
					001 - 594 21 64 000 - Machinery & Equipment	271.20	
					001 - 594 21 64 000 - Machinery & Equipment	301.60	
					001 - 595 10 49 010 - Tuition/Registration	20.00	
3078	04/25/2018	Claims	2	EFT	WA State Dept Of Revenue	13,896.43	
					001 - 513 10 42 000 - Communication	59.08	
					001 - 517 90 49 003 - Employee Wellness (supplies)	83.30	
					001 - 522 20 31 000 - Operating Supplies	8.68	
					401 - 535 50 48 010 - Maintenance Of Lines	97.75	
					401 - 535 80 31 010 - Operating Supplies	7.32	
					401 - 535 80 44 010 - Taxes & Assessments	6,212.58	
					102 - 536 20 44 010 - Taxes And Assessments	164.50	
					412 - 537 80 44 001 - Taxes & Assessments	6,987.56	
					103 - 542 64 31 004 - Street Sign Materials	216.98	

CHECK REGISTER

City Of Sedro-Woolley

MCAG #: 0647

04/25/2018 To: 04/25/2018

Time: 10:15:10 Date: 04/20/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					101 - 576 80 31 008 - Operating Sup - Memorial	1.60	
					101 - 576 80 44 010 - Taxes And Assessments	57.08	
3079	04/25/2018	Claims	2	188219	ATV Sign	20.62	
					001 - 595 10 31 001 - Address & Street Signs-Reiml	20.62	
3080	04/25/2018	Claims	2	188220	Action Communications Inc	224.28	
					001 - 522 20 48 000 - Repairs/Maint-Equip	224.28	
3081	04/25/2018	Claims	2	188221	All-Phase Electric	685.41	
					101 - 576 80 48 006 - Memorial Park	950.38	
					101 - 576 80 48 013 - Tesarik Park	19.61	
					101 - 576 80 48 013 - Tesarik Park	2.26	
					101 - 576 80 48 020 - Resource Conservation	-286.84	
3082	04/25/2018	Claims	2	188222	Alpine Fire & Safety	1,667.88	
					001 - 522 20 31 000 - Operating Supplies	361.58	
					401 - 535 50 48 000 - Maintenance Contracts	366.13	
					401 - 535 80 31 010 - Operating Supplies	41.07	
					102 - 536 20 31 010 - Operating Supplies	24.52	
					102 - 536 20 35 010 - Safety Equipment	32.55	
					412 - 537 80 48 000 - Repair/Maintenance	269.08	
					103 - 542 30 31 000 - Operating Supplies	21.97	
					103 - 542 30 35 010 - Safety Equipment	199.48	
					101 - 576 80 31 004 - Operating Sup - Comm Cente	39.28	
					101 - 576 80 48 004 - Community Center	118.81	
					101 - 576 80 48 005 - Senior Center	21.70	
					101 - 576 80 48 016 - City Hall	101.18	
					101 - 576 80 48 016 - City Hall	70.53	
3083	04/25/2018	Claims	2	188223	Alpine Products Inc	172.53	
					401 - 535 50 48 010 - Maintenance Of Lines	172.53	
3084	04/25/2018	Claims	2	188224	Aramark Uniform Services	59.42	
					401 - 535 80 49 000 - Laundry	14.17	
					401 - 535 80 49 000 - Laundry	14.17	
					102 - 536 20 49 030 - Misc-laundry	1.04	
					102 - 536 20 49 030 - Misc-laundry	1.04	
					412 - 537 80 49 000 - Misc-Laundry	0.98	
					412 - 537 80 49 000 - Misc-Laundry	0.98	
					103 - 542 30 49 000 - Misc-Laundry	13.52	
					103 - 542 30 49 000 - Misc-Laundry	13.52	
3085	04/25/2018	Claims	2	188225	Assoc Petroleum Products	9,027.14	
					001 - 518 20 32 000 - Auto Fuel	109.16	
					001 - 521 20 32 000 - Auto Fuel	1,797.36	
					001 - 522 20 32 000 - Auto Fuel/Diesel	1,004.57	
					401 - 535 80 32 000 - Auto Fuel/Diesel	115.61	
					102 - 536 20 32 000 - Auto Fuel/Diesel	86.82	
					102 - 536 20 32 000 - Auto Fuel/Diesel	54.34	
					412 - 537 80 32 000 - Auto Fuel/Diesel	302.07	
					412 - 537 80 32 000 - Auto Fuel/Diesel	1,250.04	
					412 - 537 80 32 000 - Auto Fuel/Diesel	693.03	
					103 - 542 30 32 000 - Auto Fuel/Diesel	139.13	
					103 - 542 30 32 000 - Auto Fuel/Diesel	461.23	
					103 - 542 30 32 000 - Auto Fuel/Diesel	118.50	
					501 - 548 30 31 000 - Operating Supplies	2,484.85	
					101 - 576 80 32 000 - Auto Fuel/Diesel	410.43	
3086	04/25/2018	Claims	2	188226	Association Of WA Cities	3,789.84	
					001 - 521 20 27 000 - Retired Medical	3,789.84	
3087	04/25/2018	Claims	2	188227	Baker Septic Tank Pumping Inc.	90.00	

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

04/25/2018 To: 04/25/2018

Time: 10:15:10 Date: 04/20/2018
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			101 - 576 80 47 090		Portable Toilets	90.00	
3088	04/25/2018	Claims	2	188228	Battery Systems Inc.	739.85	
			501 - 548 30 31 000		Operating Supplies	534.91	
			501 - 548 30 31 000		Operating Supplies	102.82	
			501 - 548 30 31 000		Operating Supplies	102.12	
3089	04/25/2018	Claims	2	188229	Bay City Supply	998.21	
			101 - 576 80 31 004		Operating Sup - Comm Cente	145.50	
			101 - 576 80 31 006		Operating Sup - City Hall	428.82	
			101 - 576 80 48 001		Riverfront	211.81	
			101 - 576 80 48 007		Bingham Park	212.08	
3090	04/25/2018	Claims	2	188230	Beaver Lake Quarry	14,903.56	
			401 - 535 50 48 010		Maintenance Of Lines	1,063.61	
			103 - 542 30 48 002		Crushed Aggregate	12,670.32	
			101 - 576 80 48 001		Riverfront	1,169.63	
3091	04/25/2018	Claims	2	188231	Berg Vault Company	542.30	
			425 - 531 50 31 000		Operating Supplies	542.30	
3092	04/25/2018	Claims	2	188232	Patrick Bergen	714.60	
			001 - 342 60 00 000		Fire Transport Fees	-714.60	
3093	04/25/2018	Claims	2	188233	Boulder Park Inc	6,614.34	
			401 - 535 80 35 020		Solids Handling	6,614.34	
3094	04/25/2018	Claims	2	188234	Brim Tractor Company Inc	860.87	
			412 - 537 50 48 000		Repairs/maint-equip	860.87	
3095	04/25/2018	Claims	2	188235	Brown & Caldwell	4,986.50	
			401 - 594 35 63 000		Engineering Services	4,986.50	
3096	04/25/2018	Claims	2	188236	Capital Industries Metal Fabricators	6,692.28	
			412 - 537 80 34 000		Containers - Garbage	6,692.28	
3097	04/25/2018	Claims	2	188237	Capital One Commercial	89.89	
			401 - 535 80 43 000		Meals/Travel	89.89	
3098	04/25/2018	Claims	2	188238	Cascade Hood Service	651.00	
			101 - 576 80 48 004		Community Center	325.50	
			101 - 576 80 48 005		Senior Center	325.50	
3099	04/25/2018	Claims	2	188239	Jed Cates	290.00	
			001 - 521 40 43 000		Travel	290.00	
3100	04/25/2018	Claims	2	188240	Central Valley Ambulance Authority	5,493.29	
			001 - 522 20 41 000		Professional Services	5,493.29	
3101	04/25/2018	Claims	2	188241	City of Sedro-Woolley	470.36	
			305 - 572 80 47 305		Libraries - Utility Services	145.74	
			305 - 572 80 47 305		Libraries - Utility Services	195.09	
			305 - 572 80 47 305		Libraries - Utility Services	129.53	
3102	04/25/2018	Claims	2	188242	Comcast	79.95	
			101 - 576 80 47 020		Senior Center	79.95	
3103	04/25/2018	Claims	2	188243	Crystal Springs	15.23	
			401 - 535 80 31 010		Operating Supplies	15.23	
3104	04/25/2018	Claims	2	188244	Databar	2,484.46	
			425 - 531 50 42 010		Postage	94.23	
			401 - 535 80 42 015		Postage	1,531.18	
			412 - 537 80 42 010		Postage	730.25	

