

Next Ord: 1513-05

Next Res: 722-05

MISSION STATEMENT

The mission of the Sedro-Woolley City government is to provide selected services that are not traditionally offered by the private sector. This will be achieved through providing the highest quality services we can within the resources with which we're provided; involving residents in all aspects of planning and operations; serving as a clearinghouse for public information; and operating facilities which meet the legitimate, identified concerns of the residents of and visitors to our community.

We believe in being community-centered, consistently contributing to the quality of life in our area and as fully deserving of the public's trust through the consistent expression of positive values and acceptance of accountability for producing meaningful results.

CITY COUNCIL AGENDA

July 27, 2005

7:00 PM

Sedro-Woolley Community Center
703 Pacific Street

1. Call to Order
2. Pledge of Allegiance
3. Consent Calendar

NOTE: Agenda items on the Consent Calendar are considered routine in nature and may be adopted by the Council by a single motion, unless any Councilmember or a member of the audience wishes an item to be removed. The Council on the regular agenda will consider any item so removed after the Consent Calendar.

- a. Minutes from Previous Meeting
 - b. Finance
 - Claim Vouchers #54950 to #55082 for \$484,773.03
 - Payroll Warrants #36033 to #36128 for \$136,033.53 (Voided Warrant #36111)
 - c. Waiver of Fees - SW Community Center - League of Women Voters - October 17, 2005
 - d. Waiver of Fees - Memorial Park - Cultural Homestay International - July 17, 2005
 - e. Waiver of Fees - Riverfront Park - SWHS Alumni Association - July 8, 2006
 - f. Waiver of Fees - Riverfront Park - SW Rotary Club - September 15, 2005
 - g. Waiver of Fees - SW Community Center - Benefit Dinner/Auction - July 18, 2005
4. Public Comment (Please limit your comments to 3-5 minutes)

*Angela
Aug 27*

PUBLIC HEARINGS

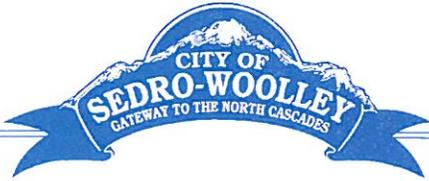
OLD BUSINESS

5. Amendment of Title 13 to Allow Six Months to Connect to the Sewer

NEW BUSINESS

6. Roofs on Community Center and Senior Center
7. Compliance with National Incident Management System (NIMS)

EXECUTIVE SESSION/YES/PERSONNEL



CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 1-3

DATE: July 27, 2005
TO: Mayor Dillon and City Council
FROM: Patsy Nelson, Clerk-Treasurer
SUBJECT: 1) CALL TO ORDER; 2) PLEDGE OF ALLEGIANCE; 3) CONSENT
CALENDAR

1. CALL TO ORDER - The Mayor will call the July 27, 2005 Regular Meeting to Order. The Clerk-Treasurer will note those in attendance and those absent.

 ___ Ward 1 Councilmember Ted Meamber
 ___ Ward 2 Councilmember Tony Splane
 ___ Ward 3 Councilmember Tom Storrs
 ___ Ward 4 Councilmember Pat Colgan
 ___ Ward 5 Councilmember Hugh Galbraith
 ___ Ward 6 Councilmember Rick Lemley
 ___ At-Large Councilmember Mike Anderson
2. PLEDGE OF ALLEGIANCE - The Mayor will lead the City Council and citizens in the Pledge of Allegiance to the United States of America.
3. CONSENT CALENDAR - Mayor will ask for Council approval of Consent Calendar items.

JUL 27 2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 30

CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
July 13, 2005 – 7:00 P.M. – Community Center

The meeting was called to order at 7:01 P.M.

Pledge of Allegiance

ROLL CALL: Present: Mayor Dillon, Councilmembers Splane, Storrs, Colgan, Galbraith, Lemley and Anderson. Staff: City Attorney Hayden, Recorder Brue, Engineer Blair, Police Chief Wood and Fire Chief Klinger.

Consent Calendar

- Minutes from Previous Meeting
- Finance
- Claim Vouchers \$54822 to #54949 for \$537,593.43
- Payroll Vouchers #35935 to #36032 for \$180,183.75
- Waiver of Fees – Memorial Park – Skagit Rock & Gem Club – July 8, 2006
- Contract – Roof & Siding for City Parks Building
- Interlocal Agreement – Skagit County EMS Commission & City of Sedro-Woolley
- Contract – Fencing for Wastewater Treatment Plant

Councilmember Storrs moved to approve the Consent Calendar Items A through F. Seconded by Councilmember Lemley. Motion carried.

Mayor Dillon announced the implementation of a comment sheet available at the door for those people who have comments but do not wish to speak publicly. The comments sheets can be filled out and then will be reviewed by the appropriate department and responded to.

Public Comment

Julian Pavesi – 509 Sapp Rd., commented on the recent Brickyard Creek clean up. He also addressed the speed of cars on Sapp Road and questioned the possible use of a counter box to gather information. Pavesi spoke about Fireworks within the City. He noted he did not want to ban Fireworks but wondered if there was a way to make people accountable for clean up of the debris.

Tim Smith – 408 Marcella Ln., addressed the Council regarding speeders and reckless driving on North Reed Street. He referenced an article on the City of Oak Harbor and the use of “speed humps” for control of speeders.

Councilmember Anderson noted that one of the reasons for the speed along N. Reed is because it is a nice street. Other areas do not have the same problem because of the condition of the streets. He also stated he liked the idea of speed humps (otherwise known as “sleeping policemen”) and stated the idea might be an alternative solution to the staffing shortage within the police department.

Larry White – 826 McLean Dr., addressed semi truck traffic, illegal use of exhaust brakes and the speed along Highway 9. He noted the problem is extremely bad during the hours of 11 P.M. to 2 A.M. He said he has spoken with the City police, State Patrol and Department of Transportation and feels nobody is taking ownership of the problem.

Jeff Nims – 28881 Outlook Ln., addressed the Council on a vacant lot he has for sale and would like Council to consider the location for the home of a new City Hall. Nims spoke of the convenience of the location to downtown, parking and price.

Discussion of a proposed trolley station within the same area was held.

Dan Madlung – 848 Bella Vista, Burlington, spoke on his plans for developing property on the Jones Road. He requested Council lift the moratorium so that he will be able to proceed with his plans. Madlung requested at a minimum to be able to proceed with the SEPA process.

Lin Tucker – 9774 Collins Road, addressed some of the speeding issues and noted the police department is trying to work on it. He said the traffic officer is back to work after being off. He noted that speeding is an issue that the Sheriff’s office and State Patrol are also dealing with. Tucker stated that there is public interest in more use of the radar trailer with follow up traffic enforcement.

Discussion was held regarding the hours of operation for the traffic officer, best time for control, increase of traffic and traffic jams and prioritization of complaints.

PUBLIC HEARINGS

None

OLD BUSINESS

Ordinance – FEMA Property Annexation

Attorney Hayden reviewed background information and the property being proposed for annexation. He noted that City Council passed a resolution on December 8, 2004 providing for the annexation of the FEMA property. At that time upon Council direction the adjacent PUD property was included. Hayden stated the land is proposed to be used for a park in the future but there are no immediate plans for design or construction.

Councilmember Storrs moved to adopt Ordinance 1511-05 An Ordinance of the City of Sedro-Woolley, Washington, Annexing Real Property Contiguous to the Southern Portion of the City, Adopting a Proposed Land Use Zoning Regulation for the Real Property, and Subjecting the Property to its Pro Rata Share of City Indebtedness. Councilmember Splane seconded.

Roll Call Vote: Councilmember Splane – Yes, Storrs – Yes, Colgan – Yes, Galbraith – Yes, Lemley – Yes and Anderson – Yes. Motion carried.

NEW BUSINESS

Resolution – Municipalities Solid Waste Committee Proposal

Mayor Dillon reviewed the proposed Council Resolution addressing the Skagit County Commissioners decision to allow a second transfer station.

Councilmember Anderson moved to pass Resolution No. 720-05 A Resolution of the City Council of the City of Sedro-Woolley to the Skagit County Commissioners in Support of the Proposal of the Skagit county Municipalities Committee to the Skagit County Board of Commissioners Regarding Privatization of a Single County Transfer Station. Seconded by Councilmember Colgan. Motion carried.

Ordinance – Sewer Connection Fee Credit for Decommissioned Septic Tanks

Engineer Blair noted the proposed ordinance was the result of brainstorming through several worksessions. The ordinance would provide a credit for homeowners who decommission a septic tank upon connection to the sanitary sewer.

Attorney Hayden addressed a clarification of the 90 day connection period. He noted at the request of a Councilmember a correction to the existing portion of the ordinance referring to the 90 day deadline will be made and brought back at a future meeting. The ordinance also clarifies that it applies to mobile homes on individual lots but not to mobile home parks.

Councilmember Splane requested an amendment to SWMC Section 13.08.040 to clarify that a permit be obtained within 90 days and work completed within 180 days after that unless there are exceptional circumstances.

Attorney Hayden noted the amendment will be made and brought back for Council approval at the next meeting.

Councilmember Storrs moved to adopt Ordinance No. 1512-05 An Ordinance Providing for a Credit Against the Connection Fee of SWMC Section 13.16.035 for Owners of Residential Buildings which Disconnect from a Private Wastewater Disposal System and Connection to the City Sanitary Sewer System. Councilmember Lemley seconded.

Roll Call Vote: Councilmember Anderson – Yes., Lemley – Yes, Galbraith – Yes (noting that he was against raising to over \$7,000 in the beginning), Colgan – Yes, Storrs – Yes and Splane – Yes. Motion carried.

Resolution – In Support of a New Municipal Building

Mayor Dillon introduced the proposed resolution in support of a new municipal building. She stated she was requested by one of the Councilmembers to bring this forward.

Councilmember Anderson noted that he is in favor of the need for a new City Hall. He does not like the location because of the move from the downtown area and any future expansions could possibly encroach on the ball field. Anderson stated he is in favor of renovating the old City Hall, but understands the need to do something.

Councilmember Galbraith noted from the beginning he has wanted to move all or nothing. He stated he views the area as still being in the City and being part of Sedro-Woolley and therefore will vote to place it with the Public Safety Building and he encouraged other Councilmembers to vote for it.

Councilmember Splane noted he is not particularly happy with the location but it has to start somewhere.

Councilmember Lemley moved to pass Resolution No. 721-05 A Resolution of the City Council of the City of Sedro-Woolley Supporting the Construction of a New Municipal Building at the Public Safety Building Site, Together with a Commitment for Design and Funding. Seconded by Councilmember Storrs. Motion carried 5-1 (Councilmember Anderson opposed).

Award of Bid – Moore Street Sewer Improvement Project – Soto & Sons Construction

Engineer Blair reviewed the West Moore Street Sewer Upgrade and requested Council award the bid to the low bidder of Soto & Sons in the amount of \$412,154.26 including tax.

Councilmember Storrs moved to award the bid and authorize the Mayor to execute a contract agreement with Soto & Sons Construction for the Moore Street Sewer Improvements project in the amount of \$412,154.26, including tax and authorize the City Engineer to approve contract changes in an amount not to exceed 10% of the total bid amount without further City Council approval. Seconded by Councilmember Splane. Motion carried.

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

Mayor Dillon – thanked everyone for their participation in this years Loggerodeo. She also reported on the Hammer Heritage Square dedication and noted it was a star event. She thanked all the clubs, contractors and City staff for their participation.

Councilmember Lemley – gave kudos to Connie Robertson and Joanne Lazon for a great Loggerodeo event.

Councilmember Anderson – stated he was approached by a citizen about placing a stop sign at Batey and W. Nelson and requested it be researched.

Police Chief Wood – reinforced Tucker’s statements regarding the traffic problems in the City. Wood noted that as long as the City continues to grow, traffic will only become more of a problem. He also reported that the department is down 2 officers and they do look at traffic enforcement very strongly. Wood commented on the public meeting held which reinforced the traffic concerns of the public. He explained the process of the consultants study which included a public meeting, self assessment of the department and analyzing input received and setting goals. Wood stated the number one problem brought forward through both the public and the department input was a shortage of manpower. He reminded Council that it is now budget time and hopes to address the shortage during the budget process.

Fire Chief Klinger – thanked Councilmember Splane for his work on the Seagrave Engine. His contribution of labor enabled the Seagrave to be placed in the 4th of July parade for the first time in many years. He also noted that there will be an influx of 150 or more kids for a football camp to be held next week at the High School.

Councilmember Colgan – questioned the number of fireworks related incidents.

Fire Chief Klinger noted the Fire Department responded to one structure fire and a total of three incidents related to fireworks.

Police Chief Wood stated his department received numerous fireworks complaints. They received 19 complaints within a few hour period.

Mayor Dillon – announced that the Comp Plan was sent out for review on Monday with the help of the Finance Staff and the Police Department Transcriptionist.

Attorney Hayden – reported on the rezone mailing that was sent to land owners within 300 feet of any rezone request. He also reviewed the hearing schedule for the Comp Plan with formal adoption scheduled for November.

Mayor Dillon – noted that budget time is fast approaching.

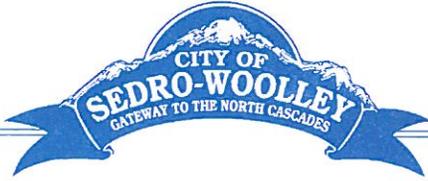
EXECUTIVE SESSION

The meeting adjourned to Executive Session at 8:05 P.M. for the purpose of discussion of litigation with no decision anticipated.

The meeting reconvened at 8:14 P.M.

Councilmember Lemley moved to adjourned. Seconded by Councilmember Galbraith.
Motion carried.

The meeting adjourned at 8:14 P.M.



CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 36

DATE: July 27, 2005
TO: Mayor Dillon and City Council
FROM: Patsy Nelson, Clerk-Treasurer
SUBJECT: FINANCE - VOUCHERS

Attached you will find the Claim Vouchers and Payroll Warrants proposed for payment for the period ending July 27, 2005.

Motion to approve Claim Vouchers #54950 to #55082 in the amount of \$484,773.03.

Motion to approve Payroll Warrants #36033 to #36128 in the amount of \$136,033.53. (Voided Warrant #36111)

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

CITY OF SEDRO-WOOLLEY
 BGTRAN WARRANT REGISTER
 07/27/05 08:25

ARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
54950	SKAGIT COUNTY AUDITOR	MISC-FILING FEES/LIEN EXP	SWR	171.00
		MISC-FILING FEES/LIEN EXP	SAN	171.00
		WARRANT TOTAL		342.00
54951	SKAGIT CO. DISTRICT COURT	COLLECTION SERVICES	SWR	20.50
		COLLECTION SERVICES	SAN	20.50
		WARRANT TOTAL		41.00
54952	SKAGIT CO. DISTRICT COURT	COLLECTION SERVICES	SWR	3.00
		COLLECTION SERVICES	SAN	3.00
		WARRANT TOTAL		6.00
54953	ALL VALLEY TOWNING	PROFESSIONAL SERVICES	PD	165.00
		WARRANT TOTAL		165.00
54954	ALLEN, DEBRA	MEALS/TRAVEL	SWR	10.93
		WARRANT TOTAL		10.93
54955	ALLIANCE OFFICE PRODUCTS	OPERATING SUPPLIES	ST	21.61
		WARRANT TOTAL		21.61
54956	ALPINE FIRE & SAFETY	SUPPLIES	JUD	75.69
		SAFETY EQUIPMENT	CEM	63.98
		REPAIRS/MAINTENANCE BLDG.	LIB	41.27
		WARRANT TOTAL		180.94
54957	ASSOCIATION OF WA CITIES	RETIRED MEDICAL	PD	6,207.20
		WARRANT TOTAL		6,207.20
54958	ASSOC PETROLEUM PRODUCTS	AUTO FUEL	CS	117.34
		AUTO FUEL	CS	39.52
		AUTO FUEL	PD	893.65
		AUTO FUEL/DIESEL	FD	490.28
		AUTO FUEL/DIESEL	PK	530.44
		AUTO FUEL/DIESEL	CEM	104.41
		OPERATING SUPPLIES	ST	61.40
		AUTO FUEL/DIESEL	ST	450.63
		MAINT OF GENERAL EQUIP	SWR	55.06
		AUTO FUEL/DIESEL	SAN	1,899.95
		AUTO FUEL/DIESEL	SAN	2,543.74
		WARRANT TOTAL		7,186.42
54959	AVAYA INC.	TELEPHONE	JUD	68.28
		TELEPHONE	FIN	170.70
		TELEPHONE	PLN	34.14
		TELEPHONE	ENG	34.14
		TELEPHONE	INSP	34.14
		WARRANT TOTAL		341.40
54960	AVAYA INC	REPAIRS & MAINTENANCE	PD	560.78
		REPAIRS/MAINT-EQUIP	FD	560.78
		WARRANT TOTAL		1,121.56

CITY OF SEDRO-WOODLEY
 BGTRAN WARRANT REGISTER
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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
54961	BANK OF AMERICA	DUES/SUBSCRIPTIONS	ENG	348.00
		D. A. R. E. PROMOTION	PD	97.10
		MACHINERY & EQUIPMENT	PD	971.04
		REPAIR/MAINT COMM CTR	PK	14.88
		ADVERTISING	HOT	34.95
		ADVERTISING	HOT	60.00
		WARRANT TOTAL		1,525.97
54962	BARNETT IMPLEMENT CO. INC	REPAIR/MAINT-EQUIP & BLDG	CEM	148.46
		REPAIR/MAINT-EQUIP & BLDG	CEM	18.91
		WARRANT TOTAL		167.37
54963	BANK OF AMERICA	OPERATING SUPPLIES	FD	18.94
		WARRANT TOTAL		18.94
54964	BANK OF AMERICA	MEALS/TRAVEL	EXE	25.04
		WARRANT TOTAL		25.04
54965	BAY CITY SUPPLY	OPERATING SUPPLIES	CS	269.86
		OPERATING SUPPLIES	CS	97.79
		OFFICE/OPERATING SUPPLIES	PD	35.82
		OPERATING SUPPLIES	FD	35.81
		OPERATING SUPPLIES	PK	58.48
		OPERATING SUPPLIES	PK	96.01
		OPERATING SUPPLIES	PK	240.23
		WARRANT TOTAL		638.42
54966	BETTER HOMES & GARDENS	BOOKS, PERIOD, RECORDS	LIB	32.27
		WARRANT TOTAL		32.27
54967	BLARG! ONLINE SVC. INC.	TELEPHONE	FD	19.95
		WARRANT TOTAL		19.95
54968	BLAIR, RICHARD J.	SUPPLIES	ENG	98.17
		WARRANT TOTAL		98.17
54969	BOULDER PARK, INC	MAINT - SOLIDS HANDLING	SWR	3,625.30
		WARRANT TOTAL		3,625.30
54970	BOYD'S RADIATOR SERVICE	REPAIRS/MAINT-EQUIP	SAN	1,069.29
		WARRANT TOTAL		1,069.29
54971	BROWN & COLE STORES	OFF/OPER SUPPS & BOOKS	INSP	33.34
		WARRANT TOTAL		33.34
54972	CAL-PACIFIC PRODUCTS	OPERATING SUPPLIES	SWR	368.26
		WARRANT TOTAL		368.26
54973	CARPENTER TRUCKING	REPAIR/MAINT-STREETS	ST	300.00
		WARRANT TOTAL		300.00
54974	CASCADE CONCRETE	REPAIRS/MAINTENANCE	ST	226.59

CITY OF SEDRO-WOOLLEY
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ARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		WARRANT TOTAL		226.59
54975	CASCADE NATURAL GAS CORP.	PUBLIC UTILITIES	CS	7.42
		PUBLIC UTILITIES	FD	283.32
		PUBLIC UTILITIES-COMM CTR	PK	16.53
		PUBLIC UTILITIES-SR CTR	PK	35.83
		PUBLIC UTILITIES-FOOD BANK	PK	17.54
		PUBLIC UTILITIES - HHS	PK	13.49
		PUBLIC UTILITIES	PK	65.06
		PUBLIC UTILITIES	ST	7.42
		PUBLIC UTILITIES	LIB	7.42
		PUBLIC UTILITIES	SWR	14.84
		PUBLIC UTILITIES	SAN	38.80
		WARRANT TOTAL		507.67
54976	CHIEF SUPPLY CORPORATION	OFFICE/OPERATING SUPPLIES	PD	122.98
		WARRANT TOTAL		122.98
54977	CHEVRON U.S.A., INC.	AUTO FUEL	CS	23.02
		WARRANT TOTAL		23.02
54978	CINTAS CORPORATION #460	UNIFORMS	FD	57.77
		UNIFORMS	FD	77.19
		UNIFORMS	FD	57.77
		WARRANT TOTAL		192.73
54979	COLLINS OFFICE SUPPLY, INC	SUPPLIES	FIN	185.29
		SUPPLIES	FIN	27.36
		SUPPLIES	FIN	5.38
		SUPPLIES/BOOKS	PLN	40.51
		SUPPLIES/BOOKS	PLN	1.79-
		SUPPLIES/BOOKS	PLN	44.30
		SUPPLIES	ENG	40.50
		SUPPLIES	ENG	1.80-
		OFFICE/OPERATING SUPPLIES	PD	56.45
		OFF/OPER SUPPS & BOOKS	INSP	40.51
		OFF/OPER SUPPS & BOOKS	INSP	1.79-
		WARRANT TOTAL		434.92
54980	COOK PAGING (WA)	TELEPHONE	FD	6.56
		WARRANT TOTAL		6.56
54981	COUNTRYSIDE CHEVROLET	REPAIR & MAINT - AUTO	PD	106.12
		REPAIR & MAINT - AUTO	PD	615.20
		REPAIR/MAINT-EQUIP & BLDG	CEM	188.02
		WARRANT TOTAL		909.34
54982	CRYSTAL SPRINGS	SUPPLIES	LGS	27.96
		OPERATING SUPPLIES	CS	15.22
		OPERATING SUPPLIES	FD	132.55
		OPERATING SUPPLIES	PK	6.24
		OPERATING SUPPLIES	CEM	7.74

CITY OF SEDRO-WOOLLEY
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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		OPERATING SUPPLIES	ST	59.76
		OPERATING SUPPLIES	SWR	90.75
		WARRANT TOTAL		340.22
54983	DATA BASE	REPAIR/MAINTENANCE	JUD	30.00
		OFFICE/OPERATING SUPPLIES	PD	45.00
		WARRANT TOTAL		75.00
54984	DESTINATION WIRELESS	CELL PHONES	PK	43.14
		TELEPHONE	ST	32.36
		WARRANT TOTAL		75.50
54985	DIAMONDBACK FIRE & RESCUE	MACHINERY AND EQUIPMENT	FD	10,733.99
		WARRANT TOTAL		10,733.99
54986	DIVERSINT	MACHINERY/EQUIPMENT	SWR	2,878.86
		WARRANT TOTAL		2,878.86
54987	E & E LUMBER	OPERATING SUPPLIES	RV	3.54
		REPAIRS/MAINTENANCE	RV	3.88
		REPAIRS/MAINTENANCE	RV	15.55
		REPAIR/MAINT COMM CTR	PK	103.34
		REPAIR/MAINT-FOOD BANK	PK	28.04
		REPAIR/MAINT-EQUIP & BLDG	CEM	37.72
		OPERATING SUPPLIES	ST	19.71
		OPERATING SUPPLIES	ST	9.88
		OPERATING SUPPLIES	ST	10.97
		OPERATING SUPPLIES	ST	12.49
		OPERATING SUPPLIES	ST	14.83
		CAP OUTLAY-GRANT FOR HHS	PKR	73.16
		CAP OUTLAY-GRANT FOR HHS	PKR	13.06
		WARRANT TOTAL		346.17
54988	EDGE ANALYTICAL, INC.	PROFESSIONAL SERVICES	SWR	185.00
		WARRANT TOTAL		185.00
54989	EXPERT SECURITY, LLC	OPERATING SUPPLIES	SWR	177.61
		WARRANT TOTAL		177.61
54990	FARMERS EQUIPMENT CO.	REPAIRS/MAINTENANCE	PK	172.75
		WARRANT TOTAL		172.75
54991	FERGUSON ENTERPRISES INC	OTHER IMPROVEMENTS	SWR	150.39
		WARRANT TOTAL		150.39
54992	HACH COMPANY	OPERATING SUPPLIES	SWR	305.83
		WARRANT TOTAL		305.83
54993	HEWLETT PACKARD CO.	MACHINERY/EQUIPMENT	SWR	4,637.54
		MACHINERY/EQUIPMENT	SWR	10,533.20
		WARRANT TOTAL		15,170.74

CITY OF SEDRO-WOOLLEY
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ARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
54994	HOLLAND HEALTH SERV. INC.	RETIRED MEDICAL WARRANT TOTAL	PD	97.40 97.40
54995	HUMANE SOCIETY OF SKAGIT	HUMANE SOCIETY WARRANT TOTAL	PD	915.00 915.00
54996	INGRAM LIBRARY SERVICES	BOOKS, PERIOD, RECORDS BOOKS, PERIOD, RECORDS WARRANT TOTAL	LIB LIB LIB LIB LIB LIB LIB LIB LIB LIB	67.29 27.21 3.49 18.59 19.65 21.84 16.04 16.04 33.64 37.32 261.11
54997	ISOMEDIA.COM	TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE WARRANT TOTAL	FIN PLN ENG INSP LIB	8.73 8.74 8.74 8.74 39.95 74.90
54998	IWORD SYSTEMS	DUES/SUBSCRIPTIONS PROFESSIONAL SERVICES WARRANT TOTAL	ENG AST	3,600.00 1,500.00 5,100.00
54999	KROESEN'S INC.	OPERATING SUPPLIES WARRANT TOTAL	FD	9.68 9.68
55000	L N CURTIS & SONS	OPERATING SUPPLIES WARRANT TOTAL	FD	154.38 154.38
55001	LABCORP	PROFESSIONAL SERVICES WARRANT TOTAL	SWR	51.50 51.50
55002	LANGUAGE EXCH. INC. (THE)	LANGUAGE INTERPRETER WARRANT TOTAL	JUD	405.00 405.00
55003	LAUTS INC.	SOLID WASTE DISPOSAL WARRANT TOTAL	SAN	336.00 336.00
55004	LOGGERS AND CONTRACTORS	MAINT OF PUMPING EQUIP WARRANT TOTAL	SWR	72.29 72.29
55005	MCCANN, WILLIAM R.	INDIGENT DEFEND CONTR WARRANT TOTAL	JUD	2,500.00 2,500.00
55006	MEDTRONIC PHYSIO-CONTROL	OPERATING SUPPLIES WARRANT TOTAL	FD	152.19 152.19

