

Next Ord: 1584-07
Next Res: 756-07

**CITY COUNCIL WORKSESSION
AGENDA
5:30 - 7:00 PM**

2008 Goals/Budget

Continued from September 4th meeting

CITY COUNCIL AGENDA

September 12, 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 #61295 to #61425 for \$762,600.21 (Voided Warrant #61393 & #61426 - #61432)
 - Payroll Warrants #40899 to #40999 for \$214,028.15
 - c. Waiver of Fees - Riverfront Park - Boy Scout Pack 67 - June 19, 2008
 - d. Interlocal Agreement - EMS Disposal Supply 2007
 - e. USDA Grant Application for Live Fire Training Facility Improvements
 - f. Contract - David Evans & Associates - Roundabout Concept Design - F&S/Hwy 20
 - g. Contract - Unity Group for Insurance Services 2007/2008
4. Mayor's Business
 - a. Award
 - b. Proclamation - Constitution Week
 5. Public Comment (Please limit your comments to 3-5 minutes)

UNFINISHED BUSINESS

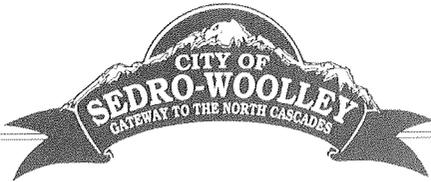
6. City Hall Update
7. F&S Grade/Hwy 20 Update - Requesting a delay from CERB board for roundabouts
8. Bingham Park - Food Bank building demo & solicit of bids for Parks Department office

NEW BUSINESS

9. Purchase of new park land from River Road LLC
10. Proposed resolution declaring City Hall (building and land) surplus

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

EXECUTIVE SESSION/YES



DATE: September 12, 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 September 12, 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
August 22, 2007 – 7:00 P.M. – Community Center

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

Pledge of Allegiance

Mayor Anderson gave a welcome to all in the audience, especially Boy Scout Troop 4079.

ROLL CALL: Mayor Mike Anderson, Councilmembers: Ted Meamber, Tony Splane, 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 August 7, 2007 Worksession)
- Finance
 - Claim Voucher #61151 to #61294 for \$598,481.96 (Voided Warrant #61152)
 - Payroll Warrants #40797 to #40898 for \$156,737.53
- Waiver of Fees – Community Center – NAMI Skagit – Misc. Sept-Dec 2007 Dates
- Waiver of Fees – Community Center – Sedro-Woolley Little League – Sept. 10, 2007
- Street Closure Request – Founders Day – Sept. 8, 2007 and Riverfront Park – Sept. 9, 2007
- Agreement – Fire & EMS and Joint Operation of Facilities with Fire Dist. No. 8

Councilmember Meamber moved to accept the Consent Calendar. Councilmember Lemley seconded. Motion carried (6-0).

Proclamation – United Way

Mayor Anderson read a proclamation which proclaimed the months of September, October and November, 2007 United Way Campaign months in Sedro-Woolley. The Mayor and City Council encourage everyone in the community to step forward with vigor and generosity to help your fellow man by volunteering and contributing financially to the United Way.

Public Comment

Ginger Cutler – owner of Gen-X Signs and Banners, 530 W. State St. and Jolt'n Java, 532 W. State St., addressed the Council regarding City staff comments regarding their business and the difficulty they have been having with regulations. She encouraged Council to independently investigate her concerns.

Mayor Anderson requested Cutler make an appointment to meet with him to discuss their issues.

Attorney Berg requested a correction of Ordinance 1581-07 High School Parking Ordinance be added to the agenda.

Presentation by Skagit County Health Dept. RE: Medical Reserve Corps

- a. Proclamation – Skagit County Medical Reserve Corps Week, August 25-31, 2007

Peter Browning of the Skagit County Health Department spoke regarding some of the programs that the Health Department oversees and hi-lighted the role of the Skagit County Medical Reserve Corps in the event of a disaster.

Mayor Anderson read a proclamation, proclaiming the week of August 25 – 31, 2007 and the fourth week of June annually as Skagit County Medical Reserve Corps Week in honor of the many dedicated volunteers willing to help their friends and neighbors in Skagit County in time of need.

UNFINISHED BUSINESS

City Hall Update

Attorney Berg reviewed the progress of the City Hall. He noted the second floor framing is continuing and that current photos of the project are available for review at the City website.

Berg requested Council action on a proposed contract with PSE for design of the planned underground revision to the pole in front of the new facility and a proposed scope and agreement with Northwest Information Services, Inc. for telecommunications assessment and alternatives.

He also reviewed pending issues to include the PSE pole and telecommunications as well as the generator and the FF & E budget which is still pending further review and discussion. Berg also reviewed design changes to the front of the building with under grounding the PSE pole.

Discussion ensued regarding changes to the front of the building. Consensus is to stay with the existing design. Discussion also ensued regarding location of the flag pole with consensus being to have it located at the main entrance to the building.

Councilmember Meamber moved to authorize the Mayor to sign the proposed project design agreement with PSE. Seconded by Councilmember Lemley. Motion carried (6-0).

Councilmember Galbraith moved to authorize the Mayor to sign a City-standard professional services agreement with Northwest Information Services Inc., in an amount not to exceed \$15,000.00. Councilmember Meamber seconded. Motion carried (6-0).

Building Department Report on Bingham Park Office Remodel

Planner Moore reported on the Council's request for the Building Department to inspect the Bingham Park Building for structural stability. He noted the inspection was conducted and the main concern was the foundation system or lack thereof within the building.

Attorney Berg reviewed the objective of the Parks Department to be more visible to the public and discussed remodeling the building vs. a new building. Discussion ensued regarding the concept of a recreational aspect to the Parks Department, cost estimations and percentage of floor joists needing replacement.

Nathan Salsenia – 694 Brickyard Blvd., addressed the Council. He noted the Parks Department did get a preliminary cost estimate for a new pole building which came in around \$40 - \$50,000 for a basic shell.

Stan Pawolicz – Bennett St., volunteer of the Food Bank and stated the building was in sad shape and discouraged Council from trying to rebuild the structure.

Ordinance – Adoption of the “Optional Municipal Code”, RCW 35A (Non-charter Code City)

Attorney Berg stated this action is a step in the process of becoming a non-charter code city. He noted the resolution was published in the Courier Times and the 90 days have elapsed with no public comment being received.

Councilmember Meamber moved to adopt the classification of a non-charter code City Ordinance No. 1582-07. Councilmember London seconded. Motion carried (6-0).

Attorney Berg reviewed for the audience the benefits of being a non-charter code city.

NEW BUSINESS

Annual Comprehensive Plan Update – Adolf Bucko Rezone Request

Councilmember Meamber recused himself due to a conflict of interest and left the Council bench.

Associate Planner Coleman reviewed the annual comprehensive plan update and the rezone request by property owner, Adolf W. Bucko. The request is to rezone a total of five parcels of property. Three parcels (totaling 9.46 acres) from Residential 7 (R-7) to Mixed Commercial and the other two parcels (totaling 15.38 acres) from R-7 to Residential-15 (R-15).

Coleman reviewed the time line of events regarding the rezone request and noted a public hearing was held before the Planning Commission on July 17, 2007. The Planning Commission recommended that the City Council not approve the proposed land-use amendment by a vote of 4-0. Coleman reviewed the reasons for Staff's recommendation and basis for the Commission's decision.

Marek Bucko – representing property owner Adolph Bucko addressed the Council and questioned some of the reasons stated within the staff report to include access, impact of change, benefit of a retirement home, impact to Brickyard Creek and the intentions of development.

Discussion ensued regarding conditional use permits for a retirement home, allowable uses for certain zones and public notification process.

Mayor Anderson opened the meeting for public comment.

Mary Barstow – 200 Hawthorne St., noted there are too many unknown's with what can possibly be developed. She stated she would not be opposed to a retirement center but does not welcome some of the other possible uses.

Ray Nelson – 632 Cook Road, noted his neutral status on any development but addressed the use of the right-of-way.

Patrick Moran – 588 Cook Road, addressed Council regarding the right-of-way and also expressed concern of another development like Klinger Estates. He stated he believes it to be an excellent spot for a City Park.

Marek Bucko – again to the podium spoke regarding Mr. Nelson's comments and confirmed that Mr. Nelson does mow the right of way strip along the subject property.

Dean Barstow – 200 Hawthorne St., questioned what type of contingency is planned for F & S Grade Road with all the proposed development. He also expressed concern for safety and traffic control.

Mayor Anderson closed the meeting to public comment.

Council discussion ensued to include existing development options for the R-7 zone and possible conditional use permit process for development.

Councilmember Galbraith moved to affirm the recommendation of the Planning Commission and deny the proposed 2007 Amendments to the Land-Use Map Comprehensive Plan which consists of one site specific Land-Use Map amendment. Seconded by Councilmember Lemley. Motion carried (5-0, Councilmember Meamber recused).

Councilmember Meamber returned to the Council bench at this time.

F&S Grade Road Alignment (Interlocal with the City of Anacortes & Scope/Task Order with Reichhart & Ebe for Construction Management Services)

Attorney Berg reviewed the F & S Grade Road Alignment project citing the length of time of the overall project and the changes within the area during that time. He addressed grants, grant extensions and the funding deadline. Berg also reviewed a meeting with WSDOT regarding the project area and a potential solution suggested by WSDOT which included a double round-a-bout. Berg presented Council with three options: 1) Give back the money 2) Build what has been designed or 3) Request more time to investigate the double round-a-bout.

Discussion ensued to include feasibility of a round-a-bout, intention of the original grant, time frame, options and choices, best use of traffic impact fees and the interlocal agreement with Anacortes.

Councilmember London moved to authorize the Mayor to sign the interlocal agreement with the City of Anacortes. Seconded by Councilmember Meamber. Motion carried (6-0).

Councilmember London moved to authorize the additional scope and task order with Reichhardt & Ebe Engineering, Inc. to provide construction management services for this project. Councilmember Colgan seconded. Motion carried (6-0).

Council consensus is to proceed with Option 3 to request more time to investigate the double round-a-bout.

Hwy 20 Sewer Improvement Bid Package

Attorney Berg reviewed information for the bid process for the Highway 20 Sewer Improvements. He discussed some pending revisions from the electrical engineer and noted significant changes in the vicinity of Holtcamp Road. The City is anticipating going to bid in September with an award date in November.

Councilmember Meamber moved to authorize the Highway 20 sewer project to go to bid. Councilmember Galbraith seconded. Motion carried (6-0).

Resolution – Authorizing Sedro-Woolley School District to use a portion of Nelson Street Right-of-Way to construct a fence

Attorney Berg reviewed the follow up request from the School District to utilize a portion of the City right-of-way in order to construct a fence on Nelson Street as discussed at previous meetings in conjunction with the parking permit ordinance.

Councilmember Galbraith moved to approve Resolution No. 754-07 A Resolution of the City Council of the City of Sedro-Woolley Authorizing the Sedro-Woolley School District to Utilize a Portion of the City Right-of-Way. Seconded by Councilmember Lemley seconded. Motion carried (6-0).

Resolution – Declaring certain property as surplus and authorizing its disposition

Councilmember Splane moved to approve Resolution No. 755-07 A Resolution of the City of Sedro-Woolley Declaring Certain Property as Surplus and Authorizing its Disposition. Seconded by Councilmember Colgan. Motion carried (6-0).

Amending Ordinance #1581-07 Residential Parking Permit Zones

Attorney Berg noted the amended Ordinance corrects an error which more area was included in the original ordinance than should have been included. Specifically the area on Third Street that is in front and adjacent to the school property.

Councilmember Lemley moved to accept Ordinance No. 1583-07 An Ordinance Amending Ordinance 1581-07 Regarding Permit Parking Zones. Councilmember Splane seconded. Motion carried (6-0).

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

Police Chief Wood – reported they are preparing to move within their building for the City Hall construction. He noted several of the Police Staff will be moving to the Fire Department and things will become very tight.

Fire Chief Klinger – announced the resignation of Fireman Derrick Youngquist. He noted because of the previous vacancy of Mike Ellis and Youngquist's resignation they will be hiring two firemen. The positions will be filled with provisional employees in order to give review time and until the process is finished.

Attorney Berg – reminded Council of the upcoming September 4th worksession beginning at 5:00 P.M. He also reported the Senior Center roof project will start next week. He requested Council approve an out of state travel request for Debbie Allen of the Sewer

Department for training on security of Sewer plants in New Orleans. Berg stated the training is being paid for by grant dollars.

Councilmember Colgan moved to authorize Debbie Allen to go to New Orleans. Seconded by Councilmember Galbraith. Motion carried (6-0).

Berg thanked the Councilmembers who attended the Wednesday night session regarding the University of Washington Campus North.

Clerk/Treasurer Nelson – announced the arrival of the State Auditors for the 2006 audit. She pointed out invitations to each Councilmember to the entrance conference. She also noted the Stormwater utility accounts are currently being set up in time for the next billing and letters have been sent to all commercial, industrial and public use customer informing them of their options for billing.

Councilmember Lemley – thanks the Street Department for repairing Warner Street.

Councilmember Colgan – thanked the Police Department for the placement of the radar sign on State Street.

Councilmember Meamber – questioned the status of the Harry Osborne Park.

Nathan Salsenia noted the project was being done by the Lions Club and they ran into some funding issues.

Mayor Anderson thanked Chief Klinger for his cooperation with the Police Department in solving the temporary space issues at the Public Safety Building.

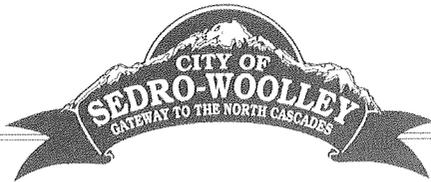
EXECUTIVE SESSION

The meeting adjourned to Executive Session at 9:35 P.M. for the purpose of personnel, litigation and real estate with a possible decision for approximately 30 minutes.

The meeting reconvened at 10:00 P.M.

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

The meeting adjourned at 10:01 P.M.



DATE: September 12, 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 September 12, 2007.

Motion to approve Claim Vouchers #61295 to #61425 in the amount of \$762,600.21. (Voided Warrant #61393 & #61426-#61432)

Motion to approve Payroll Warrants #40899 to #40999 in the amount of \$214,028.15.

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
 SORTED TRANSACTION WARRANT REGISTER
 09/07/2007 (Printed 09/07/2007 13:07)

PAGE 1

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
61295	SEDRO-WOOLLEY POSTMASTER	POSTAGE	SWR	342.58
		POSTAGE	SAN	342.58
		WARRANT TOTAL		685.16
61296	ABOVE ALL GUTTER SYSTEMS	REPAIRS/MAINT-COMM CENTER	PL	1,433.38
		WARRANT TOTAL		1,433.38
61297	ADVANCE TRAVEL	TRAVEL	PD	36.00
		WARRANT TOTAL		36.00
61298	ALL AMERICAN ELECTRIC INC	REPAIRS/MAINT-SENIOR CENTER	PL	75.60
		WARRANT TOTAL		75.60
61299	ALLELUJAH BUSINESS SYSTEMS	SUPPLIES	FIN	11.34
		WARRANT TOTAL		11.34
61300	A.S.A.P. SIGN & DESIGN	SOLIDS HANDLING	SWR	155.52
		WARRANT TOTAL		155.52
61301	ASSOC PETROLEUM PRODUCTS	AUTO FUEL	CS	31.21
		AUTO FUEL	CS	44.62
		AUTO FUEL	CS	45.51
		AUTO FUEL	PD	1,091.88
		AUTO FUEL/DIESEL	FD	415.86
		OPERATING SUPPLIES	PL	104.55
		VEHICLE FUEL / DIESEL		575.00
		VEHICLE FUEL / DIESEL		175.01
		VEHICLE FUEL / DIESEL		71.26
		AUTO FUEL/DIESEL	SWR	297.11
		AUTO FUEL/DIESEL	SAN	1,592.24
		WARRANT TOTAL		4,444.25
61302	AT & T	TELEPHONE	JUD	1.32
		TELEPHONE	FIN	28.87
		TELEPHONE	LGL	55.32
		TELEPHONE	PLN	21.07
		TELEPHONE	ENG	11.85
		TELEPHONE	INSP	15.82
		TELEPHONE	SWR	9.36
		WARRANT TOTAL		143.61
61303	AVAYA INC	REPAIRS & MAINTENANCE	PD	561.31
		REPAIRS/MAINT-EQUIP	FD	561.30
		WARRANT TOTAL		1,122.61
61304	BANK OF AMERICA	MISC-TUITION/REGISTRATION	FIN	75.00
		MISC-TUITION/REGISTRATION	PLN	355.00
		MISC-TUITION/REGISTRATION	PLN	260.00
		TRAVEL	PD	112.37
		OPERATING SUPPLIES	SAN	34.92
		OPERATING SUPPLIES	SAN	130.30
		CONTAINERS	SAN	212.25