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			103 - 542 61 48 001		Sidewalk Replacement Partne	128.80	
3105	04/25/2018	Claims	2	188245	Dwayne Lane's North Cascade Ford	47.70	
			001 - 522 20 48 000		Repairs/Maint-Equip	47.70	
3106	04/25/2018	Claims	2	188246	Dykstra Farms LLC	240.00	
			412 - 537 60 47 020		Site Yard Waste Disposal	240.00	
3107	04/25/2018	Claims	2	188247	E & E Lumber	713.65	
			001 - 521 20 48 000		Repairs & Maintenance	24.98	
			103 - 542 30 31 000		Operating Supplies	6.51	
			103 - 542 30 35 010		Safety Equipment	21.85	
			101 - 576 80 31 001		Operating Sup - Riverfront	6.48	
			101 - 576 80 31 001		Operating Sup - Riverfront	57.19	
			101 - 576 80 31 005		Operating Sup - Senior Ctr	29.75	
			101 - 576 80 35 000		Small Tools & Minor Equip	9.87	
			101 - 576 80 35 010		Safety Equipment	26.03	
			101 - 576 80 48 004		Community Center	32.54	
			101 - 576 80 48 013		Tesarik Park	3.63	
			101 - 594 76 61 000		Riverfront Park	93.84	
			101 - 594 76 61 000		Riverfront Park	400.98	
			001 - 595 10 31 000		Supplies	-16.65	
			001 - 595 10 31 000		Supplies	16.65	
3108	04/25/2018	Claims	2	188248	Edge Analytical Inc	98.00	
			401 - 535 80 41 000		Professional Services	49.00	
			401 - 535 80 41 000		Professional Services	49.00	
3109	04/25/2018	Claims	2	188249	Eileen Fairfield	1,510.32	53 1014 00 - 1014 NELSON
			001 - 316 49 31 000		Utility Tax On Stormwater	0.75	
			001 - 316 49 35 000		Utility Tax On Sewer	4.58	
			001 - 316 49 37 000		Utility Tax On Solid Waste	1.62	
			425 - 343 10 00 000		Stormwater Fees	-228.46	
			401 - 343 50 00 000		Sewer Service Charges	-1,385.99	
			412 - 343 70 00 000		Garbage/Solid Waste Fees	-405.14	
			412 - 343 73 00 000		Curbside Recycling Fee	2.82	
			412 - 343 75 00 000		Fuel Surcharge	1.00	
			412 - 343 78 00 000		Collection Recoveries	498.50	
3110	04/25/2018	Claims	2	188250	Emergency Medical Products Inc	177.00	
			001 - 522 20 31 000		Operating Supplies	177.00	
3111	04/25/2018	Claims	2	188251	Enviro Zone	877.22	
			412 - 537 80 31 000		Operating Supplies	877.22	
3112	04/25/2018	Claims	2	188252	Fastenal Company	2,609.07	
			401 - 535 50 48 010		Maintenance Of Lines	260.13	
			401 - 535 50 48 010		Maintenance Of Lines	405.78	
			401 - 535 50 48 010		Maintenance Of Lines	468.34	
			401 - 535 50 48 050		Maint Of General Equip	1.66	
			401 - 535 50 48 050		Maint Of General Equip	8.32	
			401 - 535 80 35 000		Small Tools & Minor Equip	110.87	
			401 - 535 80 35 000		Small Tools & Minor Equip	326.76	
			401 - 535 80 35 000		Small Tools & Minor Equip	405.78	
			412 - 537 80 31 000		Operating Supplies	18.76	
			412 - 537 80 31 000		Operating Supplies	9.42	
			412 - 537 80 31 000		Operating Supplies	13.42	
			412 - 537 80 31 000		Operating Supplies	53.90	
			103 - 542 30 35 000		Small Tools/Minor Equip	159.48	
			103 - 542 30 35 010		Safety Equipment	107.22	
			103 - 542 30 35 010		Safety Equipment	40.92	

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			103 - 542 30 35 010 - Safety Equipment			40.25	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			178.06	
3113	04/25/2018	Claims	2	188253	Glenn Gardner		184.45
			001 - 522 20 48 000 - Repairs/Maint-Equip			184.45	
3114	04/25/2018	Claims	2	188254	Gateway Septic Service LLC		754.08
			101 - 576 80 48 001 - Riverfront			217.00	
			101 - 576 80 48 001 - Riverfront			537.08	
3115	04/25/2018	Claims	2	188255	Generator Services NW		1,833.68
			001 - 521 20 48 000 - Repairs & Maintenance			130.98	
			001 - 522 50 48 030 - Repair/Maint-Station			130.98	
			425 - 531 50 48 000 - Repairs/Maintenance			130.98	
			401 - 535 50 48 000 - Maintenance Contracts			1,309.76	
			101 - 576 80 48 016 - City Hall			130.98	
3116	04/25/2018	Claims	2	188256	Great Floors, LLC		2,515.07
			101 - 594 76 31 000 - Buildings & Structures			2,515.07	
3117	04/25/2018	Claims	2	188257	Guardian NW Title & Escrow		629.50
			104 - 595 10 63 010 - Eng Fruitdale			629.50	
3118	04/25/2018	Claims	2	188258	Jason Harris		290.00
			001 - 521 40 43 000 - Travel			290.00	
3119	04/25/2018	Claims	2	188259	Helping Hands Food Bank		2,100.00
			001 - 562 00 51 000 - Helping Hands Food Bank			2,100.00	
3120	04/25/2018	Claims	2	188260	Hepburn Superior		696.36
			102 - 536 20 34 000 - Liners			696.36	
3121	04/25/2018	Claims	2	188261	Home Depot Credit Services		239.40
			102 - 536 20 48 040 - Repair/Maint-Equip & Bldg			196.01	
			102 - 536 20 48 040 - Repair/Maint-Equip & Bldg			-188.80	
			102 - 536 20 48 040 - Repair/Maint-Equip & Bldg			232.19	
3122	04/25/2018	Claims	2	188262	J & T Handy's Construction		13,312.56
			425 - 594 31 63 000 - Collection System			11,630.81	
			425 - 594 31 63 000 - Collection System			1,681.75	
3123	04/25/2018	Claims	2	188263	Leo Jacobs		150.00
			412 - 537 80 31 000 - Operating Supplies			150.00	
3124	04/25/2018	Claims	2	188264	Ronald John		515.00
			001 - 521 20 27 000 - Retired Medical			515.00	
3125	04/25/2018	Claims	2	188265	L N Curtis & Sons		255.95
			001 - 521 20 26 000 - Uniforms/Accessories			255.95	
3126	04/25/2018	Claims	2	188266	Language Exch Inc (The)		510.00
			001 - 512 50 41 040 - Language Interpreter			510.00	
3127	04/25/2018	Claims	2	188267	Les Schwab Tire Center		1,337.63
			412 - 537 50 48 000 - Repairs/maint-equip			872.11	
			412 - 537 50 48 000 - Repairs/maint-equip			53.18	
			412 - 537 60 47 011 - Site Recycling Disposal			378.68	
			101 - 576 80 48 021 - Equipment			33.66	
3128	04/25/2018	Claims	2	188268	Lithtex NW		426.09
			001 - 514 23 31 000 - Supplies			262.16	
			412 - 537 80 31 000 - Operating Supplies			163.93	
3129	04/25/2018	Claims	2	188269	Lochner		14,019.17
			104 - 595 10 63 010 - Eng Fruitdale			7,396.21	
			104 - 595 30 63 010 - Const-Fruitdale			6,622.96	