CITY OF SEDRO-WOODLEY
 BGTRAN WARRANT REGISTER
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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
55007	MID-AMERICAN	MAINTENANCE OF LINES	SWR	288.59
		OPERATING SUPPLIES	SWR	176.96
		WARRANT TOTAL		465.55
55008	NORTH CASCADE FORD	REPAIR & MAINTENANCE	ENG	80.63
		REPAIRS/MAINT-EQUIP	FD	1,018.25
		WARRANT TOTAL		1,098.88
55009	NORTHWEST CASCADE INC.	OPERATING SUPPLIES	PK	87.37
		OPERATING SUPPLIES	PK	66.70
		OPERATING SUPPLIES	PK	87.37
		OPERATING SUPPLIES	PK	87.37
		WARRANT TOTAL		328.81
55010	OFFICE DEPOT	SUPPLIES	FIN	88.08
		SUPPLIES	FIN	88.08-
		SUPPLIES/BOOKS	PLN	96.18
		OFFICE/OPERATING SUPPLIES	PD	27.24
		OFFICE SUPPLIES	FD	83.20
		WARRANT TOTAL		206.62
55011	OFFICE SYSTEMS	SUPPLIES/BOOKS	PLN	104.66
		SUPPLIES	ENG	104.67
		OFF/OPER SUPPS & BOOKS	INSP	104.66
		WARRANT TOTAL		313.99
55012	OFFICEMAX CREDIT PLAN	OFFICE SUPPLIES	SAN	171.62
		WARRANT TOTAL		171.62
55013	OLIVER-HAMMER CLOTHES	CLOTHING	SWR	200.00
		WARRANT TOTAL		200.00
55014	OVERALL LAUNDRY SERV INC	LAUNDRY	CS	23.94
		MISC-LAUNDRY	PK	28.81
		MISC-LAUNDRY	PK	28.81
		MISC-LAUNDRY	PK	28.81
		MISC-LAUNDRY	CEM	14.10
		MISC-LAUNDRY	CEM	14.10
		MISC-LAUNDRY	ST	16.36
		MISC-LAUNDRY	ST	16.36
		MISC-LAUNDRY	ST	16.36
		MISC-LAUNDRY	ST	16.36
		LAUNDRY	SWR	18.42
		LAUNDRY	SWR	18.42
		WARRANT TOTAL		240.85
55015	PAPE MACHINERY	REPAIR/MAINTENANCE-EQUIP	ST	423.57
		WARRANT TOTAL		423.57
55016	PAT RIMMER TIRE CTR, INC	MAINTENANCE OF VEHICLES	SWR	166.31
		WARRANT TOTAL		166.31

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ARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
55017	PERSONNEL CONCEPTS LTD	OPERATING SUPPLIES	CS	56.48
		DUES/SUBSCRIPTIONS	PD	56.48
		OPERATING SUPPLIES	FD	56.48
		SAFETY EQUIPMENT	PK	56.49
		SAFETY EQUIPMENT	CEM	56.49
		SAFETY EQUIPMENT	ST	56.49
		SUPPLIES	LIB	56.48
		OPERATING SUPPLIES	SWR	56.49
		OPERATING SUPPLIES	SAN	56.49
		WARRANT TOTAL		508.37
55018	PETERSON, DEBRA	TRAVEL	LIB	81.00
		WARRANT TOTAL		81.00
55019	PETTY CASH-DEBRA PETERSON	SUPPLIES	LIB	8.59
		MISC-SUMMER READ PROGRAM	LIB	12.86
		BOOKS, PERIOD, RECORDS	LIB	34.98
		WARRANT TOTAL		56.43
55020	PITNEY BOWES	OPERATING RENTALS/LEASES	FIN	870.00
		WARRANT TOTAL		870.00
55021	PUBLIC UTILITY DIS. NO.1	PUBLIC UTILITIES	CS	39.58
		PUBLIC UTILITIES	CS	30.22
		PUB UTILITIES-MALL	CS	30.08
		PUBLIC UTILITIES	FD	129.92
		PUBLIC UTILITIES	RV	176.74
		PUBLIC UTILITIES - HHS	PK	114.46
		PUBLIC UTILITIES	PK	328.06
		PUBLIC UTILITIES	CEM	41.95
		PUBLIC UTILITIES	ST	135.52
		PUBLIC UTILITIES	LIB	20.89
		PUBLIC UTILITIES	SWR	186.10
		PUBLIC UTILITIES	SAN	30.22
		WARRANT TOTAL		1,263.74
55022	PURCHASE POWER	POSTAGE	JUD	281.42
		POSTAGE	FIN	352.05
		POSTAGE	LGL	21.03
		POSTAGE	PLN	157.13
		POSTAGE	ENG	59.16
		POSTAGE	PD	2.95
		POSTAGE	FD	.59
		POSTAGE	INSP	2.82
		POSTAGE	CEM	13.92
		POSTAGE	SWR	174.95
		POSTAGE	SAN	174.95
		WARRANT TOTAL		1,240.97
55023	R & D SUPPLY, INC.	MAINTENANCE OF LINES	SWR	965.25
		WARRANT TOTAL		965.25

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ARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
55024	REICHARDT & EBE ENG, INC	PROFESSIONAL SERVICES	ENG	1,291.76
		ENGINEERING SR-20	SWR	22.00
		ENGINEERING GARDEN OF EDEN	SWR	12,949.00
		ENGINEERING METCALF LINE	SWR	140.26
		ENGINEERING METCALF LINE	SWR	7,358.75
		ENGINEERING TOWNSHIP LINE	SWR	140.26
		WARRANT TOTAL		21,902.03
55025	RINKER MATERIALS	REPAIR/MAINT-STREETS	ST	357.90
		ROADWAY - ARTERIAL MAINT	AST	288.87
		ROADWAY - ARTERIAL MAINT	AST	131.39
		ROADWAY - ARTERIAL MAINT	AST	5,991.51
		OTHER IMPROVEMENTS	SWR	4,880.97
		WARRANT TOTAL		11,650.64
55026	RONK BROTHERS, INC.	REPAIRS/MAINT-EQUIP	FD	107.90
		WARRANT TOTAL		107.90
55027	SCHOLTEN'S EQUIPMENT INC	REPAIR/MAINTENANCE-EQUIP	ST	168.63
		WARRANT TOTAL		168.63
55028	SCIENTIFIC SUPPLY	MAINT OF GENERAL EQUIP	SWR	427.70
		WARRANT TOTAL		427.70
55029	SEAWESTERN FIRE APPARATUS	REPAIRS/MAINT-EQUIP	FD	92.48
		WARRANT TOTAL		92.48
55030	SEATTLE PUMP AND EQUIP CO	MAINTENANCE OF LINES	SWR	564.68
		WARRANT TOTAL		564.68
55031	SEDGWICK CMS	INDUSTRIAL INSURANCE	LGS	2.24
		INDUSTRIAL INSURANCE	JUD	8.65
		INDUSTRIAL INSURANCE	EXE	2.57
		INDUSTRIAL INSURANCE	FIN	6.81
		INDUSTRIAL INSURANCE	LGL	4.13
		INDUSTRIAL INSURANCE	PLN	45.33
		INDUSTRIAL INSURANCE	ENG	69.51
		INDUSTRIAL INSURANCE	PD	427.89
		INDUSTRIAL INSURANCE	PD	18.14
		INDUSTRIAL INSURANCE	PD	10.83
		INDUSTRIAL INSURANCE	FD	130.09
		INDUSTRIAL INSURANCE	INSP	20.10
		INDUSTRIAL INSURANCE	PK	148.51
		INDUSTRIAL INSURANCE	CEM	38.52
		INDUSTRIAL INSURANCE	ST	185.36
		INDUSTRIAL INSURANCE	ST	1.95
		INDUSTRIAL INSURANCE	LIB	23.45
		INDUSTRIAL INSURANCE	SWR	283.62
		INDUSTRIAL INSURANCE	SAN	159.68
		WARRANT TOTAL		1,587.38
55032	SEDRO-WOOLLEY AUTO PARTS	REPAIR & MAINT - AUTO	PD	10.11

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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		REPAIRS/MAINT-EQUIP	FD	39.53
		OPERATING SUPPLIES	PK	1.08
		REPAIR/MAINT-EQUIP & BLDG	CEM	15.15-
		REPAIR/MAINT-EQUIP & BLDG	CEM	11.33
		REPAIR/MAINT-EQUIP & BLDG	CEM	15.11
		REPAIR/MAINT-EQUIP & BLDG	CEM	24.99
		OPERATING SUPPLIES	ST	9.13
		OPERATING SUPPLIES	ST	61.57
		OPERATING SUPPLIES	ST	3.88
		REPAIR/MAINTENANCE-EQUIP	ST	51.13
		REPAIR/MAINTENANCE-EQUIP	ST	5.55
		REPAIR/MAINTENANCE-EQUIP	ST	46.47
		REPAIR/MAINTENANCE-EQUIP	ST	7.61
		REPAIR/MAINTENANCE-EQUIP	ST	2.37
		OPERATING SUPPLIES	SWR	38.52
		WARRANT TOTAL		313.23
55033	SEDRO-WOOLLEY AUTO PARTS	VOIDED WARRANT		.00
		WARRANT TOTAL		.00
55034	SEDRO-WOOLLEY GLASS	MISC-JUDGMENT & DAMAGES	ST	783.88
		WARRANT TOTAL		783.88
55035	SEDRO-WOOLLEY LOCK & KEY	OPERATING SUPPLIES	SAN	136.34
		WARRANT TOTAL		136.34
55036	SEDRO-WOOLLEY SCHOOL DIST	SCHOOL GMA IMPACT FEES		13,578.00
		WARRANT TOTAL		13,578.00
55037	SKAGIT 911	CONTRACTED ENHANCED 911	PD	9,886.35
		CONTRACT SVS-CNTRL DISPATCH	FD	1,744.65
		WARRANT TOTAL		11,631.00
55038	SK CO DEPT OF EMERG MGMT	DEPT OF EMERG MANAGEMENT	EMG	4,474.85
		WARRANT TOTAL		4,474.85
55039	SK. CO. COM ACTION AGENCY	SK. COMM ACTION PUBL HLTH	HLT	122.46
		SK. COMM ACTION PUBL HLTH	HLT	836.94
		WARRANT TOTAL		959.40
55040	SKAGIT CO. DIST. COURT	PROFESSIONAL SERVICES	JUD	1,290.38
		WARRANT TOTAL		1,290.38
55041	SKAGIT CO. PUBLIC WORKS	SOLID WASTE DISPOSAL	SAN	33,954.61
		SOLID WASTE DISPOSAL	SAN	38,159.08
		WARRANT TOTAL		72,113.69
55042	SKAGIT CO. SENIOR SERVICE	SKAGIT SENIOR SERVICES	SEN	4,296.50
		WARRANT TOTAL		4,296.50
55043	SKAGIT CO. PUBLIC WORKS	ROADWAY - ARTERIAL MAINT	AST	4,384.13
		WARRANT TOTAL		4,384.13

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ARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
55044	SKAGIT COUNTY SHERIFF	PRISONERS WARRANT TOTAL	PD	5,048.05 5,048.05
55045	SKAGIT FARMERS SUPPLY	OPERATING SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES-PROPANE OPERATING SUPPLIES WARRANT TOTAL	PK CEM ST SAN	1.72 140.26 16.30 61.47 219.75
55046	SKAGIT LUMBER & PAINT CO	REPAIR & MAINTENANCE OPERATING SUPPLIES OPERATING SUPPLIES REPAIR/MAINT COMM CTR OPERATING SUPPLIES WARRANT TOTAL	CS PK PK PK SWR	25.96 15.31 19.32 11.10 215.79 287.48
55047	SKAGIT DOMESTIC VIOLENCE	SKAGIT CO DOMESTIC VIOLENCE DV WARRANT TOTAL		1,651.00 1,651.00
55048	SKAGIT READY MIX, INC.	CAP OUTLAY-GRANT FOR HHS WARRANT TOTAL	PKR	19.67 19.67
55049	SKAGIT SURVEYORS &	PROFESSIONAL SERVICES WARRANT TOTAL	PLN	1,875.00 1,875.00
55050	SKAGIT RIVER STEEL	REPAIR/MAINTENANCE-EQUIP WARRANT TOTAL	ST	76.77 76.77
55051	SKAGIT VALLEY PUBLISHING	LEGAL PUBLICATIONS LEGAL PUBLICATIONS ADVERTISING/LEGAL PUBLIC WARRANT TOTAL	LGS LGS PLN	23.40 20.80 67.60 111.80
55052	SPARKLE SHOP LAUNDRIES	UNIFORM CLEANING WARRANT TOTAL	PD	547.43 547.43
55053	STILES & STILES	MUNICIPAL COURT JUDGE WARRANT TOTAL	JUD	2,666.67 2,666.67
55054	SUMMIT LAW GROUP	NEGOTIATIONS PROFESSIONAL SERVICES WARRANT TOTAL	FIN PD	681.18 196.00 877.18
55055	SUMMIT GIS	PROFESSIONAL SERVICES WARRANT TOTAL	SWR	437.50 437.50
55056	SUNSET AUTO BODY	REPAIRS/MAINT-EQUIP WARRANT TOTAL	SAN	795.22 795.22
55057	THOMPSON'S GREENHOUSE	OPERATING SUPPLIES WARRANT TOTAL	SWR	107.80 107.80

