



Town of Twisp Council Meeting

Tuesday, July 25th, 2023 – Time: 5:30 PM

**Location: Twisp Civic Building
118 S Glover St.**

If you would like to attend to the meeting online via computer, tablet, or smartphone, please visit our website and follow the link to join or navigate to the following

URL: <https://meet.goto.com/359179813>

If you would like to listen to the meeting over the phone, please use the following number: **[+1 \(571\) 317-3122](tel:+15713173122)**

Access Code: [359-179-813](https://meet.goto.com/359179813)

Anyone who wishes to make a verbal public comment may register in person before the meeting, or with the Clerk's Office via phone 509-997-4081 or email clerktreasurer@townoftwisp.com before 3:00 PM on the day of the meeting. Public Commenters must provide their name, address, and the topic of their comment. At the designated time, commenters will be called on by the Mayor. Comments will be limited to three (3) minutes in length.

Public comments may also be submitted in writing in advance of the meeting (via email to clerktreasurer@townoftwisp.com or dropbox at Town Hall) and must contain the Commenter's name, address, and comment. Written comments will NOT be read aloud at the meeting, but will be included on the meeting minutes.



**Town of Twisp
Council Meeting Agenda
Tuesday, July 25th, 2023 – Time: 5:30 PM**

Call to Order and Roll Call

Pledge of Allegiance – Council Member (Mayor's Request)

Request for Additions &/or Changes to the Agenda

Public Comment Period

Routine Items:

- **Mayor's Report**
- **Staff Reports**
- **Committee/Commission/Board Reports**

Public Hearing:

New/Old Business:

- **Discussion/Action:** Motion to Move Orchard Hills Planned Development to Subsequent Meeting
- **Discussion/Action:** Planning Commission Interviews/Appointments (Rachel Levi, Ken Borg)
- **Discussion/Action:** Hidden Acres Long Plat Alteration
- **Discussion/Action:** Petition for Comprehensive Plan Map and Zoning Map Amendments
- **Discussion/Action:** Avidex Service Agreement
- **Discussion/Action:** Task Order Authorization – RTAAP Grant Funding Assistance

Consent Agenda:

1. **Accounts Payable/Payroll**

Adjournment

**TOWN OF TWISP
PLANNING COMMISSION POSITIONS – 2023**

Council Members	Position #	Address	Term	Term End Date
Mark Tesch	1	In Town	3	12/31/23
Vacant	2	In Town	3	12/31/25
Arthur Tasker	3	In Town	3	12/31/23
John Battle	4	Out of Town	3	12/31/25
Vacant	5	Out of Town	3	12/31/24

2.25.030 Commissioners – Manner of appointment.

The planning commission of the town of Twisp shall consist of five members, three of which shall be residents of the town of Twisp, all of which shall be appointed by the mayor and confirmed by the town council. If requested, the planning commission may provide recommendations to the mayor for prospective appointees to the planning commission.

LETTER OF TRANSMITTAL

TO: COUNCIL MEMBERS, MAYOR SOO ING-MOODY AND TOWN CLERK
FROM: JOHN BATTLE, CHAIR, TWISP PLANNING COMMISSION
SUBJECT: PLANNING COMMISSION RECOMMENDATION ON APPROVAL HIDDEN ACRES LONG PLAT ALTERATION PA23-01
DATE: 6/29/23
CC: PROJECT FILE

The Town of Twisp Planning Commission, in conformance with Title 14 TMC, held an open record public hearing on June 28th on the proposed alteration of the Hidden Acres Long Plat followed by the commissioner's discussions and review of the staff report, recommended conditions and findings. After reviewing the staff report and comments took the following action:

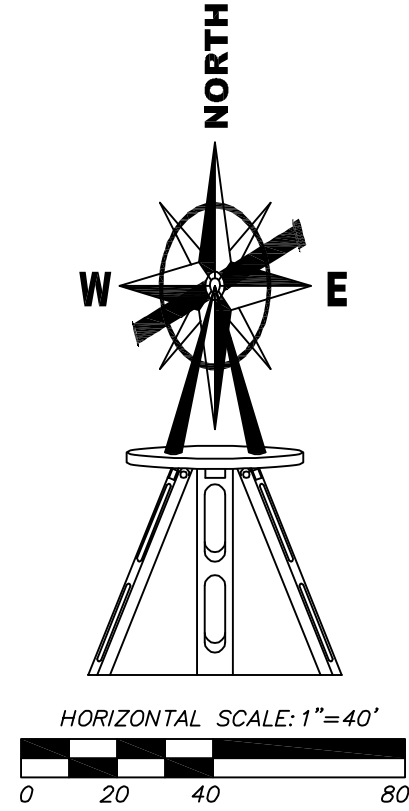
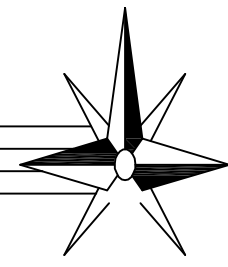
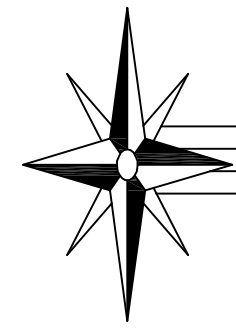
"A motion was made by Commissioner Tesch "to recommend approval of the alteration of the Hidden Hills Long Plat to the Town Council subject to the conditions and findings contained in the June 27, 2023 Staff Report and that all conditions be satisfactorily addressed prior to any granting of final approval". Commissioner Tasker seconded the motion which passed unanimously."



John Battle, Chair

PLAT ALTERATION OF LOTS 5 & 6 OF HIDDEN ACRES
LONG PLAT NO. TWPLP 02-01

PART OF THE SE 1/4 OF THE SE 1/4 OF SECTION 17, T 33 N, R22 E, W.M.



LEGEND

- POWER POLE WITH TRANSFORMER
POWER POLE
SUPPORT POLE
GUY WIRE
TELEPHONE PEDESTAL
SEWER MAN HOLE
FIRE HYDRANT
WATER VALVE
OVERHEAD POWER LINES
CHAIN LINK FENCE
SEWER LINE

NOTE

1. THE INTENT OF THIS LONG PLAT ALTERATION IS TO ACCOMMODATE A BOUNDARY LINE ADJUSTMENT BETWEEN LOTS 5 & 6 OF THE HIDDEN ACRES LONG PLAT.
2. THE OWNERS INTEND TO DEDICATE WATER AND SEWER UTILITIES TO THE TOWN OF TWISP.
3. THE OWNERS INTEND TO DEDICATE THE ROAD TO THE TOWN OF TWISP.
4. ORIGINAL AREA OF LOT 5 = 9472 SQ. FT.
NEW AREA LOT 5 = 9573 SQ. FT.
ORIGINAL AREA LOT 6 = 10057 SQ. FT.
NEW AREA LOT 6 = 9956 SQ. FT.;

REFERENCES

1. REFERENCE THAT PLAT AS RECORDED IN BOOK L-1 AT PAGES 65-66, RECORDS OF THE OKANOGAN COUNTY AUDITOR'S OFFICE, OKANOGAN COUNTY, WASHINGTON STATE.