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3130	04/25/2018	Claims	2	188270	Mammoth Stoneworks Inc	49.17	
			107 - 576 80 48 107 - Repairs & Maintenance			49.17	
3131	04/25/2018	Claims	2	188271	Maul Foster & Alongi, Inc.	26,669.43	
			001 - 558 60 41 000 - Professional Services			26,669.43	
3132	04/25/2018	Claims	2	188272	William R McCann	3,850.00	
			001 - 515 93 41 000 - Indigent Defender			350.00	
			001 - 515 93 41 000 - Indigent Defender			3,500.00	
3133	04/25/2018	Claims	2	188273	Dan McIlrath	290.00	
			001 - 521 40 43 000 - Travel			290.00	
3134	04/25/2018	Claims	2	188274	McLoughlin & Eardley Corp	719.08	
			001 - 521 20 48 010 - Repair & Maint - Auto			141.04	
			001 - 521 20 48 010 - Repair & Maint - Auto			141.04	
			501 - 594 21 64 501 - Vehicles - Police			218.50	
			501 - 594 21 64 501 - Vehicles - Police			218.50	
3135	04/25/2018	Claims	2	188275	Mid-American Research Chem	557.28	
			412 - 537 80 31 000 - Operating Supplies			355.77	
			103 - 542 30 31 000 - Operating Supplies			201.51	
3136	04/25/2018	Claims	2	188276	NUCA of Washington	1,350.00	
			401 - 535 80 49 030 - Misc-Tuition/Registration			630.00	
			103 - 542 30 49 030 - Misc-Tuition/Registration			630.00	
			001 - 595 10 49 010 - Tuition/Registration			90.00	
3137	04/25/2018	Claims	2	188277	Norco	56.23	
			001 - 522 20 45 000 - Equipment Lease			19.27	
			001 - 522 20 45 000 - Equipment Lease			36.96	
3138	04/25/2018	Claims	2	188278	North Central Laboratories	265.07	
			401 - 535 80 31 010 - Operating Supplies			265.07	
3139	04/25/2018	Claims	2	188279	North Hill Resources Inc	792.38	
			101 - 576 80 48 001 - Riverfront			792.38	
3140	04/25/2018	Claims	2	188280	Northwest Parking Equipment Co	24,082.66	
			101 - 594 76 61 000 - Riverfront Park			12,041.33	
			101 - 594 76 61 001 - Bingham Park			12,041.33	
3141	04/25/2018	Claims	2	188281	Oasys	1,520.46	
			001 - 524 20 31 000 - Off/Oper Supps & Books			253.93	
			001 - 558 60 31 000 - Supplies/Books			253.92	
			001 - 595 10 31 000 - Supplies			1,012.61	
3142	04/25/2018	Claims	2	188282	Office Depot	171.90	
			001 - 524 20 31 000 - Off/Oper Supps & Books			57.30	
			001 - 558 60 31 000 - Supplies/Books			57.30	
			001 - 595 10 31 000 - Supplies			57.30	
3143	04/25/2018	Claims	2	188283	Pacific Power Batteries	223.73	
			401 - 535 80 31 010 - Operating Supplies			158.94	
			101 - 576 80 48 005 - Senior Center			64.79	
3144	04/25/2018	Claims	2	188284	Pacific Style Lawn Maint. Inc.	2,251.02	
			101 - 576 80 31 100 - Fertilizer/Herbicide			1,562.12	
			101 - 576 80 31 100 - Fertilizer/Herbicide			151.82	
			101 - 576 80 31 100 - Fertilizer/Herbicide			352.63	
			101 - 576 80 31 100 - Fertilizer/Herbicide			184.45	
3145	04/25/2018	Claims	2	188285	Pitney Bowes Postage by Phone	1,200.00	
			001 - 512 50 42 010 - Postage			153.10	

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			001 - 514 23 42 010 - Postage			250.08	
			001 - 515 30 42 000 - Postage			152.98	
			001 - 521 20 42 010 - Postage			238.38	
			001 - 522 20 42 010 - Postage			11.41	
			001 - 522 20 42 010 - Postage			20.76	
			001 - 524 20 42 000 - Postage			25.05	
			425 - 531 50 31 000 - Operating Supplies			10.71	
			401 - 535 80 42 015 - Postage			139.21	
			102 - 536 20 42 010 - Postage			4.15	
			412 - 537 80 42 010 - Postage			64.25	
			001 - 558 60 42 010 - Postage			18.53	
			101 - 576 80 42 010 - Postage			0.46	
			001 - 595 10 42 000 - Postage			110.93	
3146	04/25/2018	Claims	2	188286	Platt		376.95
			101 - 576 80 48 016 - City Hall			376.95	
3147	04/25/2018	Claims	2	188287	Protech Automotive		195.04
			101 - 576 80 48 021 - Equipment			195.04	
3148	04/25/2018	Claims	2	188288	Public Safety Testing		200.00
			001 - 521 20 41 001 - Professional Services			200.00	
3149	04/25/2018	Claims	2	188289	Wayne Ramsey		104.03
			425 - 531 50 31 000 - Operating Supplies			104.03	
3150	04/25/2018	Claims	2	188290	Rene's World		23.87
			401 - 535 80 31 010 - Operating Supplies			10.85	
			001 - 558 60 49 000 - Printing			13.02	
3151	04/25/2018	Claims	2	188291	Rhomar Industries Inc.		1,374.42
			412 - 537 80 31 000 - Operating Supplies			1,374.42	
3152	04/25/2018	Claims	2	188292	Seawestern Fire Fighting Equip		864.27
			001 - 522 20 48 000 - Repairs/Maint-Equip			864.27	
3153	04/25/2018	Claims	2	188293	Sedro-Woolley Auto Parts		1,372.50
			102 - 536 20 35 000 - Small Tools/Minor Equip			43.40	
			102 - 536 20 35 000 - Small Tools/Minor Equip			3.79	
			412 - 537 50 48 000 - Repairs/maint-equip			75.95	
			412 - 537 50 48 000 - Repairs/maint-equip			47.72	
			412 - 537 50 48 000 - Repairs/maint-equip			27.29	
			412 - 537 80 31 000 - Operating Supplies			50.98	
			412 - 537 80 31 000 - Operating Supplies			252.26	
			412 - 537 80 31 000 - Operating Supplies			12.42	
			412 - 537 80 31 000 - Operating Supplies			61.83	
			412 - 537 80 31 000 - Operating Supplies			12.61	
			412 - 537 80 31 000 - Operating Supplies			229.54	
			103 - 542 30 31 000 - Operating Supplies			16.45	
			103 - 542 30 31 000 - Operating Supplies			43.39	
			103 - 542 30 31 000 - Operating Supplies			195.04	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			234.35	
			501 - 548 30 31 000 - Operating Supplies			33.72	
			101 - 576 80 48 021 - Equipment			19.40	
			101 - 576 80 48 021 - Equipment			12.36	
3154	04/25/2018	Claims	2	188294	Sedro-Woolley School Dist		20,136.00
			631 - 589 30 00 621 - School GMA Impact Fees			20,136.00	
3155	04/25/2018	Claims	2	188295	Sjostrom Law Office		5,748.36
			425 - 531 50 41 003 - Collection Services			229.94	
			401 - 535 80 41 020 - Collection Services			3,736.43	
			412 - 537 80 41 020 - Collection Services			1,781.99	
3156	04/25/2018	Claims	2	188296	Skagit CD		2,508.33
			Sedro-Woolley		City Council Packet		

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			425 - 531 50 41 002 - Contracted Services			1,233.48	
			425 - 531 50 41 002 - Contracted Services			1,274.85	
3157	04/25/2018	Claims	2	188297	Skagit Co District Court	2,542.25	
			001 - 512 50 51 001 - District Court Surcharge			2,542.25	
3158	04/25/2018	Claims	2	188298	Skagit Co Public Works	42,914.65	
			412 - 537 60 47 000 - Solid Waste Disposal			42,914.65	
3159	04/25/2018	Claims	2	188299	Skagit Co Public Works	47.78	
			101 - 576 80 48 014 - Winnie Houser Park			47.78	
3160	04/25/2018	Claims	2	188300	C/o Skagit County Treas. Skagit Council Of Governments	352.04	
			001 - 558 60 51 000 - SCOG			352.04	
3161	04/25/2018	Claims	2	188301	Skagit County Auditor	510.00	
			401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp			340.00	
			412 - 537 80 49 020 - Misc-Filing Fees/Lien Exp			170.00	
3162	04/25/2018	Claims	2	188302	Skagit DV & SA Services	12,444.38	
			001 - 565 50 51 000 - Sk Domestic Violence			11,917.20	
			001 - 565 50 51 000 - Sk Domestic Violence			527.18	
3163	04/25/2018	Claims	2	188303	Skagit Farmers Supply	484.49	
			001 - 522 20 31 000 - Operating Supplies			28.20	
			001 - 522 20 35 000 - Small Tools & Minor Equip			48.80	
			001 - 522 20 35 000 - Small Tools & Minor Equip			8.67	
			001 - 522 20 35 000 - Small Tools & Minor Equip			8.67	
			401 - 535 80 31 010 - Operating Supplies			14.28	
			401 - 535 80 31 010 - Operating Supplies			22.86	
			401 - 535 80 31 010 - Operating Supplies			8.20	
			102 - 536 20 35 000 - Small Tools/Minor Equip			97.64	
			103 - 542 30 31 010 - Operating Supplies-Propane			30.23	
			101 - 576 80 31 002 - Operating Sup - RV Park			16.26	
			101 - 576 80 48 001 - Riverfront			65.09	
			101 - 576 80 48 013 - Tesarik Park			5.41	
			101 - 576 80 48 014 - Winnie Houser Park			130.18	
3164	04/25/2018	Claims	2	188304	Skagit Law Group, PLLC	8,145.39	
			425 - 531 50 41 003 - Collection Services			35.82	
			425 - 531 50 41 003 - Collection Services			3.49	
			425 - 531 50 41 003 - Collection Services			6.25	
			425 - 531 50 41 003 - Collection Services			25.32	
			425 - 531 50 41 003 - Collection Services			28.83	
			425 - 531 50 41 003 - Collection Services			12.09	
			425 - 531 50 41 003 - Collection Services			8.40	
			425 - 531 50 41 003 - Collection Services			9.60	
			425 - 531 50 41 003 - Collection Services			6.20	
			425 - 531 50 41 003 - Collection Services			13.73	
			425 - 531 50 41 003 - Collection Services			18.60	
			425 - 531 50 41 003 - Collection Services			21.32	
			425 - 531 50 41 003 - Collection Services			1.00	
			425 - 531 50 41 003 - Collection Services			19.32	
			425 - 531 50 41 003 - Collection Services			53.33	
			425 - 531 50 41 003 - Collection Services			62.44	
			401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp			582.19	
			401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp			56.88	
			401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp			101.73	
			401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp			411.57	
			401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp			468.44	
			401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp			196.63	
			401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp			136.50	