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ARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
55058	THRESHOLD TECHNOLOGIES	REPAIR/MAINTENANCE-EQUIP	SWR	150.00
		OFFICE SUPPLIES	SAN	150.00
		WARRANT TOTAL		300.00
55059	THUNDERBIRD LUBRICATIONS	AUTO FUEL/DIESEL	ST	330.97
		AUTO FUEL/DIESEL	ST	388.22
		AUTO FUEL/DIESEL	ST	526.40
		WARRANT TOTAL		1,245.59
55060	TRAFFIC SAFETY SUPPLY CO.	REPAIR/MAINT SIDEWALK(REET)	ST	789.02
		WARRANT TOTAL		789.02
55061	TRANSPO GROUP INC (THE)	PROFESSIONAL SERVICES	AST	13,227.75
		WARRANT TOTAL		13,227.75
55062	TRAIL ROAD SHELL	REPAIR & MAINTENANCE	CS	33.43
		REPAIR & MAINT - AUTO	PD	31.81
		SUPPLIES & BOOKS	FD	6.83
		WARRANT TOTAL		72.07
55063	TRICO CONTRACTING INC	IMPROVEMENT-GARDEN OF EDEN	SWR	185,961.48
		WARRANT TOTAL		185,961.48
55064	TRUE VALUE	REPAIR & MAINTENANCE	CS	16.81
		OFFICE/OPERATING SUPPLIES	PD	9.19
		OPERATING SUPPLIES	FD	9.70
		SMALL TOOLS & MINOR EQUIP	FD	40.89
		OPERATING SUPPLIES	RV	3.55
		OPERATING SUPPLIES	RV	12.40
		OPERATING SUPPLIES	PK	1.61
		REPAIR/MAINT COMM CTR	PK	8.08
		REPAIR/MAINT COMM CTR	PK	4.63
		REPAIR/MAINT-SENIOR CTR	PK	17.88
		REPAIR/MAINT-SENIOR CTR	PK	8.62
		REPAIR/MAINT-FOOD BANK	PK	42.03
		OPERATING SUPPLIES	PK	39.87
		OPERATING SUPPLIES	PK	27.28
		REPAIR/MAINT-EQUIP & BLDG	CEM	4.04
		OPERATING SUPPLIES	ST	7.54
		CAP OUTLAY-GRANT FOR HHS	PKR	40.95
		OPERATING SUPPLIES	SWR	28.03
		OPERATING SUPPLIES	SWR	15.08
		OPERATING SUPPLIES	SWR	53.94
		OPERATING SUPPLIES	SWR	14.19
		OPERATING SUPPLIES	SWR	89.68
		OPERATING SUPPLIES	SAN	7.00
		OPERATING SUPPLIES	SAN	6.98
		WARRANT TOTAL		509.97
55065	TRUE VALUE	VOIDED WARRANT		.00
		WARRANT TOTAL		.00

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ARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
55066	UNIVAR USA INC	OP SUPPLIES-CHEMICALS	SWR	1,467.72
		WARRANT TOTAL		1,467.72
55067	UNIVERSAL FIELD SVC INC	ENGINEERING SR-20	SWR	3,895.89
		WARRANT TOTAL		3,895.89
55068	UTIL UNDERGROUND LOC CTR	OPERATING SUPPLIES	SWR	58.76
		WARRANT TOTAL		58.76
55069	VALLEY AUTO SUPPLY	OPERATING SUPPLIES	SWR	8.62
		REPAIRS/MAINT-EQUIP	SAN	23.39
		WARRANT TOTAL		32.01
55070	VALLEY BARK & TOPSOIL	OPERATING SUPPLIES	PK	47.75
		CAP OUTLAY-GRANT FOR HHS	PKR	148.50
		WARRANT TOTAL		196.25
55071	VERIZON NORTHWEST	TELEPHONE	JUD	182.82
		TELEPHONE	FIN	54.83
		TELEPHONE	FIN	457.10
		TELEPHONE	PLN	41.40
		TELEPHONE	PLN	91.41
		TELEPHONE	ENG	41.39
		TELEPHONE	ENG	91.41
		TELEPHONE	PD	292.95
		TELEPHONE	PD	935.89
		TELEPHONE	PD	85.93
		TELEPHONE	INSP	41.40
		TELEPHONE	INSP	91.41
		TELEPHONE	RV	99.91
		TELEPHONE	SWR	40.70
		WARRANT TOTAL		2,548.55
55072	VIKING OFFICE PRODUCTS	OFFICE/OPERATING SUPPLIES	PD	9.13
		WARRANT TOTAL		9.13
55073	WAKEMAN, SCOTT	PROF SERVICES-HANDY MAN	CS	255.00
		WARRANT TOTAL		255.00
55074	WA STATE DEPT OF ECOLOGY	DOE DISCHARGE PERMIT	SWR	3,703.29
		WARRANT TOTAL		3,703.29
55075	WA ST DEPT OF PROF LICEN	INTERGOV SVC-GUN PERMITS	PD	144.00
		WARRANT TOTAL		144.00
55076	WA STATE DEPT OF REVENUE	MISC-DUES/SUBSCRIPTIONS	FIN	4.70
		OFFICE/OPERATING SUPPLIES	PD	19.08
		OPERATING SUPPLIES	FD	10.90
		OFFICE SUPPLIES	FD	5.18
		REPAIRS/MAINT-EQUIP	FD	4.52
		TAXES AND ASSESSMENTS	PK	186.90
		OTHER IMPROVEMENTS	PK	18.48

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ARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		TAXES AND ASSESSMENTS	CEM	426.86
		OPERATING SUPPLIES	ST	39.26
		OPERATING SUPPLIES	ST	16.61
		SUPPLIES	LIB	42.14
		REPAIRS/MAINTENANCE BLDG.	LIB	10.90
		TAXES AND ASSESSMENTS	LIB	29.62
		BOOKS, PERIOD, RECORDS	LIB	93.03
		TAXES AND ASSESSMENTS	SWR	9,174.76
		OPERATING SUPPLIES	SAN	12.85
		SMALL TOOLS & MINOR EQUIP	SAN	24.18
		TAXES & ASSESSMENTS	SAN	11,560.89
		WARRANT TOTAL		21,680.86
55077	WA STATE DEPT OF REVENUE	RENTS, LEASES, CONCESSIONS		191.33
		WARRANT TOTAL		191.33
55078	WASHINGTON STATE PATROL	INTERGOV SVC-GUN PERMITS	PD	72.00
		WARRANT TOTAL		72.00
55079	WASHINGTON STATE PATROL	TUITION/REGISTRATION	PD	80.00
		WARRANT TOTAL		80.00
55080	WASTE MANAGEMENT OF SKGT	RECYCLING FEE - HOUSEHOLD	SAN	7,757.52
		WARRANT TOTAL		7,757.52
55081	WOOD'S LOGGING SUPPLY INC	OPERATING SUPPLIES	CEM	15.54
		REPAIR/MAINT-EQUIP & BLDG	CEM	10.74
		SAFETY EQUIPMENT	ST	10.74
		WARRANT TOTAL		37.02
55082	YORK, WILLIAM R.	SPACE/FACILITY RENT-RV PARKS		40.00
		WARRANT TOTAL		40.00
		GRAND TOTAL		484,773.03

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DEPARTMENT	AMOUNT
001 000 000	191.33
001 000 011	74.40
001 000 012	7,508.91
001 000 013	27.61
001 000 014	2,824.13
001 000 015	25.16
001 000 018	886.09
001 000 019	2,604.61
001 000 020	5,866.28
001 000 021	28,800.19
001 000 022	16,272.27
001 000 024	375.33
001 000 025	4,474.85
001 000 055	4,296.50
001 000 062	2,610.40
FUND TOTAL	76,838.06
101 000 000	40.00
101 000 076	3,271.99
FUND TOTAL	3,311.99
102 000 036	1,382.04
FUND TOTAL	1,382.04
103 000 042	5,795.93
FUND TOTAL	5,795.93
104 000 042	25,523.65
FUND TOTAL	25,523.65
105 000 072	795.96
FUND TOTAL	795.96
107 000 076	295.34
FUND TOTAL	295.34
108 000 019	94.95
FUND TOTAL	94.95
401 000 035	257,832.34
FUND TOTAL	257,832.34
412 000 037	99,324.77
FUND TOTAL	99,324.77
621 000 000	13,578.00
FUND TOTAL	13,578.00
UNDIST.	.00
TOTAL	484,773.03

CITY OF SEDRO-WOOLLEY
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I HEREBY CERTIFY THAT THE GOODS/SERVICES CHARGED ON THE VOUCHERS LISTED ABOVE HAVE, TO THE BEST OF MY KNOWLEDGE, BEEN FURNISHED. I FURTHER CERTIFY THE CLAIMS ABOVE TO BE VALID AND CORRECT.

CLERK-TREASURER

DATE

WE, THE UNDERSIGNED FINANCE COMMITTEE MEMBERS OF SEDRO-WOOLLEY, WASHINGTON, DO HEREBY CERTIFY THAT THE GOODS/SERVICES SPECIFIED ABOVE HAVE, TO THE BEST OF OUR KNOWLEDGE, BEEN RECEIVED. THE WARRANT NUMBERS _____ THRU _____ ARE APPROVED FOR PAYMENT IN THE TOTAL AMOUNT OF \$ _____.
VOIDED WARRANT NUMBERS _____ THRU _____
DATED THIS _____ DAY OF _____, 2005.

**LEAGUE OF WOMEN VOTERS OF SKAGIT COUNTY
18364 GROUSE LANE
MOUNT VERNON, WA 98274
PHONE: (360) 848-6367 FAX: (360) 848-7607**

JULY 6, 2005

CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 3C

**Sedro-Woolley City Council
720 Murdock
Sedro-Woolley, WA 98284**

Subject: Sedro-Woolley Community Center

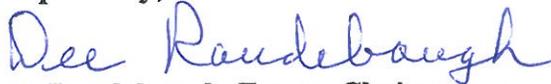
The League of Women Voters of Skagit County wish to hold a “Meet the Candidates” evening in Sedro-Woolley before the absentee ballots are mailed for the general election on November 8, 2005.

We are a non-profit organization and asking for a waiver of fees for the use of the Community Center on October 17, 2005. There would be no need to use the kitchen, however we would be serving coffee, punch and cookies.

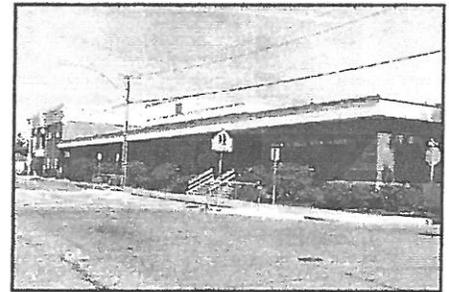
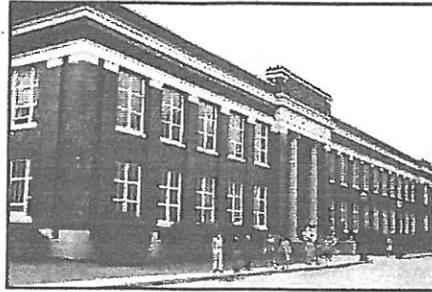
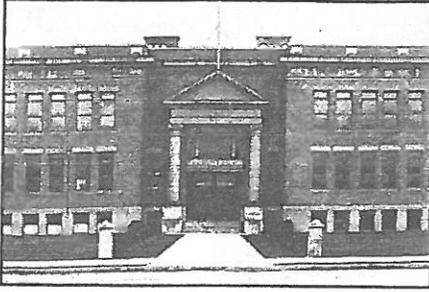
Our use of the Community Center in the past for Forums has always been a positive experience , for the League and the community. Because of the complexity of the positions to be voted on in all of the cities in Skagit County, we are planning to have three “Meet the Candidates” evenings. (Anacortes, Burlington and Sedro-Woolley). The Burlington Chamber of Commerce is co-sponsoring the Burlington “Meet the Candidates” evening, and we have asked the Sedro-Woolley Chamber of Commerce to consider co-sponsoring the same type of evening in Sedro-Woolley. The Anacortes evening will be co-sponsored by AAUW and possibly the Anacortes Chamber of Commerce.

Thank you for your consideration.

Respectfully,



**Dee Raudebaugh, Forum Chairperson
League of Women Voters of Skagit County UAL**



**SEDRO-WOOLLEY HIGH SCHOOL
ALUMNI ASSOCIATION**

July 11, 2005

Mayor Dillon, Mayor
Sedro-Woolley City Council
Sedro-Woolley City Hall
Sedro-Woolley, WA 98284

Dear Mayor Dillon,

The Sedro-Woolley High School Alumni Association would like to apply for the waiver of the premium for the July 8, 2006 picnic at Riverfront Park.

Gene Johnson just called and stated he had made the reservations for the Riverfront Park large building and that you would appreciate my letter as soon as possible.

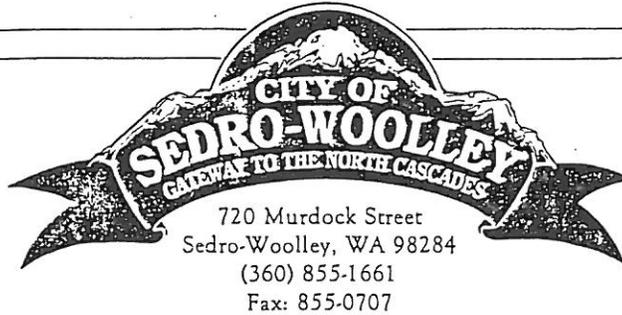
We consider the 2005 a complete success with approximately 500 in attendance. I do hope this has contributed to the economy of Sedro-Woolley for last weekend.

Everyone seemed to enjoy themselves and had the opportunity to see the accommodations that Sedro-Woolley has to offer.

Yours truly,

Lola Ellestad

Lola Ellestad, Secretary



CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 3d

MEMORIAL / BINGHAM PARK USE AGREEMENT

PER ORDINANCE 1347-99 ADOPTED 12/8/99

1. Rent for Memorial Park and Bingham Park is \$50.00 per day. Reservations must be made at least 2 working days in advance at the City Clerk's office. The fees shall be refunded if the reservation is cancelled with not less than sixty (60) days advance notice. If either of the covered eating areas are not reserved, they are available to the public without charge on a first come, first served basis. Reservations may be made one year in advance of the reserve date.
2. No person shall possess, display or consume any alcoholic beverages or intoxicating liquors while in any City Park.
3. No person shall throw, drop, deposit, discard or otherwise dispose of litter in any City Park except in a designated litter container.
4. No person shall permit an animal in a City Park except when contained by a leash and animal waste must be picked up and properly disposed of.
5. No person shall remove or relocate any tables, garbage cans, or other equipment in any City Park.
6. No person shall operate or park a vehicle in any City Park except in designated traffic and parking areas, and in conformance with posted traffic regulations.
7. Operating times for both Bingham and Memorial Park are from 8:30 a.m. until dusk in the summer.
8. No skateboards, bicycles or water fights are allowed in the park area.
9. No bands, music, radios, cassette recorders, etc. played loudly in the park so as to inconvenience other people.

