Sedro-Woolley City Council Meeting
Wed, May 27, 2020 4:00 PM - 5:00 PM (PDT)

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Next Res: 1052-20

VISION STATEMENT

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

MISSION STATEMENT

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

CITY COUNCIL AGENDA

May 27, 2020
4:00 PM
Sedro-Woolley Municipal Building
Council Chambers
325 Metcalf Street

a. Call to Order
b. Pledge of Allegiance
c. Roll Call
d. Approval of Agenda
e. Consent Agenda.....8-31

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

1. Minutes from Previous Meeting (Including May 6, 2020 Study Session)
2. Finance
   - Claim Checks #193079 to #193183 plus EFT in the amount of $898,631.93
   - Payroll Checks #60060 to #60069 plus EFT's in the amount of $316,996.49
3. Township St. (SR9) & John Liner/McGarigle Rd Intersection Improvements Project Grant Approval and Match Requirements
4. Possible Contract Award – Contract 2020-PW-01, 2020 SR20 West Lane Widening and Safety Improvements Project – Allied Construction Associates, Inc.

f. Introduction of Special Guests and Presentations *(none scheduled as of the date of this agenda)*
g. Staff Reports
h. Councilmember and Mayor's Reports
i. Proclamation(s) *(none scheduled as of the date of this agenda)*
j. Public Comments.....32

The public comment period will be closed. However, you may provide written questions or comments via email, or by letter. We are currently exploring options to host meetings remotely.

k. Public Hearing(s) *(none scheduled as of the date of this agenda)*
l. Unfinished Business

1. Ordinance #1956-20: Imposition of Affordable Housing Sales Tax *(2nd Read)*.....33-38

m. New Business *(none scheduled as of the date of this agenda)*

n. Information Only Items
o. **Good of the Order**
p. Executive Session *(none scheduled as of the date of this agenda)*
q. **Adjournment**

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

Next Meeting(s)

June 10, 2020	**Council Meeting**	**4:00 PM**	**Council Chambers**

COMMITTEE ASSIGNMENTS
2020

Public Safety	Chuck Owen, Chair Karl de Jong Brendan McGoffin *Staff liaison: Chief Tucker & Chief Klinger*
Utilities	Karl de Jong, Chair Brenda Kinzer Jared Couch *Staff liaison: Mark Freiberger*
Finance & Personnel	Glenn Allen, Chair Chuck Owen Germaine Kornegay *Staff liaison: Jill Scott*
Parks & Recreation	Brenda Kinzer, Chair Germaine Kornegay Jared Couch *Staff liaison: Nathan Salseina*
Planning	Germaine Kornegay, Chair Glenn Allen Chuck Owen *Staff liaison: John Coleman*
Business Development	Jared Couch, Chair Glenn Allen Brendan McGoffin *Staff liaison: Doug Merriman*
Technology	Brendan McGoffin, Chair Karl de Jong Brenda Kinzer *Staff liaison: Bill Chambers*
Mayor Pro-tem	Jared Couch

COUNCIL COMMITTEE ASSIGNMENTS

II. Council Committees

A. Annually, at the first meeting of the year, the Mayor shall appoint two councilmembers and a council chairperson to each standing committee of the Council, subject to confirmation by the city council. In making the appointments, the Mayor shall consider councilmembers' expressed interests and shall attempt to match councilmembers to their committees of choice.

B. Standing Committees

1. **Public Safety**: To consider issues and make recommendations to the full Council related to the police department, fire department, municipal court and public policies relevant to those departments.

2. **Utilities**: To consider issues and make recommendations to the full Council related to the City's sewer, storm water and solid waste utilities including operational policies, rates and related policies.

3. **Finance & Personnel**: To consider issues and make recommendations to the full Council related to financial management policies, financial reports and personnel issues including personnel policies.

4. **Parks & Recreation**: To consider issues and make recommendations to the full Council related to the parks department and the provisioning of parks and recreation programming in the City.

5. **Business Development**: To consider issues and make recommendations to the full Council related to the attraction of new businesses and the retention of existing businesses within the City.

6. **Planning**: To consider issues and make recommendations to the full Council related to long-term planning and growth in the City.