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			401 - 535 80 49 040		Misc-Filing Fees/Lien Exp	156.00	
			401 - 535 80 49 040		Misc-Filing Fees/Lien Exp	100.75	
			401 - 535 80 49 040		Misc-Filing Fees/Lien Exp	223.28	
			401 - 535 80 49 040		Misc-Filing Fees/Lien Exp	302.25	
			401 - 535 80 49 040		Misc-Filing Fees/Lien Exp	346.57	
			401 - 535 80 49 040		Misc-Filing Fees/Lien Exp	16.25	
			401 - 535 80 49 040		Misc-Filing Fees/Lien Exp	314.07	
			401 - 535 80 49 040		Misc-Filing Fees/Lien Exp	866.78	
			401 - 535 80 49 040		Misc-Filing Fees/Lien Exp	1,014.65	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	277.66	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	27.13	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	48.52	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	196.29	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	223.41	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	93.78	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	65.10	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	74.40	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	48.05	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	106.49	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	144.15	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	165.29	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	7.75	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	149.79	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	413.39	
			412 - 537 80 49 020		Misc-Filing Fees/Lien Exp	483.91	
3165	04/25/2018	Claims	2	188305	Skagit Publishing	209.82	
			001 - 511 60 31 001		- Legal Publications	59.18	
			001 - 511 60 31 001		- Legal Publications	53.80	
			001 - 558 60 41 010		- Advertising	96.84	
3166	04/25/2018	Claims	2	188306	Skagit Shooting Sports Inc.	3,908.17	
			001 - 521 20 31 015		- Ammunition	3,908.17	
3167	04/25/2018	Claims	2	188307	Skagit Soils	1,378.29	
			412 - 537 60 47 021		- Curbside Yard Waste Disposa	1,378.29	
3168	04/25/2018	Claims	2	188308	Smoots Dev Inc.	328.10	
			001 - 345 83 00 003		- Building Review Fees	-328.10	
3169	04/25/2018	Claims	2	188309	Heather Sorsdal-Hirotaka	197.00	
			001 - 521 40 43 000		- Travel	197.00	
3170	04/25/2018	Claims	2	188310	Staples Business Advantage	382.97	
			001 - 514 23 31 000		- Supplies	285.36	
			001 - 521 20 31 002		- Office/Operating Supplies	21.08	
			001 - 521 20 31 002		- Office/Operating Supplies	76.53	
3171	04/25/2018	Claims	2	188311	State Auditor's Office	47.55	
			001 - 514 23 41 000		- State Auditing	47.55	
3172	04/25/2018	Claims	2	188312	Stephen Berentson Public Relations	252.93	
			001 - 513 10 42 000		- Communication	252.93	
3173	04/25/2018	Claims	2	188313	Stiles Law Inc., PS	3,378.50	
			001 - 512 50 41 010		- Municipal Court Judge	3,378.50	
3174	04/25/2018	Claims	2	188314	TKE Corp	1,033.36	
			101 - 576 80 48 016		- City Hall	1,033.36	
3175	04/25/2018	Claims	2	188315	Paul Taylor	80.98	
			001 - 521 20 27 000		- Retired Medical	80.98	
3176	04/25/2018	Claims	2	188316	The Philbin Group	821.39	

CHECK REGISTER

City Of Sedro-Woolley

MCAG #: 0647

04/25/2018 To: 04/25/2018

Time: 10:15:10 Date: 04/20/2018

Page: 10

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					101 - 576 80 41 000 - Professional Services	500.00	
					101 - 576 80 41 001 - Advertising	321.39	
3177	04/25/2018	Claims	2	188317	The Public Group	624.05	
					501 - 589 30 00 501 - Public Surplus Fees Remittan	624.05	
3178	04/25/2018	Claims	2	188318	Payment Center Thomson Reuters -- West	297.62	
					001 - 515 30 41 002 - Westlaw Services	297.62	
3179	04/25/2018	Claims	2	188319	UPS	107.22	
					001 - 521 20 42 010 - Postage	84.71	
					001 - 522 20 42 010 - Postage	22.51	
3180	04/25/2018	Claims	2	188320	US Mower	82,524.49	
					425 - 531 50 48 000 - Repairs/Maintenance	651.00	
					501 - 594 31 64 501 - Equip & Vehicles - Storm	81,873.49	
3181	04/25/2018	Claims	2	188321	USPS	1,196.20	
					001 - 513 10 42 000 - Communication	1,196.20	
3182	04/25/2018	Claims	2	188322	Uline	852.99	
					101 - 576 80 48 014 - Winnie Houser Park	385.08	
					101 - 576 80 48 016 - City Hall	467.91	
3183	04/25/2018	Claims	2	188323	WA State Dept Of Ecology	1,262.25	
					401 - 535 80 51 020 - DOE Discharge Permit	1,262.25	
3184	04/25/2018	Claims	2	188324	WA State Dept Of Revenue	266.10	
					305 - 362 00 00 305 - Rents And Leases	-227.58	
					303 - 362 40 15 303 - Apartment Rental	-38.52	
3185	04/25/2018	Claims	2	188325	Washington Organic Recycling	125.00	
					412 - 537 80 49 010 - Misc-Dues/Subs & Tuitn/Reg	125.00	
3186	04/25/2018	Claims	2	188326	Washington State Patrol	36.00	
					102 - 536 20 49 010 - Misc-Tuition/Registration	12.00	
					101 - 576 80 49 020 - Misc-Dues/CDL/Background	24.00	
3187	04/25/2018	Claims	2	188327	Washington Tractor	765.88	
					102 - 536 20 48 040 - Repair/Maint-Equip & Bldg	33.96	
					102 - 536 20 48 040 - Repair/Maint-Equip & Bldg	204.05	
					102 - 536 20 48 040 - Repair/Maint-Equip & Bldg	212.34	
					101 - 576 80 48 021 - Equipment	9.00	
					101 - 576 80 48 021 - Equipment	306.53	
3188	04/25/2018	Claims	2	188328	Waste Management Of Skgt	4,361.03	
					412 - 537 60 47 010 - Curbside Recycling Disposal	4,264.83	
					412 - 537 60 47 011 - Site Recycling Disposal	96.20	
3189	04/25/2018	Claims	2	188329	Waterclear Co Inc (the)	1,962.77	
					401 - 535 80 35 020 - Solids Handling	1,962.77	
3190	04/25/2018	Claims	2	188330	Widener And Associates	2,878.50	
					104 - 595 10 63 050 - Eng-SR20 Side/E Lane Town	2,878.50	
3191	04/25/2018	Claims	2	188331	Wood's Logging Supply Inc	73.98	
					001 - 522 20 35 000 - Small Tools & Minor Equip	50.98	
					102 - 536 20 31 010 - Operating Supplies	23.00	
					001 Current Expense Fund	84,569.48	
					101 Parks & Facilities Fund	40,401.98	
					102 Cemetery Fund	1,934.90	
					103 Street Fund	16,636.68	
					104 Arterial Street Fund	17,527.17	

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

04/25/2018 To: 04/25/2018

Time: 10:15:10 Date: 04/20/2018

Page: 11

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		107	Parks Reserve Fund			49.17	
		303	Building Maintenance Reserve			38.52	
		305	Library Construction Fund			697.94	
		401	Sewer Operations Fund			40,013.33	
		412	Solid Waste Operations Fund			77,291.09	
		425	Stormwater Operations			18,138.28	
		501	Equipment Replacement Fund			86,192.96	
		631	Suspense Fund			20,358.70	
							Claims:
						403,850.20	403,850.20
		* Transaction Has Mixed Revenue And Expense Accounts					

* Transaction Has Mixed Revenue And Expense Accounts

403,850.20

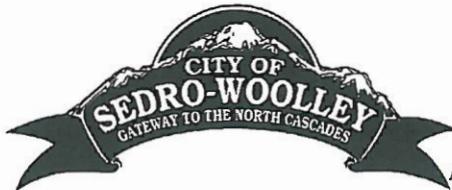
403,850.20

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the City of Sedro-Woolley and that I am authorized to authenticate and certify to said claim.