LEGAL DESCRIPTION

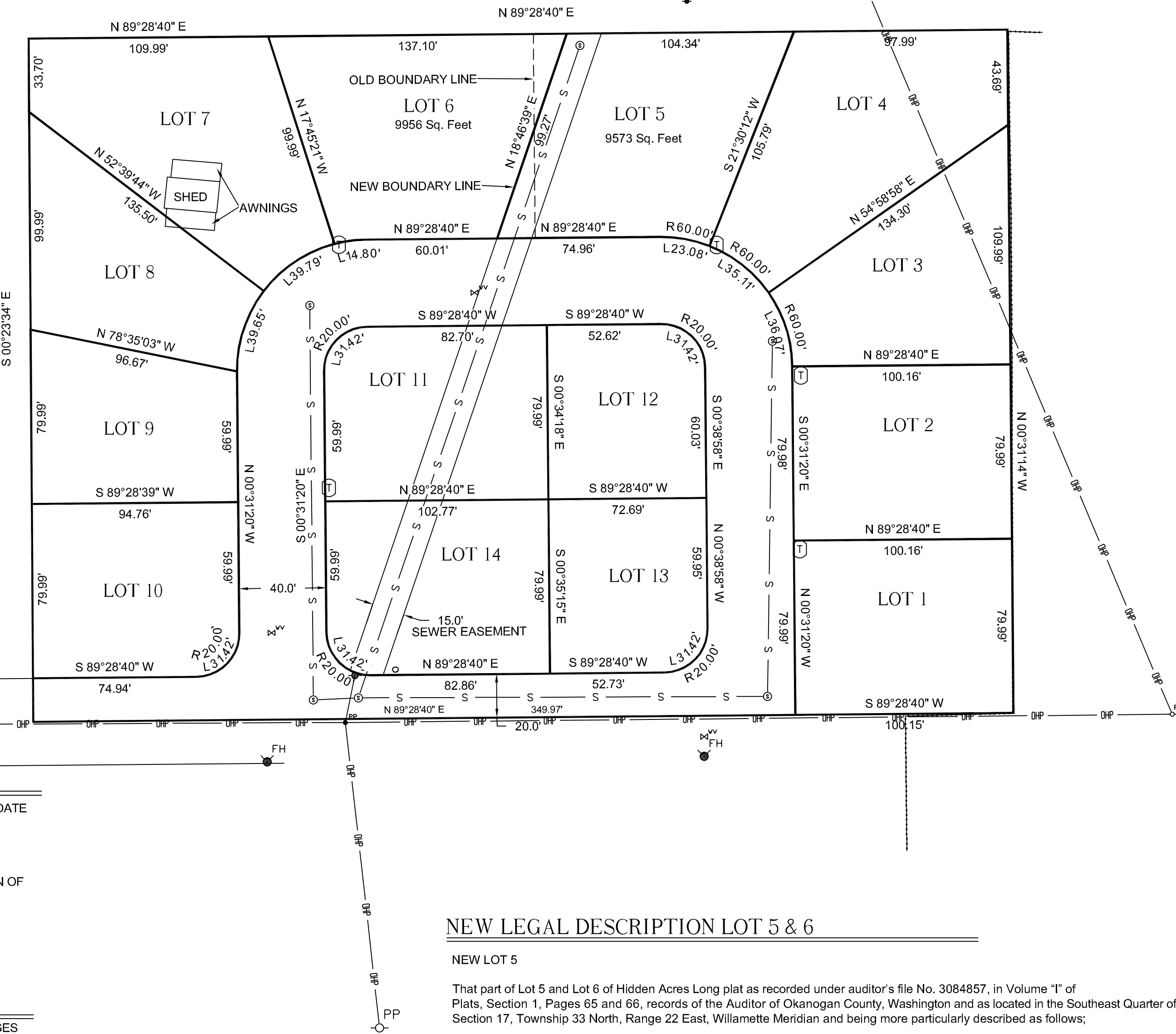
LOTS 1, 2, 3, 4, 5, 6, 7, 8, 11, 12, 13, 14, HIDDEN ACRES LONG PLAT AS PER PLAT THEREOF RECORDED UNDER AUDITOR'S FILE NO. 3084857, IN VOLUME "I" OF PLATS, SECTION 1, PAGES 65 AND 66, RECORDS OF THE AUDITOR OF OKANOGAN COUNTY, WASHINGTON. RECOVERED MONUMENTS PER THE PLAT OF HIDDEN ACRES

EQUIPMENT & PROCEDURES

EQUIPMENT: HIPER HR TOPCON GPS ANTENNAE AND TOPCON PROCESSING SOFTWARE
PROCEDURES: INITIAL CONTROL ESTABLISHED BY GPS STATIC OBSERVATIONS
PROCEDURES MEET OR EXCEED W.A.C. 332-130-090.

BASIS OF BEARING

DERIVED FROM GPS STATIC OCCUPATIONS OF FOUND MONUMENTATION, ALL DISTANCES ARE HEREIN GROUND



NEW LEGAL DESCRIPTION LOT 5 & 6

NEW LOT 5

That part of Lot 5 and Lot 6 of Hidden Acres Long plat as recorded under auditor's file No. 3084857, in Volume "I" of Plats, Section 1, Pages 65 and 66, records of the Auditor of Okanogan County, Washington and as located in the Southeast Quarter of Section 17, Township 33 North, Range 22 East, Willamette Meridian and being more particularly described as follows;

Commencing at the Northwest corner of said Lot 5;
Thence along the North line of said Lot North 89°28'40" East for a distance of 15.33 feet to the TRUE POINT OF BEGINNING;
Thence from said Point of Beginning, continuing along said North line North 89°28'40" East for a distance of 104.34 feet to the Northeast corner of said Lot;
Thence along the Easterly line of said Lot South 21°30'12" West for a distance of 105.79 feet to the Northerly right of way line of Evergreen Loop and a point of curvature;
Thence along said right of way, along said curve turning to the left with an arc length of 23.06 feet, with a radius of 60.00 feet, with a chord bearing of North 79°30'43" West, with a chord length of 22.92 feet;
Thence continuing along said right of way South 89°28'46" West for a distance of 57.49 feet to the Southwest corner of said Lot 5 and being common with the Southeast corner of said Lot 6;
Thence continuing along said right of way, along the South line of said Lot 6 South 89°28'46" West for a distance of 17.49 feet;
Thence leaving said South line North 18°46'39" East for a distance of 99.27 feet to the Point of Beginning, containing 9573 Sq. Feet and being subject to all easements of record.

NEW LOT 6

That part of Lot 5 and Lot 6 of Hidden Acres Long plat as recorded under auditor's file No. 3084857, in Volume "I" of Plats, Section 1, Pages 65 and 66, records of the Auditor of Okanogan County, Washington and as located in the Southeast Quarter of Section 17, Township 33 North, Range 22 East, Willamette Meridian and being more particularly described as follows;

Commencing at the Northwest corner of said Lot 6 and the TRUE POINT OF BEGINNING;
Thence from said Point of Beginning, along the North line of said Lot 6 North 89°28'40" East for a distance of 121.77 feet to the Northeast corner of said Lot 6 and being common with the Northwest corner of said Lot 5;
Thence continuing along the North line of said Lot 5 North 89°28'40" East for a distance of 15.33 feet;
Thence leaving said North line South 18°46'39" West for a distance of 99.27 feet to the Northerly right of way line of Evergreen Loop;
Thence along said right of way South 89°28'40" West for a distance of 60.01 feet to a point of curvature;
Thence along said curve turning to the left with an arc length of 14.80 feet, with a radius of 60.43 feet, with a chord bearing of South 82°28'02" West, with a chord length of 14.77 feet;
Thence leaving said right of way, along the Westerly line of said Lot 6 North 17°45'21" West for a distance of 99.99 feet to the Point of Beginning, containing 9956 Sq. Feet and being subject to all easements of record.

TOWN OF TWISP PLAT ALTERATION
NO. 2023-XX

LOCATION: SE 1/4 OF THE SE 1/4 OF SEC. 17, T 33 N, R 22 E, W.M.