The undersigned will save and hold harmless the City of Sedro-Woolley from all loss, liability or expense resulting from any injury to any person or any loss of or damage to any property at the Riverfront Park or surrounding area caused by or resulting from any act or omission of the undersigned or any officer, agent, employee, guest, invitee, or visitor in or about the buildings or grounds during the event to be held on the date specified.

Mary Ellen Lutz
SIGNATURE OF RENTER

July 15, 2005
DATE OF AGREEMENT

20781 W. Jordan Rd. Burlington, Wa. 98233
ADDRESS CITY STATE ZIP PHONE
630-0852 cell
707-2277

(C.H.I.) Cultural Homestay International
GROUP SEDRO-WOOLLEY CITY HALL REPRESENTATIVE
[Signature]

July 17, 2005
DATE OF RESERVATION
waived
AMOUNT
[Signature]
RECEIPT NO.

MEMORIAL PARK

BINGHAM PARK



OPENING DOORS TO THE WORLD SINCE 1980

CULTURAL HOMESTAY INTERNATIONAL

A NON-PROFIT EXCHANGE PROGRAM

104 BUTTERFIELD ROAD, SAN ANSELMO, CA 94960 -1565, USA

To whom it may concern:

This is to certify that the Cultural Homestay International is an educational enrichment, public benefit, world-wide student exchange program.

The organization was chartered in 1977 as a non-profit, tax-exempt, educational and charitable organization. It has been granted 501 (c) (3) tax-exempt status by the Internal Revenue Service. CHI is approved by the United States Information Agency (USIA) to issue IAP-66 forms for the J-1 student exchange visas. CHI's USIA number is P-3-5010.

All donations to Cultural Homestay International are fully tax-deductible.

Sincerely,

Lilka Areton,
Secretary
Cultural Homestay International

Federal I.D. Number 94-2404633

STATE I.D. NUMBERS

Arizona: 2220440-0
California: 295-5287-4
Colorado: 334224.00-4-001
Florida: Same as Federal
Iowa: 237138-3
Mass: 80-98831-0
Missouri: 306515-0-099-8299
New Mexico: 16-5717-1
New York: 86-95304-9
Ohio: Same as Federal
Oregon: 405582-7
Texas: Same as Federal
Washington: 706593-007

Welcome to CHI's Homestay Programs

If you have ever wondered how the Japanese, Brazilians or Russians educate their children, how they make their food, or what family life is like for them, hosting an overseas student can answer these and many other questions. Having the unique opportunity to learn about



Taiwanese student playing with host sister

people from other countries firsthand and to share one's own values with them is what Cultural Homestay International is all about.

C.H.I. was developed as a non-profit, public benefit organization by a group of families who fell in love with people from other cultures. These hosting families felt that having a student stay in their homes was one of the most exciting and rewarding educational experiences of their lives.

C.H.I. believes that the students you host are the future leaders of their respective countries and that in hosting them, you are contributing to their knowledge of the world. We hope this will help them to participate more informatively in their own countries' governmental processes, making peace among nations more secure.

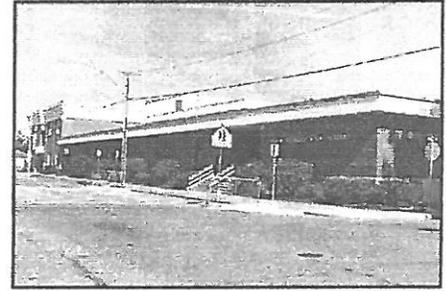
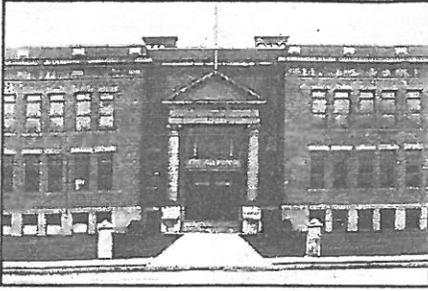
The Teacher Coordinators

C.H.I. Teacher Coordinators (TC's) are selected for their organizational and educational abilities.

- They are dedicated to the idea of student cultural exchange programs and C.H.I. is proud to be associated with them.
- They are responsible for arranging all the activities of the program and for teaching the students.
- The TC's must locate and interview each host family, develop the students' itinerary, conduct an orientation meeting for the families, and act as liaison between the students and their hosting families.
- In addition, the TC is responsible for facilitating the Welcoming Party for the students and a Farewell Party for the families. The TC's are ready to answer any questions you might have concerning the program or the students.



Taiwanese students visit Sacramento



**SEDRO-WOOLLEY HIGH SCHOOL
ALUMNI ASSOCIATION**

July 7, 2005

CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 3e

Mayor Sharon Dillon
Sedro-Woolley City Council
Sedro-Woolley City Hall
Sedro-Woolley, WA 98284

Dear Mayor Dillon,

Thank you for granting permission to have the Sedro-Woolley High School Alumni Association All-Class Picnic at the Riverfront Park. We, also, thank you for the use of the Memorial Building for our geranium sale.

We do appreciate the community spirit when it comes to raising funds and having enjoyable times for the students of the Sedro-Woolley schools.

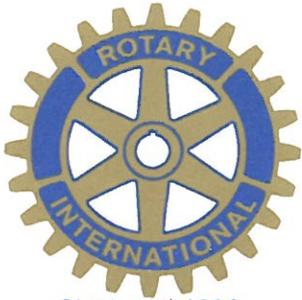
I have had so many calls from out of the area stating that Sedro-Woolley is one of the close knit communities that sees the importance of keeping the interest of the schools important to all ages. This makes me very proud of our city.

We hope the salmon barbecue can be an annual event and the decision will, of course be, according to the final results of this get together. Possibly, we will be approaching you again next year for use of the Riverfront Park.

Yours truly,

Lola Ellestad

Lola Ellestad, Secretary



Chartered 1922

SEDRO-WOOLLEY ROTARY CLUB

P.O. Box 726 • Sedro-Woolley, Washington, U.S.A. 98284

CITY OF SEDRO-WOOLLEY
RECEIVED ON

JUL 18 2005

Time: _____
Initials: _____

July 18, 2005

Mayor Dillon & Council
City Hall
Sedro-Woolley, WA 98284

CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

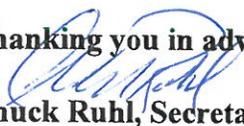
7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 34

Dear Mayor Dillon & Council Members:

The Sedro-Woolley Rotary Club has reserved the large shelter at Riverfront Park for Thursday, September 15, 2005 from 2:00PM to dusk for our annual salmon bar-b-que.

Due to fact, monies raised by our club are given back to the community and the club has been instrumental in developing Riverfront Park; we are asking if any consideration can be made in forgiving the rental fee for our event.

Thanking you in advance;


Chuck Ruhl, Secretary
Sedro-Woolley Rotary Club

ROTARY FOUR-WAY TEST "Of the things we Think, Say or Do"

1. Is it the **TRUTH**? 2. Is it **FAIR** to all concerned? 3. Will it build **GOODWILL** and **BETTER FRIENDSHIPS**? 4. Will it be **BENEFICIAL** to all concerned?

James Lee

23895 Old Day Creek Rd.
Sedro-Woolley, WA 98284
360-856-6277

CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 39

July 20, 2005

Re: Charity Event for the Family of Mike Frizzell

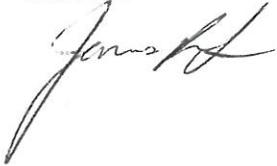
Dear Sedro-Woolley City Council Members,

We would like to request a waiver for the fees to obtain the use of the Sedro-Woolley Community Center. We would like to have a benefit dinner and auction for Mike and Shannon Frizzell. Mike was in a logging accident on Monday July 18th. He was paralyzed and will no longer be able to do the work he once did. We are trying to raise money to build a ramp for their house and also to help pay some of their living expenses.

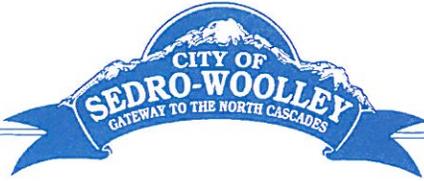
If we were able to get a waiver for the Community Center rental it would make it possible for us to have this dinner and auction.

Thank you for your consideration in this matter.

Sincerely,
Jim Lee



Aug. 27, 2005



CITY COUNCIL AGENDA
REGULAR MEETING

SUBJECT: PUBLIC COMMENT

JUL 27 2005

Name:
Address:
Narrative:

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 4

Name:
Address:
Narrative:

Name:
Address:
Narrative:

Name:
Address:
Narrative:

Name:
Address:
Narrative:

OLD BUSINESS

CITY OF SEDRO-WOOLLEY

720 Murdock Street, Sedro-Woolley, WA 98284 (360) 855-1661

Memorandum

CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

To: Mayor and City Council

From: Patrick Hayden

Date: 7/20/2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 5

Re: Amendment of Title 13 to Allow 6 months to Connect to the Sewer

Issue: Should Title 13 be amended to expressly allow a homeowner six (6) months to connect to the sanitary sewer after they obtain a permit to do so?

Background: At the last City Council meeting the Council amended Title 13 to provide for a discount of the sewer general facilities charge, if the homeowner obtained a permit to connect to sewer and decommission their septic tank within 90 days of being asked to do so, and made the connection within six months of obtaining the permit. Councilman Splane asked to have other sections of the City Code amended to expressly provide that the homeowner had the life of the permit (6 months) to connect, if they obtained the permit on a timely basis (within 90 days).

The accompanying ordinance makes the changes requested by Councilman Splane.

Recommendation: Passage of the accompanying ordinance titled: AN ORDINANCE AMENDING THE TIME FOR CONNECTION TO AND USE OF THE CITY OF SEDRO-WOOLLEY SANITARY SEWER SYSTEM, AMENDING PORTIONS OF SEDRO-WOOLLEY MUNICIPAL CODE CHAPTER 13.08 AND CHAPTER 13.12.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE TIME FOR CONNECTION TO AND USE OF THE CITY OF SEDRO-WOOLLEY SANITARY SEWER SYSTEM, AMENDING PORTIONS OF SEDRO-WOOLLEY MUNICIPAL CODE CHAPTER 13.08 AND CHAPTER 13.12.

WHEREAS, the City Council of the City of Sedro-Woolley amended Title 13 to provide for a discount in the sanitary sewer general facilities charge for existing homeowners who connect to the system and remove or decommission a septic system, and

WHEREAS, the City Council required existing homeowners receiving the discount to obtain a permit to connect to the sanitary sewer system within ninety days of demand by the superintendent, but allowed the owner to connect during the life of the permit, which is normally six months, and

WHEREAS, the City Council has determined that other sections of Title 13 should be amended to conform to the six month period in which connection is allowed with the discount, now therefore,

THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY DO HEREBY ORDAIN AS FOLLOWS:

Section 1: SWMC Section 13.08.040 is hereby amended to read as follows:

13.08.040 Toilet facilities required.

A. The owner(s) of all houses, buildings or properties used for human occupancy, employment, recreation, or other purposes, situated within the city, or within the area served by the city sewer system, and abutting on any street, alley, or right-of-way in which there is located a public sanitary sewer of the city, is required, at the owner(s)' expense, to install suitable toilet facilities therein, and to obtain a permit to connect such facilities directly with the proper public sewer in accordance with the provisions of this title, within ninety days after date of official notice to do so, and to complete the connection within six months of obtaining the permit, unless an extension is granted by the superintendent for good cause; provided, that the building to be served is not located more than two hundred feet from a public sewer.

B. The owner shall pay all connection fees, facility improvement charges and any other fees and charges required for connection to the sanitary sewer within ninety days after the date of official notice to connect to the sanitary sewer; shall be liable for the monthly fee for the sanitary sewer service upon connection or, if not connected, beginning ninety days after the date of official notice to connect or upon expiration of the permit to connect if a permit was obtained; and shall be billed accordingly.

C. The city shall have a lien against the owner's property for any unpaid rates, fees or charges required for connection to the sanitary sewer, which shall be foreclosed as provided by law. This remedy is cumulative, and is in addition to any other claim or remedy available to the city. Any unpaid rates, fees or charges shall bear interest at eight percent per annum on a monthly basis.

Section 2: SWMC Section 13.30.010 is hereby amended to read as follows:

13.30.010 Connection to sewer required when available.

At such time as a public sewer becomes available to a property served by a private wastewater disposal system, as provided in this chapter, a direct connection shall be made to the public sewer within the time provided by SWMC 13.08.040 ~~ninety days after the date of official notice to do so~~, in compliance with this title, and any septic tanks, cesspools, and similar private wastewater disposal facilities shall be cleaned of sludge and filled with suitable material; provided, that cement septic tanks with reinforced concrete lids may be exempt from cleaning and filling at owner's option.

Section 3. The effective date of this ordinance shall be 5 days after passage and publication as provided by law.

Passed and approved this _____ day of _____, 2005.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

NEW BUSINESS

CITY OF SEDRO-WOOLLEY

720 Murdock Street, Sedro-Woolley, WA 98284 (360) 855-0771

Memorandum

CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

To: Mayor and City Council

From: STAFF



Date: 7/27/05

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 6

Re: Roofs on Community Center and Senior Center

Background

As Shane, the Parks Foreman, was trying to prepare to have the Community Center roof work done, one of the bidders brought to his attention that it appeared that there was asbestos in the felt underneath the cedar shakes.

To all of our surprise, the bidder was correct.

The Community Center roof does indeed contain asbestos in the roofing felt.

The Senior Center roof, tested for convenience at the same time, does **not** appear to contain asbestos. See the attached materials from Phillips Environmental Services.