Finance Director _____ Date _____

Finance Committee Member _____ Date _____

Finance Committee Member _____ Date _____



CITY COUNCIL AGENDA
REGULAR MEETING

APR 25 2018

:00 P.M. COUNCIL CHAMBER,
AGENDA NO. 03

CITY OF SEDRO-WOOLLEY
Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0771
Fax (360) 855-0733

Mark A. Freiberger, PE
Director of Public Works

MEMO TO: City Council and Mayor Julia Johnson
FROM: Mark A. Freiberger, PE AF
RE: **Proposed Use Agreement between the City of Sedro-Woolley and Skagit County Public Works for Equipment Repair on an As-needed Basis**
DATE: April 6, 2018 (for Council review April 25, 2018)

ISSUE

Should the city council authorize Mayor Johnson to execute the attached Interlocal Cooperative Agreement between the City of Sedro-Woolley and Skagit County to authorize Skagit County Public Works Equipment Division to provide specific vehicle maintenance and/or repair work on certain vehicles?

BACKGROUND/DISCUSSION

The city equipment fleet includes several specialized pieces of equipment, including our Broom Bear Street Sweeper, Vactors and Boom Mowers that periodically require specialized repair operations that require work by outside maintenance facilities. In the case of the sweeper and vactor units, this involves transporting the equipment to the Seattle area to facilities that specialize in this work. These repairs typically result in two or more weeks of down time for the unit. Skagit County has trained mechanics at their Public Works Equipment Division facility that are experienced and qualified to perform such repairs. Using the county for such repairs would save the cost and lost time for two employees to transport the units back and forth to the shop, and also the subsequent wait for repairs.

This is not meant to replace normal maintenance by our mechanic, but to speed up the repair process, save on employee time for transport to the remote shops, and reduce down time for the units. These repairs are unpredictable but generally required a few times per year.

The county has offered to perform such repairs on a reimbursable basis, at their shop rate of \$79/hour plus materials and 9% overhead.

MOTION

Authorize Mayor Johnson to execute the attached Interlocal Cooperative Agreement between the City of Sedro-Woolley and Skagit County to authorize Skagit County Public Works Equipment Division to provide specific vehicle maintenance and/or repair work on certain vehicles.

After Recording Return to:

Skagit County
Public Works Department
Attn: Equipment Division Manager
201 East Avon Avenue
Burlington, WA 98233

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

City of Sedro Woolley of Skagit County

AND

Skagit County

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Sedro Woolley, a Washington municipal corporation ("City") and Skagit County, a Political Subdivision of the State of Washington ("County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT. The City and the County may be individually referred to herein as a "party", and may be collectively referred to herein as the "parties." In consideration of the following, the parties mutually agree as follows:

1. PURPOSE: The County will perform specified repair work on and provide supplies, for vehicles owned by the City to be reimbursed to the COUNTY at the actual cost incurred by the County for said repair work and supplies, pursuant to the terms of this Agreement.
2. RESPONSIBILITIES: The County, via the Skagit County Public Works Department, Equipment Division, will provide specific vehicle maintenance and/or repair services to approximately ten (10) City vehicles (primarily including vactor trucks, sweeper truck, and boom mower, etc.), pursuant to the terms of this Agreement. The specific City vehicles and equipment ("vehicles") and specific maintenance and/or repair work to be performed by the County on certain City vehicles is more particularly described at Exhibit "A", which is attached hereto and incorporated by reference. The County makes no representations or warranties whatsoever about the services provided to the City vehicles pursuant to the terms of this Agreement, and the City specifically recognizes and agrees that the County shall not be responsible or liable for any actual or alleged invalidation of any City vehicle warranties. Upon completion of any work or services performed by the

County to City vehicles, the City shall have a duty to inspect and accept such work and services prior to using said City vehicles.

2.1 The County is not obligated to perform or provide any other services, duties, or responsibilities pursuant to the terms of this Agreement. In any particular instance (or in all instances), the County may choose not to perform any services or not to perform certain services in the event that the County determines (at the County's sole option, discretion, and judgment) that it would be unsafe, impracticable, or otherwise not feasible for the County to perform such services for any reason. The parties recognize and agree that maintenance, repair, and servicing of County vehicles (and/or other County work obligations) shall take priority over any services performed on or for City vehicles, and that any services performed by the County pursuant to this Agreement shall be otherwise be dependent upon the availability of County staff and resources. The City recognizes and agrees that in the event that the County determines (at the County's sole option and discretion) that the County cannot provide services for the City vehicles, that the City will be responsible for finding other alternative vehicle maintenance services at the City sole cost, expense, and liability, without recourse from the County.

3. TERM OF AGREEMENT: The term of this Agreement shall be from the date of mutual execution through December 31, 2022 unless sooner terminated pursuant to the terms herein.

4. MANNER OF FINANCING: The City shall fully reimburse the County for all of the County's costs and expenses incurred by the County in providing services pursuant to this Agreement. Such costs and expenses shall include, but not be limited to, County staff time wages and benefits of County staff, costs of supplies and materials, fuel, electricity, fees and expenses incurred by the County, and any applicable taxes. In addition to the City reimbursement to the County for the County's actual costs and expenses for such services, the City shall also pay an additional administrative fee of nine percent (9%) of the County's total actual costs and expenses for the County's services. The nine percent (9%) administrative fee is imposed as a means of reimbursement to the County for the County's administrative staff time (and other staff time) for providing the County's services pursuant to this Agreement. The County may invoice the City monthly. The City shall promptly pay any such invoices from the County within thirty (30) days.

5. ADMINISTRATION: The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

5.1 The County's representative shall be the Skagit County Public Works Department Equipment Division Manager.

5.2 The City representative shall be the Fleet Manager of the City, or his/her designee.

6. TREATMENT OF ASSETS AND PROPERTY: No fixed assets or personal or real property will be jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.

7. NO PARTNERSHIP OR JOINT VENTURE: No partnership and/or joint venture exists between the parties, and no partnership and/or joint venture is created by and between the parties by virtue of this Agreement. No agent, employee, contractor, subcontractor, consultant, volunteer, and/or other representative of the parties shall be deemed an agent, employee, contractor, subcontractor, consultant, volunteer, or other representative of the other party.

8. INDEMNIFICATION: Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agree to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the County by reason of entering into this contract except as expressly provided herein; provided, that to the maximum extent allowed by law, the City hereby releases and holds harmless the County its elected officials, employees, volunteers and agents for any liability and/or damages arising from and/or related to the County's services provided pursuant to this Agreement.

9. INSURANCE: The City shall provide the County with a copy of an insurance certificate with the following coverage terms: The coverage provided shall include Automobile Liability no less than one million dollars (\$1,000,000) with coverage for owned non-owned hired and leased vehicles. Coverage must be provided by an insurance company authorized to write insurance in the State of Washington and has an A + or better rating in the AM Best Rating Guide Insurance, and in terms of amount and form must be approved by Skagit County Risk Manager at his/her sole discretion. The Skagit County Risk Manager may from time to time modify or impose additional insurance requirements as the Skagit County Risk Manager deems appropriate, and City shall submit proof of the required insurance yearly (accompanying its budget) to the County Board of Commissioners. Unless the required insurance is obtained through membership of a risk pool which prohibits the naming of others as additional insured, Skagit County, its elected officials, officers, and employees shall be named as additional insured on all policies. The City's insurance shall be primary. Any insurance or self-insurance maintained by the County, its officers, officials, employees or volunteers shall be excess of the City's insurance and shall not contribute to it.

10. LIMITATION OF LIABILITY. Any party having a claim against the City, however arising, shall have recourse only to the extent of assets and property of the City and shall have no recourse against the County, its appointed or elected officers, employees, volunteers or its/their assets or credits.

11. TERMINATION: Any party hereto may terminate this Agreement upon thirty (30) days notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

12. CHANGES, MODIFICATIONS, AMENDMENTS AND WAIVERS: The Agreement may be changed, modified, amended or waived only by subsequent written agreement duly executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

13. SEVERABILITY: In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

14. USE OF DOCUMENTS AND MATERIALS PRODUCED: Unless privileged or otherwise exempt from public disclosure, the County shall have the right to use and distribute any and all documents, writings, programs, data, public records or other materials prepared by any party (and/or any party's contractors, consultants, and/or subcontractors), in connection with performance of this Agreement. The parties recognize and agree that any documents and/or materials arising from and/or related to this Agreement may be subject to public disclosure pursuant to applicable law.

15. NO THIRD PARTY BENEFICIARIES: This Agreement is not intended to nor does it create any third party beneficiary or other rights in any third person or party, including, but not limited to, members of the general public, persons using or receiving services from the City, and/or any agent, contractor, subcontractor, consultant, employee, volunteer, or other representative of either party.

16. COMPLIANCE WITH LAWS: The parties to this Agreement shall comply with all applicable federal, state, and local laws, rules, and regulations in carrying out the terms and conditions of this Agreement.

17. VENUE AND CHOICE OF LAW: In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Agreement, the venue of such action of litigation shall be in the Superior Court of the State of Washington in and for the County of Skagit. This Agreement shall be governed by the laws of the State of Washington.

18. CAPTIONS & COUNTERPARTS: The captions in this Agreement are for convenience and reference only and do not define, limit, or describe the scope or intent of this Agreement. This Agreement may be executed in any number of counterparts, and each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one agreement.