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		WARRANT TOTAL		1,179.84
61305	BANK OF AMERICA	MEALS/TRAVEL	EXE	34.16
		MEALS/TRAVEL	EXE	102.78
		MEALS/TRAVEL	EXE	89.51
		MEALS/TRAVEL	EXE	92.08
		MEALS/TRAVEL	EXE	21.76
		MEALS/TRAVEL	EXE	42.56
		WARRANT TOTAL		382.85
61306	BANK OF AMERICA	SMALL TOOLS & MINOR EQUIP	FD	98.99
		REPAIRS/MAINT-EQUIP	FD	366.11
		WARRANT TOTAL		465.10
61307	BAY CITY SUPPLY	OPERATING SUPPLIES	CS	142.14
		OFFICE/OPERATING SUPPLIES	PD	54.55
		OFFICE/OPERATING SUPPLIES	PD	11.10
		OPERATING SUPPLIES	FD	54.55
		OPERATING SUPPLIES	FD	11.10
		OPERATING SUPPLIES	PL	64.15
		OPERATING SUPPLIES	PL	76.96
		OPERATING SUPPLIES	PL	270.93
		OPERATING SUPPLIES	PL	58.69
		OPERATING SUPPLIES	SWR	117.46
		OPERATING SUPPLIES	SAN	357.45
		WARRANT TOTAL		1,219.08
61308	BIGGAR, ROB DBA	PROFESSIONAL SERVICES	SWR	1,452.00
		WARRANT TOTAL		1,452.00
61309	BLUNT, TAMARA	TRAVEL	PD	6.48
		WARRANT TOTAL		6.48
61310	BOARD FOR VOLUNTEER	PENSION-VOLUNTEER FIREMEN	FD	130.00
		WARRANT TOTAL		130.00
61311	BOULDER PARK, INC	SOLIDS HANDLING	SWR	3,772.27
		WARRANT TOTAL		3,772.27
61312	BROWN & COLE STORES	OFFICE/OPERATING SUPPLIES	PD	6.75
		WARRANT TOTAL		6.75
61313	CALIX ROOFING	MAINTENANCE OF BUILDINGS	SWR	324.00
		WARRANT TOTAL		324.00
61314	CARLETTI ARCHITECTS P.S.	ARCHITECT & ENGINEERING	CH	9,442.10
		WARRANT TOTAL		9,442.10
61315	CENTRAL WELDING SUPPLY	OPERATING SUPPLIES	SAN	139.58
		WARRANT TOTAL		139.58
61316	CHAMPLAIN PLAN PRESS INC	SUPPLIES/BOOKS	PLN	74.00

CITY OF SEDRO-WOOLLEY
 SORTED TRANSACTION WARRANT REGISTER
 09/07/2007 (Printed 09/07/2007 13:07)

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		WARRANT TOTAL		74.00
61317	CINTAS CORPORATION #460	UNIFORMS	FD	69.16
		UNIFORMS	FD	69.16
		UNIFORMS	FD	211.19
		WARRANT TOTAL		349.51
61318	COASTAL WEAR PRODUCTS	OP. SUPPLIES - ST CLEANING	PL	665.95
		WARRANT TOTAL		665.95
61319	COLLINS OFFICE SUPPLY, INC	SUPPLIES	JUD	80.88
		SUPPLIES	FIN	12.95
		SUPPLIES	FIN	78.57
		SUPPLIES	FIN	25.01
		OFFICE SUPPLIES	LGL	61.69
		SUPPLIES/BOOKS	PLN	6.31
		SUPPLIES/BOOKS	PLN	2.52
		SUPPLIES	ENG	6.32
		SUPPLIES	ENG	2.51
		OFFICE SUPPLIES	FD	91.78
		OFF/OPER SUPPS & BOOKS	INSP	6.31
		OFF/OPER SUPPS & BOOKS	INSP	2.52
		WARRANT TOTAL		377.37
61320	COLACURCIO BROTHERS, INC.	CONSTRUCTION	CH	348,075.01
		WARRANT TOTAL		348,075.01
61321	CONCRETE NOR'WEST, INC.	MAINTENANCE CONTRACTS	SWR	419.36
		WARRANT TOTAL		419.36
61322	COSTECK, RON	ASSOCIATE'S FEES	JUD	150.00
		WARRANT TOTAL		150.00
61323	COUNTRYSIDE CHEVROLET	REPAIR & MAINT - AUTO	PD	39.58
		WARRANT TOTAL		39.58
61324	SKAGIT WEEKLY NEWS GROUP	SUPPLIES	FIN	334.80
		SUPPLIES	FIN	370.44
		WARRANT TOTAL		705.24
61325	CRAWFORD GARAGE DOORS INC	HEALTH CLUB	FD	617.76
		WARRANT TOTAL		617.76
61326	CRYSTAL SPRINGS	OPERATING SUPPLIES	SAN	49.90
		WARRANT TOTAL		49.90
61327	CUES	MAINTENANCE OF LINES	SWR	152.88
		MAINTENANCE OF LINES	SWR	111.76
		MAINTENANCE OF LINES	SWR	292.49
		WARRANT TOTAL		557.13
61328	CUSTOM EMBROIDERY	PROFES. SVCS. REIMBURSE	ENG	1,524.53

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		WARRANT TOTAL		1,524.53
61329	DALCO, INC	OPERATING SUPPLIES	SAN	254.71
		WARRANT TOTAL		254.71
61330	DAVID EVANS & ASSOC INC	ENGINEERING-SKAGIT LIGHT	AST	5,902.97
		WARRANT TOTAL		5,902.97
61331	DESTINATION WIRELESS	REPAIRS & MAINTENANCE	PD	37.80
		REPAIRS & MAINTENANCE	PD	21.60
		REPAIRS/MAINT - EQUIP	PL	16.20
		OPERATING SUPPLIES	SAN	32.39
		OPERATING SUPPLIES	SAN	16.19
		WARRANT TOTAL		124.18
61332	E & E LUMBER	OPERATING SUPPLIES	PL	38.36
		OPERATING SUPPLIES	PL	93.60
		OPERATING SUPPLIES	PL	94.31
		OP. SUPPLIES - TRAFFIC	PL	31.10
		REPAIRS/MAINT - EQUIP	PL	1.93
		REPAIRS/MAINT - EQUIP	PL	16.28
		REPAIRS/MAINT - EQUIP	PL	9.49
		REPAIRS/MAINT-CAMPGROUND	PL	5.76
		REPAIRS/MAINT-CAMPGROUND	PL	2.82
		REPAIRS/MAINT-SIDEWALKS (REET)		51.88
		REPAIRS/MAINT-HHS	PL	47.41
		MAINTENANCE OF BUILDINGS	SWR	47.30
		OPERATING SUPPLIES	SWR	6.26
		OPERATING SUPPLIES	SWR	19.41
		OPERATING SUPPLIES	SWR	13.54
		OPERATING SUPPLIES	SWR	39.91
		OPERATING SUPPLIES	SAN	10.55
		OPERATING SUPPLIES	SAN	24.33
		SMALL TOOLS & MINOR EQUIP	SAN	179.81
		WARRANT TOTAL		734.05
61333	EASLEY GARAGE DOORS	REPAIRS/MAINT - EQUIP	PL	54.00
		WARRANT TOTAL		54.00
61334	EDGE ANALYTICAL, INC.	PROFESSIONAL SERVICES	SWR	614.00
		WARRANT TOTAL		614.00
61335	EMERGENCY MEDICAL	OPERATING SUPPLIES	FD	298.45
		OPERATING SUPPLIES	FD	40.50
		SUPPLIES & BOOKS	FD	52.99
		WARRANT TOTAL		391.94
61336	FEI #3023	MAINT OF GENERAL EQUIP	SWR	17.24
		WARRANT TOTAL		17.24
61337	FIDALGO NETWORKING	TELEPHONE	SAN	55.00
		WARRANT TOTAL		55.00

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
61338	FLOYD, WINNIE	OFFICE/OPERATING SUPPLIES	PD	17.98
		WARRANT TOTAL		17.98
61339	GLENN B. ALLEN AWARDS	OPERATING SUPPLIES	FD	40.50
		WARRANT TOTAL		40.50
61340	GEN-X SIGNS & BANNERS	OPERATING SUPPLIES	SWR	168.48
		CONTAINERS	SAN	43.20
		WARRANT TOTAL		211.68
61341	GRANITE HOLDINGS, LLC	BUILDING RENT - GOLF	PL	200.00
		WARRANT TOTAL		200.00
61342	GRAINGER PARTS	OPERATING SUPPLIES	FD	31.84
		WARRANT TOTAL		31.84
61343	GREAT AMERICA LEASING COR	EQUIPMENT LEASES	CS	269.89
		EQUIPMENT LEASES	CS	308.99
		WARRANT TOTAL		578.88
61344	H.B. JAEGER CO. LLC	MAINTENANCE OF LINES	SWR	440.04
		MAINTENANCE OF LINES	SWR	55.95
		MAINTENANCE OF LINES	SWR	3.51
		WARRANT TOTAL		499.50
61345	HAYDEN, PATRICK	PROFESSIONAL SERVICES	LGL	150.00
		WARRANT TOTAL		150.00
61346	HEINEMANN LIBRARY	BOOKS, PERIOD, RECORDS	LIB	1,007.41
		WARRANT TOTAL		1,007.41
61347	HONEY BUCKET	OPERATING SUPPLIES	PL	72.70
		OP. SUPPLIES - GOLF	PL	103.34
		WARRANT TOTAL		176.04
61348	INGRAM LIBRARY SERVICES	BOOKS, PERIOD, RECORDS	LIB	14.49
		BOOKS, PERIOD, RECORDS	LIB	34.16
		BOOKS, PERIOD, RECORDS	LIB	11.23
		BOOKS, PERIOD, RECORDS	LIB	18.23
		BOOKS, PERIOD, RECORDS	LIB	16.42
		BOOKS, PERIOD, RECORDS	LIB	21.94
		BOOKS, PERIOD, RECORDS	LIB	15.89
		BOOKS, PERIOD, RECORDS	LIB	593.32
		BOOKS, PERIOD, RECORDS	LIB	94.72
		BOOKS, PERIOD, RECORDS	LIB	35.50
		BOOKS, PERIOD, RECORDS	LIB	36.33
		BOOKS, PERIOD, RECORDS	LIB	22.59
		BOOKS, PERIOD, RECORDS	LIB	5.16
		BOOKS, PERIOD, RECORDS	LIB	24.58
		BOOKS, PERIOD, RECORDS	LIB	17.64
		BOOKS, PERIOD, RECORDS	LIB	22.90
		BOOKS, PERIOD, RECORDS	LIB	47.00

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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		WARRANT TOTAL		1,032.10
61349	INSITUFORM	OTHER IMPROVEMENTS	SWR	140,095.45
		WARRANT TOTAL		140,095.45
61350	JACOBS, LEO	MEALS/TRAVEL	SAN	24.65
		WARRANT TOTAL		24.65
61351	KPFF CONSULTING ENGINEERS	ENGINEERING-RHODES RD	AST	1,825.53
		WARRANT TOTAL		1,825.53
61352	KROESEN'S INC.	UNIFORMS	FD	8.44
		WARRANT TOTAL		8.44
61353	L N CURTIS & SONS	OPERATING SUPPLIES	FD	1,886.92
		WARRANT TOTAL		1,886.92
61354	LANGUAGE EXCH. INC. (THE)	LANGUAGE INTERPRETER	JUD	300.00
		WARRANT TOTAL		300.00
61355	LARRYS AUTO & TRUCK PARTS	SOLID WASTE DISPOSAL	SAN	246.00
		SOLID WASTE DISPOSAL	SAN	281.50
		WARRANT TOTAL		527.50
61356	LIBRARY CORPORATION (THE)	SUPPLIES	LIB	196.56
		WARRANT TOTAL		196.56
61357	LIBRARY JOURNAL	BOOKS, PERIOD, RECORDS	LIB	149.99
		WARRANT TOTAL		149.99
61358	LOGGERS AND CONTRACTORS	MAINTENANCE OF LINES	SWR	3.96
		MAINT OF GENERAL EQUIP	SWR	16.32
		OPERATING SUPPLIES	SWR	60.65
		REPAIRS/MAINT-EQUIP	SAN	72.76
		WARRANT TOTAL		153.69
61359	MSB ENTERPRISES INC.	OP. SUPPLIES - GOLF	PL	847.18
		WARRANT TOTAL		847.18
61360	MELTON, NEWELL R.	CLOTHING	PL	97.17
		WARRANT TOTAL		97.17
61361	MORTENSON SIGNS	MAINTENANCE OF VEHICLES	SWR	110.16
		WARRANT TOTAL		110.16
61362	NATIONAL HOSE TESTING	REPAIRS/MAINT-EQUIP	FD	2,237.00
		WARRANT TOTAL		2,237.00
61363	NEXTEL COMMUNICATIONS	TELEPHONE	FIN	115.40
		TELEPHONE	LGL	28.84
		TELEPHONE	PLN	57.68
		NEXTEL CELL PHONES		57.70

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		TELEPHONE	PD	490.28
		TELEPHONE	FD	201.88
		TELEPHONE	INSP	28.84
		TELEPHONE	PL	490.28
		NEXTEL CELL PHONES		288.50
		NEXTEL CELL PHONES	SAN	144.20
		WARRANT TOTAL		1,903.60
61364	OASYS	SOLID WASTE DISPOSAL	SAN	1,019.95
		WARRANT TOTAL		1,019.95
61365	OFFICE DEPOT	SUPPLIES	FIN	45.40
		SUPPLIES	FIN	145.42
		OFFICE/OPERATING SUPPLIES	PD	46.19
		SUPPLIES	LIB	251.42
		SUPPLIES	LIB	217.79
		SUPPLIES	LIB	13.05
		OP. SUPPLIES - GOLF	PL	3.50
		OFFICE SUPPLIES / POSTAGE	PL	27.00
		OFFICE SUPPLIES	SAN	7.79
		WARRANT TOTAL		757.56
61366	OLIVER-HAMMER CLOTHES	CLOTHING	SWR	66.92
		CLOTHING	SAN	47.52
		CLOTHING	SAN	30.22
		WARRANT TOTAL		144.66
61367	OVERALL LAUNDRY SERV INC	LAUNDRY	CS	27.19
		MISC-LAUNDRY	PL	49.04
		MISC-LAUNDRY	PL	21.24
		MISC-LAUNDRY	PL	17.34
		MISC-LAUNDRY	PL	15.12
		MISC-LAUNDRY	PL	17.96
		MISC-LAUNDRY	PL	49.04
		LAUNDRY	SWR	26.96
		LAUNDRY	SWR	19.40
		LAUNDRY	SWR	26.96
		WARRANT TOTAL		270.25
61368	OTAK	PROFESSIONAL SERVICES	ENG	4,746.50
		WARRANT TOTAL		4,746.50
61369	OUTWEST UNLIMITED	PROFESSIONAL SERVICES	PL	140.00
		WARRANT TOTAL		140.00
61370	PAPE MACHINERY	REPAIRS/MAINT - EQUIP	PL	18.12
		REPAIRS/MAINT - EQUIP	PL	2.19
		WARRANT TOTAL		20.31
61371	PAPER DIRECT INC	SUPPLIES	LIB	123.88
		WARRANT TOTAL		123.88

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
61372	PAT RIMMER TIRE CTR, INC	REPAIR & MAINT - AUTO	PD	176.04
		WARRANT TOTAL		176.04
61373	PETROCARD	VEHICLE FUEL / DIESEL		497.52
		WARRANT TOTAL		497.52
61374	PETERSON, DEBRA	MISC-TUITION/REGISTRATION	LIB	48.51
		WARRANT TOTAL		48.51
61375	PETTY CASH-DEBRA PETERSON	SUPPLIES	LIB	16.87
		MISC-SUMMER READ PROGRAM	LIB	30.87
		BOOKS, PERIOD, RECORDS	LIB	15.10
		WARRANT TOTAL		62.84
61376	POLK DIRECTORIES	BOOKS, PERIOD, RECORDS	LIB	308.50
		WARRANT TOTAL		308.50
61377	PRINTWISE, INC.	REPAIRS/MAINT - EQUIP	PL	222.84
		MAINTENANCE OF VEHICLES	SWR	222.84
		REPAIRS/MAINT-EQUIP	SAN	222.84
		WARRANT TOTAL		668.52
61378	PSYCHOLOGY TODAY	BOOKS, PERIOD, RECORDS	LIB	19.92
		WARRANT TOTAL		19.92
61379	PUBLIC UTILITY DIS. NO.1	PUBLIC UTILITIES	CS	41.70
		PUBLIC UTILITIES	CS	36.40
		PUBLIC UTILITIES	FD	156.05
		PUBLIC UTILITIES	LIB	20.75
		PUBLIC UTILITIES	PL	246.10
		PUBLIC UTIL - CAMPGROUND	PL	1,359.80
		PUBLIC UTIL - HHS	PL	94.70
		PUBLIC UTILITIES	SWR	185.05
		PUBLIC UTILITIES	SAN	36.40
		WARRANT TOTAL		2,176.95
61380	PUGET SOUND ENERGY	PUBLIC UTILITIES	CS	714.02
		PUB UTILITIES-MALL	CS	7.23
		PUB UTILITIES-MALL	CS	21.52
		PS - Stormwater		49.59
		PUBLIC UTILITIES	FD	1,088.66
		PUBLIC UTILITIES	LIB	261.86
		ADVERTISING	HOT	29.59
		PUBLIC UTILITIES	PL	38.75
		PUBLIC UTILITIES	PL	151.37
		PUBLIC UTIL - STREETLIGHTS	PL	56.36
		PUBLIC UTIL - STREETLIGHTS	PL	6,910.40
		PUBLIC UTIL - CAMPGROUND	PL	537.35
		PUBLIC UTIL - COMM CENTER	PL	98.64
		PUBLIC UTIL - SENIOR CENTER	PL	246.37
		PUBLIC UTIL - TRAIN	PL	53.63
		PUBLIC UTIL - HHS	PL	191.85

