

Next Ord: 1578-07
Next Res: 748-07

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

June 27, 2007

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 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 #60656 to #60802 for \$239,612.37
 - Payroll Warrants #40392 to #40491 for \$155,267.76
 - c. Waiver of Fees - Community Center - SW Schools Foundation - October 6, 2007
 - d. Waiver of Fees - Riverfront Park - SW Rotary Club - August 30, 2007
 - e. Request for Out of State Travel - Sewer Dept.
 - f. Award of Bid - Quick Attack Vehicle - Fire Dept.
4. Public Comment (Please limit your comments to 3-5 minutes)

PUBLIC HEARINGS

UNFINISHED BUSINESS

5. City Hall Update

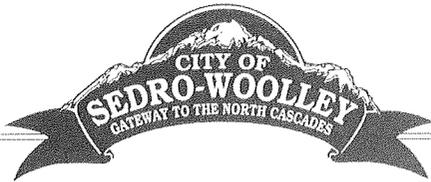
NEW BUSINESS

6. Metcalf Street Sewer Improvements - Reichardt & Ebe Engineering
7. Request for Easement from Kelly Bailey

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

8. City Engineer Position

EXECUTIVE SESSION/YES



DATE: June 27, 2007

TO: Mayor Anderson 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 June 27, 2007 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 Louie Requa
 ___ Ward 4 Councilmember Pat Colgan
 ___ Ward 5 Councilmember Hugh Galbraith
 ___ Ward 6 Councilmember Rick Lemley
 ___ At-Large Councilmember Dennis London

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.

CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
June 13, 2007 – 7:00 P.M. – Community Center

The Meeting was called to order at 7:00 P.M.

Pledge of Allegiance

ROLL CALL: Mayor Mike Anderson, Councilmembers: Ted Meamber, Tony Splane, Louis Requa, Pat Colgan, Hugh Galbraith, Rick Lemley and Dennis London. Staff: Clerk/Treasurer Nelson, City Supervisor/Attorney Berg, Planner Moore, Police Chief Wood and Fire Chief Klinger.

Consent Calendar

- Minutes from Previous Meeting (including June 5, 2007 Work Session)
- Finance ‘
- Claim Vouchers #60523 to #60655 for \$572,888.54
- Payroll Warrants #40292 to #40391 for #235,486.93 (Voided #40291)
- Waiver of Fees – Riverfront Park – Burlington Head Start – June 1, 2007
- Waiver of Fees – Riverfront Park – School Retirees’ – September 10, 2007
- Waiver of Fees – Community Center – Thanksgiving Dinner – November 21 & 22, 2007
- Street Closure Requests – 2007 Loggerodeo – Misc. Dates
- Professional Services Agreement – Engineering Consultant – Richard J. Blair P.E.
- Highway 20 Sewer Improvements – Supplemental Agreement #8 – CH2M Hill, Inc.

Councilmember Splane moved to approve the consent calendar Items A through H. Seconded by Councilmember London. Motion carried (7-0).

Public Comment

Frank Martin – 929 Summer Meadows Ct., addressed the Councilmember’s on behalf of Loggerodeo regarding their request for street closures for the upcoming event.

Joe Caldwell – 426 Jameson St., addressed the Council regarding the proposed recycling facility and the 500 foot notification area stating he thinks notification should be sent to all parents with students attending the High School. He also addressed the need for new business and the need to go out and solicit the types of businesses that would be a good fit for the community.

Barbara Eades – 907 Alexander St., spoke of her concerns with the proposed Amphitheatre to be built at Riverfront Park. She noted the primary concern of her and

her neighbors are the potential increase in noise, increased foot and vehicle traffic and noise, emissions, garbage and disregard of property that usually comes with the type of venue as well as the timing and frequency of events. Eades requested that their concerns be incorporated into the event guidelines and recommended to ban electronically amplified music and PA systems, require mandatory security for all events and increased traffic control for all events.

Attorney Berg noted a planned special meeting scheduled in July to address Parks which would include discussion of amphitheatre use rules as well as Community Center use rules.

Councilmember Galbraith moved to hold a special Council worksession regarding Parks meeting on Tuesday, July 10, 2007 at 7:00 P.M. at the Sedro-Woolley Community Center. Seconded by Councilmember Requa. Motion carried (7-0).

Dean Berkley – 27809 Hwy 20, owner of American Pole Structures, addressed the Council regarding his business and noted that they are very interested in a chance to bid on any upcoming projects. He noted they do both decorative poles and traffic structures and are locally manufactured.

David Bricka – 9343 Claybrook Road, representing the Chamber of Commerce thanked the City of their support with the recent Blast from the Past event. Bricka noted a letter of thanks given to the Mayor. He also announced the upcoming Outdoor Movies schedule for the month of July being sponsored by the Downtown Revitalization Committee.

Mayor Anderson pointed out Bricka's letter that was included in Councilmember's packets. He noted that City employee Nathan Salsenia was specifically thanked within the letter for coming in off duty to help resolve a situation with the power for vendors at the event.

PUBLIC HEARINGS

Storm Water Utility (2nd Reading)

Attorney Berg handed out the proposed ordinance with two changes on it. Berg reviewed the changes within the ordinance and reviewed background information for the implementation of the Storm Water Utility and proposed fee. He noted this is a federal mandate to the state which then imposed the regulation to the City.

Mayor Anderson opened the public hearing at 7:24 P.M.

Mayor Anderson closed the public hearing at 7:25 P.M.

Councilmember discussion ensued as to anticipated rate increases, potential for grants, compliance date and capital improvements, impact on Senior Citizens, citizens within the Brickyard Creek Sub-Flood area and date of passage of first ordinance.

Councilmember Requa moved to adopt Ordinance No. 1576-07 An Ordinance Establishing Storm Drainage Fees, Revising SWMC 2.46 to Include a Utility Fee and Mechanism to Assess the Fee. Seconded by Councilmember Galbraith.

Discussion ensued on commercial zoned property, non-profit exemptions and multi-family units.

Councilmember Galbraith moved to amend the motion Class 1 customers would be single-family residence, Class 2 would include all multi-family units duplex and tri-plex and Condominium with two or more units. Councilmember Colgan seconded. Motion carried (7-0).

Continued discussion ensued with Councilmember Meamber stating for the record that he would like the rate to start at \$2.00 instead of \$3.50. Councilmember Splane concurred with a \$3.00 fee. Discussion continued to include mandate, timeline, fees being charged by other cities and grant opportunities. All Councilmember's expressed opinions of not being in favor of the mandate but know they have no choice in the implementation.

Councilmember Galbraith called for the question. Motion carried (7-0).

UNFINISHED BUSINESS

City Hall Update

Attorney Berg presented a review of the City Hall construction noting the project is progressing as anticipated to this point. It is planned for the pouring of the slab to take place weather permitting on Friday. Berg also reviewed a request for an addendum to the Carletti Architect contract to cover seven task items that were not in the scope of work in the original contract. The items include Architectural USDA Coordination, Owner revision to the Planning Area, Mechanical and Electrical Engineering to the Planning Area, Architectural and Civil Engineering for additional parking areas and furniture, fixture and equipment selection. The proposed addendum would have a maximum amount of \$30,000. He also reviewed options and requested direction from Council regarding a Puget Sound Energy pole and pursuing under ground placement of the lines.

Councilmember Meamber moved to approve the proposed addendum to the Carletti Architect contract. Seconded by Councilmember Lemley. Motion carried (7-0).

Councilmember Requa noted that the City requires developers to place lines underground and thinks that the City should pursue the same requirement.

Proposed Sign Ordinance (3rd Reading)

Planner Moore reviewed some of the previous Council concerns with the proposed Sign Ordinance and the changes as a result of meeting with the Council committee which consisted of Councilmembers Meamber, London and Galbraith. Councilmember Meamber indicated the committee believes they came up with a good compromise of signs within the Ordinance.

Councilmember London moved to approve Ordinance No. 1577-07 An Ordinance Amending SWMC 17.40 Regarding Signs. Councilmember Meamber seconded. Motion carried (7-0).

Attorney Berg noted because of the passage of the Sign Ordinance the Joint Planning Commission/City Council Worksession scheduled for June 21, 2007 will be cancelled.

Six-Year Transportation Improvement Plan (TIP) 2007 – 2012

Attorney Berg noted a Council committee reviewed the proposed Six-Year TIP and decided to proceed with the format presented with the intent for a closer review for the 2008 TIP.

Councilmember Galbraith moved to approve Resolution No. 745-07 A Resolution Adopting the Six-Year Transportation Improvement Program for the City of Sedro-Woolley, Washington, 2008 – 2013. Seconded by Councilmember Meamber. Motion carried (7-0).

Biodiesel

Attorney Berg handed out additional paperwork to include an additional bid for placement of a tank.

Joshua Clemens of Whole Energy Fuels answered Council questions regarding tank location, capacity, fire guard wall requirements, delivery of pre-blended product, fullness of tank, storage time, maintenance checklist and seasonal vehicles.

Councilmember Splane expressed concern of the switch to bio-diesel stating he believes the additional cost would be better spent on sewers and streets. He noted it is still in an experimental stage and thinks that we should wait until the concept is better proven.

Clemens spoke of the upcoming state mandate for all state agency vehicles to run on bio-diesel by 2009.

Tom Dales – 411 Jameson St., questioned the net savings to the City for the use of bio-diesel.

Attorney Berg and Councilmember Splane noted that there is a higher net cost. Berg pointed out the staff perspective addresses quality and comfort within the workplace and the environmental benefits of the use of bio-diesel.

Dales encouraged Council not to proceed with the bio-diesel.

Councilmember Splane moved to table the bio-diesel study. Councilmember Meamber seconded.

Discussion ensued with Councilmember Splane requesting more information from large truck companies as to their results in the use of bio-diesel. Other discussion ensued cost of bio-diesel, effect of supply and demand, staff results within the test period, lack of negative results and Northwest Clean Air grant requirements.

Unidentified Audience Member – spoke about BC Transit’s use of bio-diesel for the past two years should the City wish to speak with someone regarding their use.

Dan Berg – noted the transportation authority has done a study which has been favorable.

A call for the question to table the bio-diesel study was requested by Mayor Anderson. Motion denied (2-5) (Councilmember’s Requa, Colgan, Galbraith, Lemley and London opposed).

Councilmembers Splane and Meamber expressed concern of the potential problems and the responsibility for payment for repairs on vehicles due to the use of bio-diesel.

Councilmember Requa moved to authorize the Mayor to approve the use of bio-diesel in all public works vehicles under the direction of the City Supervisor and to allow the Mayor to sign the letter from Northwest Clean Air Agency to accept the grant in the amount of \$6,000. Seconded by Councilmember Lemley.

Further discussion took place on the responsibility and payment of problems and cost of implementation upon mandate.

Motion carried (4-3) (Councilmembers London, Meamber and Splane opposed).

NEW BUSINESS

Rhodes Road Design

Attorney Berg reviewed the five alternative designs for the Rhodes Road (aka Hodgkin Street) which have been provided by the engineering firm the City has hired to complete the design. Berg noted the adjoining property owners have also been invited to the meeting in order to provide input. Berg pointed out that the School District has expressed opposition to Options 4 and 5.

Discussion on the cost of round-a-bouts and design speed versus road speed was held.

Howard Koozer – adjoining property owner, questioned the timeline that the City is looking at.

Attorney Berg noted that the project will be a developer driven construction with the City providing the design. The design is anticipated to be completed in 2007 and the construction would depend on what development occurs.