What this means is that in order to get the roof replaced, it will cost \$9101.00 plus tax to remove the existing roof due to the need for asbestos abatement and safety measures to perform this work. (See attached bid from Environmental Abatement Services, Inc.)

The gutter work alone is \$8500.

Due to our budget constraints, this puts us well over budget for this work.

There are many combinations of options here – basically comp or metal roof, and either leave the asbestos and place new roof over the top or pay \$9101 to remove the existing roof. There is also an option of leaving this problem for now and fixing only the gutters and soffits. The soffit work is not included in this item.

The thought was that it may be money better spent to leave the asbestos and cover with a metal roof, which would be the last roof ever needed for that building. As it turns out, the price difference between installing the metal over the existing roof and installing metal after the environmental abatement, is only \$1,100.

Decision

This is a multiple-decision proposal, and I will try to make it as clear as possible:

BUDGET:

1. Hold over the \$27,500 from the 2005 budget into the 2006 budget and add \$22,500 in 2006 to ensure that this work is completed in 2006.
 - 1a. Additional money will be needed in the budget for the soffit work, which is not covered in the attached proposals.
2. Find the extra \$10,000 - \$22,000 (depending on the options chosen) in the 2005 budget, and amend the 2005 budget to add this money to the Parks fund to fund the work this summer.

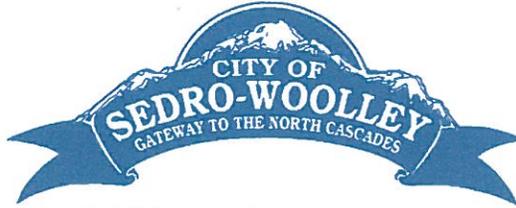
WORK TO BE DONE:

1. Gutters only - \$8,500 + tax (Would still require \$45,000 in 2006, as well as some environmental tear-off, I would imagine)
2. Composite roof with environmental tear-off - \$34,101 + tax
3. Composite roof over existing shakes - \$35,000 + tax (I do not recommend this option, as composite roofing shows every undulation in an uneven surface)
4. Metal roof over existing shakes - \$44,000 + tax
5. Metal roof with environmental tear-off - \$45,101 + tax

At this point in time, we do not have contracts for this work, and the purpose of this item is to get direction from council on the preferred action. Please provide direction on both the budget question and the work question.

Recommended Actions:

- Budget item #1 and #1a is probably the safest bet, if we can wait one more year.
- As expensive as all this is, I recommend the one-time fix, work item #5, as being the best overall solution in light of the fact that the savings I was hoping for by covering the existing shakes with metal just isn't there and the metal roof would last "forever." Work item #2 is the best solution if composite roofing is the preferred alternative, but only saves \$10,000 and we'd be lucky if it lasted longer than 20 years.



Public Lands Department
405 Alexander Street
Sedro-Woolley, WA 98284
Information & Reservations 360-855-1661

Shane A. Walley, Foreman

Maintenance Shop 360-856-5167

Memo

To: Mayor Dillon, City Council

From: Shane A Walley, Public Lands Foreman S.W.

Date: 7-19-05

Re: Community Center Roof Proposals

As you may or may not be aware, we are currently working on replacing the community center roof as it is 28 years old and very close to the end of it's life span. When getting bids for the project it was determined that when the roof was installed in 1976, paper containing asbestos was used. Asbestos has been determined to be a very dangerous material when disturbed and must only be removed by a licensed abatement contractor. This additional cost was not budgeted for because we had no way of knowing that the roof contained asbestos.

Because of the tremendous costs of asbestos removal we have two options to present, and it is up to the council on how they want to proceed. One option is to leave the asbestos in place and install a comp or metal roof over the shakes and asbestos with new gutters see options B and C in the proposal. Another option is to remove the old asbestos and put on a new composition roof with gutters which is option A. I believe that option is the best option because it gets rid of the asbestos forever. The gutters are included in this because the existing gutter system is rotting away. This proposal is a round about bid and is only to give us options in which way to proceed. In my original thought process of budgeting I did not allow for the asbestos. This added expense of \$9,101.00 without tax puts us over the \$27,500.00 that I have budgeted.

Thank you,

Environmental Abatement Services, Inc.

PO Box 375 / 712 S. Spruce Street
 Burlington, WA 98233
 Office: 360-755-1085
 Cathy's Cel: 360-421-0806

MWBE/DBE
 Fax: 360-755-5146

Proposal Submitted To:		Work to be Performed At:	
Name	SHANE WALLEY	Street	703 PACIFIC
Company	PARKS DEPT.	City	SEDRO WOOLLEY State
Street	720 MURDOCK	Bid Date	7-13-05
City	OAK HARBOR WA	Project	SHAKE SHINGLES & NICOLITE
Phone	360-856-5187 FAX 360-855-0707		

TERMS OF PROPOSAL: Environmental Abatement Services, Inc. (EAS), operating under the laws of the State of Washington, in the City of Burlington, hereby proposes to furnish the materials and perform the labor necessary for the completion of:

REMOVAL OF 8290 SQ FT OF SHAKE SHINGLES & NICOLITE PAPER.

THIS INCLUDES SHAKE DISPOSAL ALSO & A \$500.00 NOTICE FEE FOR NWCAA

NOTE: IF THERE IS STAPLES OR NAILS BENT UNDERNEATH OR SOMETHING THAT WAS NOT SEEN FROM LOOKING AT THE SHAKES COULD CHANGE BID.

If the proposal is found acceptable, please sign the bottom of the page and complete the information requested below for the filing of notices with NWAPA and the Washington State Department of Labor and Industries:

1. Age of Structure: _____ 2. Size of Structure _____ 3. Number of Floors _____
 4. Name of Property Owner: _____ 5. Property Owner's Phone Number: _____
 6. Property Owner's Address: _____

CONDITIONS, TERMS & QUALIFICATIONS:

All removal and disposal methods conform with local, state, and federal regulations applicable to the removal of ACM materials. All material is guaranteed to be as specified and the above work to be performed in accordance with the drawings and specifications provided for the above work. Contractor will supply all labor, supervision, materials, equipment, agency notices, abatement permits, air monitoring and lab analysis, and site safety provisions.

Environmental Abatement Services, Inc., is a licensed general contractor (ENVIRAS014RA), and asbestos abatement contractor (license#1279) will utilize certified asbestos workers under the direction of a certified asbestos supervisor and agrees to complete the above work in a substantial workmanlike manner for the sum of:

This amount does not include sales tax. Sales tax will be added to the invoice where applicable.

NINE THOUSAND ONE HUNDRED ONE DOLLARS & NO/00 dollars **\$ 9,101.00**

With payments to be made as follows: Standard payment procedures - due on completion

If the invoice is not paid in full within 30 days of the invoice date, 1.5% interest will be added montly to the invoice amount.

Any alteration or deviation from the above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements contingent upon strike, accidents, or delays beyond our control.

Respectfully Submitted: CATHERINE D MARQUEZ Title: Owner
 (Note: this proposal may be withdrawn by EAS if not accepted within 60 days.)

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____ Title _____ Date _____

F
R
O
M

PRAIRIE CONST./ LIC#PRAIRCO55MJ
 P.O. BOX 421
 SEDRO WOOLLEY, WA. 98284
 360-856-1573

PROPOSAL

Page No. 1
 of 1 Pages

PROPOSAL SUBMITTED TO:		PHONE	DATE 04/04/05
NAME CITY OF SEDRO WOOLLEY	JOB NAME		
STREET	STREET		
CITY	CITY	STATE	
STATE			

We hereby submit specifications and estimate for:

1. TEAR OFF EXISTING ROOF BY OTHERS
2. TEAR OFF EXISTING FLAT GUTTER SYSTEM PREP FOR NEW GUTTERS//INSTALL NEW GUTTER
3. NEW ROOF OPTIONS
 - A. COMP OVER EXISTING PLYWOOD (PREPED BY OTHERS)
 - B. COMP OVER PLYWOOD OVER SKIP SHEATHING OVER EXISTING SHAKES
 - C. STANDING SEAM METAL OVER PLYWOOD OVER SKIP SHEATHING OVER EXISTING SHAKES
 - D. STANDING SEAM METAL OVER EXISTING PLYWOOD (PREPED BY OTHERS)

PRICE SCHEDULE BALL PARK FIGURES FIRM BID UPON REQUEST

- ITEM 1. BY OTHERS
- ITEM 2.. 8500.00
- ITEM 3A. 16500.00
- ITEM 3B 26500.00
- ITEM 3C 35500.00
- ITEM 3D 27500.00

We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the sum of _____ dollars (\$ _____) with payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance _____ days and it is void hereafter at the option of the undersigned.

Authorized Signature _____

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED: _____
 Signature _____

DATE 04/04/05 _____
 Signature _____

PHILLIPS ENVIRONMENTAL SERVICES

29354 BACUS RD.
SEDRO WOOLLEY, WA 98284

360-854-7900

FAX 360-854-7731

FAX COVER SHEET

Date: 6-29-05

To: Shane Walley Fax Number: 360-855-0707

At: Sedro Woolley Parks Dept. Phone Number: 360-661-6494

From: Dave Phillips

Total Number of Pages: 7
(Including this cover sheet)

Subject:

Inspection reports for Community Center & Senior Center roofs – originals in mail.

I spoke with an asbestos abatement contractor regarding removal and disposal of the Community Center roof and based on that discussion I recommend allowing approximately \$15, 000 for complete removal and disposal including all permit fees.

Let me know if I can be of further assistance.



Comments:

Privileged and Confidential Communication
This facsimile transmission contains private and confidential information intended solely for the use of the individual(s) named above. If you are not the intended recipient, be advised that the unauthorized use, disclosure, copying, or distribution of this information is strictly prohibited. If you have received this fax in error, please notify sender immediately by telephone, and return the original transmitted documents to sender by mail. If all pages are not received, please notify sender as soon as possible at (360) 854-7900.

PHILLIPS ENVIRONMENTAL SERVICES

29534 BACUS RD.
SEDRO WOOLLEY, WA 98284

360-854-7900

FAX 360-854-7731

June 29, 2005

Survey No. 05058

Mr. Shane Walley
City of Sedro Woolley
Parks Department
720 Murdock Street
Sedro Woolley, WA 98284
360-661-6494

RE: **Limited Asbestos Survey: 703 Pacific Street, Sedro Woolley, WA**

On June 28, 2005, I inspected the roof of a commercial building located at the above referenced address for the purpose of determining the presence or absence of building materials that might contain asbestos. This inspection was limited to roofing materials and is not intended to represent any other materials or areas within this building.

Title 40 Code of Federal Regulations (40 CFR), subpart M, section 61.141, established the allowable limit of asbestos in building materials at 1% by weight. Materials containing more than 1% asbestos are regulated and must be handled in accordance with Federal, State, and Local regulations.

Surveys are based on 'visible and accessible materials' and although reasonable effort was made to locate and test all suspect materials, some suspect materials may remain hidden in walls or below floor underlayment or other areas until demolition or renovation work makes them accessible. If other suspect materials are discovered during the course of demolition or remodel activities they will require testing prior to continuing work.

Two bulk samples were collected and subsequently analyzed for asbestos content by Polarized Light Microscopy with Stain Dispersion. **Sample # 1 was found to contain more than 1% asbestos.** This material will require handling/removal by trained asbestos workers prior to any remodeling, renovation, or demolition that will lead to the disturbance or removal of asbestos. Prior to removal of this material, ten-day notices must be filed with the local Air Pollution Authority and the State Department of Labor & Industries.

This letter along with the attached material list and lab report will comprise the 'Limited Asbestos Survey'. Please call us if you have any questions.

Sincerely,



Dave B. Phillips
AHERA Bldg. Insp.
Cert.# 05-1191 (expires 3-31-06)

enclosure

PHILLIPS ENVIRONMENTAL SERVICES

29534 BACUS RD.
SEDRO WOOLLEY, WA 98284

360-854-7900

FAX 360-854-7731

Client: City of Sedro Woolley
Parks Department
720 Murdock Street
Sedro Woolley, WA 98284
360-661-6494

Asbestos Survey - 703 Pacific Street
Sedro Woolley, WA

Survey #: 05058

Survey date: 6-28-05

Homogeneous Material List

Material # & Description	Location (homog. area)	Type	Friab	Cond	Qty.	Sample # & Location (see dwg.)	Asbestos
1 Paper (felt)	Roof, under cedar shakes	Misc	Y	F	7000sf	1 Roof, N side	Chry. 60%
2 Asphalt roof w/sand	Roof, at gutters	Misc	N	F		2 Roof, N. side	N/D

N/D - None Detected

N/T = Not Tested - previous sample tested positive

Quantities shown are approximate - field verification recommended

Note: Friability assessments were made on these materials in their present undisturbed condition. damage or disturbance of any kind may cause some non-friable materials to become friable.

PHILLIPS ENVIRONMENTAL SERVICES

29354 BACUS RD.

SEDRO WOOLLEY, WA 98284

360-854-7900

American Industrial Hygiene Association Lab ID # 102950

FAX 360-854-7731

ASBESTOS BULK SAMPLE ANALYSIS

Client Name: City of Sedro Woolley
Parks Department
720 Murdock Street
Sedro Woolley, WA 98284
360-661-6494

Survey #: 05058

Source of Samples: 703 Pacific Street, Sedro Woolley, WA

Date Rec'd: 6-28-05

Analytical Method: Polarized Light Microscopy with Dispersion Staining (PLM-DS Method)

Sample #: 1		Lab No.: 26842		Location: Roof, N. side, felt under cedar shakes	
Layers	Description:	Non-Fibrous Material:	Other Fibrous Mat'l: %	Asbestos Type: %	
Layer 1 of 1	Grey paper	Binder	Cellulose 10%, Glass 2%	Chrysotile 60%	

Sample #: 2		Lab No.: 26843		Location: Roof, N side, asphalt roof at gutters	
Layers	Description:	Non-Fibrous Material:	Other Fibrous Mat'l: %	Asbestos Type: %	
Layer 1 of 2	Asphalt roof w/sand	Asphalt/granules	Glass 20%, Cellulose 5%	None detected	
Layer 2 of 2	Asphalt tar	Asphalt	Cellulose 10%	None detected	

Analyst:


Dave B. Phillips

Date: 6-29-05

Samples retained for 2 weeks unless otherwise requested in writing.