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		PUBLIC UTILITIES - GOLF PL	79.49
		PUBLIC UTILITIES SWR	7,206.59
		PUBLIC UTILITIES SWR	100.93
		PUBLIC UTILITIES SAN	72.53
		WARRANT TOTAL	17,916.73
61381	PUGET SOUND LEASING CO. INC	PUBLIC UTILITIES PL	8.70
		PUBLIC UTIL - CAMPGROUND PL	16.63
		PUBLIC UTIL - COMM CENTER PL	32.75
		PUBLIC UTIL - SENIOR CENTER PL	136.24
		PUBLIC UTILITIES SWR	150.76
		WARRANT TOTAL	345.08
61382	PURCHASE POWER	POSTAGE PD	240.49
		POSTAGE FD	240.49
		WARRANT TOTAL	480.98
61383	QUIRING MONUMENTS, INC.	LINERS PL	75.00
		WARRANT TOTAL	75.00
61384	R & D SUPPLY, INC.	MAINTENANCE OF LINES SWR	1,450.70
		WARRANT TOTAL	1,450.70
61385	RAM CONSTRUCTION	CONSTRUCTION-TOWNSHIP LINE PWT	86,236.90
		CONSTRUCTION-TOWNSHIP LINE PWT	15,932.76
		WARRANT TOTAL	102,169.66
61386	REICHHARDT & EBE ENG, INC	PROFESSIONAL SERVICES ENG	1,400.25
		PROFESSIONAL SERVICES ENG	379.17
		PROFESSIONAL SERVICES ENG	3,163.54
		PROFESSIONAL SERVICES ENG	4,751.88
		PROFES. SVCS. REIMBURSE ENG	66.87
		PROFES. SVCS. REIMBURSE ENG	1,518.75
		ROADWAY - CRACK SEAL ART	1,964.16
		REPAIRS/MAINT-SIDEWALKS (REET)	2,214.98
		ENGINEERING - METCALF LINE PWT	1,766.18
		ENGINEERING-TOWNSHIP LINE PWT	2,259.90
		PROF SVS-ENGINEERING SWR	477.30
		PROF SVS-ENGINEERING SWR	2,792.02
		PROF SVS-ENGINEERING SWR	47.40
		PROF SVS-ENGINEERING SWR	267.45
		PROF SVS-ENGINEERING SWR	66.51
		PROF SVS-ENGINEERING SWR	921.23
		PROF SVS-ENGINEERING SWR	4,349.30
		WARRANT TOTAL	28,406.89
61387	RELIABLE (OFFICE SUPPLY)	OFFICE/OPERATING SUPPLIES PD	314.52
		OFFICE SUPPLIES FD	17.98
		WARRANT TOTAL	332.50
61388	RINKER MATERIALS	REPAIRS/MAINT-STREETS PL	484.58
		CONTRACTED OVERLAY PL	1,980.53

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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		CONTRACTED OVERLAY	PL	3,562.27
		CONTRACTED OVERLAY	PL	8,026.40
		CONTRACTED OVERLAY	PL	2,631.19
		WARRANT TOTAL		16,684.97
61389	RODDA PAINT CO.	OPERATING SUPPLIES	SAN	64.75
		WARRANT TOTAL		64.75
61390	SAFETY VISION	REPAIRS/MAINT-EQUIP	SAN	681.24
		WARRANT TOTAL		681.24
61391	SCADA & CONTROLS ENGINEERING INC	PROFESSIONAL SERVICES	SWR	3,026.00
		WARRANT TOTAL		3,026.00
61392	SCIENTIFIC SUPPLY	MAINT OF GENERAL EQUIP	SWR	418.30
		OPERATING SUPPLIES	SWR	89.57
		OPERATING SUPPLIES	SWR	96.50
		OPERATING SUPPLIES	SWR	35.55
		OPERATING SUPPLIES	SWR	221.77
		WARRANT TOTAL		25.09
61394	SEDRO-WOOLLEY AUTO PARTS	OPERATING SUPPLIES	PL	15.65
		OPERATING SUPPLIES	SWR	42.12
		REPAIRS/MAINT-EQUIP	SAN	79.25
		REPAIRS/MAINT-EQUIP	SAN	16.33
		WARRANT TOTAL		153.35
61395	SEDRO-WOOLLEY POSTMASTER	POSTAGE	LIB	82.00
		WARRANT TOTAL		82.00
61396	SEDRO-WOOLLEY VOLUNTEER	SALARIES-VOLUNTEERS	FD	11,409.00
		WARRANT TOTAL		11,409.00
61397	SIRCHIE FINGER PRINT	OFFICE/OPERATING SUPPLIES	PD	223.86
		WARRANT TOTAL		223.86
61398	SKAGIT COUNTY TREASURER	CRIME VCTM & WITNSS PROG	LGL	153.12
		WARRANT TOTAL		153.12
61399	SKAGIT FARMERS SUPPLY	OPERATING SUPPLIES	SWR	42.98
		WARRANT TOTAL		42.98
61400	SKAGIT HYDRAULICS, INC.	REPAIRS/MAINT - EQUIP	PL	490.56
		REPAIRS/MAINT-EQUIP	SAN	83.61
		WARRANT TOTAL		574.17
61401	SKAGIT READY MIX, INC.	REPAIRS/MAINT - EQUIP	PL	69.93
		MAINTENANCE OF BUILDINGS	SWR	766.80
		MAINTENANCE OF BUILDINGS	SWR	766.80
		WARRANT TOTAL		1,603.53
61402	SKAGIT RIVER STEEL	CONTAINERS	SAN	701.62

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		WARRANT TOTAL		701.62
61403	SKAGIT VALLEY PUBLISHING	LEGAL PUBLICATIONS	LGS	22.80
		WARRANT TOTAL		22.80
61404	SOLID WASTE SYSTEMS, INC.	CONTAINERS	SAN	2,229.45
		WARRANT TOTAL		2,229.45
61405	SPARKLE SHOP LAUNDRIES	MISC-LAUNDRY	FD	2.97
		WARRANT TOTAL		2.97
61406	SPRINT	TELEPHONE	FD	61.32
		WARRANT TOTAL		61.32
61407	SUMMIT LAW GROUP	PROFESSIONAL SERVICES	PD	318.00
		WARRANT TOTAL		318.00
61408	SUNDOWNER KUSTOM KLEANING	REPAIR & MAINTENANCE	CS	125.00
		WARRANT TOTAL		125.00
61409	TIFFANY, ROBERT L.	PROFESSIONAL SERVICES	JUD	7.77
		PROFESSIONAL SERVICES	FIN	101.01
		PROFESSIONAL SERVICES	LGL	7.77
		PROFESSIONAL SERVICES	PLN	19.43
		PROFESSIONAL SERVICES	ENG	15.56
		PROFESSIONAL SERVICES	PD	155.40
		PROFESSIONAL SERVICES	FD	31.08
		PROFESSIONAL SERVICES	INSP	11.66
		PROFESSIONAL SERVICES	LIB	46.62
		PROFESSIONAL SERVICES	PL	77.70
		PROFESSIONAL SERVICES	SWR	62.16
		PROFESSIONAL SERVICES	SAN	38.84
		WARRANT TOTAL		575.00
61410	TOMAHAWK LIVE TRAP CO.	OPERATING SUPPLIES	PD	161.58
		WARRANT TOTAL		161.58
61411	TORGGY'S CUSTOM	REPAIRS/MAINT - EQUIP	PL	449.90
		MAINTENANCE OF VEHICLES	SWR	415.28
		MAINTENANCE OF VEHICLES	SWR	449.90
		WARRANT TOTAL		1,315.08
61412	TRUE VALUE	REPAIR & MAINTENANCE	CS	9.70
		REPAIR & MAINTENANCE	CS	43.16
		OFFICE/OPERATING SUPPLIES	PD	14.03
		OPERATING SUPPLIES	FD	7.01
		OPERATING SUPPLIES	PL	74.02
		OPERATING SUPPLIES	PL	4.09
		OP. SUPPLIES - GOLF	PL	3.01
		SMALL TOOL & MINOR EQUIP	PL	18.35
		REPAIRS/MAINT - EQUIP	PL	99.72
		REPAIRS/MAINT - EQUIP	PL	9.71

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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		REPAIRS/MAINT-CAMPGROUND	PL	2.96
		REPAIRS/MAINT-HHS	PL	51.19
		REPAIRS/MAINT-HHS	PL	37.78
		OPERATING SUPPLIES	SWR	142.95
		OPERATING SUPPLIES	SWR	14.76
		OPERATING SUPPLIES	SWR	78.83
		OPERATING SUPPLIES	SWR	60.47
		REPAIRS/MAINT-BUILDING	SAN	58.48
		WARRANT TOTAL		730.22
61413	UNIVAR USA INC	OP SUPPLIES-CHEMICALS	SWR	1,434.22
		OP SUPPLIES-CHEMICALS	SWR	440.67
		OP SUPPLIES-CHEMICALS	SWR	58.22
		WARRANT TOTAL		1,816.67
61414	VOYA	BOOKS, PERIOD, RECORDS	LIB	55.00
		WARRANT TOTAL		55.00
61415	VALLEY AUTO SUPPLY	MAINTENANCE OF LINES	SWR	74.84
		REPAIRS/MAINT-EQUIP	SAN	5.39
		REPAIRS/MAINT-EQUIP	SAN	655.56
		REPAIRS/MAINT-EQUIP	SAN	655.56
		REPAIRS/MAINT-EQUIP	SAN	71.27
		SMALL TOOLS & MINOR EQUIP	SAN	58.84
		WARRANT TOTAL		1,521.46
61416	VERIZON NORTHWEST	TELEPHONE	JUD	67.75
		TELEPHONE	FIN	61.07
		TELEPHONE	PD	81.01
		TELEPHONE	PD	239.95
		TELEPHONE	LIB	392.35
		TELEPHONE	PL	314.33
		TELEPHONE	SWR	416.91
		TELEPHONE	SWR	91.70
		TELEPHONE	SAN	190.63
		WARRANT TOTAL		1,855.70
61417	VISTEN, LESLIE	RETIRED MEDICAL	PD	102.00
		WARRANT TOTAL		102.00
61418	WA CITY PLANN DIRECTORS	MISC-TUITION/REGISTRATION	PLN	250.00
		WARRANT TOTAL		250.00
61419	WA ST OFF OF TREASURER	STATE REMITTANCES-COURT		7,859.06
		WARRANT TOTAL		7,859.06
61420	WELCH, DAVID	TRAVEL	PD	21.34
		WARRANT TOTAL		21.34
61421	WIZTRONICS, INC	REPAIRS/MAINT - EQUIP	PL	506.22
		MAINTENANCE OF VEHICLES	SWR	1,012.46
		WARRANT TOTAL		1,518.68

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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
61422	WOOD'S LOGGING SUPPLY INC	POSTAGE	FD	7.80
		POSTAGE	FD	7.32
		OPERATING SUPPLIES	PL	17.17
		OPERATING SUPPLIES	PL	74.47
		REPAIRS/MAINT - EQUIP	PL	59.78
		MAINTENANCE OF LINES	SWR	51.49
		MAINTENANCE OF LINES	SWR	212.73
		OPERATING SUPPLIES	SWR	40.12
		WARRANT TOTAL		470.88
61423	TOP, DAVID	PS - Stormwater		225.81
		WARRANT TOTAL		225.81
61424	FREIBERGER, MARK	MEALS/TRAVEL	EXE	376.04
		WARRANT TOTAL		376.04
61425	SORSDAL, HEATHER	TUITION/REGISTRATION	PD	510.30
		WARRANT TOTAL		510.30
		RUN TOTAL		762,600.21

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FUND	TITLE	AMOUNT
001	CURRENT EXPENSE FUND	57,628.31
104	ARTERIAL STREET FUND	9,692.66
105	LIBRARY FUND	4,290.55
108	STADIUM FUND	29.59
110	PUBLIC LANDS 110	38,536.82
331	CITY HALL CONST FUND	357,517.11
332	PWTF SEWER CONSTRUCTION FUND	106,195.74
401	SEWER FUND	177,436.85
412	SOLID WASTE FUND	11,272.58
TOTAL		762,600.21

DEPARTMENT	AMOUNT
001 000 000	7,859.06
001 000 011	22.80
001 000 012	607.72
001 000 013	758.89
001 000 014	1,405.28
001 000 015	456.74
001 000 018	1,868.28
001 000 019	1,046.01
001 000 020	17,920.83
001 000 021	5,092.39
001 000 022	20,525.16
001 000 024	65.15
FUND CURRENT EXPENSE FUND	57,628.31
104 000 042	9,692.66
FUND ARTERIAL STREET FUND	9,692.66
105 000 072	4,290.55
FUND LIBRARY FUND	4,290.55
108 000 019	29.59
FUND STADIUM FUND	29.59
110 000 042	38,536.82
FUND PUBLIC LANDS	110 38,536.82
331 000 012	357,517.11
FUND CITY HALL CONST FUND	357,517.11
332 000 082	106,195.74
FUND PWTF SEWER CONSTRUCTION FUND	106,195.74
401 000 035	177,436.85
FUND SEWER FUND	177,436.85
412 000 037	11,272.58
FUND SOLID WASTE FUND	11,272.58
TOTAL	762,600.21

Boy Scouts of America
Pack 67
Sedro-Woolley, Wa.

CITY COUNCIL AGENDA
REGULAR MEETING

SEP 12 2007

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

Dear Mayor Anderson & Council Members,

Please accept our request for a reduced fee to use the covered area at Riverfront Park.

We are planning a Boy Scout Picnic and Awards celebration on Thursday, June 19, 2008 @ 6pm.

Thank-you

Respectfully submitted,


Dianne Brown
Treasurer
Pack 67

large shelter



City of Sedro-Woolley Fire Department

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

(360) 855-2252 • Fax (360) 855-0196

DATE: September 5, 2007
TO: Mayor Anderson and City Council
FROM: Dean Klinger, Chief
SUBJECT: 2007 EMS Disposable Supply Inter-Local

CITY COUNCIL AGENDA
REGULAR MEETING
SEP 12 2007
7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 34

Situation:

Every year the Skagit County EMS Council reimburses the Fire Departments throughout the County for disposable supplies that we use on medical calls. This year they are once again asking us to enter into an inter-local agreement for the reimbursement.

Recommended Action:

Staff recommends that the City Council authorize the Mayor to enter into an "Interlocal agreement for Disposable Supply Reimbursement ", with Skagit County EMS Commission.



Skagit County EMS Commission • 2911 E. College Way, Suite C • Mount Vernon, WA 98273-8909
Phone: 360.428.3230 • Fax: 360.428.3235 • email@skagitems.com • www.skagitems.com

INTERLOCAL AGREEMENT BETWEEN

**SKAGIT COUNTY EMS COMMISSION
AND
CITY OF SEDRO-WOOLLEY**

WHEREAS, RCW 39.34, the Interlocal Cooperation Act, provides the capability for public agencies to cooperate by providing services and facilities for mutual advantage; and

WHEREAS, the Commission agrees to provide reimbursement funds to City of Sedro-Woolley for the purchase of emergency medical services disposable supplies approved by the MPD;

WHEREAS, City of Sedro-Woolley agrees to utilize the disposable supplies in the BLS First-response treatment of patients, and;

WHEREAS, the Commission agrees to reimburse City of Sedro-Woolley in the amount of \$9,855.63 for the year 2007.

NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY ORDERED, that an Interlocal Agreement between Skagit County EMS Commission and City of Sedro-Woolley be established.

PASSED this _____ day of _____, 2007.

City of Sedro-Woolley

Shane Sanderson, President
Skagit County EMS Commission



City of Sedro-Woolley Fire Department

Dean Klinger, Chief
220 Munro Street
Sedro-Woolley, WA 98284

(360) 855-2252 • Fax (360) 855-0196

CITY COUNCIL AGENDA
REGULAR MEETING

SEP 12 2007

MEMORANDUM

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

To: Mike Anderson, Mayor & City Council Members
From: Todd Olson, Assistant Fire Chief
Date: Sept. 12, 2007
RE: USDA Grant

ISSUE: Authorization to submit a USDA Grant Application that would be used to improve the Sedro-Woolley Live Fire Training Facility. It is in the amount of \$37,500.00 and would be used for the following items:

1. Wiring for lighting for the facilities which includes the class room and search and rescue props.
2. Area lighting around the Training Facility, for safety and so that we can train in the evening hours.
3. The widest single wide mobile classroom available for training. It will need to be moved in the event of a flood.
4. Ground work which includes, a garden around the flag poles and improvement of the existing landscape.

Matching funds are in the form of city owned materials, which are already on hand (two light poles).

Additional information may be presented at the Council meeting, if needed.

I RESPECTFULLY REQUEST:

1. A motion to authorize the USDA Grant Application for \$37,500 to be submitted to the USDA for approval.

**APPLICATION FOR
FEDERAL ASSISTANCE**

		2. DATE SUBMITTED	Applicant Identifier
1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: City of Sedro-Woolley		Organizational Unit: Department: Fire Department	
Organizational DUNS: 0000000		Division:	
Address: Street: 720 Murdock City: Sedro-Woolley County: Skagit State: WA Zip Code 98284 Country: United States		Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix: Mr. First Name: Todd Middle Name Last Name Olson Suffix:	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 9 1 - 6 0 0 1 2 7 6		Phone Number (give area code) 360-855-3208	Fax Number (give area code)
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) Municipal Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): USDA Community Facilities Loan and Grant Program 1 0 - 7 7 6		9. NAME OF FEDERAL AGENCY: USDA Rural Development	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Sedro-Woolley, municipal and volunteer fire departments in Skagit Co.		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Regional Live Fire Training Facility - Phase 3	
13. PROPOSED PROJECT Start Date: 10/1/2007 Ending Date: 12/31/2007		14. CONGRESSIONAL DISTRICTS OF: a. Applicant District #2 b. Project District #2	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 34,000 ⁰⁰	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: 2/17/2004	
b. Applicant	\$ 3,000 ⁰⁰	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
c. State	\$ ⁰⁰	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
d. Local	\$ ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
e. Other in-kind services	\$ 500 ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
f. Program Income	\$ ⁰⁰		
g. TOTAL	\$ 37,500 ⁰⁰		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix Mr.	First Name Mike	Middle Name	
Last Name Anderson		Suffix	
b. Title Mayor	c. Telephone Number (give area code) 360-855-1661		
d. Signature of Authorized Representative		e. Date Signed	

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form used by applicants as a required face sheet for pre-applications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

Item:	Entry:	Item:	Entry:
1.	Select Type of Submission.	11.	Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project.
2.	Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable).	12.	List only the largest political entities affected (e.g., State, counties, cities).
3.	State use only (if applicable).	13.	Enter the proposed start date and end date of the project.
4.	Enter Date Received by Federal Agency Federal identifier number: If this application is a continuation or revision to an existing award, enter the present Federal Identifier number. If for a new project, leave blank.	14.	List the applicant's Congressional District and any District(s) affected by the program or project
5.	Enter legal name of applicant, name of primary organizational unit (including division, if applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, e-mail and fax of the person to contact on matters related to this application.	15.	Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15.
6.	Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.	16.	Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.
7.	Select the appropriate letter in the space provided. <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>A. State</p> <p>B. County</p> <p>C. Municipal</p> <p>D. Township</p> <p>E. Interstate</p> <p>F. Intermunicipal</p> <p>G. Special District</p> <p>H. Independent School District</p> </div> <div style="width: 45%;"> <p>I. State Controlled Institution of Higher Learning</p> <p>J. Private University</p> <p>K. Indian Tribe</p> <p>L. Individual</p> <p>M. Profit Organization</p> <p>N. Other (Specify)</p> <p>O. Not for Profit Organization</p> </div> </div>	17.	This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.
8.	Select the type from the following list: <ul style="list-style-type: none"> • "New" means a new assistance award. • "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date. • "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision enter the appropriate letter: <div style="display: flex; justify-content: space-around; font-size: small;"> A. Increase Award B. Decrease Award </div> <div style="display: flex; justify-content: space-around; font-size: small;"> C. Increase Duration D. Decrease Duration </div> 	18.	To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)
9.	Name of Federal agency from which assistance is being requested with this application.		
10.	Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.		