Koozer expressed preference with the straight road and use of sky bridges for the school student's access.

Councilmember Meamber noted that the project has been discussed extensively and it was believed the expense of a sky bridge would be prohibitive.

Mike Janicki – reviewed the history of Janicki Fields, the proposed road and agreements with the School District.

Pete Papadopoulos – noted his involvement with the road and design from the onset. He questioned his ability for comment in the future if he did not make comment tonight. He noted his question was the 45 M.P.H. design speed and spoke of original access at the North end of the property.

Discussion ensued regarding the design speed built in for safety versus posted speed limit, development of the Koozer property and 90° corner.

Council consensus is to look at alternatives 1 and 2 with a cost benefit analysis between signalization vs. a round-a-bout. Koozer concurred that alternatives 1 and 2 would be less intrusive to his property.

Roger Koozer – questioned the possibility of a boundary line adjustment between their two parcels of property. He also questioned the cost share analysis.

F & S Grade

Attorney Berg handed out additional information in the form of an e-mail received from Sea-Land property owner Mark Nysether indicating that he will not be participating in any further discussions regarding the road alignment or intersection. He then reviewed the history of the project noting that the City has received grant funds for this project and will be required to repay the funds should the project not be built this year.

Bill Rimmer – 18870 Sulpher Springs Rd., Big Lake addressed the Council on his preference for alignment. Rimmer reviewed the original design compared to his preferred proposed alignment.

Council discussion took place regarding the movement of alignment closer to the curve, time line for completion, WSDOT approval, participation of Sea-Land property owner and grant funding.

Berg reviewed the project based on the PS&E package that is near completion which improves the SR-20/F&S Grade Road intersection, accommodates a new access to the Skagit Site at F&S Grade Road, provides a new right in/right out entry on the North side of the Skagit site and constructs a stormwater detention and water quality facility to accommodate both stages of construction. He noted it does not include the traffic signal at F&S Grade Road or the widening of SR-20 with a flatter horizontal curve around the "Bendix" corner.

Council instructed Attorney Berg to make an inquiry to WSDOT regarding the Rimmer request with an answer to be obtained by the next Council meeting.

Swedelius Property

Attorney Berg reviewed the purchase of the Swedelius property which closed on Friday, June 8, 2007. He noted that portions of the property are currently occupied by renters and a portion is ready to be surplus.

Councilmember London moved to adopt Resolution 746-07 A Resolution Declaring Certain Property Surplus and Identifying A Process for the Sale of That Property. Seconded by Councilmember Splane. Motion carried (7-0).

Councilmember Meamber moved to adopt Resolution 747-07 A Resolution Authorizing the Mayor to Negotiate and Execute Rental Agreements for Certain City Property. Councilmember Splane seconded.

Councilmember Colgan expressed concern of the City getting into the rental business. Attorney Berg noted the rental agreements were on interim situation and is not intended to be a long term arrangement. The current tenant of the apartment is aware of the proposed sale of the property. The other rental agreements would be for persons who currently have crops growing on the property. As the City begins to use the property, the occupants will no longer be able to remain on site. Discussion ensued regarding the proposed rental agreement arrangements. Motion carried (7-0).

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

Report from Council Special Committee (City Engineer Position)

Attorney Berg reported on the special Council committee regarding the City Engineer/Public Works position. He noted the committee has been discussing replacing the vacant position with a Public Works Director who holds a P.E. The job description and salary range is currently under discussion for a future recommendation to the Council. Discussion has also been held to simultaneously create a new position that

would be a Plans Examiner/Inspector to do the Engineering plans and inspection work. Berg noted the goal is to take one of the items that were previously the responsibility of the City Engineer and shift it into a department that would help make planning more functional and more responsive to developers and people trying to work with the City and building a better job description for the Public Works Director.

Councilmember Requa noted that the committee consists of himself, Councilmembers London and Meamber, Attorney Berg and Mayor Anderson and anyone has any questions regarding the position to contact anyone of these people. He noted Committee discussion has also been held regarding the residency requirement which is believed to limit the applicant pool. Council discussion ensued regarding the residency requirement.

Center Roof Attorney Berg – Requested Council action regarding an amendment to the Community Project.

Councilmember Lemley moved to approve Amendment No. 1 authorizing the Mayor to sign a public works agreement between the City of Sedro-Woolley and Esary Roofing in the amount of \$4,888.00 plus tax. Seconded by Councilmember Colgan. Motion carried (7-0).

Berg also reviewed a late item of a request from Craig Greenough of 9465 Prospect St. to connect to the City's sewer system because of a failed septic system. Berg reviewed the process which includes Council approval.

Councilmember Galbraith moved to allow the City to hook up with Mr. Greenough at 9465 Prospect St. with permission of the City Supervisor and Sewer Supervisor. Seconded by Councilmember Colgan. Motion carried. (7-0).

Police Chief Wood – updated the Council on some recent action regarding 1108 Borseth. Wood commended the action of Planner Moore and other city staff members and noted that they have been working with Adult Family Services with the situation and commended their involvement. He reported that the process for the replacement police officer position is progressing with oral boards being held yesterday. The top candidate is a current Fire Department employee, Mike Ellis. His academy date will be sometime in December. The Code Enforcement Officer position is moving somewhat slower.

Planner Moore – reported on the recent condemnation of 1108 Borseth and stated he has been working with the property owner as to what corrections need to be made in order to reoccupy the premises.

Clerk/Treasurer Nelson – noted the great amount of time spent by Christine Salseina putting together the Council copies of the Public Works Standards Manual which were placed at each Council seat.

Councilmember London – expressed thanks to all involved with the recent activity within his neighborhood.

Councilmember Galbraith and Requa both spoke of the recent actions of the buildings being condemned and thanked staff for their efforts.

Councilmember Requa also spoke of a possible improper sewer hook-up on Longtime Lane and requested the situation be investigated. He also noted the Sedro-Woolley Rotary Club is putting on a new front on the Senior Center and addressed the condition of the roof.

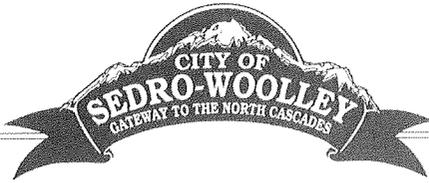
Councilmember Splane – questioned the reasoning of certain city vehicles being exempt from using bio-diesel.

Attorney Berg – noted it was his understanding that the bio-diesel is not conducive to emergency vehicles.

Councilmember Meamber – spoke of a new sign for the Helping Hands Food Bank.

Councilmember Splane moved to adjourn. Seconded by Councilmember Lemley. Motion carried (7-0).

The meeting adjourned at 10.35 P.M.



DATE: June 27, 2007
TO: Mayor Anderson and City Council
FROM: Patsy Nelson, Clerk-Treasurer
SUBJECT: FINANCE - VOUCHERS

Attached you will find the Claim Vouchers proposed for payment for the period ending June 27, 2007.

Motion to approve Claim Vouchers #60656 to #60802 in the amount of \$239,612.37.

Motion to approve Payroll Warrants #40392 to #40491 in the amount of \$155,267.76.

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.

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
60656	SKAGIT COUNTY AUDITOR	MISC-FILING FEES/LIEN EXP	SWR	759.00
		MISC-FILING FEES/LIEN EXP	SAN	753.00
		WARRANT TOTAL		1,512.00
60657	ADS EQUIPMENT INC	MAINT OF PUMPING EQUIP	SWR	468.00
		MAINT OF PUMPING EQUIP	SWR	470.39
		WARRANT TOTAL		938.39
60658	ADVANCE TRAVEL	TRAVEL	PD	180.00
		WARRANT TOTAL		180.00
60659	ALLELUJAH BUSINESS SYSTEMS	OPERATING SUPPLIES	SWR	4.32
		OPERATING SUPPLIES	SWR	5.40
		WARRANT TOTAL		9.72
60660	ALL-PHASE ELECTRIC	MAINTENANCE OF BUILDINGS	SWR	90.42
		SMALL TOOLS & MINOR EQUIP	SWR	318.60
		PORTABLE EQUIPMENT	SWR	153.27
		PORTABLE EQUIPMENT	SWR	141.70
		PORTABLE EQUIPMENT	SWR	225.02
		WARRANT TOTAL		929.01
60661	AMAZON CREDIT PLAN	BOOKS, PERIOD, RECORDS	LIB	32.46
		BOOKS, PERIOD, RECORDS	LIB	25.34
		WARRANT TOTAL		57.80
60662	ALPINE FIRE & SAFETY	SUPPLIES	JUD	12.74
		OPERATING SUPPLIES	CS	76.25
		OPERATING SUPPLIES	CS	6.37
		OPERATING SUPPLIES	CS	103.19
		REPAIRS & MAINTENANCE	PD	200.02
		REPAIRS/MAINT-EQUIP	FD	259.20
		REPAIRS/MAINTENANCE BLDG.	LIB	61.34
		REPAIRS/MAINT-SAFETY EQUIP	PL	18.85
		REPAIRS/MAINT-COMM CENTER	PL	13.61
		WARRANT TOTAL		751.57
60663	AMERICAN PLANNING ASSOC	SUPPLIES/BOOKS	PLN	53.95
		MISC-TUITION/REGISTRATION	PLN	225.00
		WARRANT TOTAL		278.95
60664	APSCO INC.	MAINT OF GENERAL EQUIP	SWR	97.69
		WARRANT TOTAL		97.69
60665	ASSOCIATION OF WA CITIES	RETIRED MEDICAL	PD	6,769.80
		WARRANT TOTAL		6,769.80
60666	ASSOC PETROLEUM PRODUCTS	AUTO FUEL	CS	98.50
		AUTO FUEL	CS	50.75
		AUTO FUEL	CS	46.63
		AUTO FUEL	PD	1,508.82
		AUTO FUEL/DIESEL	FD	368.91

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		AUTO FUEL/DIESEL	FD	366.00
		AUTO FUEL/DIESEL	FD	38.01
		VEHICLE FUEL / DIESEL		580.86
		VEHICLE FUEL / DIESEL		545.90
		VEHICLE FUEL - GOLF	PL	299.97
		AUTO FUEL/DIESEL	SWR	139.73
		AUTO FUEL/DIESEL	SWR	242.95
		AUTO FUEL/DIESEL	SAN	1,467.92
		WARRANT TOTAL		5,754.95
60667	CINGULAR WIRELESS	TELEPHONE	PD	669.03
		WARRANT TOTAL		669.03
60668	BANK OF AMERICA	TRAVEL	ENG	26.11
		WARRANT TOTAL		26.11
60669	BANK OF AMERICA	SUPPLIES/BOOKS	PLN	75.88
		SUPPLIES/BOOKS	PLN	197.29
		SUPPLIES/BOOKS	PLN	25.47
		SUPPLIES/BOOKS	PLN	63.41
		TRAVEL	PD	354.10
		ADVERTISING	HOT	57.60
		ADVERTISING	HOT	18.42
		SMALL TOOLS & MINOR EQUIP	SAN	510.91
		WARRANT TOTAL		1,303.08
60670	BAY CITY SUPPLY	OPERATING SUPPLIES	CS	140.92
		OPERATING SUPPLIES	CS	29.43
		OFFICE/OPERATING SUPPLIES	PD	38.08
		OPERATING SUPPLIES	FD	38.07
		REPAIRS/MAINT-DORM	FD	86.79
		WARRANT TOTAL		333.29
60671	BERG VAULT COMPANY	MISCELLANEOUS	CH	1,300.00
		WARRANT TOTAL		1,300.00
60672	BLAZE CONE COMPANY, INC.	MAINTENANCE OF LINES	SWR	719.75
		WARRANT TOTAL		719.75
60673	BLUMENTHAL UNIFORM & EQUIP	UNIFORMS/ACCESSORIES	PD	113.64
		UNIFORMS/ACCESSORIES	PD	59.30
		UNIFORMS/ACCESSORIES	PD	272.20
		UNIFORMS/ACCESSORIES	PD	20.64
		WARRANT TOTAL		465.78
60674	BLUNT, TAMARA	OFFICE/OPERATING SUPPLIES	PD	23.17
		WARRANT TOTAL		23.17
60675	BOOTSUSA	OPERATING SUPPLIES	FD	137.80
		WARRANT TOTAL		137.80
60676	BOOK-OF-THE-MONTH CLUB	BOOKS, PERIOD, RECORDS	LIB	12.50