ASSESSOR'S PARCEL NO.(S): 5640000100-5640001400

OWNER'S: METHOW HOUSING TRUST

EXISTING ZONING R2 WATER SOURCE CITY

SEWAGE SYSTEM CITY

STATEMENT OF CONSENT AND WAIVER OF CLAIMS

I (WE), THE OWNER(S) OF ALL THE PROPERTY INVOLVED IN THIS PLAT ALTERATION, HEREBY CONSENT TO THE DIVISION OF LAND AS PROPOSED IN THIS APPLICATION, DEDICATING TO THE USE OF THE PUBLIC FOREVER ALL PUBLIC PROPERTY THAT IS SHOWN HEREON, AND HEREBY WAIVE ALL CLAIMS FOR DAMAGES AGAINST ANY GOVERNMENTAL AUTHORITY WHICH MAY BE OCCASIONED TO THE ADJACENT LANDS BY THE ESTABLISHED CONSTRUCTION, DRAINAGE, AND MAINTENANCE OF PUBLIC ROADS.

IN WITNESS WHEREOF, WE HAVE SET OUR SIGNATURE(S)
THIS DAY OF , 2023.

MARITA ROBERTO

ACKNOWLEDGMENT

STATE OF WASHINGTON
COUNTY OF

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT ARE THE PERSON(S) WHO APPEARED BEFORE ME, AND SAID PERSON(S) ACKNOWLEDGED THAT THEY SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE THEIR FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

GIVEN UNDER MY HAND AND OFFICIAL SEAL THIS DAY OF , 2023.

NOTARY PUBLIC IN AND FOR THE STATE OF
WASHINGTON, RESIDING AT
MY COMMISSION EXPIRES

STATEMENT OF CONSENT AND WAIVER OF CLAIMS

I (WE), THE OWNER(S) OF ALL THE PROPERTY INVOLVED IN THIS PLAT ALTERATION, HEREBY CONSENT TO THE DIVISION OF LAND AS PROPOSED IN THIS APPLICATION, DEDICATING TO THE USE OF THE PUBLIC FOREVER ALL PUBLIC PROPERTY THAT IS SHOWN HEREON, AND HEREBY WAIVE ALL CLAIMS FOR DAMAGES AGAINST ANY GOVERNMENTAL AUTHORITY WHICH MAY BE OCCASIONED TO THE ADJACENT LANDS BY THE ESTABLISHED CONSTRUCTION, DRAINAGE, AND MAINTENANCE OF PUBLIC ROADS.

IN WITNESS WHEREOF, WE HAVE SET OUR SIGNATURE(S)
THIS DAY OF , 2023.

HOUSING TRUST

ACKNOWLEDGMENT

STATE OF WASHINGTON
COUNTY OF

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT ARE THE PERSON(S) WHO APPEARED BEFORE ME, AND SAID PERSON(S) ACKNOWLEDGED THAT THEY SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE THEIR FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

GIVEN UNDER MY HAND AND OFFICIAL SEAL THIS DAY OF , 2023.

NOTARY PUBLIC IN AND FOR THE STATE OF
WASHINGTON, RESIDING AT
MY COMMISSION EXPIRES

STATEMENT OF CONSENT AND WAIVER OF CLAIMS

I (WE), THE OWNER(S) OF ALL THE PROPERTY INVOLVED IN THIS PLAT ALTERATION, HEREBY CONSENT TO THE DIVISION OF LAND AS PROPOSED IN THIS APPLICATION, DEDICATING TO THE USE OF THE PUBLIC FOREVER ALL PUBLIC PROPERTY THAT IS SHOWN HEREON, AND HEREBY WAIVE ALL CLAIMS FOR DAMAGES AGAINST ANY GOVERNMENTAL AUTHORITY WHICH MAY BE OCCASIONED TO THE ADJACENT LANDS BY THE ESTABLISHED CONSTRUCTION, DRAINAGE, AND MAINTENANCE OF PUBLIC ROADS.

IN WITNESS WHEREOF, WE HAVE SET OUR SIGNATURE(S)
THIS DAY OF , 2023.

COLBY MATHIS

ALANA HARDY

ACKNOWLEDGMENT

STATE OF WASHINGTON
COUNTY OF

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT ARE THE PERSON(S) WHO APPEARED BEFORE ME, AND SAID PERSON(S) ACKNOWLEDGED THAT THEY SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE THEIR FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

GIVEN UNDER MY HAND AND OFFICIAL SEAL THIS DAY OF , 2023.

NOTARY PUBLIC IN AND FOR THE STATE OF
WASHINGTON, RESIDING AT
MY COMMISSION EXPIRES

TOWN OF TWISP MAYOR

MAYOR DATE

TOWN PLANNING DEPT

DIRECTOR DATE

OKANOGAN COUNTY TREASURER'S OFFICE

ALL CURRENT TAXES DUE AS A RESULT OF THIS PLAT HAVE BEEN PAID IN FULL OR DISCHARGED.

AUTHORIZED ADMINISTRATOR

DATE:

AUDITOR'S CERTIFICATE

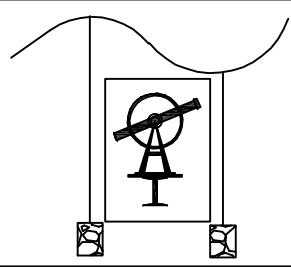
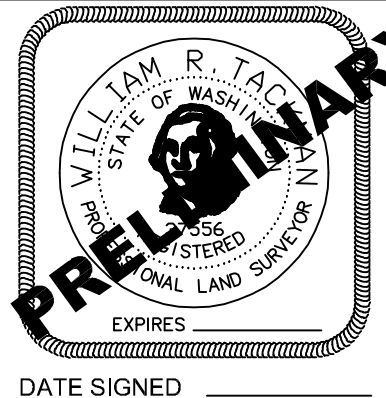
A.F.N.

FILED FOR RECORD THIS DAY OF , 2023,
AT M. IN BOOK OF PLATS AT PAGE(S)
AT THE REQUEST OF TACKMAN SURVEYING PLLC.

DEPUTY COUNTY AUDITOR

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY PREPARED BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF METHOW HOUSING TRUST



LAND SURVEYING - CONSTRUCTION LAYOUT
LAND DEVELOPMENT
119 GLOVER STREET
P.O. BOX 582 TWISP, WA. 98856
PH. (509) 996.3409

CLIENT: METHOW HOUSING TRUST

DATE: 03/22/23

SCALE: 1" = 40'

DWG: LPMODIFICATION

PROJECT: 22-171

SHT
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OF
1

Randy Kilmer

From: Kurt Danison
Sent: Thursday, July 20, 2023 11:39 AM
To: Randy Kilmer; Heather Davis
Subject: Port Zoning Map amendment REquest

Randy and Heather, I have reviewed the petition from Mike Port requesting an amendment to the zoning map, and by extension the comp plan land use designation map, to change the zoning of his property at the end of Wagner Street from Commercial Riverfront to R2.

This is a type V action:

14.05.023 Legislative decisions Type V actions.

(1) Decisions. The following decisions are legislative and are not subject to the procedures in this section, unless otherwise specified:

- (a) Adoption or amendment of comprehensive plan;
- (b) Adoption of development regulations and amendments thereto;
- (c) Areawide rezones to implement new town policies;
- (d) Adoption of shoreline master program, and amendments thereto;
- (e) Annexations.

(2) Planning Commission. The planning commission shall hold a public hearing and make recommendations to the town council on the decisions listed in subsection (1)(a) of this section. The public hearing shall be held in accordance with the requirements of TMC 14.05.060.

(3) Town Council. The town council may consider the planning commission's recommendation in a public hearing held in accordance with the requirements of TMC 14.05.060.

(4) Public Notice. Notice of the public hearing or public meeting shall be provided to the public as set forth in TMC 14.05.040(3).

(5) Implementation. The town council's decision shall become effective by passage and subsequent publication of an ordinance.

(6) Legislative Enactments Not Restricted. Nothing in this section or the permit processing procedures shall limit the authority of the town council to make changes to the town's comprehensive plan, or to make changes to the town's development regulations. (Ord. 769 § 2, 2021)

The first step is for the Council to review and accept the petition and refer it to the Planning Commission.