C. The Role of City Council Committees

1. City Council Committees are intended to enhance communication between the Legislative Branch and the Executive Branch at the early phase of the development of significant items affecting public policy questions.

2. These Committees will enable City administration to obtain early feedback from representative members of the City Council on issues affecting public policy prior to their presentation, as necessary, to the full City Council.

3. City Council Committee members develop and maintain a deeper level of knowledge on matters of a technical nature which might affect public policy in order to increase the positive

exchange of information and discussions between City Council members, City staff, and the public.

4. When appropriate, items may be considered by a City Council Committee before a final recommendation from the appropriate City Board or Commission (i.e., Planning Commission, Parks Board).

5. City Council Committees do not replace the City Council as final decision makers on behalf of the full City Council. Council Committees make no staff direction on administrative matters, specific assignments, or work tasks. If Committee members seek additional information from an outside party or consultant resulting in additional cost to the City, approval to incur such cost must be approved by the full City Council.

6. Any discussion or feedback expressed or received at a Committee meeting should not be construed or understood to be a decision by or for the City Council. Further, any recommendation the Committee may make to the City Council is based on information possessed by the Committee at the time the recommendation is made and may be revised or amended upon receipt by the Committee of additional or newer information.

D. Operational Guidelines and Functional Structure

1. City Council Committees consist of three Council members one of whom is the committee chair. The Mayor may attend and participate in all Committee meetings.

2. No member of the City Council may serve on more than three Committees.

3. Council Committees will meet at least quarterly.

4. Council Committees have no delegated authority from the City Council and shall not take testimony from the public.

5. The Staff Liaison will coordinate with the Mayor and City Supervisor on the preparation of the agenda to determine whether items will be presented to a Committee or placed on the Council's regular agenda to be considered by the full City Council. Any item may be referred to the full Council by the Committee considering that item.

6. The full City Council by majority vote may refer any item on its agenda to an appropriate Committee for further review and recommendation.

7. Committee meetings are intended to allow regular attendance by City Council Committee members, as well as the Staff Liaison, staff, the Mayor and the City Supervisor, as necessary. In order to prevent inadvertent violations of the Open Public Meetings Act, attendance by non-member Council members that will result in a quorum of the full City Council is prohibited.

8. The regular Council meeting agenda shall include an opportunity for Committee reports at which time any appointed Committee member may report to the Mayor and City Council on pertinent and timely issues before a Committee.

E. City Liaison Role

1. The City Supervisor serves as an advisor to each City Council Committee; however, each Committee has an identified staff liaison at the Director-level. The responsibilities of the Staff Liaison are as follows:

a. Attend all meetings of the City Council Committee.

b. Research information and prepare reports and correspondence as required for the Committee.

c. Provide administrative support to the Committee, including distribution of documents to the Committee as required.

d. Coordinate with the Committee chair to prepare agendas.

e. Schedule meetings.

f. Prepare Committee minutes within one week of the meeting and submit to the City Clerk for posting and distribution to the full City Council.

g. Serve as the communication link between the Committee and City administration, City departments, and Council as appropriate.

DATE: May 27, 2020

TO: Mayor and City Council

FROM: Jill Scott, Finance Manager

SUBJECT: a) CALL TO ORDER; b) PLEDGE OF ALLEGIANCE; c) ROLL CALL; d) APPROVAL OF AGENDA; e) CONSENT AGENDA;

a. CALL TO ORDER - The Mayor will call the May 27, 2020 Meeting to Order

b. PLEDGE OF ALLEGIANCE - The Mayor will lead the City Council and citizens in the Pledge of Allegiance to the United States of America.

c. ROLL CALL - The Recorder will note those in attendance and those absent.

____ Ward 1 Councilmember Brendan McGoffin

____ Ward 2 Councilmember Germaine Kornegay

____ Ward 3 Councilmember Brenda Kinzer

____ Ward 4 Councilmember Glenn Allen

____ Ward 5 Councilmember Chuck Owen

____ Ward 6 Councilmember Karl de Jong

____ At-Large Councilmember Jared Couch

d. APPROVAL OF AGENDA

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

CITY OF SEDRO-WOOLLEY

Council Study Session
May 6, 2020
Via Teleconference

The study session was called to order by Mayor Johnson at 4:00 P.M.