Lab results are completely confidential. Written permission is required to release results to another party.

PHILLIPS ENVIRONMENTAL SERVICES

29534 BACUS RD.
SEDRO WOOLLEY, WA 98284

360-854-7900

FAX 360-854-7731

June 29, 2005

Survey No. 05059

Mr. Shane Walley
City of Sedro Woolley
Parks Department
720 Murdock Street
Sedro Woolley, WA 98284
360-661-6494

RE: **Limited Asbestos Survey: 724 State Street, Sedro Woolley, WA**

On June 28, 2005, I inspected the roof of a commercial building located at the above referenced address for the purpose of determining the presence or absence of building materials that might contain asbestos. This inspection was limited to roofing materials and is not intended to represent any other materials or areas within this building.

Title 40 Code of Federal Regulations (40 CFR), subpart M, section 61.141, established the allowable limit of asbestos in building materials at 1% by weight. Materials containing more than 1% asbestos are regulated and must be handled in accordance with Federal, State, and Local regulations.

Surveys are based on 'visible and accessible materials' and although reasonable effort was made to locate and test all suspect materials, some suspect materials may remain hidden in walls or below floor underlayment or other areas until demolition or renovation work makes them accessible. If other suspect materials are discovered during the course of demolition or remodel activities they will require testing prior to continuing work.

One bulk sample was collected and subsequently analyzed for asbestos content by Polarized Light Microscopy with Stain Dispersion. **No asbestos was detected within this sample.**

This letter along with the attached material list and lab report will comprise the 'Limited Asbestos Survey'. Please call us if you have any questions.

Sincerely,



Dave B. Phillips
AIIRA Bldg. Insp.
Cert.# 05-1191 (expires 3-31-06)

enclosure

PHILLIPS ENVIRONMENTAL SERVICES

29534 BACUS RD.
 SEDRO WOOLLEY, WA 98284

360-854-7900

FAX 360-854-7731

Client: City of Sedro Woolley
 Parks Department
 720 Murdock Street
 Sedro Woolley, WA 98284
 360-661-6494

Asbestos Survey - 724 State Street
 Sedro Woolley, WA

Survey #: 05059

Survey date: 6-28-05

Homogeneous Material List

Material # & Description	Location (homog. area)	Type	Friab	Cond	Qty.	Sample # & Location (see dwg.)	Asbestos
1 Asphalt felt on drywall	Roof. under cedar shakes	Misc	N	F		1 Roof, N side	N/D

N/D - None Detected
 N/T - Not Tested - previous sample tested positive
 Quantities shown are approximate - field verification recommended

Note: Friability assessments were made on these materials in their present undisturbed condition. damage or disturbance of any kind may cause some non-friable materials to become friable.

PHILLIPS ENVIRONMENTAL SERVICES

29354 BACUS RD.

SEDRO WOOLLEY, WA 98284

360-854-7900

American Industrial Hygiene Association Lab ID # 102950

FAX 360-854-7731

ASBESTOS BULK SAMPLE ANALYSIS

Client Name: City of Sedro Woolley
Parks Department
720 Murdock Street
Sedro Woolley, WA 98284
360-661-6494

Survey #: 05059

Source of Samples: 724 State Street, Sedro Woolley, WA

Date Rec'd: 6-28-05

Analytical Method: Polarized Light Microscopy with Dispersion Staining (PLM-DS Method)

Sample #:	Lab No.:	Location:		
1	26844	Roof, felt and drywall under cedar shakes		
Layers	Description:	Non Fibrous Material:	Other Fibrous Mat'l: %	Asbestos Type: %
Layer 1 of 2	Asphalt felt	Asphalt	Cellulose 40%	None detected
Layer 2 of 2	White chalky material w/paper	Gypsum/lime particles	Cellulose 20%	None detected

Analyst:



Dave B. Phillips

Date:

6-29-05

Samples retained for 2 weeks unless otherwise requested in writing.

Lab results are completely confidential. Written permission is required to release results to another party.

CITY OF SEDRO-WOOLLEY

720 Murdock Street, Sedro-Woolley, WA 98284 (360) 855-1661

Memorandum

To: Mayor and City Council
From: Patrick Hayden
Date: 7/19/2005
Re: Compliance with NIMS

CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 7

Issue: Should the City of Sedro-Woolley adopt the National Incident Management System (NIMS) for dealing with domestic incidents, disasters, etc?

Background: September 30, 2005 is the deadline for compliance with NIMS regulations of the Department of Homeland Security (DHS) (which includes FEMA). One requirement is that the City adopt the NIMS for dealing with incidents such as floods, terrorist attacks, etc. As best as I can figure out, there will be federal money available for training for incident management. However, this command system looks like it is already used by emergency management departments, such as our fire department. I am just the scrivener here, and refer any questions to the Fire Chief and Police Chief.

Standardization of the command structure and response to emergency incidents is a federal goal. I am sure that adoption of NIMS will be necessary for some grant money or for reimbursement of City costs in dealing with a state of emergency. Please see the attached FEMA position paper. ("Resistance is futile.")

I received this resolution from the County Homeland Security County Coordinator, David Bond. If you want to ask for an explanation of this resolution from Mr. Bond, I will ask him to address the City Council meeting.

Recommended Action: Passage of the attached Resolution titled: A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY CITY COUNCIL DESIGNATING THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) AS THE BASIS FOR ALL INCIDENT MANAGEMENT IN THE CITY OF SEDRO-WOOLLEY, WASHINGTON STATE

Proposed Resolution

Resolution No. _____

A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY CITY COUNCIL DESIGNATING
THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) AS THE BASIS FOR ALL
INCIDENT MANAGEMENT IN THE CITY OF SEDRO-WOOLLEY, WASHINGTON
STATE

WHEREAS, the President, in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity;

WHEREAS, the collective input and guidance from all Federal, State, local, and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS;

WHEREAS, it is necessary and desirable that all Federal, State, local and tribal emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management;

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, local, and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters;

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the State's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes;

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the State, including current emergency management training programs; and

WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON that the National Incident Management System (NIMS) is hereby established and adopted as the municipal standard for incident management.

Dated this ____ day of _____, 2005.

MAYOR

Attest:

City Clerk

Approved as to Form:

City Attorney

Background Information

From: Dave Bond [mailto:dbond@co.skagit.wa.us]

Sent: Tuesday, July 19, 2005 3:30 PM

To: TownofLyman@msn.com; DonMunks; H. Dean Maxwell; KenDahlstedt; Mayor of Concrete; Mayor of Hamilton; Mayor of La Conner; Mayor of Mount Vernon; Roger (Gus) Tjeerdsma; Sharon Dillon; TedAnderson

Cc: TomSheahan

Subject: Formal adoption of NIMS

Emergency Management Council Members:

This is just a reminder that the deadline for initial compliance with the National Incident Management System (NIMS) is September 30, 2005. As mentioned at the last EMC meeting, part of NIMS implementation is formal adoption of NIMS. To my knowledge, the Town of Concrete is the only jurisdiction that has already passed an ordinance adopting NIMS.

I want to reiterate that I am more than happy to provide a sample resolution/ordinance to the Board of County Commissioners and the municipal Councils. I am also available for meetings and/or workshops to answer questions and to help with the adoption process.

Thanks,

David B. Bond

Homeland Security Program Coordinator

Skagit County Department of Emergency Management

2911 E. College Way, Suite B

Mount Vernon, WA 98273

360-428-3261 (Office)

360-428-3255 (Fax)

360-661-4853 (Cell)

NIMS and the Incident Command System

The way this nation prepares for and responds to domestic incidents is about to change. It won't be an abrupt change; best practices that have been developed over the years are part of this new comprehensive national approach to incident management known as the National Incident Management System (NIMS). But it will change - and for the better. Developed by the Department of Homeland Security and issued in March 2004, the NIMS will enable responders at all jurisdictional levels and across all disciplines to work together more effectively and efficiently. Beginning in FY 2006, federal funding for state, local and tribal preparedness grants will be tied to compliance with the NIMS.

One of the most important 'best practices' that has been incorporated into the NIMS is the Incident Command System (ICS), a standard, on-scene, all-hazards incident management system already in use by firefighters, hazardous materials teams, rescuers and emergency medical teams. The ICS has been established by the NIMS as the standardized incident organizational structure for the management of all incidents.

Although many agencies now use various forms of ICS, there is considerable uncertainty about NIMS ICS and the impact it will have on systems and processes currently in place. These are important questions because one of the FY 2005 requirements for implementing NIMS is "institutionalizing the use of ICS, across the entire response system."

This paper is intended to provide an historical perspective on the development of ICS, explain how NIMS ICS works, describe how it is different from previous systems, and discuss the future of NIMS ICS training.

Background

In Homeland Security Presidential Directive-5 (HSPD-5), President Bush called on the Secretary of Homeland Security to develop a national incident management system to provide a consistent nationwide approach for federal, state, tribal and local governments to work together to prepare for, prevent, respond to and recover from domestic incidents, regardless of cause, size or complexity.

On March 1, 2004, after close collaboration with state and local government officials and representatives from a wide range of public safety organizations, Homeland Security issued the NIMS. It incorporates many existing best practices into a comprehensive national approach to domestic incident management, applicable at all jurisdictional levels and across all functional disciplines.

The NIMS represents a core set of doctrine, principles, terminology, and organizational processes to enable effective, efficient and collaborative incident management at all levels. To provide the framework for interoperability and compatibility, the NIMS is based on a balance between flexibility and standardization. The recommendations of the National Commission on Terrorist Attacks Upon the United States (the "9/11 Commission") further highlight the importance of ICS. The Commission's recent report recommends national adoption of the ICS to enhance command, control and communications capabilities.

The History of Incident Command System

The concept of ICS was developed more than thirty years ago, in the aftermath of a devastating wildfire in California. During 13 days in 1970, 16 lives were lost, 700 structures were destroyed and over one-half million acres burned. The overall cost and loss associated with these fires totaled \$18 million per day. Although all of the responding agencies cooperated to the best of their ability, numerous problems with communication and coordination hampered their effectiveness. As a result, the Congress mandated that the U.S. Forest Service design a system that would "make a quantum jump in the capabilities of Southern California wildland fire protection agencies to effectively coordinate interagency action and to allocate suppression resources in dynamic, multiple-fire situations."

The California Department of Forestry and Fire Protection, the Governor's Office of Emergency Services; the Los Angeles, Ventura and Santa Barbara County Fire Departments; and the Los Angeles City Fire Department joined with the U.S. Forest Service to develop the system. This system became known as FIRESCOPE (FIrefighting RESources of California Organized for Potential Emergencies).

In 1973, the first "FIRESCOPE Technical Team" was established to guide the research and development design. Two major components came out of this work, the ICS and the Multi-Agency Coordination System (MACS). The FIRESCOPE ICS is primarily a command and control system delineating job responsibilities and organizational structure for the purpose of managing day-to-day operations for all types of emergency incidents.

By the mid-seventies, the FIRESCOPE agencies had formally agreed upon on ICS common terminology and procedures and conducted limited field-testing of ICS. By 1980, parts of ICS had been used successfully on several major wildland and urban fire incidents. It was formally adopted by the Los Angeles Fire Department, the California Department of Forestry and Fire Protection (CDF), the Governor's Office of Emergency Services (OES), and endorsed by the State Board of Fire Services.

Also during the 1970s, the National Wildfire Coordinating Group (NWCG) was chartered to coordinate fire management programs of the various participating federal and state agencies. By 1980, FIRESCOPE ICS training was under development. Recognizing that in addition to the local users for which it was designed, the FIRESCOPE training could satisfy the needs of other state and federal agencies, the NWCG conducted an analysis of FIRESCOPE ICS for possible national application.

By 1981, ICS was widely used throughout Southern California by the major fire agencies. In addition, the use of ICS in response to non-fire incidents was increasing. Although FIRESCOPE ICS was originally developed to assist in the response to wildland fires, it

was quickly recognized as a system that could help public safety responders provide effective and coordinated incident management for a wide range of situations, including floods, hazardous materials accidents, earthquakes and aircraft crashes. It was flexible enough to manage catastrophic incidents involving thousands of emergency response and management personnel. By introducing relatively minor terminology, organizational and procedural modifications to FIRESCOPE ICS, the NIIMS ICS became adaptable to an all-hazards environment.

While tactically each type of incident may be handled somewhat differently, the overall incident management approach still utilizes the major functions of the Incident Command System. The FIRESCOPE board of directors and the NWCG recommended national application of ICS. In 1982, all FIRESCOPE ICS documentation was revised and adopted as the National Interagency Incident Management System (NIIMS). In the years since FIRESCOPE and the NIIMS were blended, the FIRESCOPE agencies and the NWCG have worked together to update and maintain the Incident Command System Operational System Description (ICS 120-1). This document would later serve as the basis for the NIMS ICS.

Variations on the Theme

In the early 1970s, the Phoenix Fire Department developed the Fire Ground Command System (FGC). The concepts of FGC were similar to FIRESCOPE ICS but there were differences in terminology and in organizational structure. The FGC system was developed for structural firefighting and was designed for operations of 25 or fewer companies.