19. NEUTRAL AUTHORSHIP: Each of the terms and provisions of this Agreement have been reviewed and negotiated, and represents the combined work product of the parties hereto. No presumption or other rules of construction which would interpret the provisions of this Agreement in favor of or against the party preparing the same shall be applicable in connection with the construction or interpretation of any of the provisions of this Agreement. The parties represent that they have had a full and fair opportunity to seek legal advice with respect to the terms of this Agreement and have either done so, or have voluntarily chosen not to do so. The parties represent and warrant that they have fully read this Agreement, that they understand its meaning and effect, that they are duly authorized to enter into this Agreement, and that they enter into this Agreement with full knowledge of its terms. The parties have entered into this Agreement without duress or undue influence.

20. ENTIRE AGREEMENT: This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

City of Sedro Woolley:

By: _____
Title of Signatory: Mayor
(Date _____)

Print Name of Signatory _____

Mailing Address:

City of Sedro Woolley
325 Metcalf Street
Sedro Woolley, WA 98284

DATED this _____ day of _____, 2018.

**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Attest:

Ron Wesen, Commissioner

Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

Recommended:

County Administrator

Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director

Exhibit “A”

Specific repair work to be completed on City of Sedro Woolley Vehicles and/or equipment

Subject to the terms of this interlocal agreement by and between Skagit County and the City, the following specific repair tasks may be performed by the Skagit County Public Works Department, Equipment Division:

1. General repairs to the equipment includes but not limited to:
 - Window replacement
 - Door panel repairs
 - Seat belt repairs
 - Air Conditioning repairs / add Freon
 - Brakes
 - Drive line
 - Electric system
 - Fuel system
 - Engine
 - Suspension including Shock replacement
 - Front end work – idler arm, tie rod end and drag link replacement
 - Fabrication can be performed as requested by the City
 - Hydraulic systems
 - Power steering

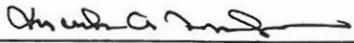
The County will not perform body work on City vehicles, or work covered by City vehicle warranties. The City has the sole duty to determine if the needed work is covered by warranties and if work is authorized by the City, then the County may assume that such work is not covered by warranties. The County (at the County's sole option and discretion), may choose to not perform some or any of the above-described maintenance and repair services. Skagit County makes no representations or warranties whatsoever (express or implied) regarding any work performed by the County on any City vehicle(s).

City of Sedro Woolley Equipment List

303	2004	LDTRL	UTIL	4ZEHH101941169262
304	2001	JOHN	BACKHOE	T0310SG900465
322	2001	FORD	F3PU #5518	1FDWW32SX1EC39256
306	2000	GMC	C7500	1GDM7H1COYJ524724
309	1998	CATER	INT TOOL	1WN00947
308	1999	MIKE	FLATBED/UTILITY TRAILER	BUZ050799XBUZ1973
310	1996	INTER	DUMP	2HTFMAHR8TC036798
	2003	MIKE	FB	BUZ0110033BUZ2342
301	2006	FORD	F2PU	1FTNF205X6ED76874
302	2006	FORD	F2PU	1FTNF20576EC30058
321	2006	J. DEERE	A2300/30000183	109FS061X7U021978
319	2007	FRHT	5/7 YD DUMP TRUCK	1FVACYCS87DZ19534
205	2007	FORD	F4D	1FDXF47Y67EB32088
307	1999	DODGE	RAMPU	3B7KC26ZXXM576980
327	2011	INTL	SWEEPTRK/ELGIN BROO	1HTMMAAN7BJ434681
336	2016	MARAT	TRAILER	2M9TPSTXGH190596
338	2018	NEW H/US	BOOM MOWER	
407	1979	INTL	DMP (SPREADER TRUCK)	CF267JGB10600
406	1998	INTER	47004X2	1HTSCAANXWH513690
401	1990	DODGE	D15PU	1B7GE16Y0LS735220
405	1984	INTL	TNK	1HTAF195XEHA12419
400	2001	GMC	SONPU	1GTCS19W518217678
414	2000	CHEV	SERBODY	1GBGC24R5YF409652
409	2004	FORD	E450	1FDXE45S94HA07078
403	2006	FORD	F2PU	1FTSX20506ED77046
402	2006	FORD	RANPU	1FTYR14U16PA31706
417	2006	MIKE	PUMP TLR	BUZ0330066BUZ2482
415	2007	FRHT	M2106V (5-7 yd dump)	1FVACYCS27DZ19531
416	2007	FRHT	DUMP (12-14 yd dump)	1FVMCYDJ77DZ19530
419	2013	HM	UTILITY TRAILER	WA98239014
	2016	CARRY	UTILITY TRAILER	4YMUL0813GN001384
422	2017	JD	COMP EXCAVATOR	1FF050GXCGH2854362017
423	2017	TRLMX	UTILITY TRAILER	5UCPT2725HA003085
600	2010	INTER	760 TM VACTOR	1HTWXAHT1AJ184826

REIMBURSABLE JOB NUMBER REQUEST FORM

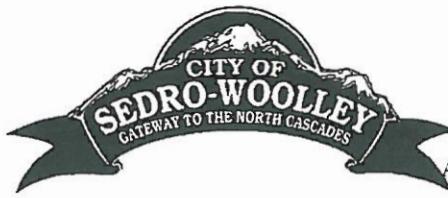
Skagit County Public Works Department

CUSTOMER NAME:	Sedro Woolley Street Department	Job #: RF 97 - 71 - SW EQ #
ADDRESS:	409 Alexander Street	
	Sedro Woolley, WA 98284	
CUSTOMER SIGNATURE:		
	Mark Freiberger	
Budget Coding:	NA	
	For County Departments only	
ESTIMATED START DATE:	5/1/2018	ESTIMATED COMPLETION DATE: 5/1/2019
ESTIMATED COST:		
Labor/Fringes	\$79.00 / hour (2017 shop rate)	
Inventory		
Equipment		
Purchases		
Admin @ 9%	Will be applied	
Sales Tax @ 8.5%		
TOTAL ESTIMATED COST:	NA	
	This is not a firm bid.	

This authorizes Skagit County ER&R to bill the City of Sedro Woolley for costs (minor repairs and parts per Interlocal Agreement C20170191) on the following list of equipment.

See updated City of Sedro Woolley equipment list attached.

ESTIMATE PREPARED BY:		DATE: _____
PW DIVISION MANAGER:	Mike Elde	DATE: _____
PW ADMINISTRATIVE APPROVAL:	Controller	DATE: _____
PROJECT APPROVED BY:	Director/County Engineer, Skagit County Public Works	DATE: _____



CITY COUNCIL AGENDA
REGULAR MEETING

APR 25 2018

:00 P.M. COUNCIL CHAMBER
AGENDA NO. e4

CITY OF SEDRO-WOOLLEY

Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0771
Fax (360) 855-0733

Mark A. Freiberger, PE
Director of Public Works

MEMO TO: City Council and Mayor Julia Johnson

FROM: Mark A. Freiberger, PE

RE: **Proposed Interlocal Agreement between the City of Sedro-Woolley and the Port of Skagit County Re Fruitdale Road Arterial Improvements Project, City Project 2018-PW-01**

DATE: April 19, 2018 (for Council review April 25, 2018)

ISSUE

Should the city council authorize Mayor Johnson to sign an Interlocal Agreement between the City of Sedro-Woolley and the Port of Skagit County for purpose of reimbursing the city for construction and construction management services for additional work requested by the Port to be incorporated into the Fruitdale Road Arterial Improvements Project totaling \$89,550.00?

BACKGROUND/DISCUSSION

The Port of Skagit County has requested that the city add construction and construction phase services for addition of a Port of Skagit SWIFT Center entry sign and future Fiber Optic conduit to be incorporated into the Fruitdale Road Arterial Improvements Project. The attached Interlocal agreement allows for reimbursement of the city for the cost of this work. The work is included in the contract as bid as Bid Item 73 Swift Center Signage and Schedule B Item B-1 Conduit Pipe 4-Inch, as detailed on the attached Interlocal Agreement. The construction management estimated for this work includes contract coordination, inspection, materials testing, plus a 5% administrative fee. The total for the contract and construction management work is \$89,550.00.

The proposed Interlocal is similar to previous Interlocal agreements with PUD No. 1 of Skagit County done for the Fruitdale-McGarigle Road Project, the SR20, F&S Grade Road Project, SR20, Metcalf to Township Lane Widening Project, the SR9 Pedestrian/Bicycle Safety Improvements Project, the 2014 Third Street Project and the recently approved State Street Overlay Project.

MOTION

Move to authorize Mayor Johnson to sign the attached Interlocal Agreement between the City of Sedro-Woolley and the Port of Skagit County for purpose of reimbursing the city for construction and construction phase services for additional work requested by the Port to be incorporated into the Fruitdale Road Arterial Improvements Project totaling \$89,550.00.