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		BOOKS, PERIOD, RECORDS	LIB	4.99
		BOOKS, PERIOD, RECORDS	LIB	12.50
		WARRANT TOTAL		29.99
60677	BOULDER PARK, INC	SOLIDS HANDLING	SWR	2,612.86
		WARRANT TOTAL		2,612.86
60678	BOUWENS, JENNIFER A.	PROSECUTING ATTY	JUD	2,500.00
		WARRANT TOTAL		2,500.00
60679	BROWN & COLE STORES	PROFESSIONAL SERVICES	CIV	19.99
		WARRANT TOTAL		19.99
60680	CARLETTI ARCHITECTS P.S.	ARCHITECT & ENGINEERING	CH	16,292.93
		WARRANT TOTAL		16,292.93
60681	CASCADE NATURAL GAS CORP.	PUBLIC UTILITIES	CS	128.67
		PUBLIC UTILITIES	FD	275.00
		PUBLIC UTILITIES	LIB	37.56
		PUBLIC UTILITIES	PL	126.43
		PUBLIC UTIL - COMM CENTER	PL	52.96
		PUBLIC UTIL - SENIOR CENTER	PL	242.90
		PUBLIC UTIL - FOOD BANK	PL	22.15
		PUBLIC UTIL - HHS	PL	22.15
		PUBLIC UTILITIES	SWR	60.05
		PUBLIC UTILITIES	SAN	129.97
		WARRANT TOTAL		1,097.84
60682	CENTRAL WELDING SUPPLY	OPERATING SUPPLIES	SAN	16.74
		WARRANT TOTAL		16.74
60683	CHEMSEARCH	OPERATING SUPPLIES	SWR	209.73
		WARRANT TOTAL		209.73
60684	CINTAS CORPORATION #460	UNIFORMS	FD	69.16
		UNIFORMS	FD	69.16
		UNIFORMS	FD	69.16
		WARRANT TOTAL		207.48
60685	COLLINS OFFICE SUPPLY, INC	SUPPLIES	LGS	47.25
		SUPPLIES	LGS	35.63
		SUPPLIES	LGS	47.25
		SUPPLIES	LGS	35.63
		SUPPLIES	FIN	50.59
		SUPPLIES	FIN	17.90
		SUPPLIES/BOOKS	PLN	19.51
		SUPPLIES	ENG	19.52
		OFFICE/OPERATING SUPPLIES	PD	57.23
		OFF/OPER SUPPS & BOOKS	INSP	19.52
		WARRANT TOTAL		255.53
60686	COMCAST	COMPUTER NETWORK	CS	68.40

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		TELEPHONE	PD	13.30
		TELEPHONE	FD	13.30
		WARRANT TOTAL		95.00
60687	COOK PAGING (WA)	TELEPHONE	FD	6.57
		WARRANT TOTAL		6.57
60688	COSTECK, RON	ASSOCIATE'S FEES	JUD	150.00
		WARRANT TOTAL		150.00
60689	COUNTRYSIDE CHEVROLET	REPAIR & MAINT - AUTO	PD	110.79
		WARRANT TOTAL		110.79
60690	SKAGIT WEEKLY NEWS GROUP	OFFICE SUPPLIES	LGL	105.84
		PRINTING/PUBLICATIONS	PD	105.84
		PRINTING/PUBLICATIONS	PD	105.84
		WARRANT TOTAL		317.52
60691	CRYSTAL SPRINGS	OPERATING SUPPLIES	CS	102.55
		OPERATING SUPPLIES	FD	25.82
		OPERATING SUPPLIES	PL	75.52
		OP. SUPPLIES - GOLF	PL	43.84
		OPERATING SUPPLIES	SWR	99.36
		WARRANT TOTAL		347.09
60692	CUES	MAINTENANCE OF LINES	SWR	47.90
		WARRANT TOTAL		47.90
60693	DAVID EVANS & ASSOC INC	ENGINEERING-SKAGIT LIGHT	AST	7,441.26
		WARRANT TOTAL		7,441.26
60694	DAY CREEK SAND & GRAVEL	MISCELLANEOUS	CH	148.14
		CONSTRUCTION	CH	1,008.96
		WARRANT TOTAL		1,157.10
60695	DAY WIRELESS SYSTEMS INC	SMALL TOOLS/MINOR EQUIP	PD	47.93
		VEHICLES	PD	1,521.92
		WARRANT TOTAL		1,569.85
60696	DESTINATION WIRELESS	NEXTEL CELL PHONES		5.40
		WARRANT TOTAL		5.40
60697	DIMENSIONAL COMM, INC.	REPAIRS/MAINT-HHS	PL	91.80
		WARRANT TOTAL		91.80
60698	DIVERSINT	REPAIR/MAINT-COMPUTER	LIB	261.12
		WARRANT TOTAL		261.12
60699	THE UNITY GROUP	MISC-DUES	LGL	120.00
		WARRANT TOTAL		120.00
60700	EASY PICKER GOLF PRODUCTS INC.	OP. SUPPLIES - GOLF	PL	335.28

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		WARRANT TOTAL		335.28
60701	E & E LUMBER	OFF/OPER SUPPS & BOOKS	INSP	122.33
		OPERATING SUPPLIES	PL	21.51
		OP. SUPPLIES - TRAFFIC	PL	57.19
		SMALL TOOL & MINOR EQUIP	PL	11.87
		REPAIRS/MAINT-TRAIN	PL	39.31
		CONSTRUCTION	CH	30.24
		OPERATING SUPPLIES	SWR	5.84
		OPERATING SUPPLIES	SWR	23.64
		OPERATING SUPPLIES	SWR	2.47
		OPERATING SUPPLIES	SWR	19.40
		OPERATING SUPPLIES	SWR	.53
		CONTAINERS	SAN	14.47
		CONTAINERS	SAN	6.48
		WARRANT TOTAL		355.28
60702	EMERGENCY REPORTING	PROFESSIONAL SERVICES	FD	387.00
		WARRANT TOTAL		387.00
60703	EDGE ANALYTICAL, INC.	PROFESSIONAL SERVICES	SWR	1,304.00
		WARRANT TOTAL		1,304.00
60704	EMERGENCY MEDICAL	OPERATING SUPPLIES	FD	107.68
		WARRANT TOTAL		107.68
60705	FAIRHAVEN LEGAL ASSOC, PS	MISC-FILING FEES/LIEN EXP	SWR	34.00
		MISC-FILING FEES/LIEN EXP	SAN	34.00
		WARRANT TOTAL		68.00
60706	FEDERAL EXPRESS CORP.	PROFES. SVCS. REIMBURSE	ENG	10.24
		WARRANT TOTAL		10.24
60707	FELLER HEATING & AIR COND	MAINTENANCE CONTRACTS	SWR	345.60
		WARRANT TOTAL		345.60
60708	FLOYD, WINNIE	PROFESSIONAL SERVICES	CIV	14.00
		WARRANT TOTAL		14.00
60709	GALL'S INC	VEHICLES	PD	200.84
		WARRANT TOTAL		200.84
60710	GEOTEST SERVICES, INC.	ARCHITECT & ENGINEERING	CH	739.00
		WARRANT TOTAL		739.00
60711	GAYLORD BROS.	SUPPLIES	LIB	57.88
		SUPPLIES	LIB	112.92
		WARRANT TOTAL		170.80
60712	GEOTIVITY INC.	PROF SVS-ENGINEERING	SWR	2,025.00
		WARRANT TOTAL		2,025.00

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
60713	GEN-X SIGNS & BANNERS	OPERATING SUPPLIES	SAN	216.00
		WARRANT TOTAL		216.00
60714	GRAPHIC EQUIPMENT CORP.	MAINT OF GENERAL EQUIP	SWR	1,484.84
		WARRANT TOTAL		1,484.84
60715	GUARDIAN SECURITY	PROFESSIONAL SERVICES	PD	108.00
		FIRE/THEFT PROTECTION	FD	26.50
		PORTABLE EQUIPMENT	SWR	540.00
		WARRANT TOTAL		674.50
60716	HOLLAND HEALTH SERV. INC.	RETIRED MEDICAL	PD	38.83
		RETIRED MEDICAL	PD	57.00
		WARRANT TOTAL		95.83
60717	HONEY BUCKET	OPERATING SUPPLIES	PL	72.70
		OPERATING SUPPLIES	PL	93.76
		WARRANT TOTAL		166.46
60718	HSCB BUSINESS SOLUTIONS	SMALL TOOLS & MINOR EQUIP	SAN	260.87
		WARRANT TOTAL		260.87
60719	HSBC BUSINESS SOLUTIONS	OFFICE SUPPLIES	SAN	215.98
		WARRANT TOTAL		215.98
60720	HUMANE SOCIETY OF SKAGIT	HUMANE SOCIETY	PD	1,665.00
		WARRANT TOTAL		1,665.00
60721	IKON FINANCIAL SERVICES	REPAIR/MAINTENANCE-EQUIP	LIB	49.46
		WARRANT TOTAL		49.46
60722	INDUSTRIAL FABRICS CORP.	MAINT OF GENERAL EQUIP	SWR	1,935.00
		WARRANT TOTAL		1,935.00
60723	INGRAM LIBRARY SERVICES	BOOKS, PERIOD, RECORDS	LIB	5.95
		BOOKS, PERIOD, RECORDS	LIB	20.50
		BOOKS, PERIOD, RECORDS	LIB	61.41
		BOOKS, PERIOD, RECORDS	LIB	14.79
		BOOKS, PERIOD, RECORDS	LIB	142.94
		BOOKS, PERIOD, RECORDS	LIB	27.12
		BOOKS, PERIOD, RECORDS	LIB	21.92
		BOOKS, PERIOD, RECORDS	LIB	250.12
		BOOKS, PERIOD, RECORDS	LIB	2.81
		BOOKS, PERIOD, RECORDS	LIB	10.51
		BOOKS, PERIOD, RECORDS	LIB	1,288.61
		BOOKS, PERIOD, RECORDS	LIB	50.50
		BOOKS, PERIOD, RECORDS	LIB	91.65
		BOOKS, PERIOD, RECORDS	LIB	75.48
		BOOKS, PERIOD, RECORDS	LIB	35.70
		BOOKS, PERIOD, RECORDS	LIB	16.33
		BOOKS, PERIOD, RECORDS	LIB	69.90
		BOOKS, PERIOD, RECORDS	LIB	18.40