**PETITION FOR COMPREHENSIVE PLAN MAP AND
ZONING MAP AMENDMENTS**

Town of Twisp
118 S. Glover Street
Twisp, WA 98856

Mayor Ing-Moody and Town Council Members,

The undersigned is the owner of the real property legally described in Exhibit "A" attached hereto. These same real properties are geographically depicted on the Okanogan County Assessor's parcel map at Exhibit "B" and plat map at Exhibit "C," attached hereto. The aforementioned real property is located in the Town of Twisp, Washington. The petitioner, Raw Otter LLC, a Washington limited liability company, hereby petitions that the Town amend the Comprehensive Plan Land Use Designation Map to change the land use designation of said property from UNDEVELOPED to SINGLE FAMILY RESIDENTIAL and that the official zoning map be amended to change the zoning of said property from CR to R2, which is consistent with the zoning of the adjacent property.

It is the intention of the petitioners to allow for residential development on the real property located at Marble Street and Wagner Street in Twisp in accordance with the applicable requirements of the Twisp Municipal Code, Development Standards and other pertinent regulations.

This petition is comprised of multiple pages all of which are intended to comprise the "petition".

Property Owner: Raw Otter LLC

Abbreviated Legal Descriptions: LOTS 2 AND 4 ASPEN INVESTMENTS SHORT PLAT NO 2 TWISP; TAX 1 LOT 1 TOWN OF TWISP SPA ASPEN INV SP NO 2 L/RW TWISP; TAX 2 LOT 3 TOWN OF TWISP SPA ASPEN INV SP NO 2 L/RW TWISP

Parcel Numbers: 8800730400; 8800730200; 8881800302; 8881800101

By: 
Mike Port, Sole Owner/Manager of Raw Otter LLC

Dated: 7-13, 2023

EXHIBIT A

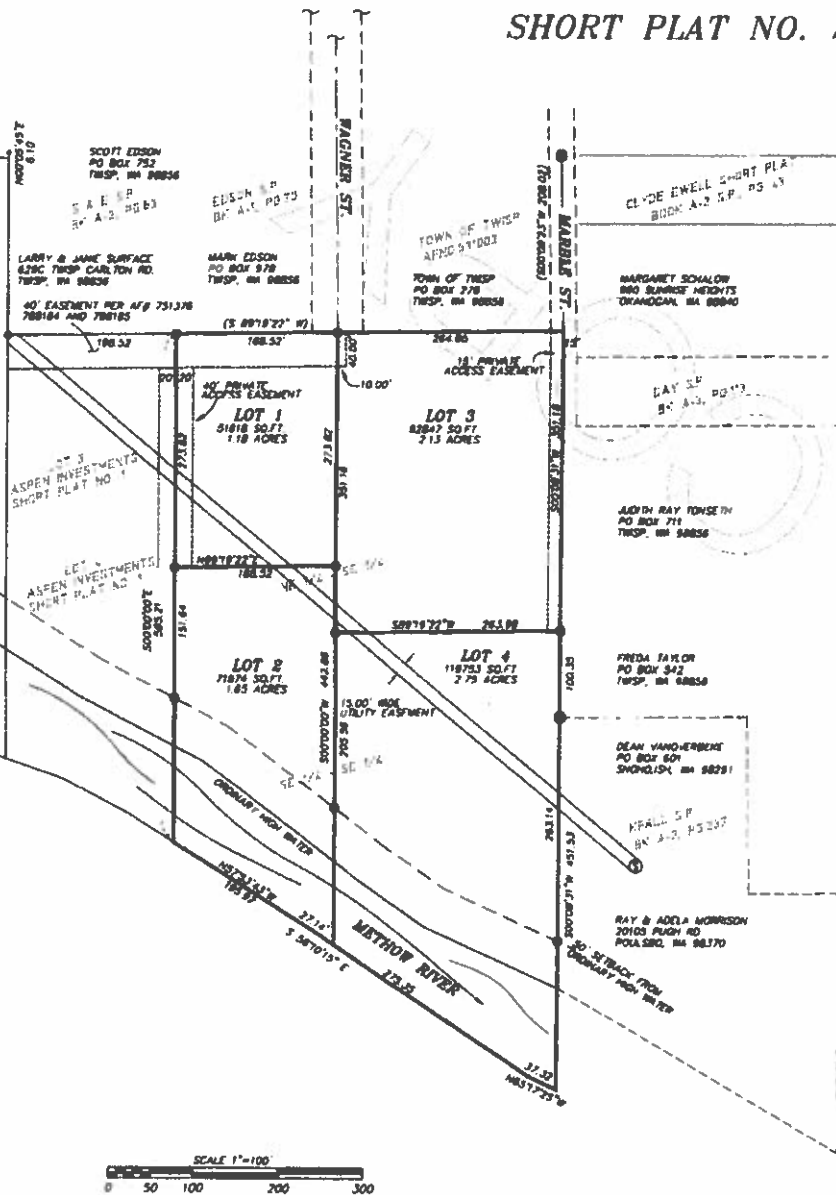
LOT 2 AND LOT 4 ASPEN INVESTMENTS SHORT PLAT NO. 2, AS PER PLAT THEREOF RECORDED IN BOOK A-3 OF SHORT PLATS, PAGE 179, AUDITOR'S FILE NO. 3080361, RECORDS OF THE AUDITOR OF OKANOGAN COUNTY, WASHINGTON.

LOT 1 AND LOT 3 ASPEN INVESTMENTS SHORT PLAT NO. 2, TOWN OF TWISP SHORT PLAT ALTERATION 12-1 AS PER PLAT THEREOF RECORDED IN BOOK A-4 OF SHORT PLATS, PAGE 391, AUDITOR'S FILE NO. 3203610, RECORDS OF THE AUDITOR OF OKANOGAN COUNTY, WASHINGTON.

Exhibit B



ASPEN INVESTMENTS SHORT PLAT NO. 2



BASIS OF BEARING
MEASUREMENT PER ROS RECORDED
IN BOOK 74 OF SURVEYS, PAGE 9

LEGAL DESCRIPTIONS

That part of Blue Sky Development Reserve or Survey as recorded in Book 74 of Surveys at page 9 and recorded under Auditor File No. 3010742, being part of the Northwest Quarter of the Southwest Quarter and the Southwest Quarter of the Southwest Quarter in Section 17, Township 33 North, Range 22 East, W.M., Okanogan County, Washington and more particularly described as follows:
Beginning at the center quarter (1/4) corner as shown on said Report of Survey, thence South 00°08'33" East for 674.02 feet to the TRUE POINT OF BEGINNING;
thence South 00°00'00" East for 365.31 feet;
thence South 57°33'43" East for 185.82 feet;
thence South 28°17'13" East for 302.48 feet;
thence South 63°17'28" East for 37.32 feet;
thence North 00°08'29" East for 246.17 feet;
thence North 00°08'29" East for 888.70 feet to the True Point of Beginning containing 7.72 acres.
SUBJECT to all easements and deeds of record

NOTE

THE TOWN OF TWISP HAS NO RESPONSIBILITY TO BUILD, IMPROVE, MAINTAIN, OR OTHERWISE SERVE ANY PRIVATE ROAD FOR THIS SHORT PLAT

LEGEND

- ① FOUND MONUMENT AS NOTED
- FOUND REBAR
- ② SET 5/8" X 24" REBAR & CAP L.S. 37556
- ③ RECORD MEASUREMENT PER ROS RECORDED IN BOOK 74 OF SURVEYS, PAGE 9
- ④ SANITARY SEWER MAINLINE

EQUIPMENT & PROCEDURES

EQUIPMENT TCA 1100 WITH E.D.M.
PROCEDURES FIELD TRAVERSE MEETING OR EXCEEDING STANDARDS AS SPECIFIED IN W.A.C. 332-130-080

TOWN OF TWISP SHORT PLAT NO.03-4

IN THE NE. 1/4 - SW. 1/4 & SE. 1/4 - SW 1/4
SECTION 17, T. 33 N., R. 22 E.W.M.