INTERLOCAL AGREEMENT BETWEEN THE CITY OF SEDRO-WOOLLEY AND THE PORT SKAGIT COUNTY

THIS AGREEMENT is made and entered into this ____ day of _____ 2018, by and between the City of Sedro-Woolley, a Washington Municipal Corporation, herein referred to as "CITY," and the Port of Skagit County, herein referred to as "Port"

WHEREAS, the City is in the process of constructing the **Fruitdale Road Arterial Improvements Project, City Project 2018-PW-01**,

WHEREAS, the Port desires to replace and upgrade the existing Northern States Gateway Entry Sign with a new Port of Skagit Entry Sign, and install a 4-inch conduit with three 1.5-inch interdicts for future fiber optic within the project limits,

WHEREAS, the parties believe the project will be completed most efficiently and cost effectively if the Port work is conducted pursuant to the City's contract with the prime contractor,

WHEREAS, the City and the Port are each independently authorized by law to conduct such activity; and,

WHEREAS, RCW 39.34.080 authorizes a public agency to contract with another public agency to perform any governmental service, activity, or undertaking which each public agency is authorized to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and,

WHEREAS, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities, including an agency of state government, on a basis of mutual advantage; and,

WHEREAS, it is of mutual advantage to the City and the Port to enter into this Agreement providing a mechanism for the Port's work related to the City's project to be constructed by the City and paid for by the Port as part of the **Fruitdale Road Arterial Improvements Project** (the Project); and,

WHEREAS, it is necessary for the City and the Port to enter into an agreement setting forth the terms, conditions, and requirements for completing the Project.

NOW, THEREFORE, in consideration for the terms and conditions contained herein and in the documents incorporated herein, the parties agree as follows:

STATEMENT OF WORK

1. The City will assist the Port in conducting the following:

Bid Schedule B: Skagit County PUD No. 1 Water Main Improvements

Item	Item Description		Unit of	Apparent Low Bidder (TBD)			
No.		Quantity	Measure	Unit Price	Amount		
BASE BID ROAD PROJECT							
73	Swift Center Signage (Bid \$36,000 less \$15,000 TIB)	1.00	LS	\$21,000.00	\$21,000.00		
SCHEDULE B FIBER OPTIC CONDUIT							
B-1	Conduit Pipe 4-Inch	2,120	LF	\$23.00	\$48,760.00		
Sales Tax at 8.5 Percent							
Total Schedule B including Tax							
SUBTOTAL CONSTRUCTION CONTRACT							
Construction Engineering – 15.4% of Contract		15.4%	CN	\$73,904.60			
SUBTOTAL							
Administration 5%		1.00	EST	\$11,381.00			
TOTAL (ROUNDED)							
\$85,286.00							
\$4,264.00							
\$89,550.00							

COMPENSATION

2. City will charge the Port for its portion of the services described above at its actual costs plus 5% for Administration for a maximum compensation not to exceed **\$91,650.00** without further authorization from the Port. Requests by the Port for any other services by the City shall be negotiated as a mutually agreed amendment to this Agreement prior to the City providing the service. Upon reaching the maximum compensation, the City will have no further responsibility or obligation regarding the provision of services under this Agreement unless it is amended by mutual written agreement to authorize additional compensation.

It is contemplated that the City will contract for all aspects of the job, and the Port will reimburse the City for its respective share of the contract costs associated with the scope of work identified above.

The Port has contracted separately with the design consultant for design and coordination of the work with the project design plans of the bid items shown above. City's project manager, construction engineer and inspector will perform all construction administration and management including processing of change orders and pay requests, project inspection, coordination of field surveying and quality assurance services.

Construction phase engineering coordination, construction surveying and soils testing costs shown above are estimates. The actual cost will be billed based on invoices from the appropriate sub-consultant.

In the event a dispute arises between the City and a contractor that may affect the costs of the work for which the Port is responsible, the City will consult with the Port concerning the dispute and the method of resolution.

In the event the work requires change orders due to unforeseen conditions or other matters, the City is authorized to approve change orders related to the portion of the work for which the Port is responsible, after consultation with the Port, for a total amount not to exceed the amount provided for in the construction contract for changes, overruns and contingencies.

PAYMENT PROCEDURE

3. The City shall submit invoices to the Port on a monthly basis. Payment shall be made by warrant or account transfer by the Port to the City within 30 days of receipt of the invoice. Details of payment process shall be determined by the parties' respective financial offices.

INDEPENDENT CAPACITY

4. The officials, employees or agents of each party who are engaged in the performance of this Agreement shall continue to be officials, employees or agents of that party and shall not be considered for any purpose to be officials, employees or agents of the other party.

LEGAL RELATIONS

5. Neither party shall be liable for damage or claims which arise from or relate to the performance or non-performance of this Agreement by the other party. Each party shall be responsible only for the negligent acts and omissions of its own officers, employees, and agents, and no party shall be considered the agent of the other.

ASSIGNMENT

6. The Port understands that the City will contract for services to be provided under this agreement and amendments thereto. However, neither party shall assign or convey its interests or obligations under this Agreement without the written consent of the other. There are no third-party beneficiaries of this agreement.

DISPUTES

7. It is expected that any conflicts arising out of the implementation of this Agreement will be resolved at the staff level. In the event that issues cannot be resolved by staff in a timely fashion, the parties agree to elevate the dispute through equivalent management levels of each party, and if necessary to the Port of Skagit Director and City Supervisor.

In the event that a dispute cannot be resolved in the manner described above, they shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto.

AMENDMENT

8. This Agreement shall be amended only by written mutual consent of the parties. Amendments to this agreement may be initiated by any of the parties and will become final after written agreement by all parties and appropriate signatories is executed.

TERMINATION

9. This agreement is effective from the date of signature by all parties and remains in effect until modified by written mutual consent or terminated. Either party may terminate this Agreement upon thirty (30) days written notification to the other party. If this Agreement is so terminated, the Port shall be responsible to the City for performance rendered or costs incurred or contracted for in accordance with the terms of this Agreement prior to the effective date of termination, including the cost of any work contracted for by the City or the cost to the City to terminate the contract for said work.

CONTRACT MANAGEMENT

10. The contract administrators shall be the persons listed below. The contract administrator for each party shall be responsible for and shall be the contact person for all notices and communications regarding the performance of this Agreement.

Heather Rogerson
Planning and Environmental
Project Administrator
Port of Skagit County
15400 Airport Way
Burlington, WA 98233
(360) 757-0011
heatherh@portofskagit.com

Mark Freiberger, PE
Director of Public Works
City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284
(360) 855-9933
mfreiberger@ci.sedro-woolley.wa.us

GOVERNANCE

11. This Agreement is entered into and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable state and federal constitution statutes and rules;
- Statement of work; and
- Any other provisions of the Agreement, including materials incorporated by reference.

WAIVER

12. A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in writing signed by an authorized representative of the party and attached to the original Agreement.

SEVERABILITY

13. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of the Agreement, and to this end the provisions of this Agreement are declared to be severable.

ALL WRITINGS CONTAINED HEREIN

14. This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

ADDITIONAL PROVISIONS

15. This Agreement does not create any separate legal entity, create any joint organization, establish any common budget, nor authorize the joint acquisition of any personal or real property.

DATED this _____ day of _____, 2018.

CITY OF SEDRO-WOOLLEY

Mayor

ATTEST:

Finance Director

APPROVED AS TO FORM:

City Attorney

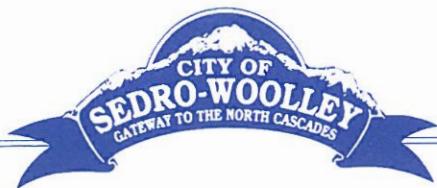
PORT OF
SKAGIT COUNTY

Patsy Martin, Director

APPROVED AS TO FORM:

APR 25 2018

:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 3



SUBJECT: PUBLIC COMMENTS

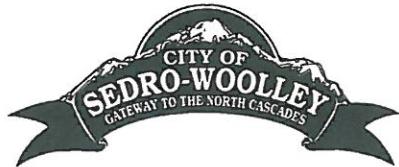
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CITY COUNCIL AGENDA
REGULAR MEETING

APR 25 2018

:00 P.M. COUNCIL CHAMBER
AGENDA NO. 02

Building and Planning Departments
Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0771
Fax (360) 855-0733

MEMO:

To: City Council
Mayor Johnson

From: John Coleman, AICP
Planning Director

Date: April 25, 2018

Subject: Building Permit and Planning Permit Review Status

This status sheet is being provided for your review.

Please let me know if you have any questions.