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT

APPLICANT CERTIFICATION
FEDERAL COLLECTION POLICIES FOR CONSUMER OR COMMERCIAL DEBTS

The Federal Government is authorized to check credit information about the applicant(s) including using the federal Credit Alert Interactive Voice Response System (CAIVRS) or its successors to check to see if the applicant(s) are delinquent or in default on a Federal debt.

The Federal Government is also authorized by law to take any or all of the following actions in the event your loan payments become delinquent or you default on your loan:

- Report your name and account information to a credit reporting agency, and the Credit Alert Interactive Voice Response System (CAIVRS).
- Assess interest and penalty charges for the period of time that payment is not made.
- Assess charges to cover additional administrative costs incurred by the government to service your account.
- Offset amounts to be paid to you from your Federal income tax refund.
- Offset amounts to be paid to you under other Federal Programs.
- Refer your account to a private collection agency to collect the amount due.
- Foreclose on any security you have given for the loan.
- Pursue legal action to collect through the courts.
- Report any written off debt to the Internal Revenue Service as taxable income.
- If you are a current or retired Federal employee, take action to offset your salary, or civil service retirement benefits.
- Debar or suspend you from doing business with the Federal Government either as a participant or principal throughout the executive branch of the Federal Government for the period of debarment or suspension.
- Refer any debt that is delinquent to the Treasury Offset Program (TOP) in accordance with the Debt Collection Improvement Act of 1996.
- Refer any eligible debt that is delinquent to the Treasury for cross servicing in accordance with the Debt Collection Improvement Act of 1996.
- Garnish your wages as allowed by the Debt Collection Improvement Act of 1996.

Any or all of these actions may be used to recover any debts owed when it is determined to be in the interest of the Government to do so.

CERTIFICATION: I/we have read and I/we understand the actions the Federal Government may take in the event that I/we fail to meet my/our scheduled payments in accordance with the terms and conditions of my/our agreement. I/we understand that the above list is not all inclusive and that the Federal Government may deem additional actions necessary to collect should I/we become delinquent.

<hr/> <i>(Signature-Individual(s))</i>	<hr/> (Date)	<hr/> <i>(Signature-Individual(s))</i>	<hr/> (Date)
<hr style="border-top: 1px dashed black;"/>			
<hr/> (SEAL)	<hr/> (Date)	<hr/> (Name of Applicant)	
		<hr/> (Signature of Authorized Entity Official)	
		<hr/> (Title of Authorized Entity Official)	
<hr/> (Signature of Attesting Official)		<hr/> (Address)	
<hr/> (Title of Attesting Official)		<hr/> (City, State, and Zip Code)	

USDA
Form RD 400-4
(Rev. 3-97)

ASSURANCE AGREEMENT
(Under Title VI, Civil Rights Act of 1964)

FORM APPROVED
OMB No. 0575-0018

The _____
(name of recipient)

(address)

("Recipient" herein) hereby assures the U. S. Department of Agriculture that Recipient is in compliance with and will continue to comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d et. seq.), 7 CFR Part 15, and Rural Housing Service, Rural Business-Cooperative Service, Rural Utilities Service, or the Farm Service Agency, (hereafter known as the " Agency") regulations promulgated thereunder, 7 C.F.R. §1901.202. In accordance with that Act and the regulations referred to above, Recipient agrees that in connection with any program or activity for which Recipient receives Federal financial assistance (as such term is defined in 7 C.F.R. §14.2) no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination.

1. Recipient agrees that any transfer of any aided facility, other than personal property, by sale, lease or other conveyance of contract, shall be, and shall be made expressly, subject to the obligations of this agreement and transferee's assumption thereof.
2. Recipient shall:
 - (a) Keep such records and submit to the Government such timely, complete, and accurate information as the Government may determine to be necessary to ascertain our/my compliance with this agreement and the regulations.
 - (b) Permit access by authorized employees of the Agency or the U.S. Department of Agriculture during normal business hours to such books, records, accounts and other sources of information and its facilities as may be pertinent to ascertaining such compliance.
 - (c) Make available to users, participants, beneficiaries and other interested persons such information regarding the provisions of this agreement and the regulations, and in such manner as the Agency or the U.S. Department of Agriculture finds necessary to inform such persons of the protection assured them against discrimination.
3. The obligations of this agreement shall continue:
 - (a) As to any real property, including any structure, acquired or improved with the aid of the Federal financial assistance, so long as such real property is used for the purpose for which the Federal financial assistance is made or for another purpose which affords similar services or benefits, or for as long as the Recipient retains ownership or possession of the property, whichever is longer.
 - (b) As to any personal property acquired or improved with the aid of the Federal financial assistance, so long as Recipient retains ownership or possession of the property.
 - (c) As to any other aided facility or activity, until the last advance of funds under the loan or grant has been made.
4. Upon any breach or violation this agreement the Government may, at its option:
 - (a) Terminate or refuse to render or continue financial assistance for the aid of the property, facility, project, service or activity.
 - (b) Enforce this agreement by suit for specific performance or by any other available remedy under the laws of the United States or the State in which the breach or violation occurs.

Rights and remedies provided for under this agreement shall be cumulative.

In witness whereof, _____ on this
(name of recipient)

date has caused this agreement to be executed by its duly authorized officers and its seal affixed hereto, or, if a natural person, has hereunto executed this agreement.

(SEAL)

Recipient

Date

Attest: _____
Title

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0018. The time required to complete this information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Additional Information to Support Application

Name of Project: *Regional Live Fire Training Facility*

Purpose of Project (Purpose/Need):

The *Regional Live Fire Training Facility* enables area fire departments to meet live fire training requirements adopted by the State of Washington. Firefighters obtain Firefighter One standing under National Fire Protection Association (NFPA) 1001 3-14.1. This capability ensures that firefighting teams maintain regular experience with the use of appropriate protective equipment, firefighting tools and extinguishing agents, and practice the control and extinguish of live fires.

Phase 1 and Phase 2 project goals, funded in part with USDA support, have successfully been completed. The facility has been operational for one year, and in this time has hosted numerous training sessions and benefited dozens of firefighters from half a dozen districts in Skagit and Whatcom County (Attachment #1 - Photos).

Completion of Phase 3 entails the provision of outdoor lighting and a portable classroom. Lighting is critical in order to enable firefighters to safely train after hours. Municipal fire departments in Skagit and Whatcom County rely heavily upon volunteers whom are employed outside of fire departments. Also, most of the rural fire districts are entirely comprised of volunteer firefighters. For this reason, training must be responsive to the daytime work schedules of department volunteers. Adding outside lighting to the training facility will extend operation time by another three hours, daily. This extended availability will enable many more volunteer firefighters to benefit from this facility's excellent training resources. Locating a portable classroom on-site will provide the space needed for lecture and text study that compliments the hands-on experience available with facility training props. Combined, the outdoor lighting and portable classroom space will allow departments to schedule more comprehensive training sessions, without regard to time, weather, or season.

How will the Proposed Project solve the problems identified above?

Local access to this fully equipped training facility will enable regional fire departments to more efficiently utilize limited financial resources in meeting State training requirements, while maintaining fully staffed departments. Completing Phase 3 will significantly increase the utility of this facility by 1) extending the hours of operation so that more volunteer firefighters have opportunities to train, and 2) providing a warm, dry area for trainees to participate in the lecture and text study necessary to obtain and maintain basic and advanced training certifications.

Brief Description of Project:

Phase 3 activities represent the conclusion of this highly successful, community and USDA-supported training facility project. The outdoor lighting portion of this phase calls for location of three utility pole-mounted outdoor lights connected by underground conduit, and installation of the requisite meter and breaker box. Two of the new lights will be attached to existing utility poles, and a third pole with light will be installed on-site. All three lights will be tied into the city's streetlight network and will be managed as such. Part of the electrical conduit has been installed under the roadway in preparation for this upgrade. The meter and breaker box will be placed on-site to provide power for the portable classroom and for task lighting at individual props, as needed and supplied by the department. Electrical work will be completed by Puget Sound Energy contractors. Lighting project costs total \$ 15,000 and is the top priority for completion.

An approximately 300 square foot trailer will be adapted for classroom use. The trailer will have one open room (no restroom), electric heat, overhead fluorescent lighting, white and cork boards for teaching, a large table and folding chairs. The unit will be equipped for easy removal when periodic floodwaters threaten the site. The portable classroom is estimated to cost \$22,000 and is the second priority for this phase.

If funds allow, the firefighters wish to commemorate their brethren with a garden, statues and plaques bearing the Fireman's Prayer (Attachment #3). This is estimated to cost \$750, which has not been included with the estimated cost of the project (next page). This small, side project has obtained commitments for the donation of topsoil, weed block, and site preparation and labor.

Continued

It is important to note that Fire District #8, serving unincorporated areas outside of Sedro-Woolley, continues to contribute materials and labor to further enhance the existing search and rescue training prop. Within the large containers, volunteers are creating moveable chambers and passageways to challenge trainees. The value of these present and planned in-kind contributions are not included with Phase 3 costs, however, they remain a sizable proportion of the overall project cost and represent the collaborative spirit that surrounds this project.

Physical Location of Project and Directions to the Site (please attach a map):

Within the Urban Growth Area south of the Sedro-Woolley city limits at Third and Morris Street.

Estimated Cost of Project:		\$ 37,500
Sources of Funds:		
USDA Loan	\$	_____
USDA Grant	\$	34,000
Applicant Contribution	\$	3,000
Other Loan _____	\$	_____
Other Grant _____	\$	_____
Other <u>In-kind services</u>	\$	500
TOTAL of FUNDS (must equal Estimated Cost)	\$	37,500

Estimated Annual Operating Cost of the system/facility: \$ 8,500

Existing Debts on the system/facility **The facility has no existing debts**

<u>Name of Lender</u>	<u>Balance Owing</u>	<u>Interest Rate</u>	<u>Annual Payment</u>	<u>Final Due Date</u>	<u>Security</u>
_____	_____	_____	_____	_____	_____

Proposed Security for your USDA loan **Not Applicable**

___ General Obligation Bonds	\$ _____	___ Real Estate Mortgage	\$ _____
___ Revenue Bonds	\$ _____	___ Chattle	\$ _____
___ LID Assessment Bonds	\$ _____	___ Assignment of Income	\$ _____
___ ULID Bonds	\$ _____	___ Other	\$ _____

Charges for services. Attach a rate schedule showing the amount customers will be charged for services.
Attachment #2 - Fee Schedule

Race/Ethnic Data of current users of the facility.

White X Black X American Indian X Asian or Pacific Islander X Hispanic X Other X

Number of people to be served by proposed facility: 320 plus firefighters
 Number of employees: 3 FTE, 37 dept. vol. Number of new jobs to be created: 1 FTE -Training Officer
 Year applicant incorporated: 1898 Year applicant began operating a similar facility: N/A
 Number of square feet in building: 300 sf trailer/classroom
 For health care facilities: # of beds N/A Projected # days of inpatient care N/A
 Projected # of outpatient visits N/A

List state, local and federal licenses, permits, certificates, etc. that will be needed to construct and operate the facility. Include the status of each, i.e. received, applied for, date you plan to apply, etc.

Name of license/permit/certificate	Status
<u>Special Use Request PL02-0207</u>	<u>Issued by Skagit County Planning & Permit Center 11/1/2002</u>
<u> </u>	<u> </u>

List any know environmental concerns, such as wetlands, floodplains, etc. and planned mitigation measures.

Skagit County Planning & Permit Center Finding of Fact report, dated February 12, 2003, regarding
Special Use Request PL02-0207, finds the planned facility compatible with the surrounding area,
located in the Skagit River floodplain. Mitigation measurers incorporated include placement of no
permanent structures to impede water flow across the flood plain.

Mayor, Chairman of Board, etc.: (Name) Mike Anderson

Address: 720 Murdock Street, Sedro-Woolley, WA 98284

Phone: 360-855-1661 FAX: _____

Applicant's Contact Person: (Name) Todd Olson, S-W Fire Department

Address: 220 Monroe Street, Sedro-Woolley, WA 98284

Phone: 360-855-2252 FAX: 360-855-0196

Engineer/Architect: (Name) _____

Address: _____

Phone: _____ FAX: _____

Legal Counsel: (Name) _____

Address: _____

Phone: _____ FAX: _____

Bond Counsel: (Name) _____

Address: _____

Phone: _____ FAX: _____

Accountant: (Name) _____

Address: _____

Phone: _____ FAX: _____

EQUAL OPPORTUNITY AGREEMENT

This agreement, dated _____ between _____

(herein called "Recipient" whether one or more) and United States Department of Agriculture (USDA), pursuant to the rules and regulations of the Secretary of Labor (herein called the "Secretary") issued under the authority of Executive Order 11246 as amended, witnesseth:

In consideration of financial assistance (whether by a loan, grant, loan guaranty, or other form of financial assistance) made or to be made by the USDA to Recipient, Recipient hereby agrees, if the cash cost of construction work performed by Recipient or a construction contract financed with such financial assistance exceeds \$10,000 - unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965.

1. To incorporate or cause to be incorporated into any contract for construction work, or modification thereof, subject to the relevant rules, regulations, and orders of the Secretary or of any prior authority that remain in effect, which is paid for in whole or in part with the aid of such financial assistance, the following "Equal Opportunity Clause":

During the performance of this contract, the contractor agrees as follows:

- (a) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the USDA setting forth the provisions of this nondiscrimination clause.
- (b) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- (c) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the USDA, advising the said labor union or workers' representative of the contractor's commitments under this agreement and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (d) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of all rules, regulations and relevant orders of the Secretary of Labor.
- (e) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, rules, regulations, and orders, or pursuant thereto, and will permit access to his books, records, and accounts by the USDA Civil Rights Office, and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (f) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by Law.
- (g) The contractor will include the provisions of paragraph 1 and paragraph (a) through (g) in every subcontract or purchase order, unless exempted by the rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the USDA may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the USDA, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collections is 0575-0018. The time required to complete this information collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

2. To be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the organization so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.
3. To notify all prospective contractors to file the required 'Compliance Statement', Form RD 400-6, with their bids.
4. Form AD-425, Instructions to Contractors, will accompany the notice of award of the contract. Bid conditions for all nonexempt federal and federally assisted construction contracts require inclusion of the appropriate "Hometown" or "Imposed" plan affirmative action and equal employment opportunity requirements. All bidders must comply with the bid conditions contained in the invitation to be considered responsible bidders and hence eligible for the award.
5. To assist and cooperate actively with USDA and the Secretary in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary, that will furnish USDA and the Secretary such information such as , but not limited to, Form AD-560, Certification of Nonsegregated Facilities, to submit the Monthly Employment Utilization Report, Form CC-257, as they may require for the supervision of such compliance, and that it will otherwise assist USDA in the discharge of USDA's primary responsibility for securing compliance.
6. To refrain from entering into any contract or contract modification subject to such Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and Federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by USDA or the Secretary of Labor pursuant to Part II, Subpart D, of the Executive Order.
7. That if the recipient fails or refuses to comply with these undertakings, the USDA may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the organization under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such organization; and refer the case to the Department of Justice for appropriate legal proceedings.

Signed by the Recipient on the date first written above.

Recipient

Recipient

(CORPORATE SEAL)

Name of Corporate Recipient

Attest:

Secretary

By _____
President

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. Comm. Facilities	10-776	\$ 34,000.00	\$ 3,500.00	\$	\$	\$ 37,500.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 34,000.00	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 37,500.00

SECTION B - BUDGET CATEGORIES

Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Comm. Facilities (2)	(3)	(4)	(5)	
a. Personnel	\$	\$	\$	\$	0.00
b. Fringe Benefits					0.00
c. Travel					0.00
d. Equipment	37,000.00				37,000.00
e. Supplies					0.00
f. Contractual					0.00
g. Construction					0.00
h. Other	500.00				500.00
i. Total Direct Charges (sum of 6a-6h)	37,500.00	0.00	0.00	0.00	37,500.00
j. Indirect Charges					0.00
k. TOTALS (sum of 6i and 6j)	\$ 37,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,500.00

7. Program Income	\$	\$	\$	\$	\$	0.00
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Authorized for Local Reproduction

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. USDA Community Facilities Loan & Grant Program	\$ 3,000.00	\$	\$ 500.00	\$	3,500.00
9.					0.00
10.					0.00
11.					0.00
12. TOTAL (sum of lines 8-11)	\$ 3,000.00	\$ 0.00	\$ 500.00	\$	3,500.00

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
	13. Federal	\$ 34,000.00	\$ 34,000.00	\$	\$
14. Non-Federal	3,500.00	3,500.00			
15. TOTAL (sum of lines 13 and 14)	\$ 37,500.00	\$ 37,500.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (Years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. USDA Community Facilities Loan & Grant Program	\$ 0.00	\$	\$	\$	\$
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: Other funds (\$500) are in-kind contribution of professional services	22. Indirect Charges:
23. Remarks: This application is a follow-up to a USDA Community Facilities Program grant awarded in 2004 for Phase 1 and Phase 2 of this project.	