ASSESSOR'S PARCEL NO(s) (original tract) 3322170009

ORIGINAL TRACT OWNERS

ASPEN INVESTMENTS

C/O AMER PORT PO BOX 794

TWISP, WA 98856 (509) 872-7038

EXISTING ZONING INDUSTRIAL, BA FOR SOURCE TOWN OF TWISP

NO. SHORT PLATTED LOTS FOUR SEWAGE SYSTEM TOWN OF TWISP

NOTICE FOR A PERIOD OF FIVE (5) YEARS AFTER APPROVAL OF THIS SHORT PLAT, NO MORE THAN FOUR (4) LOTS MAY BE CREATED ON THIS PROPERTY UNDER SHORT SUBDIVISION REGULATIONS

CONSENT AND WAIVER OF CLAIMS

I, (we), THE OWNERS OF ALL THE PROPERTY INVOLVED IN THIS SHORT SUBDIVISION, HEREBY CONSENT TO THE DIVISION OF LAND AS PROPOSED IN THIS APPLICATION, DEEDING TO THE USE OF THE PUBLIC FOR THE ALL PUBLIC PROPERTY THERE IS SHOWN ON THE SHORTPLAT, AND HEREBY WAIVE ALL CLAIMS FOR DAMAGES AGAINST ANY GOVERNMENTAL AUTHORITY WHICH MAY BE OCCASIONED TO THE ADJACENT LANDS BY THE ESTABLISHED CONSTRUCTION, ORANGE AND MAINTENANCE OF PUBLIC ROADS IN WITNESS WHEREOF WE HAVE HERETO SET OUR SIGNATURE
THIS 16th DAY OF August 2004
Michael T. Part & Robert W. Ulrich

ACKNOWLEDGEMENT

THIS IS TO CERTIFY THAT ON THE 16th DAY OF Aug., 2004 BEFORE ME, THE UNDERSIGNED, PERSONALLY APPEARED Michael T. Part & Robert W. Ulrich

TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING STATEMENT OF CONSENT AND WAIVER OF CLAIMS AND ACKNOWLEDGED TO ME THAT THEY SIGNED THE SAME AS THEIR FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES THEREIN MENTIONED, AND IN WITNESS MY HAND AND SEAL THE DAY AND YEAR LAST ABOVE MENTIONED

Notary Public in and for the State of Washington
Residing at Twisp

COUNTY TREASURER

OKANOGAN COUNTY OF OKANOGAN 9-2-04
DATE

TOWN OF TWISP

Thad Butch Twisp, WA 98856
ADMINISTRATOR DATE Aug 16, 2004

AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS 1 DAY OF OCT 2004 AT 1:30 PM
IN BOOK A-3 PAGE 179 OF SHORT PLATS AT THE REQUEST OF WILLIAM H. TACKMAN

Mike Gregg P. Robbins
DEPUTY COUNTY AUDITOR

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF
DATE MAY 2004



Erlandsen & Associates, Inc.

Professional Land Surveyors

BREWSTER CHELAN EAST WENATCHEE WINTHROP
(509) 889-2529 (509) 884-4189 (509) 884-2962 (509) 986-2579

DRAWN BY: LCB CHECKED BY: WRT

DATE: 08/16/03 FILE NO: 2003372 02nd 2.dwg

SCALE: 1" = 100' JOB NO: 2003372.02

SHT
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OF
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8509 154th Ave NE, Suite 100 | Redmond, WA 98052 | 800.999.8590
2018 East Riverside Ave, Suite 1 | Spokane, WA 99202 | 509.455.6873

360° Service Agreement

SA# S100230191

Town of Twisp

118 Glover St S
Twisp, WA 98856

Andrew Denham

509.997.1311

publicworks@townoftwisp.com

Submitted by Cindy Buck

510.279.7118

Cindy.Buck@avidex.com

12 July 2023

Avidex Service Agreement▶▶

360° Service Plan **SM**

360° SERVICE PLAN SM

An Avidex 360° Service Plan gives your organization access to a suite of proactive support services which provide worry free operation of the system for 1 year(s) from the date of agreement acceptance.

Avidex recommends the Essential 360° Service Plan to provide Town of Twisp the best value, long term coverage and peace of mind for your audiovisual systems.

A detailed description of the specific service inclusions and exclusions associated with your 360° Service Plan is provided in **Appendix C**.

SCOPE OF SERVICES

Provide Essential Support for the Council Chambers/EOC Room 118, Meeting Room 113, Flex Room 134, Lobby DS, smaller local presentation with video teleconferencing for Mayor 131, Police Chief 103 Spaces AV, Clerk Office AV, Public Works office 133, Police Work Area 104, overflow display Lobby 101 installed by Avidex on Project Number 100210153 and at the following address: 118 Glover St S, Twisp, WA 98856

DEFINITIONS

Term and Automatic Renewal

The 360° Service Plan Agreement begins on 9/14/2023 and runs for a term of 1 year(s). Unless written termination is requested by either party thirty (30) days prior to the expiration date of the current 360° Service Plan term, the Agreement between the parties shall automatically renew for successive one (1) year periods. Written termination requests by the client should be sent to: Attn. Contract Admin 8509 154th Ave NE, Suite 100, Redmond, WA 98052.

At any time within the current term or renewal period should adjustments in work responsibilities and/or price be deemed necessary, proposal and agreement revisions shall be exchanged between the parties, be mutually agreed upon in writing and once executed become part of the current Agreement or understanding between the parties.

Specific Site Locations & Equipment Covered by this Agreement

The site/facility addresses, specific building/room locations and system equipment covered under the terms of this Service Agreement are provided in **Appendix D**.

Avidex Service Terms and Conditions

A detailed listing of Avidex standard terms and conditions associated with your 360° Service Plan can be found in **Appendix A**.

PAYMENT TERMS

This proposal is valid for 30 days from the date which appears on page 1.

Standard Avidex Payment Terms:

- 360° Service Plans will be invoiced annually, in advance or at the date of commencement.
- Avidex reserves the right to charge for stored materials and/or equipment.
- There will be a 1.5% finance charge for late payment of any invoice.
- Freight and sales tax will be added to invoices based on current tax rates as required by state law on the invoice date.
- These payment terms supersede the Period and Payment terms in Appendix A

PRICING

360° SERVICE PLAN – The annual fee for Essential service & support is:

\$10,634

Applicable sales tax will be added to invoices based on current tax rates on the invoice date as required by state law.

AUTHORIZATION TO PROCEED – 360° SUPPORT SERVICES

Avidex services will commence upon receipt of Purchase Order or Executed Contract.

Submitted by: Avidex Industries, LLC

Name: Josh Helgeson

Signature: _____

Date: _____

Client Approval

Signature _____

Name/Title _____

Date _____

Internal Avidex Approval

Signature _____

Name/Title _____

Date _____

ATTACHMENTS

Appendix A: Integrated Systems Terms & Conditions

Appendix B: Source Code License and Non-Disclosure Statement (if applicable)

Appendix C: Service Agreement Inclusions & Exclusions

Appendix D: Covered Systems Site Location(s) & Equipment List(s)

APPENDIX A: INTEGRATED SYSTEMS TERMS & CONDITIONS

1. SCOPE OF PROJECT

In this document the term "owner" shall mean client. Avidex Industries, LLC ("Avidex") shall execute entire work described in the included proposal and/or quote concerning the owners' system integration. This project is based upon information provided by the owner. It is possible that as the project progresses, additional hardware, equipment and labor may be necessary to complete the project. These additions will be considered change orders and be handled under the change order procedure contained herein.