Roll Call: Mayor Julia Johnson, Councilmembers: Germaine Kornegay, Glenn Allen, Jared Couch, Chuck Owen, Karl de Jong, ,Brendan McGoffin and Brenda Kinzer (absent). Staff Members: Planning Director John Coleman, Assistant Planner Katherine Weir, City Supervisor Eron Berg, Finance Director Doug Merriman and Public Works Director Mark Freiberger.

Staff Reports

Police Chief Tucker – reported on a motor vehicle accident that resulted in a fatality. He noted the WSP has taken charge of the investigation along with the Mount Vernon Police.

Fire Chief Klinger – reported a busy six weeks with initial problems with personal protection equipment (PPE). He stated call volumes are starting to increase again and reported on a house fire on N. Reed. Chief Klinger also addressed COVID transports.

Planning Director Coleman – reported in January the Council Planning committee discussed having one read for preliminary and final plat approvals. The topic will be brought back for further discussion. He also reported the Natural Hazard mitigation plan has received FEMA approval and a resolution will be brought forth later. Coleman noted he has been receiving a number of inquiries regarding the use of Accessory Dwelling Units.

Councilmember de Jong questioned parking on Township for a mobile vendor.

Finance Manager Scott – stated Finance is continuing with limited staff and staggering schedules.

IT Director Chambers – reported on Phase 1 of the AV upgrade.

Councilmember de Jong thanked IT Director Chambers for helping him through his technical difficulties.

Public Works Director Freiberger – reported on the SR20 lane widening. He noted items to be on the May 13 Council agenda to include an interlocal agreement with Skagit County and the BNSF agreement for undercrossing. Other projects in the works are the Jameson overlay project and street prep for chip seal projects.

Freiberger addressed a late materials item for the Transportation Impact Fee update with no action required. He noted a 16% increase in impact fees and pointed out a comparison provided in the packet.

City Attorney Thompson – reported she is excited to be a part of the team and looking forward to working with everyone.

SHB 1406 Affordable House Sales Tax: Options to Consider

Mayor Johnson reviewed options for consideration 1). Adopt, levy revenue and administer as a city program, 2). Adopt, levy revenue and partner with County to administer the funding or 3). do not adopt and the revenue will default to the county.

Discussion ensued regarding pooling resources

City Supervisor Merriman spoke of each option. He noted that if we do nothing the Skagit County area would miss out on the funding.

Further discussion included funding to be collected over the years, representation on the board and a deadline of July 28, 2020.

Revenue Impacts of COVID-19

Mayor Johnson turned the topic over to City Supervisor Merriman but stated she has given a mandate that we do not want to lay anyone off.

City Supervisor Merriman discussed revenue impacts of COVID 19. He referred to a late materials graph and noted that the revenues lag about two months behind. He noted anticipation of a 30% sales tax reduction for the year. Citywide it will be approximately a 17% overall decrease in revenues. The general fund will be the hardest hit. Each department will be looking at areas to be streamlined and Merriman gave some examples. He addressed use of the strategic reserve fund. Challenges are a 1.5 million downfall with an $800,000 hit to the general fund. Merriman entertained questions from the Council.

Discussion ensued regarding most of businesses returning, phased opening,

Miscellaneous

Councilmember Owen – questioned renewal of a CPL permit,

Councilmember Kornegay – announced the availability of forms for applying as an essential business.

Councilmemeber McGoffin – questioned the Library progress payments.

City Supervisor Merriman – reported the library project is now back up and running. While work was not being done, no progress payments were being made. We were still paying interest on the loan and he addressed the final loan draw.

Councilmember Allen – commented on the great police work and questioned an arrest made in the city parking lot.

Councilmember de Jong – thanked Chief Tucker on rollover accident. He commended neighbors and the community for their actions on the accident. He announced at Riverfront Park the ceasing of the Skagit Fisheries Enhancement planting activities as well as the Skagit Watershed meetings have been cancelled. He reported he is keeping up with conference calls for elected officials and spoke of a great job of the Food Bank and the help from the National Guard. de Jong also addressed the proposed federal bill for helping municipalities.