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.
SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

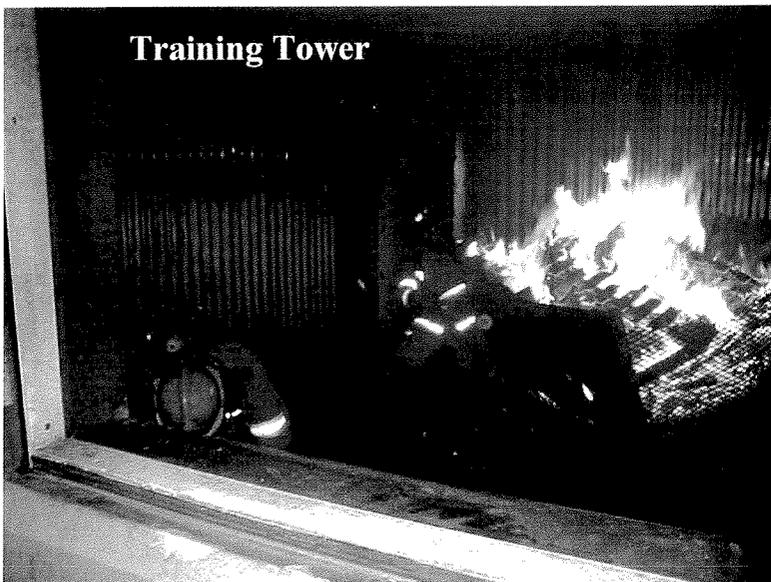
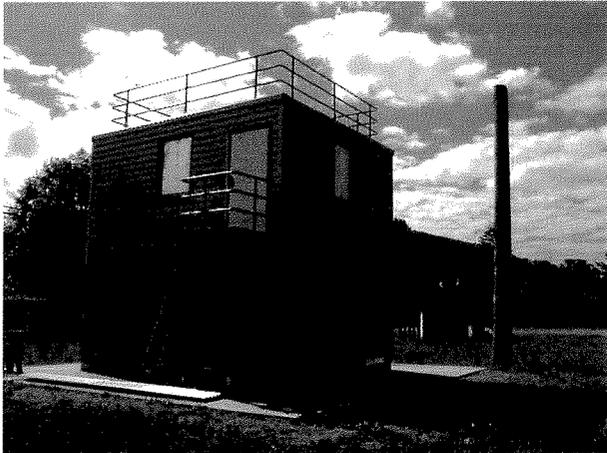
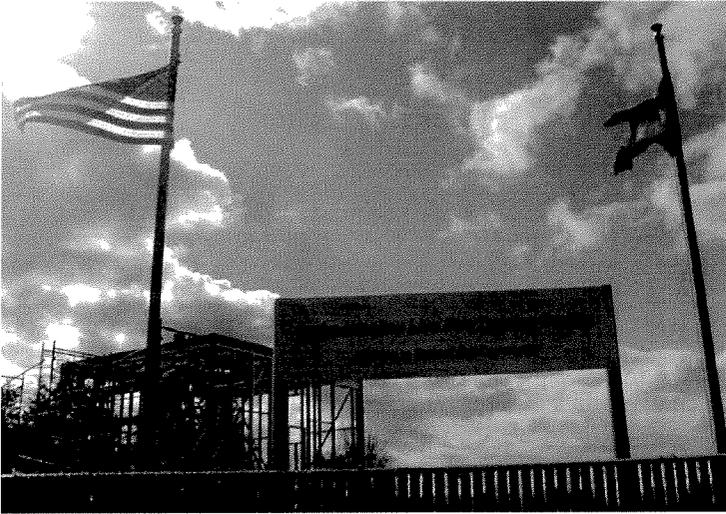
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

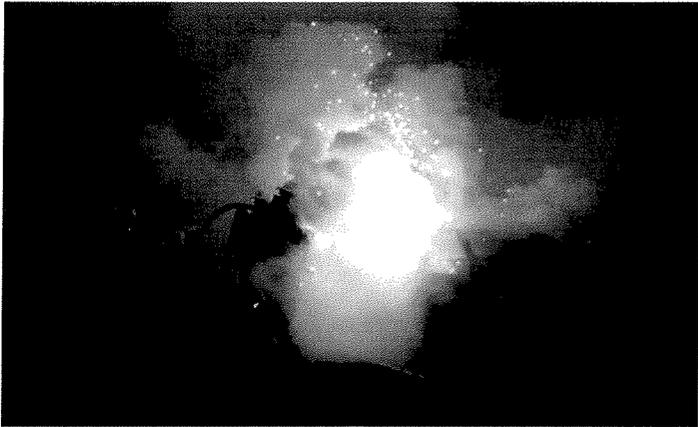
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE	
APPLICANT ORGANIZATION		DATE SUBMITTED August 24, 2007

Regional Live Fire Training Facility: Complete Phases #1 and #2



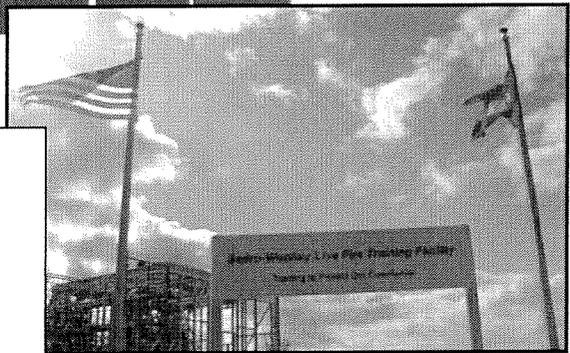
Regional Live Fire Training Facility: Complete Phases #1 and #2



Auto Extrication Training



Regional Live Fire Training Facility: Garden Project



A Fireman's Prayer

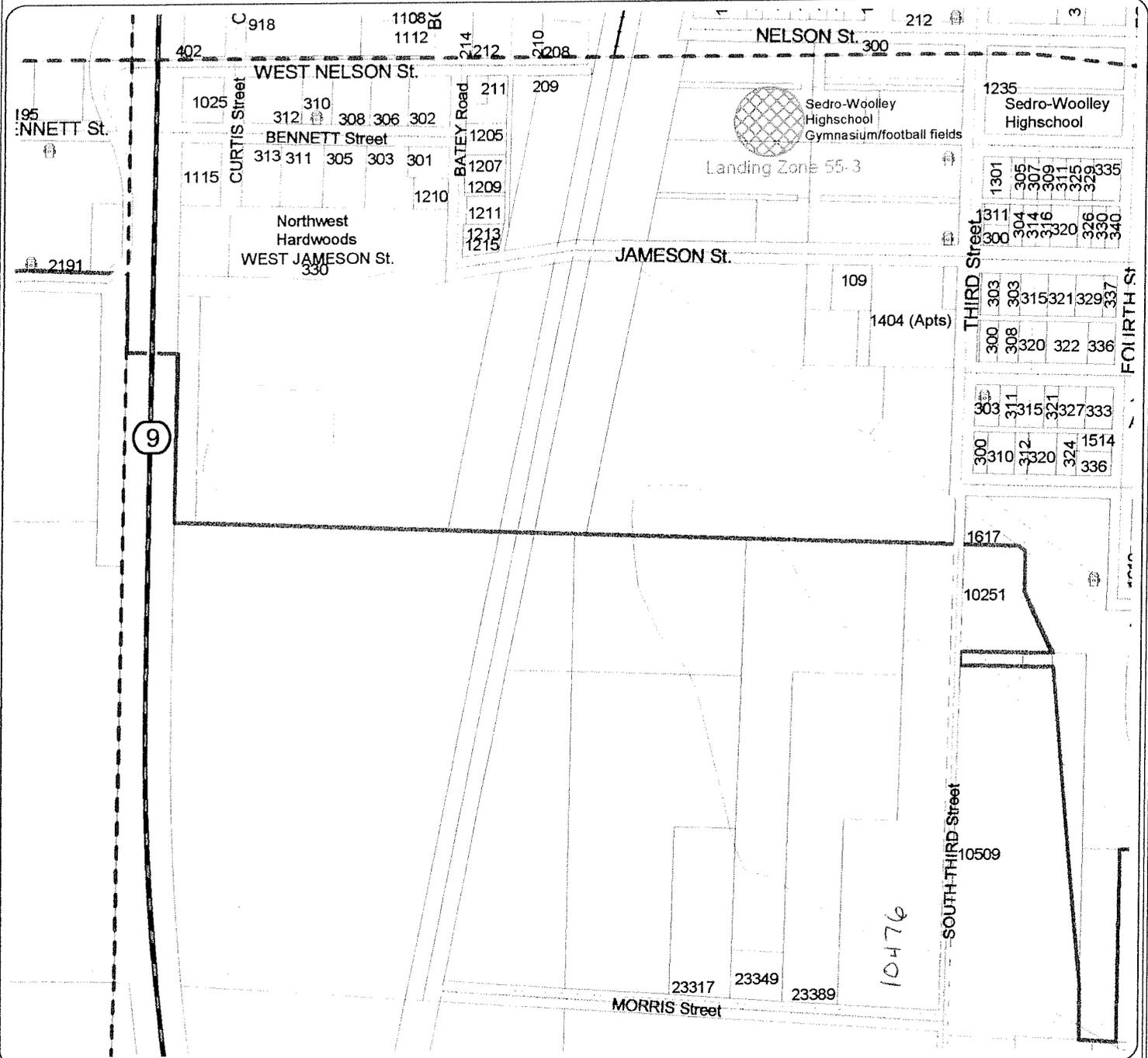
When I am called to duty, God, Whenever flames may rage; Give me strength to save some life, Whatever be its age. Help me embrace a little child Before it is too late Or save an older person From the horror of that fate. Enable me to be alert And hear the weakest shout,	And quickly and efficiently To put the fire out. I want to fill my calling And to give the best in me To guard my every neighbor And protect his property. And if, according to my fate, I am to lose my life, Please bless with your protecting My children and my wife.
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Project Materials & Cost Estimates

Weed Block	Donated
Top soil	Donated
Burning Bush Sculpture	Donated
Lava Rock	55.00
Colored Cinder Block	60.00
Firefighter Statues & Pedestals	435.00
Two Plaques with Fireman's Prayer	200.00
Total	750.00

© 2001 Summit GIS - (360) 840-7670
 Produced for:
 SWFD & Skagit County Fire District No. 8
 DO NOT PHOTOCOPY THIS MAP

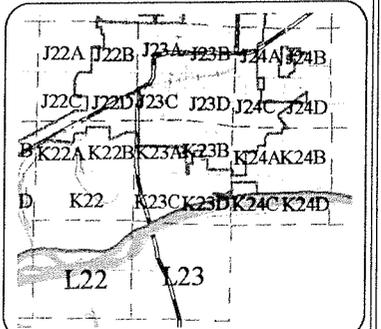
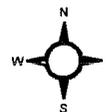
K23A



500 0 500 1000 Feet

SCALE 1:7,500

- | | |
|-------------------------|------------------------|
| Quarter Sections | Parcels |
| Sections | Street Addresses |
| SWFD Sole Response Area | Mobile Homes Addresses |
| Public Roads | Fire Hydrants |
| State Highways | City Limits |
| Railroad | Other Fire Districts |
| Natural Gas Pipelines | Fire District Eight |
| | Streams |
| | Water |



Sedro-Woolley Fire Department
TRAINING FACILITY FEE SCHEDULE

SESSIONS

Sessions will be four hours in length. There shall be three training sessions per day as follows:

Morning session starts at 8:00 a.m. and ends at 12:00 p.m.

Afternoon session starts at 1:00 p.m. and ends at 5:00 p.m.

Evening session starts at 6:00 p.m. and ends at 10:00 p.m.

Any agency that has not cleaned up and vacated the site prior to the start of the next session will be charged for both sessions. It is the responsibility of the user agency to insure all garbage and waste materials are placed in the dumpsters provided. User agency shall ensure buildings and/or property is clean.

To make our training site available to all agencies we have set up a fee schedule that gives a discounted rate for the use of the site by agencies with assessed valuations under \$250,000,000. No agency shall schedule a training session through another agency to receive a discounted price.

40% Discount - Skagit County Training Officers Association.

25% Discount – Assessed Value < \$125,000,000

15% Discount – Assessed Value < \$250,000,000

Full Rate – Assessed Value > \$250,000,000

FEES – (all fees are per four-hour session)

Training Facility for non-fire use - \$100.00 With Sedro-Woolley Instructor \$140.00

Includes use of Station classroom. Also, includes full use of the training tower, Confined Space Rescue Prop, Ventilation Prop and Search and Rescue Props. User must provide their own plywood for the ventilation prop.

Training Facility for Live fire use - \$200.00 With Sedro-Woolley Instructor \$240.00

Includes use of Station classroom. Also includes Car Fire and Dumpster Fire and all other props. Burn permit fee is included in price. The user must supply all necessary materials. A SWFD approved Safety Officer & Operator must be used for all burns. (List of approved S.O.s available upon request). The Safety Officer & Operator fee is included in the training tower fee.

****To allow adequate lead time for distributing and collecting legal documents associated with using the fire simulators, reservations must be made a minimum of 14 days in advance. ****

Fees waivers: The Sedro-Woolley Fire Chief may, at his discretion, as he deems in the best interest of the City.

Propane Fee - \$2.00 per gallon

The meter will be read before and after use.

Cancellations – If notice of cancellation is not given within two (2) business days there is a \$25 fee.

**The Sedro-Woolley Fire Department reserves the right to make adjustments to facility fees,
Which includes but is not limited to electricity, propane.**

INSTRUCTIONS FOR THE SF-424A

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0044), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the latter case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a *single* Federal grant program (Federal Domestic Assistance Catalog number) and *not requiring* a functional or activity breakdown, enter on Line 1 under Column (a) the Catalog program title and the Catalog number in Column (b).

For applications pertaining to a *single* program *requiring* budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the Catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the Catalog program title on each line in *Column* (a) and the respective Catalog number on each line in Column (b).

For applications pertaining to *multiple* programs where one or more programs *require* a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

Lines 1-4, Columns (c) through (g)

For new applications, leave Column (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

For continuing grant program applications, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

For supplemental grants and changes to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

Line 5 - Show the totals for all columns used.

Section B Budget Categories

In the column headings (1) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

Line 6a-i - Show the totals of Lines 6a to 6h in each column.

Line 6j - Show the amount of indirect cost.

Line 6k - Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

Line 7 - Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount, Show under the program

INSTRUCTIONS FOR THE SF-424A (continued)

narrative statement the nature and source of income. The estimated amount of program income may be considered by the Federal grantor agency in determining the total amount of the grant.

Section C. Non-Federal Resources

Lines 8-11 Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

Column (a) - Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

Column (b) - Enter the contribution to be made by the applicant.

Column (c) - Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

Column (d) - Enter the amount of cash and in-kind contributions to be made from all other sources.

Column (e) - Enter totals of Columns (b), (c), and (d).

Line 12 - Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f), Section A.

Section D. Forecasted Cash Needs

Line 13 - Enter the amount of cash needed by quarter from the grantor agency during the first year.

Line 14 - Enter the amount of cash from all other sources needed by quarter during the first year.

Line 15 - Enter the totals of amounts on Lines 13 and 14.

Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

Lines 16-19 - Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

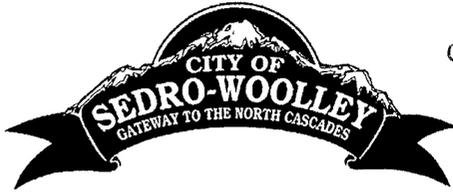
Line 20 - Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

Section F. Other Budget Information

Line 21 - Use this space to explain amounts for individual direct object class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

Line 22 - Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

Line 23 - Provide any other explanations or comments deemed necessary.



CITY COUNCIL AGENDA
REGULAR MEETING

SEP 12 2007

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

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
RE: F&S/Hwy 20 DEA project
DATE: September 12, 2007

ISSUE: Following the last Council meeting, the Mayor signed a contract with David Evans and Associates in the amount of \$3,000.00 to develop the concept design for the two roundabouts at F&S and Hwy 20 and the North access to the Skagit/Rimmer properties. This action was consistent with the Council's direction, but the Council did not approve the contract in advance.

REQUEST FOR ACTION:

1. Motion to ratify the contract with David Evans and Associates in the amount of \$3,000.00 for design costs.

AUTHORIZATION FOR PROFESSIONAL SERVICES

CLIENT: City of Sedro-Woolley DATE: August 27, 2007
ADDRESS: 720 Murdock Street, Sedro-Woolley, WA 98284

By signing this Agreement, CLIENT authorizes DEA to perform all services described below.

1. **PROJECT:** The services described below are to be provided by DEA in connection with a Project identified as follows:

SR 20 / F&S Grade Road - Roundabout Concept Plan

2. **SCOPE OF SERVICES:** DEA will perform the following services:

Scope of Services - Attachment A

3. **FEE FOR SERVICES:** The fee to DEA for performing service under this Agreement will be paid as follows:

- A retainer amount of \$_____ payable at the time this Authorization is signed. This retainer amount will apply to the fees due under this Agreement at the completion of the services provided by DEA.
 A fixed fee of \$3,000.
 Hourly fees and costs to be paid based on rate schedule attached - Attachment B.
 Other: _____

4. **EXTRA SERVICES:** DEA will also perform Extra Services (services not specified under Scope of Services), provided DEA and CLIENT have agreed in writing to the scope of and fee for such Extra Services.

5. **ATTACHMENTS:** The following attached documents are incorporated and by this reference made a part of this Agreement:

- Standard Provisions Personnel Rates and Expenses - Attachment B
 Scope of Services - Attachment A Other: _____

CLIENT and DEA acknowledge that they are in agreement with the terms and conditions as set forth in this Authorization.