2. AGREEMENT SUM AND TAXES

The owner shall pay Avidex in current US dollars for performance of the work on this agreement, subject to additions or any deductions that are documented by written change of order. The prices for equipment indicated in this agreement are subject to taxes, including but not limited to, sales, excise or use taxes. The Owner shall pay all applicable sales, use, ad valorem, excise and/or others taxes imposed on either party, associated with the sale of goods and / or services. Avidex will invoice for all applicable taxes. Avidex reserves the right to execute on behalf of the client any financing statements it deems necessary to secure its interest in the product.

3. PERIOD AND PAYMENT TERMS

Avidex will submit invoices for work performed on a monthly basis. The billing period will commence upon acceptance of this proposal, receipt of a Purchase Order or Executed Contract. The final invoice will be submitted upon the completion of the work, or first beneficial use of the system, whichever occurs first. Monthly progress payments are due 30 days from date of invoice. A 1.5% monthly finance charge may be assessed on all past due invoices.

4. PREVAILING TERMS AND CONDITIONS

The terms and conditions of this agreement and the terms and conditions contained in any appendices to this agreement, together form the entire purchased order. Request for quotation, acceptance, or other purchasing documents, concerning products which are inconsistent with, different from, or in addition to the terms and conditions of this agreement are void.

5. APPROVAL OF ORDERS

This agreement and all owner purchase orders for products under this agreement are subject to acceptance by Avidex including, if appropriate, approval by Avidex Credit Department. Upon notice by Avidex, the owner will furnish Avidex such financial information as Avidex may reasonably request for this approval. Such financial information shall be proprietary and confidential to the owner and Avidex agrees not to disclose this information to any other party or use the information other than for the internal credit check. Avidex may, at its sole discretion, cancel this agreement at any time if the owner fails to meet credit requirements established by Avidex.

6. TITLE AND RISK OF LOSS

Title and risk of loss of or damaged to any products will pass to the owner upon Avidex's delivery of the products to the owner. Client must make all claims for damage to or loss of products directly with their insurer.

7. OWNER

Except for permits and fees that are the responsibility of Avidex, under the Request for Proposal, the owner shall secure and pay for necessary approvals, assessments and charges required for the construction, use or occupancy of permanent structures or permanent changes in existing facilities.

8. RESPONSIBILITY AND INDEMNIFICATION

Avidex shall be responsible to the owner for the acts and omissions of Avidex's employees and subcontractors, if any, performing portions of the work under this agreement. Avidex employees understand that they have no right to enter into agreements with or make representation on behalf of the owner. Avidex shall review, approve, and submit to the project manager, shop drawings, product data, samples and similar submittals as required, for written approval prior to the commencement of the work. The work shall be in accordance with approved submittals. To the fullest extent permitted by law, Avidex shall indemnify and hold harmless the owner, Project Manager, its employees, officers, agents and directors from and against claims, damages, losses and expenses, including but not limited to, attorney's fees arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to failure to deliver clear title to the owner, bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself), including loss of use resulting there from, but only to the extent caused in whole or in part by negligent or intentional acts or omissions of Avidex or anyone directly or indirectly employed by Avidex or anyone for whose acts Avidex may be liable, regardless of whether or not such claims, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person. In claims against any person or entity indemnified under this paragraph by an employee of Avidex, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for Avidex or under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts.

9. INSURANCE

Avidex shall purchase from and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the project is located insurance for protection from claims under workers' or workmen's compensation acts and other employee benefit acts which are applicable, claims for damages because of bodily injury, including death, and from claims for damages, other than to the work itself, to property which may arise out of or result from Avidex operations under the agreement. Certificates of such insurance shall be filed with the owner prior to the commencement of the work. Owner shall be responsible for purchasing and maintaining its usual property and liability insurance.

10. FINANCE CHARGE/COSTS OF COLLECTION

If the Owner fails to pay Avidex for equipment and/or services when due, then in addition to any other remedies available to Avidex under this agreement or allowed by law for that default, the Owner shall pay Avidex an additional monthly finance charge equal to the lesser of: a) one and one-half percent (1.5%); or b) the maximum monthly interest rate allowed by law; of any amounts past due, chargeable during each month that the payment remains outstanding and Avidex's reasonable and actual expenses for collection, including, but not limited to attorneys' and experts' fees and court costs.

11. ARBITRATION

All claims or disputes between Avidex and the owner arising out of relation to the agreement, or the breach thereof, shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise and subject to an initial presentation of the claim or dispute on the project. Notice of the demand for arbitration shall be filed in writing with the other party to this agreement and with the American Arbitration Association and shall be made within a reasonable time after the dispute has arisen. The award rendered by the arbitrator or arbitrators shall be final, and a judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

12. TIME

Should Avidex be delayed at any time in the progress of the work, by material changes ordered in the work, by labor disputes, fire, unusual delay in deliveries, construction delays, unavoidable casualties or causes beyond Avidex's control, the agreed upon time for completion shall be extended by Change Order for such reasonable time as the Project manager may determine. Such Changes Orders may include charges to cover additional costs incurred by Avidex due to the delay. Avidex's proposals for installation costs are based upon 8-hour days and 40-hour workweeks, Monday through Friday, between the hours of 8:00AM and 5:00PM. Installation costs for work outside of normal business hours or business days may be subject to overtime rates, when mutually agreed upon in writing. Project timeline and completion schedules will not begin until deposit or initial payment is received by Avidex.

13. INSTALLATION

Avidex's proposals for installation cost are based on 8-hour days and 40-hour weeks, Monday through Friday, between the hours of 8:00AM and 5:00PM. However, with prior Owner approval and security clearance, installation activity and access to the project site may take place outside of normal business hours and days. Avidex will install all items not requiring heavy construction, and shall make all final connections of equipment, except direct connections into the buildings electrical system. There should be no use of the system by the owner for its intended purpose until such time as formal approval and acceptance has taken place. Avidex may waive this requirement only with a written authorization. Any operations or changes by the owner or contractors other than Avidex, which result in damage or impairment of the system and may require a change order and additional charges to the owner. The attached proposal and/or quote was based upon site surveys and verbal information from the owner. While every effort has been made to determine installation conditions, on occasion unforeseen problems may arise that will require a change order to cover additional costs by Avidex.

14. CHANGES/RETURNS/CANCELLATION

Any changes or modifications to the agreed upon scope of work defined in this proposal must be mutually agreed upon in writing. All changes shall be submitted and approved in writing, and documented in a change order. Should the Owner in whole cancel a project or in part, prior to final completion, the Owner agrees to pay Avidex for all reasonable costs incurred to date and/or to bring the project to an acceptable close. These costs include, but are not limited to: the design and engineering services; project management; the installation and programming technical labor; the subcontracting costs; the materials and equipment costs incurred to date; and other miscellaneous documented costs. Materials and equipment are also subject to restocking charge policy. Due to the custom nature of the audiovisual equipment, Owner requested changes once the equipment is in hand or in transit, may result in restocking charges to the Owner. Restocking charges will be 30% of the equipment sale price, plus freight for non-custom equipment, and 100% of the equipment sale price, plus freight for all custom or specialty (non-standard) equipment. Any changes to the agreed upon scope of work defined in the proposal must be authorized in writing.

15. WARRANTY

Avidex warrants the integrated system(s) furnished are free of defects in workmanship and materials for a period of one year from the date of acceptance or date of first beneficial use whichever occurs first. Remedy for such defects during the warranty period shall be provided at no additional expense to the client and shall be handled as expeditiously as is feasible during normal business hours and days of operation. This warranty includes troubleshooting, uninstalling and installing of any equipment within the Avidex system except for the cost to service and/or repair Owner Furnished Equipment (OFE) or out of manufacturer warranty equipment. Avidex will broker and process the repair of that equipment at the standard Avidex fee rate.