There were several efforts to "blend" the various incident command systems. One early effort was in 1987 when the National Fire Protection Association (NFPA) undertook the development of NFPA 1561, then called Standard on Fire Department Incident Management System. The NFPA committee quickly recognized that the majority of the incident command systems in existence at the time were similar. The differences among the systems were mostly due to variations in terminology for similar components. That NFPA standard, later revised to its present title: Standard on Emergency Services Incident Management, provides for organizations to adopt or modify existing systems to suit local requirements or preferences as long as they meet specific performance measurements.

Recognizing the continuing challenges occurring in the fire service in applying a common approach to incident command, the National Fire Service Incident Management System (IMS) Consortium was created in 1990. Its purpose was to evaluate an approach to developing a single command system. The consortium consisted of many individual fire service leaders, representatives of most major fire service organizations and representatives of federal, state and local agencies, including FIRESCOPE and the Phoenix Fire Department. One of the significant outcomes of the consortium's work was an agreement on the need to develop operational protocols within ICS, so that fire and rescue personnel would be able to apply the ICS as one common system.

In 1993, the IMS consortium completed its first document: Model Procedures Guide for Structural Firefighting. As a result, FIRESCOPE incorporated the model procedures, thereby enhancing its organizational structure with operational protocols. These changes enabled the nation's fire and rescue personnel to apply the ICS effectively regardless of what region of the country they were assigned to work. The National Fire Academy (NFA), having already adopted the FIRESCOPE ICS in 1980, incorporated this material into its training curriculum as well.

National Incident Management System

The NIMS provides a consistent, flexible and adjustable national framework within which government and private entities at all levels can work together to manage domestic incidents, regardless of their cause, size, location or complexity. This flexibility applies across all phases of incident management: prevention, preparedness, response, recovery and mitigation.

The NIMS provides a set of standardized organizational structures - including the ICS, Multi-Agency Coordination Systems and public information systems - as well as requirements for processes, procedures and systems to improve interoperability among jurisdictions and disciplines in various areas.

Homeland Security recognizes that the overwhelming majority of emergency incidents are handled on a daily basis by a single jurisdiction at the local level. However, the challenges we face as a nation are far greater than the capabilities of any one community or state, but no greater than the sum of all of us working together.

There will be instances in which successful domestic incident management operations depend on the involvement of emergency responders from multiple jurisdictions, as well as personnel and equipment from other states and the federal government. These instances require effective and efficient coordination across a broad spectrum of organizations and activities.

The success of the operations will depend on the ability to mobilize and effectively utilize multiple outside resources. These resources must come together in an organizational framework that is understood by everyone and must utilize a common plan, as specified through a process of incident action planning. This will only be possible if we unite, plan, exercise and respond using a common National Incident Management System.

When Homeland Security released the NIMS on March 1, 2004, Secretary Tom Ridge and Under Secretary Brown specifically highlighted compliance with the ICS as being possible fairly quickly. They recognized that in some cities, the fire and police departments have worked together using ICS for years. In other places, only the fire department used ICS. Although law enforcement, public works and public health were aware of the concept, they regarded ICS as a fire service system. The NIMS ends this discrepancy because HSPD-5 requires state and local adoption of NIMS as a condition for receiving federal preparedness funding. While ICS was first pioneered by the fire service, it is, at its core, a management system designed to integrate resources to effectively attack a common problem. This system is not exclusive to one discipline or one set of circumstances; its hallmark is its flexibility to accommodate all circumstances.

Some purists may claim that a particular application of ICS is not consistent with the NIMS. Yet, we need not approach ICS with the same mathematical precision used by an engineer. We are changing the culture of organizations and first responders at all levels of government. As long as implementation of ICS is consistent with the basic principles expressed in the NIMS, we will have made significant progress. Further refinements can be achieved over time based on experience with its use.

What is NIMS ICS?

With the exception of the way the intelligence function is handled, the principles and concepts of NIMS ICS are the same as the FIRESCOPE and NIIMS ICS.

ICS Management Characteristics

ICS is based on proven management tools that contribute to the strength and efficiency of the overall system. The following ICS management characteristics are taught by DHS in its ICS training programs:

- Common Terminology
- Modular Organization
- Management by Objectives
- Reliance on an Incident Action Plan
- Manageable Span of Control
- Pre-designated Incident Mobilization Center Locations & Facilities
- Comprehensive Resource Management
- Integrated Communications
- Establishment and Transfer of Command
- Chain of Command and Unity of Command
- Unified Command
- Accountability of Resources and Personnel
- Deployment
- Information and Intelligence Management.

ICS Command Staff

Command comprises the Incident Commander (IC) and Command Staff. Command staff positions are established to assign responsibility for key activities not specifically identified in the General Staff functional elements. These positions may include the Public Information Officer (PIO), Safety Officer (SO), and the Liaison Officer (LNO), in addition to various others, as required and assigned by the IC.

Unified Command (UC)

Unified Command (UC) is an important element in multi-jurisdictional or multi-agency domestic incident management. It provides guidelines to enable agencies with different legal, geographic, and functional responsibilities to coordinate, plan, and interact effectively. As a team, the Unified Command overcomes much of the inefficiency and duplication of effort that can occur when agencies from different functional and geographic jurisdictions, or agencies at different levels of government, operate without a common system or organizational framework. The primary difference between the single command structure and the UC structure is that in a single command structure, the IC is solely responsible for establishing incident management objectives and strategies. In a UC structure, the individuals designated by their jurisdictional authorities jointly determine objectives, plans, and priorities and work together to execute them.

General Staff

The General Staff includes incident management personnel who represent the major functional elements of the ICS, including the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief. Command Staff and General Staff must continually interact and share vital information and estimates of the current and future situation and develop recommended courses of action for consideration by the IC.

Incident Action Plan (IAP)

The IAP includes the overall incident objectives and strategies established by the IC or UC. The Planning Section is responsible for developing and documenting the IAP. In the case of UC, the IAP must adequately address the overall incident objectives, mission, operational assignments, and policy needs of each jurisdictional agency. This planning process is accomplished with productive interaction between jurisdictions, functional agencies, and private organizations. The IAP also addresses tactical objectives and support activities for one operational period, generally 12 to 24 hours. The IAP also contains provisions for continuous incorporation of "lessons learned" as identified by the Incident Safety Officer or incident management personnel as activities progress.

Area Command

Area Command is activated only if necessary, depending on the complexity of the incident and span-of-control considerations. An area command is established either to oversee the management of multiple incidents that are being handled by separate ICS organizations or to oversee the management of a very large incident that involves multiple ICS organizations. It is important to note that Area Command does not have operational responsibilities. For incidents under its authority, the Area Command:

- Sets overall agency incident-related priorities;
- Allocates critical resources according to established priorities;
- Ensures that incidents are managed properly;
- Ensures effective communications;
- Ensures that incident management objectives are met and do not conflict with each other or with agency policies;
- Identifies critical resource needs and reports them to the Emergency Operations Center(s);
- Ensures that short-term emergency recovery is coordinated to assist in the transition to full recovery operations; and
- Provides for personnel accountability and a safe operating environment.

The Difference between NIMS ICS and FIRESCOPE/NIIMS ICS

The ICS organization has five major functions, including command, operations, planning, logistics, and finance and administration. In the NIMS ICS, a potential sixth functional area to cover the intelligence function can be established for gathering and sharing incident related information and intelligence.

The Information and Intelligence function provides analysis and sharing of information and intelligence during an incident. Intelligence can include national security or classified information but also can include operational information such as risk assessments, medical intelligence, weather information, structural designs of buildings and toxic contaminant levels. Traditionally, information and intelligence functions are located in the Planning Section. In exceptional situations, however, the IC may need to assign this role to other parts of the ICS organization. Under the NIMS ICS, the intelligence and information function may be assigned in one of the following ways:

- Within the Command Staff;
- As a unit within the Planning Section;
- As a branch within the Operations Section; or
- As a separate General Staff Section.

ICS as taught by Homeland Security

One of the first steps for becoming compliant with the NIMS requires states and local governments to institutionalize the use of ICS (as taught by Homeland Security) across the entire response system. This means that ICS training must be consistent with the concepts, principles and characteristics of the ICS training offered by the various DHS training entities. ICS training courses need not be taught by a DHS employee or at a DHS facility, although they can be. Organizations that are developing ICS training courses should be sure to review their materials and revise them if they are not consistent with DHS concepts and principles.

Available NIMS ICS Training

DHS, through its many training bodies, makes ICS training available. ICS training developed by the Federal Emergency Management Agency (FEMA) includes:

- ICS-100, Introduction to ICS
- ICS-200, Basic ICS
- ICS-300, Intermediate ICS
- ICS-400, Advanced ICS

To participate in FEMA's ICS training, contact the state emergency management training office. The Emergency Management Institute (EMI) and the National Fire Academy (NFA) also offer ICS Train-the-Trainer classes at their Emmitsburg, Md., facility. A variety of other ICS training programs are available. The NIMS Integration Center is working with federal and state training providers to ensure that their ICS course offerings are consistent with the NIMS.

Responders who have already been trained in ICS do not need retraining if their previous training is consistent with DHS standards. Since NIMS ICS is based on FIRESCOPE and NIIMS, any training developed or provided by FIRESCOPE and NIIMS is consistent with NIMS ICS.

The Future of NIMS ICS Training

Over time, the NIMS Integration Center will continue to define the critical components of NIMS ICS, and training providers should update their courses accordingly. With so many training bodies and companies offering ICS training, it will be impossible in the near term for the Center to certify each training program as "NIMS ICS compliant." But, the Center will provide NIMS ICS training and make the training materials available to others who offer ICS training.

More specific ICS modules, such as those developed by FIRESCOPE to facilitate the use of ICS in situations other than wildland fires, should be reviewed and updated to become additional components of NIMS ICS training. The FIRESCOPE ICS modules include Multi-Casualty, Hazardous Materials, High-rise, Wildland/Urban Interface, and Urban Search and Rescue applications. As groups like the NWCG and FIRESCOPE update their ICS training modules, the NIMS Integration Center will be an active participant. Those ICS modules can form the basis for a suite of ICS training materials in which responders from all disciplines and at all levels of government can learn how to fit into the ICS structure and how to work with other responders.

Updates and revisions to existing ICS training modules should include the modifications necessary to allow for multiple methods of delivery. To ensure that all responders adopt and use ICS, we must provide ICS training in numerous ways. Classroom instruction, field training, independent study and distance learning are all valuable training methods. The more materials and options that the Center and its partners, the training providers, can provide, the more responders will be trained to use ICS. ICS training also should encourage and support integrated training opportunities, where law enforcement, fire, public health, emergency medical, emergency management, and public works personnel from a jurisdiction are trained together on using ICS. While the response disciplines may need specific tools and training to understand how they fit into the ICS structure, everyone should learn the same incident command system.

Conclusions

Throughout the transition to the National Incident Management System, it is important to remember why we have the NIMS and why ICS is a critical piece of the incident management system. Most incidents are local, but when we're faced with the worst-case scenario, such as Sept. 11, 2001, all responding agencies must be able to interface and work together. The NIMS,

and in particular, the ICS component, allow that to happen, but only if the foundation has been laid at the local level. If local jurisdictions adopt a variation of ICS that cannot grow or is not applicable to other disciplines, the critical interface between responding agencies and jurisdictions cannot occur when the response expands.

It is important that everyone understand that with the establishment of the NIMS, there is only one ICS. As agencies adopt the principles and concepts of ICS as established in the NIMS, the incident command system can expand to meet the needs of the response, regardless of the size or number of responders. The key to both NIMS and ICS is a balance between standardization and flexibility.

The NIMS Integration Center (NIC) is working towards a common understanding and application of the ICS. As the office established to manage and oversee the entire NIMS, the Center will continue its collaboration with stakeholders at all levels of government and across all response disciplines. The initial staff is detailed from other parts of DHS, including FEMA, the Office for Domestic Preparedness (ODP) and the Science and Technology (S&T) Directorate. As the NIMS Integration Center continues to grow it will evolve into robust, fully integrated center that will incorporate additional DHS employees, interagency detailees and liaisons, as well as state, tribal and local government representatives.

The NIMS document is available on www.fema.gov/nims.

HSPD-5 states that: "Beginning in Fiscal Year 2005, Federal departments and agencies shall make adoption of the NIMS a requirement, to the extent permitted by law, for providing Federal preparedness assistance through grants, contracts, or other activities. The Secretary shall develop standards and guidelines for determining whether a State or local entity has adopted the NIMS."

The NIC has developed a NIMS web page to provide updated information and resources to assist with NIMS implementation. The web page can be found at: www.fema.gov/nims. From this page, you can also email your NIMS related questions to the NIMS Integration Center (NIMS-Integration-Center@dhs.gov). A NIMS Awareness Course is also available through the NIMS web page.
Nov. 23, 2004



City of Sedro-Woolley Fire Department

Dean Klinger, Chief
220 Munro St.
Sedro-Woolley, WA 98284

(360) 855-2252 • Fax (360) 855-0196

CITY COUNCIL AGENDA
REGULAR MEETING

JUL 27 2005

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 8

(add)

DATE: July 27, 2005
TO: Mayor Dillon and City Council
FROM: Dean Klinger, Chief
SUBJECT: FEMA's & DHS 2005 Assistance to Firefighters Grant
(Department of Homeland Security)

Situation:

For the past 4 years the Federal government has been awarding Assistance to Firefighters Grants through the Department of Homeland Security and FEMA. Each year we have been applying for these grant funds to replace our aging airpacks and every year we get turned down for whatever reason. In March of this year we once again made application for the grant and again, we were requesting funds to replace our airpacks and upgrade our compressor system. **This year we were successful.** The total amount of the grant requested was \$166,732.00. This price includes our 5% matching funds. With this grant we will be able to replace our old SCBA's and upgrade our compressor system to handle high pressure air.

Recommended Action:

Staff recommends that the City Council authorize the Mayor to accept the Assistance to Firefighters Grant for the amount of \$158,396.00 and allocate the 5% matching funds for \$8,336.00 for a total of \$166,732.00