ACCEPTED FOR CLIENT:
CITY OF SEDRO-WOOLLEY

BY [Signature]
TITLE Mayor
DATE 8/27/07

ACCEPTED FOR DEA:
DAVID EVANS AND ASSOCIATES, INC.

BY [Signature]
TITLE Associate
DATE 8/27/07

STANDARD PROVISIONS:

- S-1. STANDARD OF CARE:** DEA will provide services in a manner consistent with the degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. DEA makes no warranties, expressed or implied, in connection with its services.
- S-2. TIME PERIOD FOR PERFORMANCE OF SERVICES:** DEA will commence its services within 14 days of receipt by DEA of the signed Agreement. DEA is not responsible for delays caused by any factors beyond DEA's reasonable control. If delays beyond DEA's reasonable control occur, the rates and amounts of payment provided for in this Agreement will be subject to equitable adjustment.
- S-3. TIMES OF PAYMENTS/REMEDIES FOR NONPAYMENT:** On approximately the 10th of each month, DEA will send an invoice to CLIENT for services completed for the previous month. CLIENT agrees to pay the invoiced amounts within 30 days of the date on the invoice. CLIENT agrees not to withhold, back charge, retain or off-set any sums from payment to DEA for any reason, and waives any statutory rights to withhold, back charge, retain or off-set from the payments made to DEA. Any payment not received by DEA within 30 days will be considered delinquent. CLIENT agrees to pay monthly late charges on any delinquent payments at a rate of 1.5% per month for each month from the date of invoice. Payments will be credited first to interest and then to principal. If any payments are delinquent, DEA may, without any legal exposure or liability, suspend all services until all delinquencies have been remedied.
- S-4. TERMINATION:** This Agreement may be terminated by either party for any reason upon 14 days' written notice to the other party. Both parties waive any claims for damages (except for nonpayment), loss of profit or delay costs associated with the termination.
- S-5. PAYMENTS IN EVENT OF TERMINATION:** If this Agreement is terminated, DEA will be compensated for all services performed and expenses incurred under this agreement, together with all costs arising out of the termination.
- S-6. FURNISHED DATA:** CLIENT will provide to DEA all data in its possession that may relate in any way to DEA's Scope of Services. DEA may reasonably rely upon the accuracy of the information provided by CLIENT.
- S-7. PROMPT NOTICE:** CLIENT will give prompt notice to DEA whenever CLIENT observes or becomes aware of any development that affects the Scope of Services or believes there is a defect or nonconformance in the services provided.
- S-8. ACCESS TO FACILITIES AND PROPERTY:** CLIENT will arrange for DEA to safely enter upon public and private property as required for performance of the Services.
- S-9. PROJECT SITES VISITS:** From time to time DEA's personnel may be present at the project site. DEA's presence at the project site will not make DEA or its lower tier consultants responsible for any duties belonging to other parties, including the means, methods, techniques, sequences, precautions or procedures implemented by construction contractors. In addition, DEA has no authority or responsibility over any health or safety precautions taken by others to ensure the health and safety of CLIENT, contractors and subcontractors. Further, CLIENT will identify necessary precautions and provide a safe and healthy environment for DEA personnel working at the project site in accordance with state and federal occupational safety and health guidelines.

If DEA is providing construction observation services, it is only to provide CLIENT with a greater degree of confidence that the work generally conforms to the construction documents. DEA neither guarantees the performance of construction contractors or others, nor assumes responsibility for their failure to perform work in accordance with the construction documents.

- S-10. OPINIONS OF COST ESTIMATES, FINANCIAL CONSIDERATIONS, AND SCHEDULES:** Because DEA has no control over a variety of factors affecting price on any given project, DEA

makes no warranty that the CLIENT's actual Project costs, financial aspects, economic feasibility, or schedules will not vary from DEA's opinions, analysis, projections or estimates.

- S-11. LAWS NOW IN EFFECT:** All estimates made by DEA in connection with this Project are based on the laws, rules and regulations now in effect. Any subsequent change in laws, rules or regulations, including laws relating to taxes or fees, may affect the final cost, schedule or feasibility of the Project. If a change in a law, rule or regulation increases DEA's costs to complete the project, DEA will be entitled to additional compensation relative to the increase in costs.
- S-12. INSTRUMENTS OF SERVICE:** All materials prepared by DEA or its subconsultants are instruments of professional service and are not products. In a discrepancy between a hardcopy document and electronic media, the hardcopy document will govern.
- S-13. DEA RETAINS OWNERSHIP OF DOCUMENTS:** DEA owns all instruments of service produced by DEA and its subconsultants in connection with this project. Any reuse, change or alteration is not permitted without written verification or adaptation by DEA. CLIENT will indemnify and hold harmless DEA and its subconsultants from all claims, damages, losses and expenses, including attorneys' fees, arising out of any unauthorized use of any instruments of service.
- S-14. CONSEQUENTIAL DAMAGES:** Neither DEA nor its affiliated corporations, officers, directors, employees or subcontractors will be liable for special, indirect, punitive or consequential damages, and CLIENT will indemnify DEA from any of these damages.
- S-15. ALLOCATION OF RISKS: THE PARTIES HAVE CAREFULLY EXAMINED THE RISKS AND BENEFITS OF THE PROJECT. BASED ON THAT EXAMINATION, THE PARTIES MUTUALLY AGREE, TO THE FULLEST EXTENT PERMITTED BY LAW, THAT DEA WILL NOT BE LIABLE TO CLIENT FOR ANY AND ALL CLAIMS, LOSSES, COSTS, DAMAGES OR EXPENSES, IN TOTAL AGGREGATE, IN EXCESS OF \$100,000. THESE CLAIMS AND CAUSES INCLUDE, BUT ARE NOT LIMITED TO, NEGLIGENCE, PROFESSIONAL MALPRACTICE, STRICT LIABILITY, BREACH OF CONTRACT, OR WARRANTY.**
- S-16. NO THIRD-PARTY BENEFICIARIES:** This Agreement gives no rights or benefits to anyone other than CLIENT and DEA and has no third-party beneficiaries.
- S-17. WAIVER:** No waiver of a breach of any provision in this Agreement will be a waiver of any other or subsequent breach of the same or any other provision or a waiver of the provision itself.
- S-18. SEVERABILITY AND SURVIVAL:** If any provision contained in this Agreement is held to be invalid, illegal or unenforceable, the invalidity, illegality or unenforceability will not affect any other provision, and this Agreement will be construed as if it did not contain the provision.
- S-19. TIME LIMITS FOR CLAIMS:** Any claim brought by CLIENT against DEA must be filed no later than one (1) year after the date of substantial completion of the Services or the expiration of the appropriate statute of limitations, whichever is earlier.
- S-20. ENTIRE AGREEMENT:** This Agreement, including its attachments and schedules, is the entire agreement between CLIENT and DEA and supersedes all prior or contemporaneous oral or written representations or agreements. This Agreement will not be modified except with written documents signed by both parties.

Attachment A
SR 20 Roundabouts
Scope of Services and Fee Estimate
Prepared for City of Sedro-Woolley
By David Evans and Associates, Inc.
August 27, 2007

SCOPE OF SERVICES

David Evans and Associates, Inc. (DEA) shall provide a preliminary concept design for roundabouts at the intersections of SR 20 / F&S Grade Road and SR 20 / Rimmer & Skagit Industrial Park access road. The project shall include the following:

Task 1.0 Project Management and Quality Control

- 1.1 Project Management
- 1.2 Monthly Invoice (1 total)
- 1.3 Coordination Meeting (1 conference call for 1 hour)
- 1.4 Quality Control

Task 2.0 Preliminary Engineering

- 2.1 Horizontal Layout with Channelization – F&S Grade Road intersection (1 sheet)
- 2.2 Horizontal Layout with Channelization – Rimmer/Skagit intersection (1 sheet)
- 2.3 Preliminary Construction Cost Estimate

Deliverables

- One set of preliminary plan sheets (2 sheets) in electronic PDF format, and in AutoCadd format if requested.
- A preliminary construction estimate for the project.

Assumptions

- DEA will use the July 31, 2007 channelization plans submitted to WSDOT for approval as the basis for a single lane roundabout design at each intersection.
- One iteration of the preliminary plan sheets will be prepared and submitted by DEA based on the initial information provided by the CITY. Additional submittals due to client changes shall be considered an extra service.
- Any modifications to the single lane entry, single lane exit, and single circulating lane roundabout will be considered an additional service and completed under a separate agreement.
- Any additional traffic work required will be considered an additional service and will be completed under a separate agreement.
- All electronic drawing files will be in AutoCADD 2005 format.

Schedule

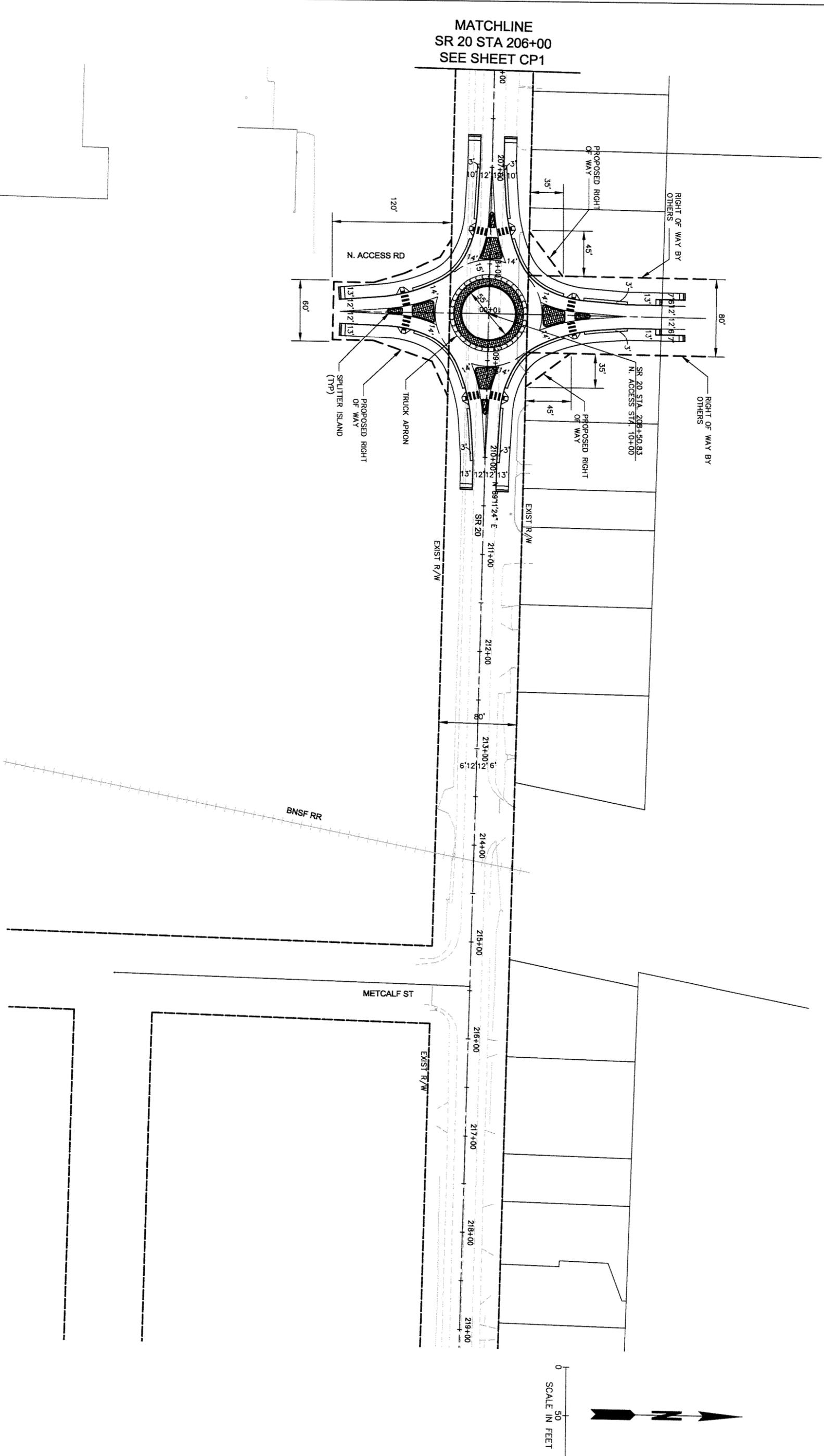
DEA shall complete the work within five (5) working days of receipt of the written notice to proceed.

Fee for Services

The fee to DEA for performing services under this Scope of Services shall be the lump sum amount of **\$3,000.00**

The fee amount to be paid to DEA for any extra services shall be agreed to at the time said extra services are agreed to.

SEC. 24, T. 35N. R 4E. W.M.

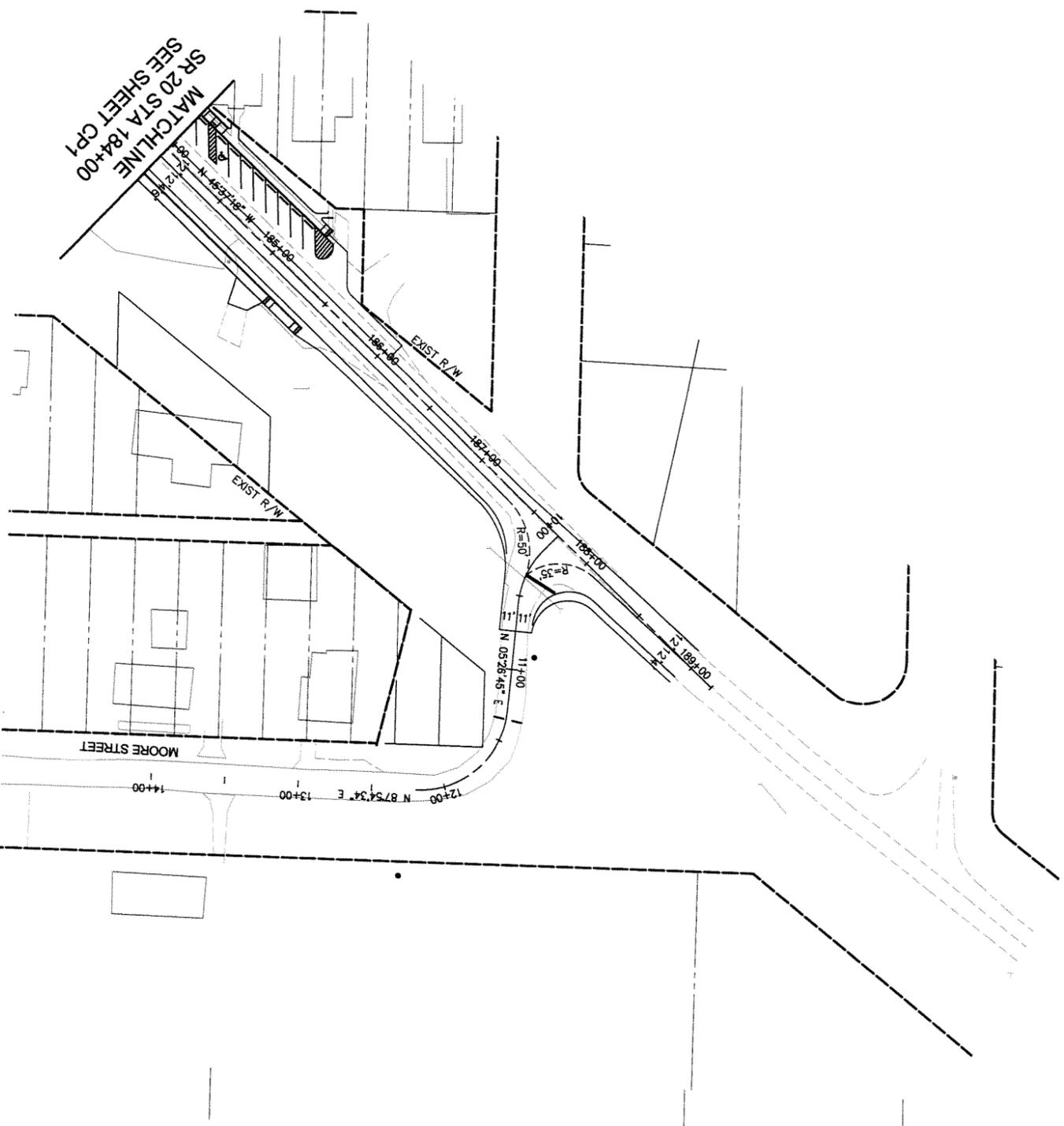


FOR DISCUSSION PURPOSES ONLY

FILE NAME oxa 09/05/07 2:01pm - P:\s\SDR000000003\0400CAD\Dwg\prelim roundabout concept sheets\TRD02sdr00006.dwg		REGION NO.	STATE	FED. AID PROJ. NO.			SR 20	MP 65.14 TO MP 65.47	PLOTT
TIME	DATE	10	WASH				W. MUNRO ST TO BNSF RR UXING	CP2	
DESIGNED BY	J. TORRIE	CONTRACT NO.	LOCATION NO.		SKAGIT COUNTY	AUGUST 2007	SHEET 2		
ENTERED BY	G. WUTH				PRELIMINARY ROUNDABOUT CONCEPT PLAN		OF 3		
CHECKED BY	K. HARRIS								
PROJ. ENGR.									
REGIONAL ADM.		REVISION	DATE	BY					

SEC. 24, T. 35N. R 4E. W.M.