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		BOOKS, PERIOD, RECORDS	LIB	32.91
		BOOKS, PERIOD, RECORDS	LIB	22.13
		BOOKS, PERIOD, RECORDS	LIB	66.48
		BOOKS, PERIOD, RECORDS	LIB	18.27
		BOOKS, PERIOD, RECORDS	LIB	121.11
		BOOKS, PERIOD, RECORDS	LIB	70.29
		BOOKS, PERIOD, RECORDS	LIB	21.16
		BOOKS, PERIOD, RECORDS	LIB	12.81
		BOOKS, PERIOD, RECORDS	LIB	48.91
		WARRANT TOTAL		2,618.71
60724	ISOMEDIA.COM	TELEPHONE	FIN	8.74
		TELEPHONE	FIN	8.74
		TELEPHONE	PLN	8.73
		TELEPHONE	ENG	8.74
		TELEPHONE	LIB	39.95
		WARRANT TOTAL		74.90
60725	KESSELRING'S	AMMUNITION	PD	810.97
		AMMUNITION	PD	643.68
		WARRANT TOTAL		1,454.65
60726	L N CURTIS & SONS	REPAIRS/MAINT-EQUIP	FD	13.66
		WARRANT TOTAL		13.66
60727	LANGUAGE EXCH. INC. (THE)	LANGUAGE INTERPRETER	JUD	525.00
		WARRANT TOTAL		525.00
60728	LOGGERS AND CONTRACTORS	REPAIRS/MAINT-EQUIP	SAN	144.66
		REPAIRS/MAINT-EQUIP	SAN	233.63
		OPERATING SUPPLIES	SAN	36.48
		WARRANT TOTAL		414.77
60729	MCNEILL POLYGRAPH & INVES	PROFESSIONAL SERVICES	CIV	150.00
		WARRANT TOTAL		150.00
60730	MCCANN, WILLIAM R.	INDIGENT DEFEND CONTR	JUD	2,557.50
		WARRANT TOTAL		2,557.50
60731	MCLOUGHLIN & EARDLEY CORP	VEHICLES	PD	520.10
		VEHICLES	PD	773.20
		VEHICLES	PD	2,375.88
		WARRANT TOTAL		3,669.18
60732	MELTON, NEWELL R.	MEALS / TRAVEL	PL	14.29
		WARRANT TOTAL		14.29
60733	MARTIN MARIETTA MATERIALS	MISCELLANEOUS	CH	2,483.69
		WARRANT TOTAL		2,483.69
60734	MORTENSON SIGNS	REPAIRS/MAINT - EQUIP	PL	170.53
		WARRANT TOTAL		170.53

CITY OF SEDRO-WOOLLEY

SORTED TRANSACTION WARRANT REGISTER

06/27/2007 (Printed 06/22/2007 13:21)

PAGE 8

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
60735	MOTOR TRUCKS, INC.	REPAIRS/MAINT-EQUIP	SAN	639.73
		WARRANT TOTAL		639.73
60736	MUTUAL MATERIALS CO.	OPERATING SUPPLIES	PL	140.83
		WARRANT TOTAL		140.83
60737	NORTHEND TRUCK EQUIPMENT INC.	EQUIPMENT & VEHICLES - STREETS		428.58
		EQUIPMENT & VEHICLES	SWR	949.37
		WARRANT TOTAL		1,377.95
60738	OASYS	REPAIRS & MAINTENANCE	PD	124.94
		REPAIRS/MAINT-EQUIP	FD	124.94
		WARRANT TOTAL		249.88
60739	OFFICE DEPOT	SUPPLIES	LGS	77.89
		SUPPLIES	FIN	196.54
		OFFICE/OPERATING SUPPLIES	PD	182.99
		OFFICE/OPERATING SUPPLIES	PD	6.24
		SMALL TOOLS/MINOR EQUIP	PD	37.23
		OFFICE SUPPLIES	FD	342.79
		SUPPLIES	LIB	90.97
		WARRANT TOTAL		934.65
60740	OVERALL LAUNDRY SERV INC	LAUNDRY	CS	27.19
		LAUNDRY	CS	27.19
		MISC-LAUNDRY	PL	17.34
		MISC-LAUNDRY	PL	21.24
		MISC-LAUNDRY	PL	49.04
		MISC-LAUNDRY	PL	15.12
		MISC-LAUNDRY	PL	17.96
		LAUNDRY	SWR	26.96
		LAUNDRY	SWR	19.40
		LAUNDRY	SWR	26.96
		WARRANT TOTAL		248.40
60741	PACIFIC POWER BATTERIES	OPERATING SUPPLIES	FD	174.23
		WARRANT TOTAL		174.23
60742	PAT RIMMER TIRE CTR, INC	OPERATING SUPPLIES	PL	289.86
		REPAIRS/MAINT - EQUIP	PL	12.42
		REPAIRS/MAINT - EQUIP	PL	24.35
		REPAIRS/MAINT-EQUIP	SAN	206.50
		REPAIRS/MAINT-EQUIP	SAN	1,507.93
		WARRANT TOTAL		2,041.06
60743	PETROCARD	VEHICLE FUEL / DIESEL		419.95
		WARRANT TOTAL		419.95
60744	PERSONNEL CONCEPTS LTD	OPERATING SUPPLIES	CS	31.18
		PRINTING/PUBLICATIONS	PD	31.17
		OFFICE SUPPLIES	FD	31.17
		SMALL TOOL & MINOR EQUIP	PL	37.90

CITY OF SEDRO-WOOLLEY

SORTED TRANSACTION WARRANT REGISTER

06/27/2007 (Printed 06/22/2007 13:21)

PAGE 9

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		SAFETY EQUIPMENT	PL	93.51
		SAFETY EQUIPMENT	SWR	31.17
		OPERATING SUPPLIES	SAN	31.17
		WARRANT TOTAL		287.27
60745	PETERSON, DEBRA	MISC-DUES/SUBSCRIPTIONS	LIB	72.75
		WARRANT TOTAL		72.75
60746	PETTY CASH-DEBRA PETERSON	SUPPLIES	LIB	12.84
		BOOKS, PERIOD, RECORDS	LIB	67.99
		WARRANT TOTAL		80.83
60747	PSYCHOLOGY TODAY	BOOKS, PERIOD, RECORDS	LIB	19.92
		WARRANT TOTAL		19.92
60748	PUBLIC UTILITY DIS. NO.1	PUBLIC UTILITIES	CS	47.00
		PUBLIC UTILITIES	CS	33.75
		PUBLIC UTILITIES	FD	161.35
		PUBLIC UTILITIES	LIB	20.75
		PUBLIC UTILITIES	PL	232.85
		PUBLIC UTIL - CAMPGROUND	PL	201.40
		PUBLIC UTIL - HHS	PL	150.35
		PUBLIC UTILITIES	SWR	365.74
		PUBLIC UTILITIES	SAN	31.10
		WARRANT TOTAL		1,244.29
60749	PUGET SOUND ENERGY	PUBLIC UTIL - STREETLIGHTS	PL	6,623.23
		WARRANT TOTAL		6,623.23
60750	PURCHASE POWER	POSTAGE	JUD	251.52
		POSTAGE	FIN	249.75
		POSTAGE	LGL	62.89
		POSTAGE	PLN	190.03
		POSTAGE	ENG	53.26
		POSTAGE	PD	.88
		POSTAGE	FD	1.58
		POSTAGE	INSP	15.80
		OFFICE SUPPLIES / POSTAGE	PL	8.93
		POSTAGE	SWR	190.18
		POSTAGE	SAN	190.18
		WARRANT TOTAL		1,215.00
60751	RABANCO	RECYCLING FEE - HOUSEHOLD	SAN	83.90
		WARRANT TOTAL		83.90
60752	REICHHARDT & EBE ENG, INC	PROFESSIONAL SERVICES	ENG	383.84
		PROFESSIONAL SERVICES	ENG	146.86
		PROFESSIONAL SERVICES	ENG	2,811.70
		PROFESSIONAL SERVICES	ENG	2,880.43
		ENGINEERING-POLTE/TOWNSHIP	AST	1,173.74
		ROADWAY - ARTERIAL MAINT	AST	200.83
		CONSTRUCTION-TOWNSHIP LINE	PWT	10,811.76

CITY OF SEDRO-WOOLLEY

SORTED TRANSACTION WARRANT REGISTER

06/27/2007 (Printed 06/22/2007 13:21)

PAGE 10

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		ENGINEERING - SR20 LINE	PWT	2,152.20
		ENGINEERING - SR20 LINE	PWT	4,208.29
		ENGINEERING - METCALF LINE	PWT	766.65
		PROF SVS-ENGINEERING	SWR	279.05
		PROF SVS-ENGINEERING	SWR	521.35
		PROF SVS-ENGINEERING	SWR	1,154.88
		WARRANT TOTAL		27,491.58
60753	RINKER MATERIALS	REPAIRS/MAINT-STREETS	PL	179.82
		REPAIRS/MAINT-STREETS	PL	239.76
		WARRANT TOTAL		419.58
60754	RIGHT WAY PLUMBING	OPERATING SUPPLIES	SWR	24.57
		WARRANT TOTAL		24.57
60755	SALYER, DOUGLAS	RETIRED MEDICAL	PD	30.00
		WARRANT TOTAL		30.00
60756	SCIENTIFIC SUPPLY	MAINT OF GENERAL EQUIP	SWR	439.68
		OPERATING SUPPLIES	SWR	202.07
		WARRANT TOTAL		641.75
60757	SEDRO-WOOLLEY AUTO PARTS	OPERATING SUPPLIES	PL	43.39
		OPERATING SUPPLIES	PL	11.70
		OPERATING SUPPLIES	PL	6.24
		OPERATING SUPPLIES	PL	9.81
		OPERATING SUPPLIES	PL	15.81
		OPERATING SUPPLIES	PL	14.39
		OPERATING SUPPLIES	PL	1.62
		REPAIRS/MAINT - EQUIP	PL	.42
		REPAIRS/MAINT - EQUIP	PL	1.07
		REPAIRS/MAINT - EQUIP	PL	188.99
		OPERATING SUPPLIES	SWR	42.12
		REPAIRS/MAINT-EQUIP	SAN	24.84
		REPAIRS/MAINT-EQUIP	SAN	107.36
		REPAIRS/MAINT-EQUIP	SAN	24.82
		WARRANT TOTAL		492.58
60758	SEDRO-WOOLLEY EMERGENCY PHYSICIANS	PRISONERS	PD	571.00
		WARRANT TOTAL		571.00
60759	SEMRAU ENGINEERING & SURVEYING	PROF SVS-ENGINEERING	SWR	384.00
		WARRANT TOTAL		384.00
60760	SIGNATURE FORMS INC.	OFFICE SUPPLIES	SWR	239.05
		OPERATING SUPPLIES	SAN	239.06
		WARRANT TOTAL		478.11
60761	SIEMENS ENERGY & AUTOMATION	PLANT EQUIPMENT UPGRADES	SWR	6,732.57
		WARRANT TOTAL		6,732.57
60762	SKAGIT 911	CONTRACTED ENHANCED 911	PD	11,683.10

CITY OF SEDRO-WOOLLEY

SORTED TRANSACTION WARRANT REGISTER

06/27/2007 (Printed 06/22/2007 13:21)