John

APPLIED BUILDING PERMITS

X = COMPLETE

R = REVISIONS RECEIVED

W = WAITING FOR RESPONSE

NO ENTRY = INITIAL REVIEW NOT COMPLETE

APPL.	PERMIT #	NAME	ADDRESS	REVIEW	COMMENTS	house sign ordered	
DATE			/ PARCEL #	BLDG	PLNG	ENGR	
12/29/16	2016-322	FAW Properties LLC/New owner	925 Curtis St	W	W	N/A	Permit to convert the rear building to a second separate unit. PAID. Applicant to work with Building Dept to make rear house a complete second residence. Application expires 12-29-17.
7/5/17	2017-197	Coulter Properties	116 West Ferry St	X/W	X	X	TI.PAID.Eng emailed archt and waiting for corrections on plans 7-31-17.Advised applicant to pu permit 10-10-17.EXPIRES 7-5-18.(6 months extention)
11/2/17	2017-311	James Fitzpatrick/Ecotech Energy Systems	314 Longtime Lane	On Hold	N/A	N/A	solar System fo SFR.EXPIRES 5-2-18.
3/13/18	2018-76	Rite Aid Store/TBDetermine	851 Moore St	X/Waiting	N/A	N/A	Relocating manager's office.Waiting for building review fee to be paid. email sent to architects 3-13-18.Advised applicant of remaining fees. Not issued until contractor is chosen 3-20-18
3/23/18	2018-84	Heather Middleton	133 State St #A	X	X	N/A	Sign.Advised applicant to pu permit 3-30-18.
4/9/18	2018-100	Rita St LLC/Comm. Alarm & Dect.	133 W State St #101	N/A	N/A	N/A	FIRE PERMIT
4/10/18	2018-104	Hospital Dist #304/Comm Alarm & Det	2000 Hospital Drive	N/A	N/A	N/A	Fire PERMIT
4/9/18	2018-106-2018-111	Martha Rose	107-128 Abbott's Alley	N/A	N/A	N/A	Fire Permit.PAID
4/11/18	2018-112	Kristopher Morse & Jeanne North	448 Klinger Street	W	N/A	yes	75% remodel.Needs asbestos report.
4/12/18	2018-113	Robin Murphy	863 Cook Rd		N/A	N/A	Demo of SFR.PAID
4/12/18	2018-114	David Radosevich	208 North Ball St	X			Accessory Structure addition. PAID
4/18/18	2018-117	Sealand Devp/True Compass-Verizon	500 Metcalf St		N/A	N/A	wireless Facility modication

APPLIED PLANNING/ ENGINEERING PERMITS

X = COMPLETE

R = REVISIONS RECEIVED

W = WAITING FOR RESPONSE

NO ENTRY = INTIAL REVIEW NOT COMPLETE

APPL. RECEIVED	APPL. COMPLETE	PERMIT #	NAME	ADDRESS/ PARCEL #	REVIEW		COMMENTS
					PLNG	ENGR	
11/14/2005		05-BSP-1	Rimmer Industrial Park	P90024	W	W	Received 4 copies of a revised site lot plan 4-2-10. Sent review letter May 5, 2010.
5/26/2009	6/12/2009	SP-2-09	Ed Knorr/Bayview Survey	603,605,607 Dolly Lane	W	W	Sent Planning review letter 10-20-09. Sent email 1/12/2010. \$93.73 Publication fees owed.
5/26/2009	6/12/2009	SP-3-09	Ed Knorr/Bayview Survey	604,606, 608 Dolly Lane	W	W	Sent Planning review letter 10-20-09 Requested Rec Dwgs 11/10/09. Sent email 1/12/2010.
2/26/2013	4/11/2013	2013-15 Planning	Eric Chandler/Marianne Manville-Ailles	1318 Talcott St	W	W	Four-lot short plat. Fees Paid. Notice of complete application sent 4-11-13. Commment period complete, planning and Engineering review letter sent 6-7-13. DEPOSIT TAKEN
2/26/2013	NA	2013-18 Engineering	Eric Chandler/Marianne Manville-Ailles	1318 Talcott St	NA	W	Engineering associated with 4 lot short plat. Fees Paid.
10/19/2015	1/28/2016	2015-246/2016-10	Granite Holdings LLC-Short Plat	665/671,673,675,677,679,681,683 Cook Rd	X	X	Short Plat complete and recorded documents returned to BPE 3-30-18.
7/24/2015	7/24/2015	2015-173	FSC Enterprises	608 Sterling St	W		BLA for two buildable lots. Sent review letter 9-21-15 - need to address the parking/garage issue.
8/24/2016	NA	2016-205	Cary Falk-Jones Estates	East Jones Rd	X	X	INSIDE PLAT - Planning ok w landscape plans, they need a separate building permit for the proposed gazebo. Received revised civil plans and Landscape Plans 3-7-18, approved & signed by Planning and PW. OWES FEES 3-30-18
9/22/2016	4/27/2017	2016-235	Garrick Sager/Alliance Const	1315 N. Township St	W	R	Clear and Grade, Access (mitigation). Received revised (2)drainage reports, cd, 3 sets of revised civil plans for review 6-28-17. Received revised record of survey for review 9-25-17. Planning review sent 10-2-17. Received 2 sets of revised site plan and record of survey 10-30-17. Planning review sent 12-5-17.
2/3/2017	4/27/2017	2017-24	Alliance Construction LLC	1315 N. Township St	R	R	16 Lot Long Plat-SEPA- SEPA /NOA published 5-8-17. Waiting to issue SEPA determination until future culdesac construction guarantee is established. Need letter from Gary Sager. Sent Review letter 12-5-17. Received 2 sets of easement info, record of survey and landscaping plans 1-3 3-9-18. Received 2 more sets of Record of survey sheets 1-2, sheet 1-3. 3-9-18.

12/8/2016	12/22/2016	2016-308	SW LLC-RJ Group (Ex&Grade)	895 & 973-979, 1003 Hodgin Street	X/W	R	PAID.CLEAR AND GRADE PERMIT/SEPA New 52 live/work units & mixed use building. SEPA complete. Received 1 set of Stormwater O&M Manual, one drainage report and 2 sets of stormwater and drainage plans 11-9-17. Waiting for Eng Estimate for review fees and inspections fees 11-14-17.PAID
1/6/2017	2/10/2017	2017-002	SW LLC-RJ Group (BSP)	895 & 973-979, 1003 Hodgin Street	W	R	PAID. AMENDED BINDING SITE PLAN - 52 live/work units & mixed use building. Planning comments sent 9-21-17. Issued Preliminary Amended BSP approval 10-19-17. Received Final App for Binding Site Plan 1-5-18. Sent review letter 1-25-18.
5/1/2017	5/25/2017	2017-110	Mario Brown	310 N. Reed St	W	R	Short plat-4 lots. Related file: 2017-114. Preliminary plat approved 9/25/17. Waiting for civil const to be completed so plat can be turned in for signatures 10-2-17. RECEIVED OP MANUAL FOR REVIEW 3-30-18.
6/5/2017	6/5/2017	2017-167	White Pass Invest/SSE	1215 SR 9 South	W		Waiver to setbacks
6/7/2017	6/19/2017	2017-170	White Pass Invest/SSE	1215 SR 9 South	W		BLA. Waiting for revisions by applicant. Review letter sent 8-24-17.
6/8/2017	6/12/2017	2017-181	Josh Anderson	564 Cook and 530 Cook BLA	W	X	BLA Paid 6-12-17. sent review letter 6-16-17.
9/14/2017	10/16/2017	2017-270	Port of Skagit County/SWIFT	2070 Northern State Rd	W		Master Binding Site Plan. Planning comments sent 11-14-17.
11/29/17 &10/9/2013	11-27-13 (amended application)	2017-329/06-SD-2/2014-16-Planning Permit	Bob Ruby/Rubicon Development	755 Cook Rd /605 Trail Rd	W	W	OLD FILE-EG-5-08. Council resolution #900-14 on 6-25-14. Notice of Decision issued 7-7-14. ALL FEES PAID 12-11-14. 11-29-17 Received Amended Premi plat application and associated paperwork, 3-large plans.PAID 12-27-17. Planning review sent 3-23-18.
11/29/17 &10/9/2013	11-27-13 (amended application)	2017-331-Clear and grade permit	Bob Ruby/Rubicon Development	755 Cook Rd /605 Trail Rd	W	W	OLD FILE-EG-5-08. Council resolution #900-14 on 6-25-14. Notice of Decision issued 7-7-14. ALL FEES PAID 12-11-14. Received Amended Premi plat application and associated paperwork, 3-large plans. Planning review sent 3-1-18. Received 2 SW reports, 2 Const plans letter from Tammy 3-15-18. Eng & Planning comments 3-26-18
3/13/2018		2018-077	Dolores Elliott	1017 Warner St	X		BLA. Advised applicant to pu papers to record 3-15-18.
3/28/2018		2018-87	Pamela & Billy Farrar	608 Sterling St			BLA.Paid
3/30/2018		2018-91	Jeffrey Latham	949 Fidalgo St			BLA. Paid
1/8/2017		2018-115	Paul Woodmansee	none	R	N/A	Zoning Amendment - Planning commission reviewed 3-20 and 4-17-18. Recommended approval. Pending SEPA.