0 50 100
SCALE IN FEET



FOR DISCUSSION PURPOSES ONLY

FILE NAME: oxa 09/05/07 2:00pm - P:\s\SDR000000003\0400CAD\DWG\prelim roundabout concept sheets\TRD03sdr00006.dwg		REGION NO.		STATE		FED.AID PROJ.NO.						SR 20		MP 65.14 TO MP 65.47		PLOT#	
TIME	DATE	DESIGNED BY	ENTERED BY	CHECKED BY	PROJ. ENGR.	REGIONAL ADM.	REVISION					DATE	BY	CONTRACT NO.	LOCATION NO.	SKAGIT COUNTY	AUGUST 2007
DATE		J.TORRIE	G.WUTH	K.HARRIS						10	WASH						

Memorandum

CITY COUNCIL AGENDA
REGULAR MEETING

SEP 12 2007

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

To: Mayor Anderson and City Council

From: Patsy Nelson *Patsy*

Date: 9/7/2007

Re: Insurance Services Contract

Background: Attached is a contract for insurance services for the 2007/2008 year. The Unity Group has been providing these services to the City for a number of years.

Recommendation: Authorize the Mayor to sign the attached Insurance Services Contract with the Unity Group for the contract year 9/1/07 to 8/31/08.

**INSURANCE SERVICES CONTRACT
(Agreement)**

The City of Sedro-Woolley agrees to enter into an agreement for insurance assistance services with **The Unity Group, Inc.**, on September 1, 2007.

The Unity Group, Inc. agrees to provide the City of Sedro-Woolley with the following services:

1. Completing application, providing underwriting and loss information.
2. Assisting with reporting of claims and follow up on claims handling.
3. Assisting with property valuations and updating vehicle, property and equipment schedules.
4. Assisting with analysis and interpretation of insurance policies.
5. Obtaining Certificates of Insurance.
6. Assisting with available risk management programs.
7. Reviewing contracts and lease agreements regarding insurance requirements.
8. Soliciting quotes from insurance carriers, which would include conventional insurance companies and risk sharing groups.
9. Providing any other reasonable insurance-related services as may be needed during term of this agreement.

As compensation for these services, the City of Sedro-Woolley agrees to pay **The Unity Group, Inc.** an annual fee of 7.5% of all insurance related expenses associated with the CIAW pool. This fee will be due on September 30, 2007. All other insurance related products outside of the CIAW pool would be provided to the City of Sedro-Woolley at market competitive commission rates standard within the insurance industry.

The term of this agreement will be for one year with automatic renewals until cancelled.

Either party may cancel this agreement by giving written notice not later than 60 days prior to the annual renewal date.

City of Sedro-Woolley

By: _____

Title

Date: _____

The Unity Group, Inc.

By:  _____

CEO - Consultant

Title

Date: 08/30/07 _____



August 29, 2007

City of Sedro-Woolley
City Hall
720 Murdock St
Sedro-Woolley WA 98284-1426

RE: Broker Fee

Dear City of Sedro-Woolley:

This letter is to confirm that we are charging a broker fee on your account. It is our obligation to notify you any time that we are collecting a fee in lieu of, or in addition to, the commission. The fees and commissions that we are collecting are broken down as follows:

Carrier	Policy Type	Policy Number	Effective Date	Premium	Comm %	Commission Amount	Broker Fee
Travelers Insurance	Package	GP06031990	09/01/07	\$148,944	0%	\$0	\$11,170.80

Broker Fee = **\$11,170.80** Total Compensation = **\$11,170.80**

At the bottom of this letter is an acknowledgment to be signed by you and returned to us, showing that you understand and agree to this fee.

Sincerely,

Robert H. Dale
Commercial Insurance Department

Accepted by: _____ for City of Sedro-Woolley

**For our efforts, we are compensated primarily by commissions paid by insurers. The amount is based on the commission schedules established individually by each insurance company and is typically calculated as a percentage of the premium. Our agency may also be eligible to receive various forms of incentive compensation, including contingent commissions and other awards and bonuses. This incentive compensation is based upon a variety of factors that may include the volume, growth, profitability, and retention of business we place or other performance measures established by the individual insurers with whom we do business. It is usually impossible to know at the time we place any individual policy whether that policy will contribute to, or detract from, our potential eligibility for future additional compensation from any insurer. For more specific details about compensation relating to your policy, please ask your agent.

Bellingham
Everett
Lynden

110 Unity Street, Bellingham, WA 98225
1010 SE Everett Mall Way, Suite 100, Everett, WA 98208
517 Liberty Street, Lynden, WA 98264

(360) 647-9000
(425) 259-0002
(360) 354-0993

SEP 12 2007

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

CONSTITUTIONWEEK

Whereas: The Constitution of the United States of America, the guardian of our liberties embodies the principles of limited government in a Republic dedicated to rule by law and

Whereas: September 17, 2007, marks the two hundred twentieth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention, said

Whereas: It is fitting and proper to accord official recognition to the magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it : and

Whereas: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

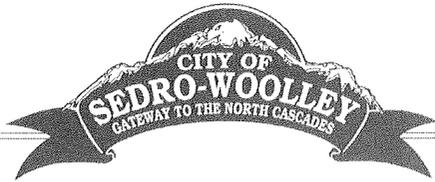
Now, therefore I, Mike Anderson, by virtue of the authority vested in me as Mayor of the City of Sedro-Woolley (in the State of Washington do hereby proclaim the week of September 17th through 23th as CONSTITUTION WEEK.

And ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 By vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties. IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the State of Washington to be affixed this 12th day of September of the year of our Lord two thousand and seven.

Signed _____

Seal.

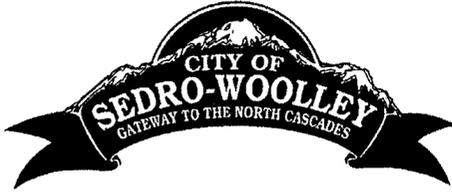
Attest _____



SUBJECT: PUBLIC COMMENT

Name:
Address:
Narrative:

UNFINISHED BUSINESS



CITY OF SEDRO-WOOLLEY
CITY COUNCIL AGENDA Sedro-Woolley Municipal Building
REGULAR MEETING 720 Murdock Street

Sedro-Woolley, WA 98284
Phone (360) 855-1661
Fax (360) 855-0707

SEP 12 2007

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

Eron M. Berg
City Supervisor/City Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: City Hall Update
DATE: September 12, 2007

PROJECT STATUS: The Project is progressing as anticipated; second floor roofing is in progress as well as masonry for the exterior, and electrical and plumbing rough-in. Windows should be on-site next week and we are anticipating that the building will be dry by the end of the month. Starting next week, the contractor will be working in the existing building and disrupting the police/fire operation. A special note of gratitude should be made to the fire department for giving up its space to the police department and for both departments for tolerating the dust, noise and inconvenience of working in a construction zone. Current photos of the project are available for review at www.ci.sedro-woolley.wa.us.

ISSUES: 1. Should the Council approve the proposed MPR 10 for reroofing a portion of the existing public safety building (this will be part of Change Order 3 in the future)?

PENDING ISSUES:

1. PSE pole at entrance to building: we are waiting for design/cost estimates from PSE/Potelco.
2. Generators. I had hoped to have additional information in this memo but do not. If I have additional information as late materials, I will report it at the meeting.
3. FF&E budget still pending further review and discussion.
4. Telecommunications. Northwest Information Services, Inc., has been retained and will be working with the City to evaluate our needs, propose options and develop specifications.

REQUEST FOR ACTION:

1. Approve MPR 10 in the amount of \$18,761.00 to re-roof a portion of the existing building.

INFORMATIONAL ITEMS:

The following is a log of pending and approved modifications:

MODIFICATION PROPOSAL REQUESTS:

Preliminarily Approved Under Resolution:

5-29-2007	1R	Cascade Gas delays	\$ 9,270.37
5-29-2007	2	Costs related to electrical conflict under the elevator	\$ 1,660.19
5-29-2007	3	Re-routing conduit as a result of site conditions	\$ 615.79
6-28-2007	4	Additional work required following response to RFI 8 (AR's 8 & 12): additional beam	\$ 1,104.69
7-25-2007	6R	Addition of operable windows	\$10,597.78

Under Council action on May 23, 2007:

7-25-2007	5R	Authorization to revise floor plan to redesign building, planning and engineering	\$18,968.51
8-23-2007	9	Electrical revision following MPR 5R	\$2,532.34

Under Council action on June 13, 2007:

6-13-2007	n/a	Addition to Carletti contract	up to \$30,000.00
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Under Council action on August 8, 2007:

8-8-2007	n/a	Change order number 1 (MPR's 1-6)	\$42,217.33
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Pending consideration of the City & pricing from Contractor:

8-23-2007	7	Electric door strikes	\$1,494.77
8-23-2007	8	Electric keypad entrance	\$ 841.01
9-12-2007	10	Re-roofing existing structure	\$18,761.85
n/a	11	Addition of wires/boxes to Room 202	pending
8-23-2007	12	Deletion of guard rail on staircase	(\$1173.74)

RECOMMENDATION:

1. Motion to approve MPR 10 in the amount of \$18,761.00 to reroof a portion of the existing building.

MODIFICATION PROPOSAL REQUEST

PROJECT **Sedro-Woolley Courtroom/Council Expansion**

TITLE OF CHANGE TPO Roofing at Existing Police Area.

PROPOSAL NO. 010

REQUEST FOR MODIFICATION: Colacurcio Brothers Construction Company, Inc. Contractor, THE MAIN CONTRACT with City of Sedro-Woolley dated April 17, 2007 request the changes as outlined below and/or detailed on the attachments.

ISSUED BY: Manley McIntyre - Colacurcio Brothers, Inc.

DATE ISSUED : 9/6/07

Added cost/credit for TPO membrane roofing at the existing building over the police area in lieu of the torch down patch and tie in.

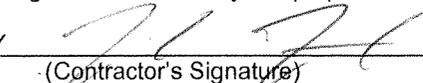
DISTRIBUTION via fax/e-mail (1) Colacurcio Brothers Construction (Manley McIntyre) (3) Carletti Architects (Quienten Sutter)

MODIFICATION PROPOSAL TO: **City of Sedro-Wolley**

We propose to perform all changes described in the above request for a total (**ADDITION**) (~~DEDUCTION~~) to the

Contract sum of: Eighteen thousand seven hundred sixty-one dollars and eighty-five cents. \$ 18,761.85
State Sales Tax (~~INCLUDED~~) (**EXCLUDED**)

The amount covers all direct and indirect costs related to the change including effects of the change on the remainder of the project. All other provisions of the contract remain in full effect. Attached are Cost Proposal Detail Sheets. We request and (**EXTENSION**) (~~REDUCTION~~) (leave blank if "0" days) of _____ calendar days in the completion time because of this change. We agree to be bound by this proposal for 30 days from signature date.

SUBMITTED BY  DATE 9-6-07
(Contractor's Signature)

DISTRIBUTION (1) signed originals with attached cost breakdown to Quienten Sutter (Carletti Architects)

[]Returned to Contractor for revision/reevaluation. See comments above/attached

AUTHORIZATION TO: Carletti Architects (Quienten Sutter) recommends acceptance of the foregoing proposal.

RECOMMENDED BY _____ DATE _____

AUTHORIZED BY _____ DATE _____
(Owner's signature)

As indicated above, the Owner accepts the foregoing proposal and authorizes performance of the changes specified. A Change Order (CO) will follow which includes the MPR amount. Billing cannot be honored for the MPR until issuance of the CO.

DISTRIBUTION After signature, (1) original retained by Owner, (1) original to Architect, (1) original to Contractor

Project: Sedro-Woolley Courthouse Expansion
Description of Work: Additional cost to overlay roof at police area with TPO in leu of torch down patch.
Owner / Architect: City of Sedro-Woolley - Carletti Architects

Modification Proposal Request

MPR 010
Job No. 207008
Date: 09/06/07

Description	Class	Straight Time		Overtime		Amount
		Hrs	Rate	Hrs	Rate	
Superintendent			49.50			-
			48.50			-
			48.50			-
			48.50			-
Use additional sheet if necessary						-
Labor - Subtotal						-
*Mark-Up at 15%						-
Labor Total						-

Description	Quantity	Unit	Unit Price	Amount
Use additional sheet if necessary				
Material Subtotal				
*Mark-Up at 15%				
Material Total				

Description	Cola. Bros. #	Hours Worked	Equip Rate	Oper. Cost	Total Rate	Total Amount
Excavator - Cat315			46.00	14.35	60.35	-
Excavator - Standby			17.50		17.50	-
Backhoe - 416 Cat/310 JD			29.00	6.25	35.25	-
Backhoe - Standby			14.50		14.50	-
Pick-up - crew truck			5.10	4.95	10.05	-
Dump truck - Solo			32.00	6.95	38.95	-
Equipment Subtotal						-
Small Tools at 0% of Labor						-
Subtotal						-
Mark-Up at 15%						-
Equipment Total						-

Subcontractors				
Description	Quantity	Unit	Unit Price	Amount
TPO	1.00	LS	25,655.00	25,655.00
Credit for Torch down	1.00	LS	(9,031.00)	(9,031.00)
Use additional sheet if necessary				
Subcontract Subtotal				
Mark-Up at 8%				
Subcontract Total				
16,624.00				
1,329.92				
17,953.92				

Summary				
Labor - Total		-		
Equipment - Total		-		
Material - Total		-		
Subcontract - Total		17,953.92		
Subtotal		17,953.92		
Bonds & Insurance 4.5%		807.93		
Total Cost This Change		18,761.85		



AXIOM
CONSTRUCTION & CONSULTING

Tim Koetje: 360.354.1184 FAX 360.318.9526 PO BOX 71 Lynden, WA 98264

Proposal

No: 07023

Date: 9/05/07

Work To Be Performed For:

Sedro-Woolley Council – Courtroom Chambers Expansion

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of:

TPO Membrane Roofing Addition

- Versico .060 TPO in tan color, with required accessories
- Amacor Fan-board covering, & misc. accesories
- New 24ga counterflashing @ mechanical units
- Credit for torchdown labor & materials

Base Bid \$16,624.00

Excludes: Perm a barrier flashing, flashings in brick, Bonding, Any shimming, blocking, nailers, curbs, and framing, Drilling holes through structure, Welding, Safety Anchors, Custom colors and Painting, Garbage disposal, Lead, Self adhered membrane at doors, windows, etc., Door & window pans

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner will carry fire, tornado and other necessary insurance upon above work.

Respectfully submitted: Joe Muller

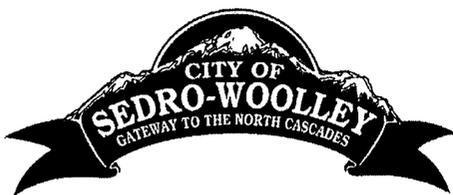
Note -This proposal may be withdrawn by us if not accepted within 25 days

ACCEPTANCE OF PROPOSAL

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

Accepted Date:

Signature:



CITY COUNCIL AGENDA
REGULAR MEETING

SEP 12 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: F&S Grade Road/Highway 20 Project
DATE: September 12, 2007

PROJECT UPDATE: Attached are the concept drawings for the two roundabout alternative to the signalized intersections. We are continuing to work with Nysether and Rimmer on the right-of-way issues and to gain their support for this project. It is my opinion that this project can't proceed without contributions from the benefiting property owners because the City does not have the dollars to close the gap (see the funding below).

While we are continuing to work with the property owners, it is important to find out if the Council is supportive of this concept. If so, we need to move forward without delay to seek a delay from the CERB board.

FUNDING RECAP: Here is the funding for the project to date:

<u>Funding Source</u>	<u>Amount</u>
Skagit County	152,000
Rural Economic Vitality Program	363,300
STP-R	332,279
WSDOT I 2 Program	15,000
STP-R - approved by MPO/RTPO	750,000
City Match	586,840
	<u>\$2,199,419</u>

We have already spent all of the REV money (\$363K) on design for this project. The engineer's estimate for construction costs for this project as redesigned is \$2.0M. In addition we would need approximately an additional \$250K for design costs and something similar for project management costs. It appears to me that we are short approximately \$663K. We are working on a grant request to Skagit County for an additional \$348K from the rural economic distressed county money (the other \$152K is money from the same source that we are anticipating to transfer from the Polte Road project to this project). We will need the participation of the benefiting property owners to make this project viable for our delay request to CERB and to actually construct it in 2008. We are running out of time.

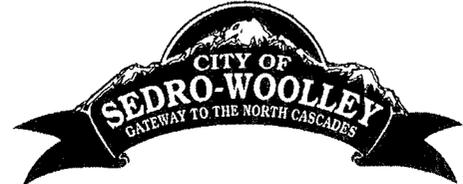
REQUEST FOR ACTION:

1. Motion to authorize a request for a delay from the CERB board to allow us to proceed with the two roundabout alternative to signalized intersections.

CITY OF SEDRO-WOOLLEY

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

Memorandum



To: Mayor Anderson, City Council

From: Shane Walley Public Lands Supervisor
Nathan Salseina PWW III

**CITY COUNCIL AGENDA
REGULAR MEETING**

Date: 9/4/2007

SEP 12 2007

Re: Bingham Park Building

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

BACKGROUND

After the last council meeting we were directed to compare the costs of renovating the old food bank building with constructing a new building. After discussing the condition of the old food bank building with a licensed contractor it has been determined that the cost of bringing it up to code is not a cost effective way to proceed. With this determination having been made we have attained an estimate to move forward with the construction of a pole building in place of the old food bank building. The project will use a combination of contractors and staff time very similar to how the Wastewater Department constructed their new building in 2004 and 2005. Using staff time over the course of the winter to do some of the interior work we will be able to keep the costs down. We have determined that we can construct a very nice facility for \$70,000, and slowly add to it over the course of the next few years.

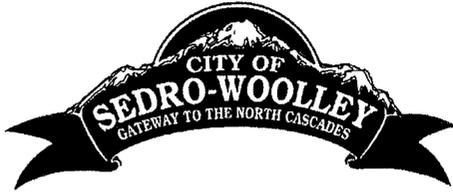
ISSUE

Should the Parks Department move forward with the demolition of the old food bank building and proceed with going out to bid for the construction of this new building. Funds available for this project are from park impact fees and a cap of \$70,000 from impact fees will be put on the project.