PAGE 11

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		CONTRACT SVS-CNTRL DISPATCH FD	3,403.66
		CONTRACT SVS-CNTRL DISPATCH FD	2,291.90
		WARRANT TOTAL	17,378.66
60763	SK. CO. COM ACTION AGENCY	SK. COMM ACTION PUBL HLTH HLT	396.17
		WARRANT TOTAL	396.17
60764	SKAGIT COUNTY FIRE WARDEN	PS - Stormwater	50.00
		WARRANT TOTAL	50.00
60765	SKAGIT CO. PUBLIC WORKS	SOLID WASTE DISPOSAL SAN	36,386.27
		WARRANT TOTAL	36,386.27
60766	SKAGIT COUNTY SHERIFF	PRISONERS PD	1,315.61
		WARRANT TOTAL	1,315.61
60767	SKAGIT FARMERS SUPPLY	PROPANE PL	13.01
		PROPANE PL	17.51
		WARRANT TOTAL	30.52
60768	SKAGIT RIVER STEEL	CONTAINERS SAN	228.78
		WARRANT TOTAL	228.78
60769	SKAGIT VALLEY PUBLISHING	ADVERTISING/LEGAL PUBLIC PLN	166.05
		WARRANT TOTAL	166.05
60770	SOLUTIONS SAFETY SVC INC	OPERATING SUPPLIES FD	44.98
		REPAIRS/MAINT-EQUIP FD	76.23
		WARRANT TOTAL	121.21
60771	SPARKLE SHOP LAUNDRIES	UNIFORM CLEANING PD	23.76
		MISC-LAUNDRY FD	13.50
		WARRANT TOTAL	37.26
60772	SPRINT	TELEPHONE FD	104.00
		WARRANT TOTAL	104.00
60773	STILES & STILES	MUNICIPAL COURT JUDGE JUD	2,728.00
		WARRANT TOTAL	2,728.00
60774	SUMMIT LAW GROUP	PROFESSIONAL SERVICES LGL	424.00
		WARRANT TOTAL	424.00
60775	SUNRISE CAR WASH	REPAIR & MAINT - AUTO PD	400.00
		WARRANT TOTAL	400.00
60776	SYMBOL ARTS	PUBLIC EDUC. SUPPLIES PD	533.00
		WARRANT TOTAL	533.00
60777	THOMPSON'S GREENHOUSE	FLOWER DISPLAYS HOT	5,848.15
		OPERATING SUPPLIES PL	78.67
		WARRANT TOTAL	5,926.82

CITY OF SEDRO-WOOLLEY

SORTED TRANSACTION WARRANT REGISTER

06/27/2007 (Printed 06/22/2007 13:21)

PAGE 12

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
60778	THORPE, SYLVIA PH.D ABPP	PROFESSIONAL SERVICES	CIV	325.00
		PROFESSIONAL SERVICES	CIV	325.00
		WARRANT TOTAL		650.00
60779	TRUE VALUE	OPERATING SUPPLIES	CS	6.04
		REPAIRS/MAINTENANCE BLDG.	LIB	122.80
		OPERATING SUPPLIES	PL	2.40
		SUPPLIES - CAMPGROUND	PL	12.94
		SUPPLIES - CAMPGROUND	PL	48.57
		OP. SUPPLIES - GOLF	PL	2.15
		OP. SUPPLIES - GOLF	PL	4.31
		REPAIRS/MAINT-SENIOR CENTER	PL	90.00
		REPAIRS/MAINT-HHS	PL	7.01
		OPERATING SUPPLIES	SWR	21.58
		OPERATING SUPPLIES	SWR	38.87
		OPERATING SUPPLIES	SWR	10.66
		OPERATING SUPPLIES	SWR	1.62
		OPERATING SUPPLIES	SWR	11.86
		OPERATING SUPPLIES	SAN	10.78
		WARRANT TOTAL		391.59
60780	HAWKINGS, JAMES DBA	EQUIPMENT RENTAL	SWR	836.94
		WARRANT TOTAL		836.94
60781	US NEWS & WORLD REPORT	BOOKS, PERIOD, RECORDS	LIB	24.00
		WARRANT TOTAL		24.00
60782	ULTI-MEDIA, LLC	REPAIRS/MAINT-HHS	PL	134.46
		WARRANT TOTAL		134.46
60783	UNIVAR USA INC	OP SUPPLIES-CHEMICALS	SWR	473.59
		OP SUPPLIES-CHEMICALS	SWR	87.33
		WARRANT TOTAL		386.26
60784	UPSTART	MISC-SUMMER READ PROGRAM	LIB	48.22
		MISC-SUMMER READ PROGRAM	LIB	2.16
		WARRANT TOTAL		50.38
60785	UTIL UNDERGROUND LOC CTR	OPERATING SUPPLIES	SWR	88.80
		WARRANT TOTAL		88.80
60786	VALLEY AUTO SUPPLY	OPERATING SUPPLIES	SWR	3.25
		SMALL TOOLS & MINOR EQUIP	SAN	18.42
		WARRANT TOTAL		21.67
60787	VAN'S EQUIPMENT RENT. INC	PS - Stormwater		821.18
		WARRANT TOTAL		821.18
60788	VERIZON NORTHWEST	TELEPHONE	JUD	190.97
		TELEPHONE	FIN	477.41
		TELEPHONE	FIN	55.18
		TELEPHONE	PLN	95.49

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		TELEPHONE	PLN	33.91
		TELEPHONE	ENG	95.49
		TELEPHONE	ENG	33.90
		TELEPHONE	PD	81.01
		TELEPHONE	PD	238.81
		TELEPHONE	PD	966.29
		TELEPHONE	INSP	95.49
		TELEPHONE	INSP	33.91
		TELEPHONE - CAMPGROUND	PL	116.49
		TELEPHONE	SWR	42.96
		WARRANT TOTAL		2,557.31
60789	VISTEN, LESLIE	RETIRED MEDICAL	PD	159.00
		WARRANT TOTAL		159.00
60790	WAKEMAN, SCOTT	PROF SERVICES-HANDY MAN	CS	690.00
		WARRANT TOTAL		690.00
60791	WA STATE CRIMINAL JUSTICE	TUITION/REGISTRATION	PD	65.00
		WARRANT TOTAL		65.00
60792	WA STATE DEPT OF ECOLOGY	DOE DISCHARGE PERMIT	SWR	435.00
		WARRANT TOTAL		435.00
60793	WA ST DEPT OF LICENSING	MISC-DUES	LGL	30.00
		WARRANT TOTAL		30.00
60794	WA STATE DEPT OF REVENUE	SUPPLIES	FIN	9.23
		DUES/SUBSCRIPTIONS	ENG	3.36
		OFFICE/OPERATING SUPPLIES	PD	10.54
		REPAIRS/MAINT-EQUIP	FD	19.66
		TAXES AND ASSESSMENTS	LIB	10.19
		BOOKS, PERIOD, RECORDS	LIB	3.60
		TAXES & ASSESSMENTS	PL	130.99
		TAXES & ASSESSMENTS	PL	214.18
		EQUIPMENT MAINT - GOLF	PL	28.20
		TAXES AND ASSESSMENTS	SWR	3,940.20
		TAXES & ASSESSMENTS	SAN	5,127.23
		WARRANT TOTAL		9,497.38
60795	WASHINGTON STATE PATROL	INTERGOV SVC-GUN PERMITS	PD	72.00
		PROFESSIONAL SERVICES	PL	20.00
		WARRANT TOTAL		92.00
60796	WCT PRODUCTS INC.	MAINTENANCE OF LINES	SWR	337.20
		WARRANT TOTAL		337.20
60797	WASTE MANAGEMENT OF SKGT	RECYCLING FEE - HOUSEHOLD	SAN	8,757.51
		WARRANT TOTAL		8,757.51
60798	WOOD'S LOGGING SUPPLY INC	CONSTRUCTION	CH	601.93
		MAINTENANCE OF LINES	SWR	5.48

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		MAINTENANCE OF LINES	6.13
		OPERATING SUPPLIES	5.85
		OPERATING SUPPLIES	35.64
		WARRANT TOTAL	655.03
60799	WOOD, DOUG	PROFESSIONAL SERVICES	74.18
		WARRANT TOTAL	74.18
60800	CONNER, JUDITH C.	JURY/WITNESS FEES	11.60
		WARRANT TOTAL	11.60
60801	PACIFIC CONTRACTING	GMA IMPACT FEES	9,204.00
		WARRANT TOTAL	9,204.00
60802	MCKELVEY, TERESA	FACILITY RENT - RIVERFRONT	100.00
		WARRANT TOTAL	100.00
		RUN TOTAL	239,612.37

CITY OF SEDRO-WOOLLEY

SORTED TRANSACTION WARRANT REGISTER

06/27/2007 (Printed 06/22/2007 13:21)

PAGE 15

FUND	TITLE	AMOUNT
001	CURRENT EXPENSE FUND	67,748.94
104	ARTERIAL STREET FUND	18,019.83
105	LIBRARY FUND	3,822.92
108	STADIUM FUND	5,924.17
110	PUBLIC LANDS 110	13,043.57
331	SEWER TREATMENT CONST FUND	22,604.89
332	PWTF SEWER CONSTRUCTION FUND	17,938.90
401	SEWER FUND	31,438.87
412	SOLID WASTE FUND	57,692.33
501	EQUIPMENT REPLACEMENT FUND	1,377.95
TOTAL		239,612.37

CITY OF SEDRO-WOOLLEY
 SORTED TRANSACTION WARRANT REGISTER
 06/27/2007 (Printed 06/22/2007 13:21)

DEPARTMENT	AMOUNT
001 000 011	149.15
001 000 012	8,927.33
001 000 014	1,074.08
001 000 015	742.73
001 000 016	908.17
001 000 018	1,714.01
001 000 019	1,154.72
001 000 020	7,350.03
001 000 021	35,897.72
001 000 022	9,147.78
001 000 024	287.05
001 000 062	396.17
FUND CURRENT EXPENSE FUND	67,748.94
104 000 000	9,204.00
104 000 042	8,815.83
FUND ARTERIAL STREET FUND	18,019.83
105 000 072	3,822.92
FUND LIBRARY FUND	3,822.92
108 000 019	5,924.17
FUND STADIUM FUND	5,924.17
110 000 000	100.00
110 000 042	12,943.57
FUND PUBLIC LANDS 110	13,043.57
331 000 012	22,604.89
FUND SEWER TREATMENT CONST FUND	22,604.89
332 000 082	17,938.90
FUND PWTF SEWER CONSTRUCTION FUND	17,938.90
401 000 035	31,438.87
FUND SEWER FUND	31,438.87
412 000 037	57,692.33
FUND SOLID WASTE FUND	57,692.33
501 000 103	428.58
501 000 401	949.37
FUND EQUIPMENT REPLACEMENT FUND	1,377.95
TOTAL	239,612.37



Sedro-Woolley School District No. 101

801 Trail Road, Sedro-Woolley, WA 98284 • (360) 855-3500 • FAX (360) 855-3574

CITY COUNCIL AGENDA
REGULAR MEETING

JUN 27 2007

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

June 15, 2007

Mayor Mike Anderson & Sedro-Woolley City Council
Sedro-Woolley City Hall
720 Murdock Street
Sedro-Woolley, WA 98284

Dear Mayor Anderson & SW City Council Members:

The Sedro-Woolley Schools Foundation is requesting that the usage fee of \$325 be waived for the Foundations use of the Community Center for the October 6, 2007, Harvest Happening Auction. The funds raised from this event are used to support student-related grants and projects from the Sedro-Woolley Schools Foundation to the Sedro-Woolley School District.

On behalf of the Foundation Board of Directors, I am supporting this request.

Thank you in advance for your consideration.