16. WAIVER

Either party's waiver of the other's default in its obligations under any terms or conditions of this agreement will not in any way limit or affect that party's right to enforce and compel strict compliance with that term or condition at any other time or with any other term or condition.

17. ENTIRE AGREEMENT

This agreement and appendices to this agreement, including the RFP as reference herein, supersede, terminate and otherwise void any and all prior written and/or oral agreement between the parties with respect to products. There are no warranties, representations or understandings of any kind or description whatsoever made by either party to the other, except such as are expressly set forth herein. Any additional terms or notes appearing on schedules, proposal summaries and/or Change Order are by this reference incorporated in this agreement.

18. LIMITATION OF LIABILITY

Without limitation of any other provision in this agreement limiting or excluding liability of Avidex the exclusive damages recoverable by the purchaser for any claim of any kind whatsoever arising from or in any way connected to any breach of this agreement, or the purchaser's purchase shall not be greater than the actual purchase price paid by the purchaser with respect to which such claim is made, and in no event shall Avidex be liable for any special, indirect, incidental or consequential damages of any kind, including without limitation any damages with respect to loss of income, compensation or prospective profits, any expenditures, investments or commitments of the purchaser, any loss with respect to the establishment, development or maintenance of business reputation or good will, or any loss incurred in obtaining substitute products, or arising from the claims of third parties.

19. GENERAL

During the performance of this Agreement, the contractor/vendor shall comply with all applicable federal, state and local laws of any nature whatsoever in connection with the goods and services provided including, but not limited to, applicable provisions of E.O. 11246, Rehabilitation Act of 1973, Vietnam Era Veterans' Readjustment Assistance Act of 1974, E.O. 13496 and respective regulations including 29 C.F.R. 471 Appendix A to Subpart A, and the EEO Clauses set forth in 41 C.F.R. 60-1.4, 41 C.F.R. 60-300.5 and 41 n. cont. C.F.R. 60-741.5 **This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.**

APPENDIX B: SOURCE CODE LICENSE & NON-DISCLOSURE

APPENDIX C: SERVICE PLAN INCLUSIONS & EXCLUSIONS

ESSENTIAL (INCLUDED AND PRICED)

In the Essential plan, Avidex warrants the items in the system(s) that are under coverage are free of defects for the duration of the service agreement. This coverage includes the troubleshooting, uninstallation and reinstallation of the equipment integrated by Avidex or covered under Appendix D. Remedy for such defects during the coverage period shall be provided at no additional expense to the client. The following services are included under this coverage:

REACTIVE SUPPORT

- **Avidex 360° Service Help Desk**
 - Avidex will provide a dedicated toll-free number to report and request technical support for the integrated equipment
 - The Avidex 360° Service Help Desk is operated during standard Avidex hours of Monday – Friday 8:00AM to 5:00PM Pacific Time except for Avidex holidays
 - Avidex will respond to the initial support request within 4 business hours
 - Avidex will make contact with the client in an effort to resolve the issue remotely to ensure the quickest possible resolution
 - Avidex will administer the repair process for defective or broken equipment including processing of any manufacturer RMA
- **On-Site Support**
 - In the event remote support does not resolve the issue, Avidex will provide a qualified Field Support Engineer during standard Avidex hours within two business days of the support request
 - Avidex will troubleshoot the system and make the best effort to resolve the issue(s) while at the client site
 - Avidex will return defective equipment to an authorized repair center or directly to the manufacturer for warranty repair or exchange. (All fees related to shipping are included.)
 - In the event the item may no longer be repairable, Avidex will provide a quote for a suitable replacement to ensure full system operability
 - Avidex will install the repaired or replaced equipment and test to ensure the system is operable per the original system intent
- **Lamp Replacement**
 - Lamp replacement labor (only) is covered under this support agreement

PROACTIVE SUPPORT

- **Preventive Maintenance**
 - Avidex will perform periodic maintenance for your integrated audiovisual system including system check, cleaning, and tweaking of all appropriate equipment. Avidex will also provide a summary report detailing the status of the audiovisual system and troubleshoot and repair any discovered audiovisual problems
 - This proposal includes one (1) preventive maintenance visit per year of the agreement
 - Upon completion of each preventive maintenance visit, the Field Support Engineer will conduct a system operations training session if requested

AVIDEX SERVICES NOT PROVIDED UNDER THIS COVERAGE

- Repair to Owner Furnished Equipment and/or components unless defined in Appendix D
- Before or after-hours on-site support
- Repairs due to customer acts of negligence or misuse
- The following items and equipment are not covered:
 - Projection screen material, plasma glass assembly, lamps, bulbs, furniture, LCD panels, optical engines, batteries and accessories. Such parts will be provided at a 10% discount off our list price
 - Image burn-in caused by static images displayed over an extended period of time on any display device

APPENDIX D: Covered Systems Site Location(s) & Equipment List(s)

Site Location: 118 Glover St S, Twisp, WA 98856

Room(s) Covered: Council Chambers/EOC Room 118, Meeting Room 113, Flex Room 134, Lobby DS, smaller local presentation with video teleconferencing for Mayor 131, Police Chief 103 Spaces AV, Clerk Office AV, Public Works office 133, Police Work Area 104, overflow display Lobby 101



US DOT Rural and Tribal Assistance Pilot Program

June 15, 2023 Program Overview

Rural and Tribal Assistance Pilot Program

- \$10 million over 5 years
- \$3.4 million available first two fiscal years – one application (2022 and 2023 are first two years of funding)
- Max award: \$320,000 from FY2022 funds and \$360,000 from FY2023 funds
- \$800,000 of each year funding specifically for tribal governments
- No local match

Grants for technical, financial, or legal support:

- Technical
 - Feasibility studies
 - Project planning
 - Preliminary engineering/design
 - Environmental review
 - Property development and land use feasibility analysis
 - Public outreach
 - Cost estimation
 - Public benefit studies
- Financial
 - Revenue forecasting
 - Economic assessments and cost-benefit analysis
 - Value for money analysis and procurement options
 - Evaluating opportunities for private financing and project bundling
 - Financial feasibility analysis; funding/financing options analysis
 - Evaluation of costs to sustain project (such as operations and maintenance costs)
- Legal
 - Statutory and regulatory analysis
 - Drafting and negotiation of concession agreements
 - Drafting and negotiation of interagency agreements
 - Procurement support

Eligibility

- Local governments or political subdivisions located outside an urbanized area with a population of less than 150,000 residents.
- State governments applying on behalf of a project in an area outside an urbanized area with less than 150,000 residents.
- Federally recognized Indian Tribes
- Dept. of Hawaiian Home Lands



Sample Categories of Projects:

- Highway projects, bridges and tunnels
- Public transportation projects
- Freight rail projects
- Airport projects
- Wildlife crossing projects
- Highway-railway grade crossing or grade separation
- Surface transportation project with the boundaries/functionally-connected to an international border crossing that improves a facility owned by Federal/State/local government.

Application process:

- First come, first served – they will have IT experts available to help
- Application submission will begin at 2 pm ET on **Aug 14, 2023**
- Application will remain open for 45 days (until Sept 27, 2023), but remember, grants are awarded first come, first served, so apply early if possible.
- Funding may be fully committed before the open period concludes.
- Copy of application is viewable, suggest drafting answers in word, because you can't save your progress within the application – must enter all the information at once.
- <https://www.transportation.gov/buildamerica/RuralandTribalGrants>

Key takeaways:

- Funds are on a reimbursable basis. Would have to expend the cost first yourself, then submit for reimbursement.
- Cannot reimburse money that has already been spent for previous work (outside of this application).
- This CAN be used to hire/pay for grant writers
- This CAN be used to hire someone to write/prepare/research another DOT grant.
- No match requirement.