STAFF RECOMMENDATION

Staff recommends the council authorize the parks department to move forward and solicit competitive bids for the construction of the new parks department office to be located on the footprint of the existing old food bank office building.

NEW BUSINESS



CITY COUNCIL AGENDA
REGULAR MEETING

SEP 12 2007

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 9

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: Purchase of new park land from River Road LLC
DATE: September 12, 2007

ISSUE: Should the Council authorize the Mayor to sign the attached Purchase and Sale Agreement with River Road LLC for the purchase of new park land?

BACKGROUND: This purchase has been the topic of discussion at the staff and Council level for some time now. River Road LLC owns approximately 3 acres of land adjacent to the City's Riverfront Park. This land has long been used by the City for excess parking and park space; the City crews maintain the lawn. Pursuant to Council direction, I have negotiated the attached agreement with River Road LLC which includes the following: a purchase price of \$160,000 payable in four installments (\$40K at closing, \$40K in January of 2008, \$40K in January of 2009 and \$40K in January of 2010). The Stiles family will be donating the time value of money (no interest will be charged).

We are ready to proceed and I would expect closing to occur within the month. Funding for this purchase would be from park impact fees.

RECOMMENDATION: Motion to authorize the Mayor to sign the purchase and sale agreement with River Road LLC for the purchase of additional park land for \$160,000.00 and to authorize the additional costs of closing as outlined in the agreement.

**REAL ESTATE PURCHASE AND SALE AGREEMENT
WITH EARNEST MONEY PROVISION**

THIS CONTRACT CONTROLS THE TERMS OF THE SALE OF THE PROPERTY

(Please read carefully before signing)

Sedro-Woolley, Washington

September ____, 2007

Received from the CITY OF SEDRO-WOOLLEY, a Washington Municipal Corporation, hereinafter called Buyer, the sum of one thousand Dollars (\$1,000.00) in the form of a check, which has been deposited with Escrow Agent designated herein and who is authorized to hold said deposit as earnest money and as part payment on the purchase price of the following described real estate, which Buyer agrees to buy and Seller agrees to sell, located in Skagit County, State of Washington, commonly known as 901 River Road, Sedro-Woolley, Washington and legally described as follows:

Lot 1 through 30, inclusive, Block 128, "PLAT OF THE TOWN OF SEDRO, SKAGIT COUNTY, W.T.", as per plat recorded in Volume 1 of Plats, page 18, records of Skagit County, Washington.

1. PURCHASE PRICE: The total purchase price is one hundred sixty thousand Dollars (\$160,000.00) payable as follows:

A. Seller Financing: Buyer agrees to pay forty thousand Dollars (\$40,000.00) down, including the herein receipted earnest money. The balance of the purchase price shall be paid in three equal installments of forty thousand Dollars (\$40,000.00) by or before January 15, 2008, January 15, 2009 and January 15, 2010. It is the intent of the Seller to make a donation to the City by not charging any interest for the three additional payments made pursuant to this Agreement.

- i. LATE CHARGE: If Seller receives any payment more than ten days after its due date, then a late payment charge of \$5,000.00 shall be added to the scheduled payment.
- ii. ATTORNEYS' FEES AND COSTS: Buyer shall pay all costs incurred by Seller in collecting sums due under this paragraph after a default, including reasonable attorneys' fees, whether or not suit is brought. If Buyer or Seller sues to enforce this paragraph or obtain a declaration of its rights hereunder, the prevailing party in any such proceeding shall be entitled to recover its reasonable attorneys' fees and costs incurred in the proceeding (including those incurred in any bankruptcy proceeding or appeal) from the non-prevailing party.

2. CONTINGENCIES:

A. This transaction is not conditioned on any matter.

3. **CONDITION OF TITLE.** Title to the property is to be free of all encumbrances or defects except liens placed by the City of Sedro-Woolley. Encumbrances to be discharged by Seller shall be paid from Seller's funds at the date of closing. Existing reservations, existing easements not inconsistent with Buyer's intended use, building or use restrictions general to the district, and building or zoning regulations or provisions shall not be deemed encumbrances or defects.

4. **TITLE INSURANCE.** Seller authorizes Escrow Agent, at Seller's expense, to apply for a preliminary commitment for a STANDARD form Buyer's policy of title insurance, with homeowner's additional protection and inflation protection endorsements, if applicable and available at no additional cost, to be issued by LAND TITLE COMPANY OF SKAGIT COUNTY (Sedro-Woolley office). Said policy of title insurance shall be provided to Buyer at closing. Buyer should be aware that additional coverage may be available, if desired, at Buyer's expense. The preliminary commitment shall be delivered to Buyer as soon as practicable after Buyer and Seller have signed this Agreement. Said preliminary commitment, and title policy to be issued, shall contain no exceptions other than those provided for in such standard form and encumbrances or defects noted in Paragraph 3 herein. If title cannot be made so insurable prior to the closing date called for herein, this Agreement shall be terminated and the earnest money shall be refunded to Buyer, less any costs incurred or advances made by Escrow Agent for Buyer, unless Buyer elects to waive such defects or encumbrances. Buyer shall conclusively be deemed to have accepted the condition of title unless Escrow Agent receives written notice of Buyer's objections within three (3) business days after the preliminary commitment for title insurance is made available to Buyer.

5. **CONVEYANCE.**

A. Title shall be conveyed by Statutory Warranty Deed, free of encumbrances except those as noted in Paragraph 3.

6. **SELLER'S REPRESENTATIONS.** Seller warrants: (a) that the property is connected to a septic system, electric power, (b) that there is not a Condominium or Home Owner's fee, (c) that the property does not contain leased fixtures.

7. **INCLUDED ITEMS.** This agreement is for the sale of land and dilapidated buildings.

8. **1031 Exchange.** Seller may sell this property as part of a qualified IRS Section 1031 exchange; Buyer agrees to reasonably cooperate with Seller to effectuate a 1031 exchange if Seller so desires.

9. **CLOSING COSTS AND PRO-RATIONS.** The cost of escrow shall be shared equally between Buyer and Seller, except those fees which are expressly limited by federal regulation. Seller shall pay the excise tax at closing. Taxes for the current year, rents, interest, Association or Home Owner's fees, water and other utility charges, if any, shall be pro-rated as of the date of closing unless otherwise agreed. Recording costs shall be paid by Buyer except those recording fees incurred to release encumbrances against the property, which shall be paid by Seller.

10. **CLOSING OF SALE:** With the understanding that TIME IS OF THE ESSENCE; the desired date of closing shall be on OR BEFORE September 28th, 2007, but in any event NOT LATER THAN October 15, 2007, which shall also be the termination date of this agreement, unless extended in writing. Buyer and Seller shall deposit, when notified, without delay, in escrow with LAND TITLE COMPANY OF SKAGIT COUNTY, all instruments and monies required to complete the transaction in accordance with this Agreement. Closing, for the purpose of this Agreement, is defined as the date that all documents are recorded and the sale proceeds are available for disbursement. If prior to closing, improvements on said property shall be destroyed or substantially damaged by fire, human action, or other casualty, this Agreement, at the option of Buyer, shall become void.

11. **POSSESSION:** Buyer shall be entitled to possession on closing.

12. **DEFAULT:** In the event of default by Buyer, it is agreed that the earnest money shall be forfeited as liquidated damages unless Seller elects to enforce this Agreement, or seek damages for breach

thereof. If the earnest money is forfeited as liquidated damages, said money shall, after deduction of expenses incurred by Escrow Agent on behalf of the principals, be distributed to Seller. In the event that Buyer, Seller or Escrow Agent shall commence proceedings or institute suit to enforce any rights hereunder, the prevailing party shall be entitled to costs and reasonable attorney's fees.

13. AGENCY DISCLOSURE:

At the signing of this Agreement, the Buyer warrants that it was not represented by an agent to which a commission is due as a result of this purchase. In the event a commission is due, unless caused by Seller, Buyer agrees to pay said commission.

14. PROFESSIONAL ADVICE: It may be advisable for either or both parties to obtain legal, tax or other professional advice in connection with this transaction. The parties accept sole responsibility to seek such advice as they deem necessary.

15. AGREEMENT TO PURCHASE AND DISCLAIMER OF WARRANTIES: Buyer's decision to purchase is not based upon statements of fact by Seller concerning the property unless the facts stated have been either (a) included as contingencies for the purchase or (b) independently verified as true to the complete satisfaction of Buyer. Except for conditions and contingencies specifically noted elsewhere in this Agreement, BUYER ACCEPTS THE PROPERTY IN ITS PRESENT CONDITION, AS IS. SELLER MAKES NO REPRESENTATION AS TO THE ACCURACY OF LOT SIZE AND ADVISES BUYER TO VERIFY CORRECT LOT SIZE TO HER OWN SATISFACTION. THERE HAVE BEEN NO VERBAL OR OTHER AGREEMENTS WHICH MODIFY OR AFFECT THIS AGREEMENT. THIS AGREEMENT CONSTITUTES THE FULL UNDERSTANDING BETWEEN SELLER AND BUYER.

16. SURVIVES CLOSING: All statements, representations and warranties by either Buyer or Seller as stated herein shall survive closing; Paragraph 1 of this Agreement survives closing.

17. BUYER'S ACCEPTANCE: Buyer offers to purchase the above property on the above terms and conditions.

CITY OF SEDRO-WOOLLEY
720 Murdock Street
Sedro-Woolley, WA 98284

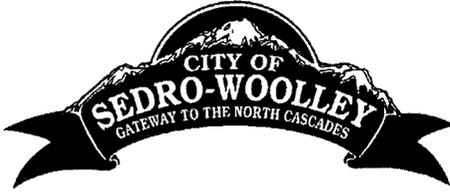
18. SELLER'S ACCEPTANCE: Seller agrees to sell the property on the terms and conditions specified herein.

River Road LLC
8286 Stiles Lane
Sedro-Woolley, WA 98284
360-770-8290

CITY COUNCIL AGENDA
REGULAR MEETING

SEP 12 2007

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



7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 10

Eron M. Berg
City Supervisor/City Attorney

MEMO TO: City Council
RE: Proposed resolution declaring City Hall (building and land) surplus
DATE: September 12, 2007

ISSUE: Should the Council approve the attached resolution declaring the City Hall building and real estate surplus?

BACKGROUND: As we prepare for our relocation to the new City Hall, the current building will no longer be needed by the City. Because it may take some time for the City to market and sell the current City Hall, it seems prudent to authorize the contracting of a real estate sales person now to market and sell City Hall. The resolution contemplates the City's continued use of the existing structure through April 15, 2008. We are anticipating project completion in early March.

RECOMMENDATION: Motion to approve the resolution.

RESOLUTION NO.

A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION

WHEREAS, the City has purchased the property and/or equipment identified herein; and

WHEREAS, the property and/or equipment identified is surplus to the needs of the City; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY AS FOLLOWS:

Section 1. The City Council does hereby declare the following to be surplus:

The building and property located at 720 Murdock Street, Sedro-Woolley, Washington, and legally described on Exhibit A attached hereto.

Section 2. The City Supervisor is directed to request proposals from qualified real estate professionals; evaluate their proposals on the basis of proposed commissions, proposed marketing plan and strategy, and experience with this type of listing.

Section 3. The City Supervisor is authorized to select from the proposals identified in Section 2 herein the most qualified person, entity or firm to represent the City in selling this property and to execute listing agreements with that person, entity or firm.

Section 4. The City Council reserves the right to approve any purchase and sale agreements that may be negotiated by the Mayor or the City Supervisor; any transfer of this property shall be subject to the City's right to use and occupy the structure through April 15, 2008.

PASSED by majority vote of the members of the Sedro-Woolley City Council this 12th day of September, 2007

Mike Anderson, Mayor

Attest:

Patsy Nelson, Clerk/Treasurer

Approved as to form:

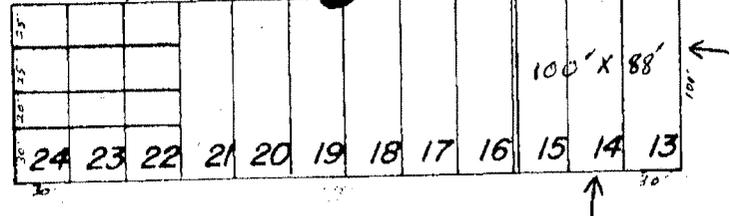
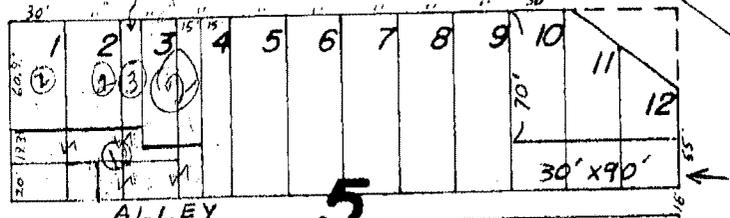
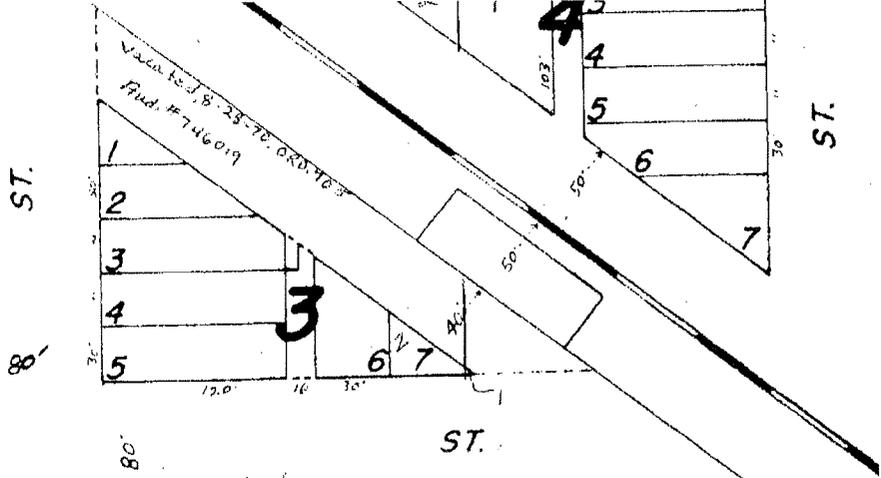
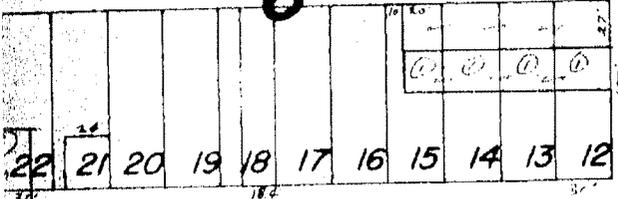
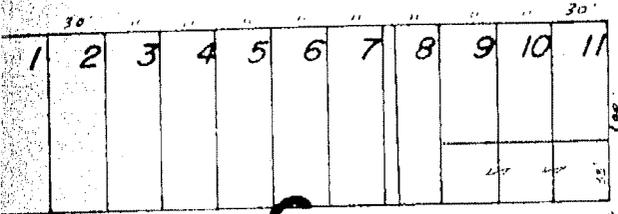
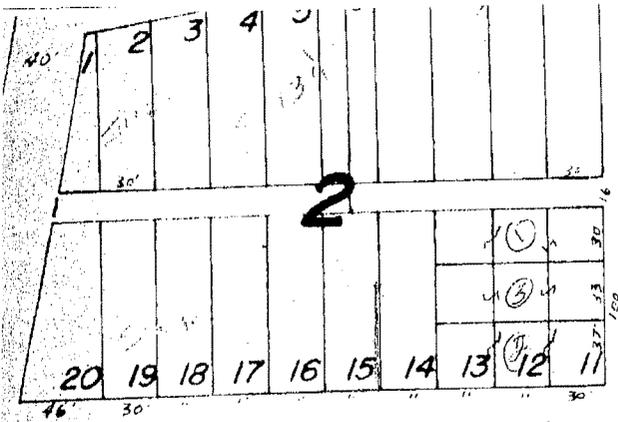
Eron Berg, City Attorney

Exhibit A

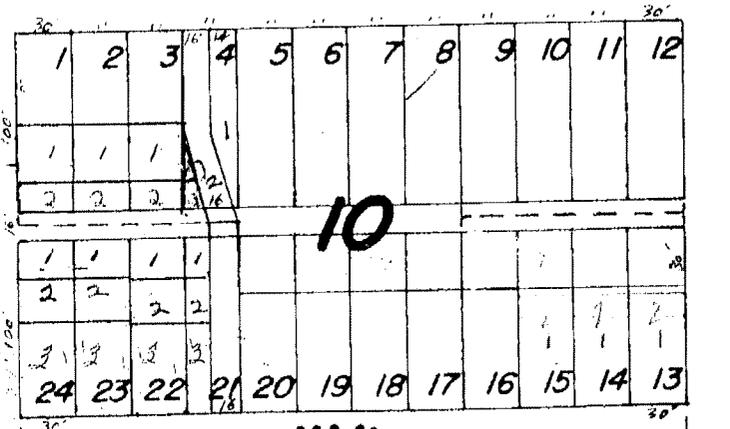
Lots 10, 11, 12, 13, 14 and the East 28 feet of Lot 15, Block 5,
"Woolley, the Hub of Skagit County, Washington" as per plat recorded in
Volume 2 of Plats, Page 92, records of Skagit County, Washington,
EXCEPT the North 70 feet of said Lots 10, 11 and 12.

NOTICE

... This sketch is furnished as a courtesy only by
FIRST AMERICAN TITLE INSURANCE COMPANY
 and it's agent and is NOT a part of any Title
 Commitment or Policy of Title Insurance.
 ... This sketch is furnished solely for the purpose
 of assisting in locating the premises and does
 not purport to show all highways, roads or
 easements affecting the property. No reliance
 should be placed upon this sketch for the
 location or dimensions of the property and no
 liability is assumed for the correctness thereof.



ST.



METCALF

MURDOCK

North