Sincerely,

Mark J. Venn
Superintendent

MARK J. VENN, *Superintendent*

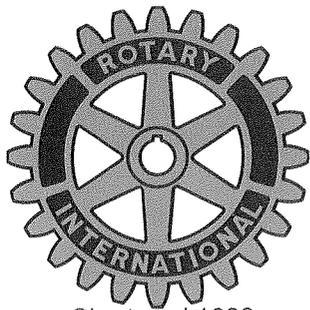
DARRELL R. HEISLER, *Executive Director of Human Resources & Technology*

KATHLEEN A. EHMANN, *Executive Director of Special Programs*

KEN S. AXELSON, *Executive Director of Student Learning & Instruction*

STEWART K. MHYRE, *Executive Director of Business & Operations*

An Equal Opportunity Employer



Chartered 1922

SEDRO-WOOLLEY ROTARY CLUB

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

CITY COUNCIL AGENDA
REGULAR MEETING

JUN 27 2007

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

June 20, 2007

**Mayor Anderson & Council Members
City Hall
720 Murdock
Sedro-Woolley, WA 98284**

Dear Mayor Anderson & Council Members:

The Sedro-Woolley Rotary Club has reserved the large shelter at Riverfront Park for Thursday, August 30, 2007 from 2:00PM to dusk for our annual Salmon Bar-B-Que.

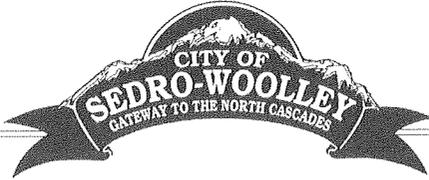
Due to the fact, monies raised by our club are given back to the community and the club as been instrumental in developing Riverfront Park; we are asking if any consideration can be made in forgiving the rental fee for our event.

Thanking you in advance;


**Charles S. Ruhl, Secretary
Sedro-Woolley Rotary Club**

THE FOUR-WAY TEST "Of the things we think, say or do"

1st Is it the TRUTH? 2nd Is it FAIR to all concerned? 3rd Will it build GOOD WILL and BETTER FRIENDSHIPS? 4th Will it be BENEFICIAL to all concerned?



CITY OF SEDRO-WOOLLEY

Wastewater Treatment Plant
720 Murdock Street
Sedro-Woolley, WA 98284
Phone (360) 856-1100
Fax (360) 856-5269

CITY COUNCIL AGENDA
REGULAR MEETING

JUN 27 2007

Memorandum

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

Date: June 20, 2007

To: Mayor Anderson and City Council

From: Debbie Allen, Wastewater Treatment Supervisor

Subject: **Out of State Travel**

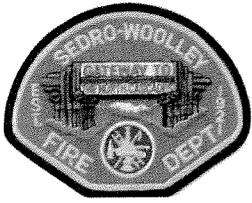
Background Information:

I have been invited by the Water Environment Federation to attend a 3-day workshop on security and emergency response planning for Public Owned Treatment Works (also known as Wastewater Treatment Plants). This is a no-cost, hands-on training that will be held in New Orleans, LA, September 11th-13th. Travel and lodging will be provided by EPA. I am requesting time away from work and reimbursement for dinners, to attend this very important workshop.

The 3-day training will focus on both man-made threats as well as natural disasters and the vulnerability self-assessment tool (VSAT) will continue to be the primary focus of the training. WEF has also structured the training to present the 14 features of an active and effective security program.

Recommended Action:

Authorize Debbie Allen to attend the WEF Wastewater Security Workshop in New Orleans the week of September 11, 2007.



City of Sedro-Woolley Fire Department

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

(360) 855-2252 • Fax (360) 855-0196

Memorandum

TO: Mayor Anderson & City Council
FROM: Dean Klinger, Fire Chief
DATE: June 18, 2007
RE: AWARD OF BID FOR QUICK ATTACK VEHICLE

CITY COUNCIL AGENDA
REGULAR MEETING

JUN 27 2007

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

Situation:

In April the City Council approved the Fire Department to go out for Bids on a new Quick Attack type vehicle. The request for bids was published on May 30, 2007 and also placed on the Cities Web Page. The Bids were due back to the City on June 15, 2007. Last Friday (June 15th) we opened the bids at 2 PM and they came in as follows: (note, all prices include sales tax)

- | | | |
|----|------------------------|--------------|
| 1. | General Fire Apparatus | \$111,335.04 |
| 2. | Elite Fire | \$115,284.60 |
| 3. | H&W Emergency Veh. | \$132,897.24 |

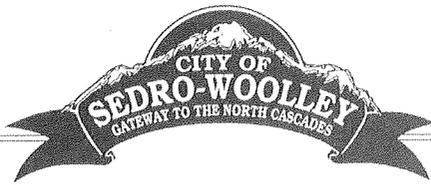
We have reviewed the bid from General Fire apparatus and it meets our specifications.

Background:

Prior to going out for bid I held several meeting with the Police and Fire Committee to discuss the need and the finances of the new vehicle. In the 2007 budget there was 75K allocated for the vehicle and it was agreed that the Street department would transfer 18K for taking our old vehicle. During the meeting on February 14th I requested that we be able to make up the difference in the price by utilizing some impact fee monies. The Committee agreed that this would be acceptable. We will need to transfer from impact fees approximately 20K to cover the total cost of the vehicle. Currently I have around 85K in this line item.

Recommended Action:

Motion to award bid to General Fire Apparatus

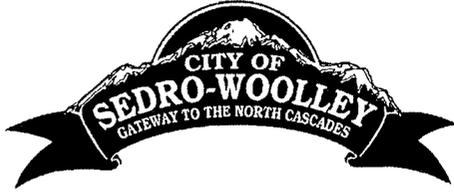


SUBJECT: PUBLIC COMMENT

Name :
Address :
Narrative :

UNFINISHED BUSINESS

NEW BUSINESS



**CITY COUNCIL AGENDA
REGULAR MEETING**

JUN 27 2007

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

CITY OF SEDRO-WOOLLEY

Sedro-Woolley Municipal Building
720 Murdock Street
Sedro-Woolley, WA 98284
Phone (360) 855-1661
Fax (360) 855-0707

Eron M. Berg
City Supervisor/City Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: Metcalf Street sewer improvements
DATE: June 20, 2007

ISSUE: The Metcalf Street sewer improvement project is ready to be designed. I asked Reichhardt & Ebe Engineering to develop a budget for the plans, specifications and engineer's estimates (PS&E) for this project. Attached is R&E's contract to prepare the PS&E – once prepared we will then take this project out to bid with a planned construction time of late fall.

REQUEST FOR ACTION:

1. Motion to authorize the Mayor to sign the attached agreement with Reichhardt & Ebe Engineering for the planning, specifications and engineer's estimates for the Metcalf Street sewer improvement project.

REICHHARDT & EBE ENGINEERING, INC.
CONSULTING ENGINEERS

813 Metcalf Street | Sedro-Woolley, WA 98284 | Telephone 360-855-1713 | Fax: 360-855-1164

June 21, 2007

City of Sedro-Woolley
Eron Berg, City Supervisor
720 Murdock Street
Sedro-Woolley, WA 98284

Subject: Preliminary proposal for engineering services for Metcalf Street sanitary sewer design

Mr. Berg,

Thank you for giving us the opportunity to provide a preliminary proposal for the engineering services for the Metcalf Street sanitary sewer project. We understand the project to include the engineering design of 24-inch diameter gravity sanitary sewer line. The City of Sedro-Woolley Comprehensive plan will determine actual size of the sewer line. The line would replace the under-capacity existing 12-inch sewer line from Northern Avenue to State Street and State Street from Metcalf Street to Third Street, where it would connect to the existing sewer line. It is our understanding that the City would like to have this project designed to minimize the disruption of downtown businesses and traffic. Therefore, design will incorporate trenchless construction technologies.

Our proposal for engineering services on the above-mentioned project will include the following items:

1. Topographic Survey

This includes researching existing utilities and right-of-way records for incorporation into the base maps. Field survey would be provided to locate all existing features within the right-of-way of Metcalf Street, from Northern to State. The notes will be reduced and base maps will be generated to facilitate the sewer design. Upon completion of the mapping, field verification will be completed.

2. Planning

This includes coordination with city staff to determine system design criteria.

3. Engineering

The horizontal and vertical alignment of the sewer line will be designed in accordance with applicable City and state requirements. Sewer services will be identified and reconnection will be designed. The pavement repair section will be designed to meet applicable City standards and state requirements. Existing utilities within the design corridor that require relocation or grade adjustments will be identified and addressed. Property owner access locations will be identified and addressed to minimize construction impacts. Coordination with utility companies for construction and conflict resolution will take place. Quantity take-off information for the proposed design will be provided.

4. Drafting

Drafting will include the development and checking of design plans, including profiles and details required

for project construction. Drafting will be done using Autodesk Land Desktop 3.

5. Project Documents

Project specifications, special provisions and bid proposal will be prepared in accordance with the American Public Works Association Washington State Chapter and Washington State Department of Transportation Specifications. Additionally, an Engineer's estimate for anticipated construction costs will be prepared.

At this time, no environmental permitting has been identified with this scope of work. As planning progresses and funding options are explored, environmental permitting may be required as part of the project. In this event, we would explore modifying the scope to include addressing these concerns.

For additional break down of these task items, a man-hour estimate has been attached for your review. If you have any questions or require additional information please contact me at (360)-354-3687. I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'James L. Hobbs, Jr.', written in a cursive style.

James L. Hobbs, Jr. PE
Reichhardt & Ebe Engineering

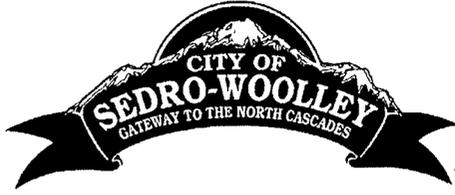
Date: June 21, 2007

Phone: (360) 855-1713
Fax: (360) 855-1164

Item	Description	Prime Consultant						SubConsultant
		Project Engineer	Tech. 6	Tech. 2	Clerical 2	Mill Creek Management		
SCHEDULE A: DESIGN								
1.0	TOPOGRAPHIC SURVEY							
1.1	Research Existing Records	2	0	6	2			
1.2	Engineering Data Acquisition	16	12	12	0			
1.3	Data Reduction	2	0	0	0			
1.4	Base Maps	2	0	8	0			
1.5	Field Verify Base Maps	0	4	1	0			
	Sub-Total	22	16	27	2			
2.0	PLANNING							
2.1	Coordination w/City of Sedro Woolley	4	0	4	0			
	Sub-Total	4	0	4	0			
3.0	ENGINEERING							
3.1	Horizontal Alignment	2	0	2	0			
3.2	Vertical Alignment	2	0	2	0			
3.4	Service Reconnect	2	0	4	0			
3.7	Utility Conflicts	2	0	4	0			
3.8	Property Owner Access	2	0	6	1			
3.9	Utilities Coordination (Phone, Power, Gas, Cable, PUD)	4	0	2	1			
3.10	Quantity Takeoffs	6	3	6	0			
3.11	Design Review with City	2	0	2	0			
	Sub-Total	22	3	28	2			\$7,000.00
4.0	DRAFT DESIGN							
4.1	Plan Sheets	8	0	32	0			
4.2	Profile	4	0	8	0			
4.3	Details	4	0	8	0			
4.4	QA/QC	4	24	1	6			
	Sub-Total	20	24	49	6			
5.0	PROJECT DOCUMENTS							
5.1	Project Specifications	12	2	8	8			
5.2	Special Provisions	16	4	4	8			
5.3	Bid Proposal	4	2	2	4			
5.4	Cost Estimates	8	4	4	2			
	Sub-Total	40	12	18	22			
	SUBTOTAL	108	55	126	32			\$7,000.00
	Billing Rates	\$100.47	\$77.83	\$66.51	\$41.04			
	TOTAL	\$10,850.76	\$4,280.65	\$8,380.26	\$1,313.28			\$7,000.00

	Units	Unit Cost	Total
6.0 REIMBURSABLES			
6.1 Blueprinting	385	\$1.50	\$577.50
6.2 Copying	2500	\$0.10	\$250.00
Sub-Total			\$827.50

GRAND TOTAL **\$32,652.45**



**CITY COUNCIL AGENDA
REGULAR MEETING**

JUN 27 2007

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

CITY OF SEDRO-WOOLLEY
Sedro-Woolley Municipal Building
720 Murdock Street
Sedro-Woolley, WA 98284
Phone (360) 855-1661
Fax (360) 855-0707

Eron M. Berg
City Supervisor/City Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: Request for easement from Kelly Bailey
DATE: June 27, 2007

ISSUE: Attached is a request from Kelly Bailey who owns property adjacent to City property in the UGA. Mr. Bailey is requesting a six foot by sixty foot (360 square foot) easement from the City.