Task Order Authorization
(Please expedite return of signed form.)

DATE: 07/18/2023

Contract/Project No: 210765 – Task Order #23_003 **Project Name:** Twisp General Services
Name of Client: Town of Twisp
Address: 118 S. Glover Street
City/State: Twisp, WA **Zip Code:** 98856 **Telephone:** 208-997-1311
Description of Services to be Provided by Consultant: 2023 DOT RTAPP Funding Assistance

Task #23_003 DOT RTAPP Grant Funding Assistance and Support – Hourly, NTE \$3,500

Funding assistance and support of 2023 DOT Rural & Tribal Assistance Pilot Program funding application, which includes:

- Project Administration: Includes project management, team coordination, virtual meetings, and invoicing.
- Scope Confirmation: Coordinate with client and funding agency(s) to verify project scope and schedule, and methodology assumptions.
- Cost Estimate: Prepare a professional engineer's estimate for the project as needed per grant requirements.
- Map and Exhibits: Prepare professional project maps, exhibits, cross-sections as needed per grant requirements.
- Funding Assistance: writing grant application narrative, compiling supporting documentation with client assistance, completing overall online grant application, and general grant support through submission of application.

General Assumptions

- Funding will be applied for through the Dept. of Transportation (DOT) Rural & Tribal Assistance Pilot Program (RTAPP). Grant closes on September 27, 2023, and opens on August 14, 2023; recommend planning to apply on or as close to August 14th as possible as funding is first come first served.

Deliverables

- Submit 1 DOT RTAPP grant application, narrative, and supporting documentation.

The following services are specifically excluded from this agreement, but may be added by written authorization of the Client:

- Master Planning and/or Capital Improvement Planning.
- Site Visits or Construction Observation.
- Ordinance preparation.
- Property or Topographic Surveying.
- Legal services.
- Design or construction engineering services.
- Agency submittal fees, review fees or permit fees.
- Client inspired changes or unforeseen changes arising due to regulatory decisions.
- Any services, product or professional responsibility not specifically described above.



7950 N. Meadowlark Way, Suite A
Coeur d'Alene, ID 83815
Ph: (208) 762-3644 • Fax: (208) 762-3708

T-O Billing Reference Description: Task Order #23_003 2023 DOT RTAPP Grant

Budget Estimate: Hourly, NTE \$3,500 ☒ T & M (Estimate Only) ☐ Lump Sum
(Additional services are performed on a time and materials basis unless otherwise shown in writing)

Service Requested By: Andrew Denham, Public Works Director


Service Request Rec'd By: Zach Thompson, P.E. via ☒ Verbal ☐ Written

Special Conditions:

The Terms and Conditions of the original contract, dated 07/13/22, are incorporated and made a part of this Agreement

Offered by T-O Engineers, LLC (Consultant):

Accepted by Client:


Signature Date

Signature Date

Zach Thompson, Project Manager
Printed Name/Title

Printed Name/Title

Town of Twisp
Name of Client

☒ Work will not proceed until authorization is signed by client

☐ Work will proceed based on Client's verbal and or email authorization

Town Of Twisp

Time: 10:09:30 Date: 07/21/2023

07/21/2023 To: 07/25/2023

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1526	07/25/2023	Claims	1	EFT	US Dept. of Ag. Rural Develop	683.00	
1527	07/25/2023	Claims	1	37966	Architects West, Inc	162.50	
1528	07/25/2023	Claims	1	37967	Ardurra	51,128.05	
1529	07/25/2023	Claims	1	37968	Confluence Health	128.00	
1530	07/25/2023	Claims	1	37969	David Ebenger	550.00	
1531	07/25/2023	Claims	1	37970	Sally Estes	50.00	
1532	07/25/2023	Claims	1	37971	Grainger	336.88	
1533	07/25/2023	Claims	1	37972	Soo Ing-Moody	63.00	
1534	07/25/2023	Claims	1	37973	Jim's Pumping Service	210.00	
1535	07/25/2023	Claims	1	37974	Kevin's Collision Repair	270.00	
1536	07/25/2023	Claims	1	37975	Randahl S Kilmer	63.00	
1537	07/25/2023	Claims	1	37976	Norwil Electric, Inc.	1,106.66	
1538	07/25/2023	Claims	1	37977	Ok Co Energy, Inc.	5,418.18	
1539	07/25/2023	Claims	1	37978	Okanogan County Building Dept.	2,160.00	
1540	07/25/2023	Claims	1	37979	Okanogan County Public Works	552.23	
1541	07/25/2023	Claims	1	37980	Oxarc	27.97	
1542	07/25/2023	Claims	1	37981	PUD No 1 of Okanogan County	5,679.89	
1543	07/25/2023	Claims	1	37982	Palm Construction, Inc.	22,070.45	
1544	07/25/2023	Claims	1	37983	Quill	48.99	
1545	07/25/2023	Claims	1	37984	SCJ Alliance	595.24	
1546	07/25/2023	Claims	1	37985	Shred-it	154.32	
1547	07/25/2023	Claims	1	37986	Verizon Wireless	665.58	
1548	07/25/2023	Claims	1	37987	Weinstein Beverage Corp	547.58	
1549	07/25/2023	Claims	1	37988	Whitley Fuel LLC	1,445.07	
1557	07/21/2023	Claims	1	37989	Katrina Auburn	603.25	
						10,428.58	
						595.24	
						1,117.22	
						683.00	
						162.50	
						3,787.79	
						4,747.01	
						51,128.05	
						22,070.45	
						94,719.84	Claims:
							94,719.84
						94,719.84	* Transaction Has Mixed Revenue And Expense Accounts

WARRANT/CHECK REGISTER

Town Of Twisp

Time: 10:09:30 Date: 07/21/2023

07/21/2023 To: 07/25/2023

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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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 Town of Twisp and that I am authorized to authenticate and certify to said claim.

Clerk/Treasurer _____ **Date:** _____

Council Signatures:

Hans Smith _____

Mark Easton _____

Alan Caswell _____

Aaron Studen _____

Katrina Auburn _____

WARRANT/CHECK REGISTER

Town Of Twisp

Time: 16:39:40 Date: 07/20/2023

07/12/2023 To: 07/25/2023

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1462	07/15/2023	Payroll	1	EFT		850.00	
1463	07/15/2023	Payroll	1	EFT		1,300.00	
1464	07/15/2023	Payroll	1	EFT		1,300.00	
1465	07/15/2023	Payroll	1	EFT		1,400.00	
1466	07/15/2023	Payroll	1	EFT		1,300.00	
1467	07/15/2023	Payroll	1	EFT		1,560.00	
1468	07/15/2023	Payroll	1	EFT		750.00	
1469	07/15/2023	Payroll	1	EFT		1,350.00	
1470	07/17/2023	Payroll	1	EFT	Internal Revenue Service	1,368.47	
1515	07/20/2023	Payroll	1	14521		896.84	
1516	07/20/2023	Payroll	1	14522		333.53	
1517	07/20/2023	Payroll	1	14523		601.11	
1518	07/20/2023	Payroll	1	14524		940.38	
1519	07/20/2023	Payroll	1	14525		991.81	
1520	07/20/2023	Payroll	1	14526		635.54	
1521	07/20/2023	Payroll	1	14527		463.36	
1522	07/20/2023	Payroll	1	14528		1,280.65	
1523	07/20/2023	Payroll	1	14529		561.60	
001 General Fund						17,883.29	

17,883.29 Payroll: 17,883.29

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 Town of Twisp and that I am authorized to authenticate and certify to said claim.

Clerk/Treasurer _____ **Date:** _____

Council Signatures:

Hans Smith _____

Mark Easton _____

Alan Caswell _____

Aaron Studen _____

Katrina Auburn _____