BACKGROUND: Mr. Bailey is the victim of a Skagit County Planning Department oversight – when the UGA was adopted the County adopted setbacks that differ from those of the City. As a result, Mr. Bailey is required to provide a larger setback than he designed his building for as he designed to the City standard (he could redesign his building, but would prefer to build his current plan).

The City owned property was purchased and is planned to be an access point to the Cemetery and for that reason the proposed easement does not limit the City's capacity to use the access point as planned. The Constitution limits the City from making gifts of public funds, for that reason I am recommending a charge of \$500.00 for this easement which would be credited to the Cemetery.

REQUEST FOR ACTION:

1. Motion to authorize the Mayor to sign an easement in favor of Mr. Bailey in a form approved by the City Attorney in exchange for \$500.00.

May 14, 2007

City of Sedro-Woolley
Mayor Anderson & City Councilmembers
720 Murdock St.
Sedro-Woolley, WA 98284

RE: Proposed non-buildable easement

Dear Mr. Mayor and City Councilmembers,

My name is Kelly Bailey. My family and I live in the City's Urban Growth Area at 9266 Fruitdale Road (parcel P39542).

I visited the Skagit County Planning & Development Services department to apply for a building permit for a garage to be located behind my house. While speaking with the permit technician, it was determined that the County's adopted side-yard building setbacks (8') do not match the City's setbacks (5') although I do understand that this was the intent when the UGA zoning was adopted.

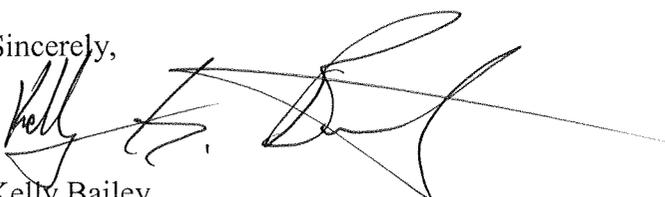
In order to construct my garage as it had been designed, the County permit technician indicated that it could be approved if my neighbor would agree not to construct a building within 6' of the shared property line. The neighboring parcel (P39538) is owned by the City of Sedro-Woolley and is currently used as an access to the rear of the cemetery property.

Being that this panhandle is currently used as an access and the required building setback will be 5' when the property is annexed, **I am only requesting one (1) additional foot be added to the non-buildable area.**

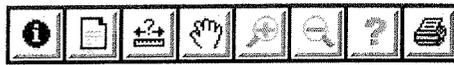
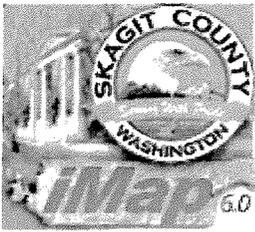
The exact size of the easement I am requesting is 6'x 60' and is represented on the attached map.

Thank you for your consideration of my request.

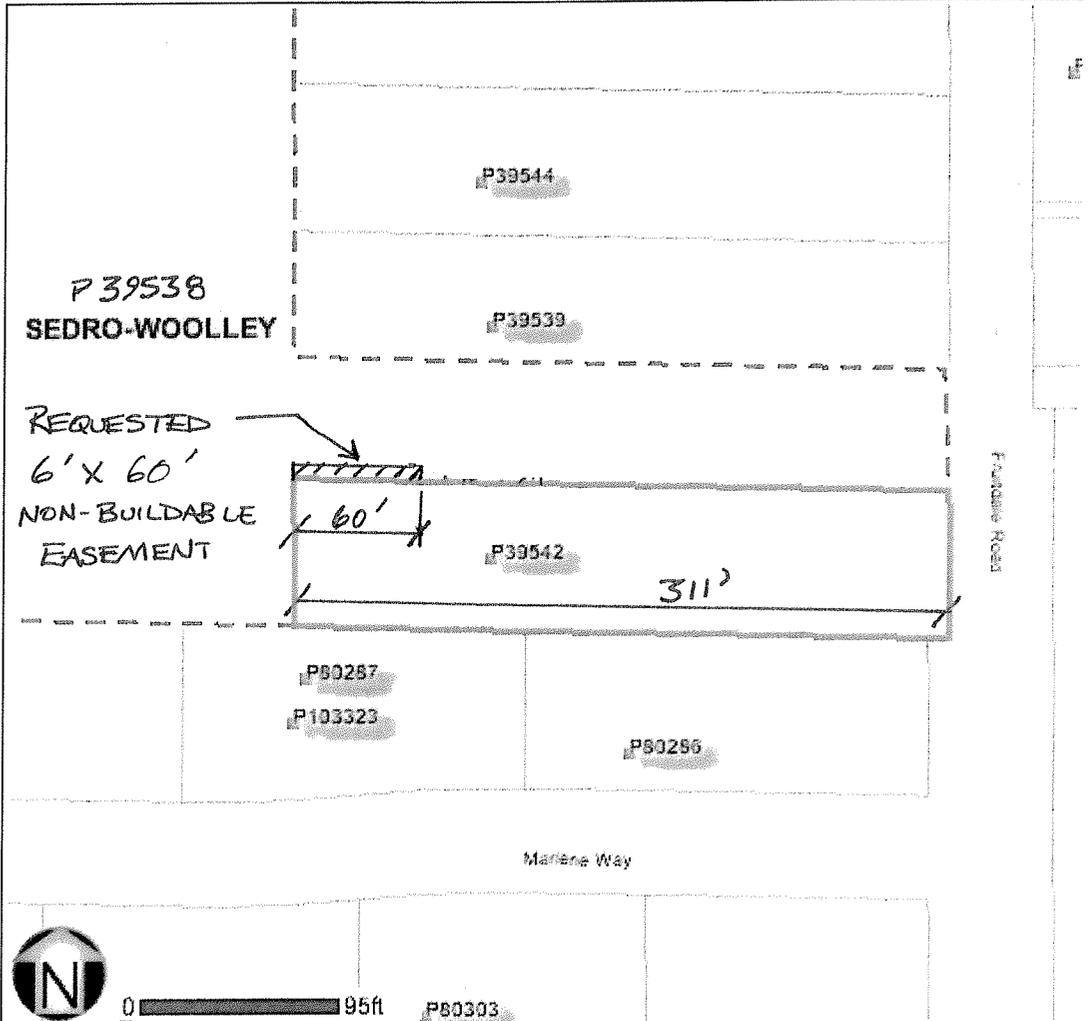
Sincerely,



Kelly Bailey
(360) 661-2267



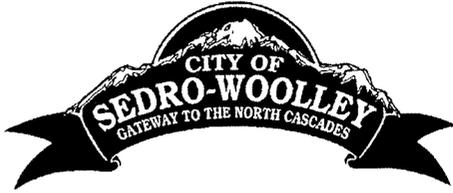
Search by:
 Section
 Parcel Number
 Address
 Xref ID
 Road Name



**COMMITTEE
REPORTS**

AND

**REPORTS
FROM
OFFICERS**



CITY COUNCIL AGENDA
REGULAR MEETING

JUN 27 2007

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

CITY OF SEDRO-WOOLLEY

Sedro-Woolley Municipal Building
720 Murdock Street
Sedro-Woolley, WA 98284
Phone (360) 855-1661
Fax (360) 855-0707

Eron M. Berg
City Supervisor/Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: City Engineer Position
DATE: June 27, 2007

ISSUE: How should the City fill the City Engineer/Public Works Director position?

BACKGROUND: The Council special committee (Councilmembers Requa, Meamber and London), along with the Mayor and me, worked together to develop this memo and recommendations.

The City has been understaffed in the public works department as well as in the engineering department. This understaffing resulted in substantial costs through consulting contracts, delays in reviews and productivity and decreased morale. In an effort to resolve some of these issues, the committee considered the role and function of the prior City Engineer/Public Works Director and is recommending a division of the prior person's role as follows: A Public Works Director/City Engineer (who is a licensed professional engineer) and a Engineering Plans Examiner & Inspector (who is not required to be a PE, but have appropriate experience). Proposed job descriptions are attached.

The Public Works Director would have line authority over the wastewater treatment plant, street department, solid waste department, parks and recreation department, cemetery, stormwater and fleet staff. The PW Director would also function as the manager of consulting contracts for outside engineers and consultants. This position would be primarily charged with and responsible for the development and implementation (after Council approval) of a capital facilities plan and on-going maintenance and expansion of City infrastructure. This position would coordinate with and oversee the function of the Engineering Plans Examiner & Inspector. The PW Director would report to the City Supervisor and would have a salary range of \$75,000 to \$90,000.

The Engineering Plans Examiner & Inspector would provide three functions to the City: (1) Development plan review; (2) Developer project inspections and, when time allows, (3) Project inspections for City projects. This position would report to the Planning Director with coordination and oversight from the PE (Public Works Director) and would have a salary range of \$45,000 to \$65,000.

Also of concern to the Committee is SWMC 2.66 which requires certain City employees to reside within City limits. In the interest of attracting the best possible candidate for the City, the Committee recommends relaxing SWMC 2.66 to allow for case-by-case exceptions to this policy.

ADDITIONAL ISSUES:

1. **Cost.** These positions will add additional cost to the City. The PW Director's salary could be as much as \$25,000 per year more than the current budget and the Engineering Plans Examiner could cost as much as \$85,000 per year (including fringe). The financing recommendation is to absorb the additional \$25,000 in the public works budgets through reallocation and use of unanticipated general fund revenue and to fund the new position entirely from developer fees (plan review and inspection fees that are currently being paid as reimbursements to outside consulting engineers). A copy of Jack Moore's estimated revenue is attached.

2. **Budget Amendment.** A budget amendment will be required before the new positions are hired.

3. **Salary Ordinance Amendment.** An amendment to the 2007 salary ordinance will be required before the new positions are hired (but after the terms of their positions are negotiated).

4. **Permit Fees.** One of the anticipated methods of paying for the additional costs associated with the new Engineering Plans Examiner & Inspector is to take the expenses currently reimbursed by developers and assess an hourly fee for plan review. This change will require a code amendment.

5. **Classification/Compensation Equity.** This is an issue that will require some attention and funding in the budget process. These new positions may be the only exempt positions within the City that are budgeted to pay market salary. The Committee felt it was imperative to pay market salary for these positions but doing so will result in a review of other exempt salaries to ensure that we maintain internal fairness.

RECOMMENDATIONS:

1. Motion to authorize the Mayor to fill the two proposed positions as outlined in the Committee recommendations.

2. Motion to adopt Ordinance Number _____, regarding residency requirements for City employees.

City of Sedro-Woolley
Job Description

Position Title: Director of Public Works/City Engineer
Department: Public Works
Classification: Exempt
Salary Range: \$75,000 to \$90,000
Date: June 20, 2007

Purpose and Scope:

To plan, direct, manage, evaluate and oversee the activities and operations of the Public Works Department in accordance with State and Federal laws and City codes. Responsible for all department services including engineering, solid waste, street maintenance, public lands, wastewater, and drainage. Will coordinate assigned activities with other City departments and outside agencies; and, will provide highly responsible and complex administrative support to the Mayor and City Council.

Essential Functions:

Responsibilities and duties may include, but are not limited to the following:

- Plan, organize, direct and evaluate the day-to-day functions, planning and operation activities for the City's Public Works Department; direct the development of capital improvement plans, maintenance and financial programs.
- Manage contracts with consulting engineers and technical consultants.
- Manage the development and implementation of Public Works Department goals, objectives, policies and priorities for each assigned service area.
- Represent the City in regional public works issues; communicate and coordinate efforts with a variety of individuals and organizations, including City employees and executive staff, local cities and counties, citizens, contractors and others.
- Plan, direct and coordinate through delegation to assigned supervisors and departmental employees the Public Works Department's work plan; assign projects and programmatic areas of responsibility; review and evaluate work methods and procedures; meet with management staff to identify and resolve problem areas.
- Oversee and participate in the development and administration of the Public Works Department budget; forecast funds needed for staffing, equipment, materials and supplies; approve expenditures and implement budgetary adjustments as appropriate and necessary.
- Prepare or oversee the preparation of applications and supporting data for Federal or State funded programs; responsible for the administration and compliance of Federal and State laws regarding project funding, bid requirements, consultant selection and construction standards.
- Confer with the Mayor and City Council on administrative matters, legislation and policies, making recommendations for action. Attend City Council

meetings; act as technical and management advisor on engineering, Public Works and utilities issues; present written and oral reports and recommendations. Represent the City and act on behalf of the City.

- Prepare the capital improvements programs and long-range service or facility plans for streets, water, wastewater and storm drainage.
- Organize and manage the department's employees, resources and equipment to achieve maximum efficiency and effectiveness.
- Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of engineering, public works maintenance and utilities; provide interpretations of codes, ordinances, specifications and City policies to citizens.
- Perform related duties as required.

Required Knowledge, Skills and Abilities:

Knowledge of:

- Federal, State and local laws, ordinances, rules and regulations relating to municipal public works projects and other assigned activities.
- Civil engineering principles and practices.
- Federal, State, regional and City programs, procedures and funding sources related to assigned programs, projects, activities and operations.
- Construction and maintenance methods, materials and equipment utilized in municipal public works.
- Planning, developing and controlling large and multiple budgets.
- Principles and practices of administration, supervision and training.
- Contract law and developing, reviewing, negotiating and enforcing construction contracts.
- Federal and State grant applications and administration procedures.
- City organization, operations, policies and objectives
- Basic research methods

Ability to:

- Plan, organize, control and direct the activities, services, operations, budgets and policy formation of the City Public Works services and planning.
- Represent the City and attend various boards, committees and meetings.
- Negotiate and administer contracts with outside vendors and service providers.
- Analyze complex issues and impacts and provide clear and concise recommendations and alternative solutions.
- Develop schedules, time lines, work programs and cost estimations.
- Train, supervise and evaluate personnel.
- Analyze complex situations accurately and adopt an effective course of action or present alternative solutions.
- Read, interpret, apply and explain rules, regulations, policies and procedures.
- Maintain current knowledge of technological advances in the field.
- Observe legal and defensive driving practices.

- Establish and maintain cooperative and effective working relationships with other departments, vendors, customers and public officials.
- Be able to communicate effectively to a variety of audiences orally and in writing.

Demonstrated Skills and Ability to:

- Create a work environment that fosters motivation in the work force.
- Involve (all) members of department in forming a (formal and informal) learning environment.
- Articulate goals and priorities for the department consistent with the City's goals and priorities.
- Reward creative, interactive, productive and ethical behavior.
- Stress the consistent use of codes, standards and policies.
- Institute planning and regular (strategic and operational) assessment of workload, programs, staffing, job expectations, performance and finances.
- Apply consistent, inclusive and process-based resolution of issues and conflicts.
- Create inter and intra-departmental communication links.
- Foster a sense of confidence and trust.
- Insist upon delivery of uniformly high-quality products and services.

Working Conditions:

- Office environment; will be required to visit job sites and be exposed to varying weather conditions.
- Sitting for extended periods of time. Walking to and from job sites or inspections. Requires hearing and visual acuity and manual dexterity.
- May be required to use personal vehicle if City vehicle is not available.
- Will be required to attend evening meetings.

Education and Experience:

Bachelor's Degree from an accredited college or university with major course work in public administration, engineering or a related field. Six years of increasingly responsible public engineering and maintenance experience including two years of administrative and supervisory responsibility.

Special Qualifications:

Requires a valid Washington State Driver's License and a driving record acceptable to the City.

Professional Engineer license required.

CITY OF SEDRO-WOOLLEY
Job Description

JOB TITLE: Engineering Plans Examiner & Inspector
DEPARTMENT: Planning
Salary Range: \$45,000 to \$65,000
Updated: June 20, 2007

PURPOSE AND SCOPE:

Plans and performs activities relating to engineering review and approval of private development plans, including long plats, short plats, commercial, multi-family developments and other engineering support functions. Works under the direction of the Planning Director.

LEVEL OF AUTHORITY:

Manages responsibilities independently with only general direction, ensuring that applicable City ordinances, governing laws and generally accepted procedures and practices are followed.

DETAILED PURPOSE OF JOB:

Performs development review for the engineering plans of commercial, industrial and residential development projects in the city, field inspections, assists with capital planning and construction project planning, and analysis as requested. Responsibilities will involve full spectrum of municipal infrastructure including streets, wastewater collection and pumping systems, and storm water detention, drainage and conveyance systems. May assist in the preparation of annual engineering and capital improvement budgets.

WORK ENVIRONMENT:

Work is performed both in the field and in a fast-paced office setting with frequent interruptions from customer phone calls, City staff, company representatives and citizens. Work is also performed at construction sites in the community, outdoors in all kinds of weather conditions and with the usual hazards associated with construction sites.

ESSENTIAL JOB FUNCTIONS:

1. Partners with the development community in a proactive manner to create an expectation of win-win results on all development.
2. Oversees city standards and develops systems to ensure that the standards are reasonable and understood by the development and engineering community.
3. Oversees the development and communication of development infrastructure standards.
4. Attends pre-application meetings to address engineering issues and public works standards.

5. Conducts engineering reviews of commercial, industrial, and residential development projects to ensure compliance with City standards and policies.
6. Conducts inspections on-site to determine compliance with City standards and policies and permit conditions.
7. Manages development support processes including Local Improvement Districts (LID's), Latecomer Agreements, and Street and Right of Way vacations.
8. Manages contract consulting engineers to perform necessary reviews, as needed.
9. Acts as lead reviewer for storm water management.

ADDITIONAL JOB FUNCTIONS:

1. Provides interdepartmental engineering support as required.
2. Represents the City at various community boards and advisory groups as assigned.
3. Attends public meetings, prepares reports and answers questions of public, staff and Council.
4. Assists in preparing the City's Six Year Capital Facilities Program and annual construction program.
5. Performs related tasks as required.

QUALIFICATIONS AND CAPABILITIES:

1. Bachelor of Science degree in civil engineering or equivalent OR 10 years experience in lieu of education requirements. Applicants with a combination of education and experience that provides the required knowledge, skills and abilities will be considered.
2. Must have thorough knowledge of: civil engineering principles and practices; public works infrastructure design, construction and materials and techniques; developments and computer applications in the utility field; organization and project management principles.
3. Must possess excellent customer service skills and the ability to act as an ambassador to the community.
4. Must work collaboratively with all other City Departments.
5. Must be an excellent communicator orally and in writing.
6. Ability to proactively administer projects from concept to closeout; to perform research and prepare clear and concise technical reports; work effectively with property owners, contractors, consultants, staff, and the general public.
7. Highly motivated and able to work independently, yet remain a member of a team.
8. Organized, efficient, creative and capable of implementing multiple tasks simultaneously.
9. Skilled in analyzing a situation, assessing alternative solutions and recommending an effective course of action.
10. Familiar with applicable laws, codes and permit requirements that govern construction projects.
11. Proficient use of computer programs including Microsoft products (Word, Excel, Outlook, Access), AutoCAD and other applications.
12. Must have or be able to obtain a valid WA State driver's license.
13. Must have a driving record which is acceptable to the City.

PHYSICAL:

1. Ability to use a computer workstation for extended periods of time.
2. Ability to sit at a workstation for extended periods.

3. Ability to stand, work, and drive throughout the day.
4. Occasional ability to lift, carry and put away parcels weighing up to 35 pounds.

OTHER:

1. The statements contained in this job description reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences of relief, to equalize peak work periods or otherwise to balance the workload.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SWMC 2.66 REGARDING RESIDENCY REQUIREMENTS

Whereas, SWMC 2.66 requires certain employees to reside within the City limits,
and

Whereas, the City Council desires to allow for limited exceptions to be made on a case-by-case basis, by vote of the Council, upon a finding that such an exception serves the best interests of the City,

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

Section 1. SWMC 2.66 is amended to read as follows:

Residency requirements for employees.

There shall be no residency requirement for any city employee except those specifically referred to below, and said requirements shall apply only to employees hired after July 22, 1992.

A. The city supervisor, chief of police, fire chief, finance director, city planner, and the public works superintendent shall maintain his/her principal place of residence within the Sedro-Woolley growth boundaries established by the city's comprehensive plan, *provided*, that the Council may make exceptions to this section for individual employees upon the finding that such an exemption is in the best interests of the city.

B. Police and fire officers, uniformed police officers and full-time firefighters shall each maintain their principal place of residence within a five minute vehicular response time from their respective department headquarters.

Section 2. This ordinance shall be effective five (5) days after passage and publication as provided by law.

Section 3. The provisions of this ordinance are declared to be severable, and if any section, sentence, clause or phrase of this ordinance shall for any reason be held invalid or unconstitutional or if the application of this ordinance to any person or circumstances shall be held invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clause or phrases of this ordinance.

Passed and approved this 27th day of June, 2007.

MAYOR

Attest:

City Clerk

Approved as to form:

City Attorney

<u>NUMBER</u>	<u>PERMIT TYPE</u>	<u>HOURS EA.</u>	<u>EST. CONTRACT FEE</u>
4	Access	2	800
6	BLA	7	4200
31	Large BP	10	31000
69	Small BP	1	6900
2	CUP	2	400
18	Fill/ Grade	3	5400
3	Long Plat	60	18000
15	Preapp	4	6000
4	Short Plat	15	6000
16	Sewer	1.5	2400
56	ROW	2	10400

ESTIMATED TOTAL OUTSIDE ENGINEERING FEES: \$91,500