Councilmember Couch – questioned plan for services and meeting the needs of the construction industry to help them to get back up and running.

Meeting adjourned.

CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
May 13, 2020– 4:00 P.M. – Via Teleconference

Call to Order

Mayor Julia Johnson called the meeting to order at 4:00 P.M.

Pledge of Allegiance

ROLL CALL: Present: Mayor Julia Johnson, Councilmembers: Brenda Kinzer, Germaine Kornegay, Chuck Owen, Brendan McGoffin, Karl de Jong, Jared Couch and Glenn Allen. Staff: Recorder Brue, City Supervisor Merriman, Finance Manager Scott, Public Works Director Freiberger, Planning Director Coleman, Fire Chief Klinger and City Attorney Thompson.

Approval of Agenda

Councilmember de Jong moved to approve the agenda including a motion to excuse the absence of Councilmember's de Jong, Allen and Kornegay from the April 22, 2020 meeting due to technical difficulties. (No seconded recorded). Motion carried (7-0).

Consent Calendar

- Minutes from Previous Meeting
- Finance
    - Counter Checks #5000 to #5003 in the amount of $399.50
    - Claim Checks #192982 to #193077 in the amount of $708,496.02
    - Payroll Checks #60047 to #60059 plus EFT's in the amount of $444,328.81
- Proposed Resolution (1051-20) declaring certain items surplus
- Proposed Interlocal Cooperative Agreement with Skagit County for Partial Funding of the SR20 West Lane Widening and Safety Improvements Project
- Proposed Rail, Freight and Ports Division State Funding Agreement with WSDOT for the Jones/John Liner Road BNSF Undercrossing Project

Councilmember Kornegay moved to approve consent agenda items 1 through 5. Seconded by Councilmember McGoffin. Motion carried (7-0).

Introduction of Special Guests and Presentations

Staff Reports

Fire Chief Klinger – reported no Birthday parades this week.

Police Chief Tucker – reported on an ongoing protester at Riverfront Park.

Planning Director Coleman – reported on contractors getting back to work and making sure the COVID requirements are being followed. The planning commission meeting will be held as scheduled for May.

Public Works Director Freiberger – reported the SR20 project is currently out to bid with a June start date. He also reported on the Jameson overlay project, WWTP electrical upgrade, progress on the ADA inventory, west lane widening project, BNSF undercrossing agreement with WSDOT and an upcoming public hearing , June 24, 2020 for the 2021-2026 Transportation Improvement Program. Freiberger also reported the Street Department has been doing street preparation for upcoming chip seal projects.

Finance Manager Scott – stated the Finance Department has been continuing to operate on a staggered schedule. She noted she is impressed with the Finance Staff and the ability to work under unusual and challenging circumstances.

IT Director Chambers – reported he is catching up on web postings and working on Phase 1 of the Council AV upgrade,

City Supervisor Merriman – reported he has been working on a budget amendment and spoke on the funding package (CARES Package, Hero's funding). He is also working on a phase in plan for when we start working together again.

Councilmember de Jong questioned the CARES Package of what it can be spent on.

Councilmember and Mayor's Reports

Councilmember Owen – addressed receiving a number of emails.

Councilmember Kornegay – questioned if the National Guard is still at the Food Bank. Councilmember de Jong reported they are still her and will be here through June with Operation Olympic. They are also helping seven other food banks along with Helping Hands.

Councilmember McGoffin – cautioned regarding copy and paste emails. He said they might contain links that have redirects'.

Councilmember de Jong – reported he has been spending time with the paycheck protection program for small business owners. He is also working federally for funding for essential services and highlighted the Explore Sedro Woolley addition to the Skagit Valley Herald.

Public Comments

Mayor Johnson encouraged people to send their concerns via email or mail and they will be read into the record.

Public Hearings

Unfinished Business

Ordinance #1956-20: Imposition of Affordable Housing Sales Tax

City Supervisor Merriman introduced the proposed ordinance for the imposition of the Affordable Housing Sales Tax. He noted it follows the process previously talked about. The estimated tax is approximately $14,000 from the state. It can be used for intended purposes or we can enter into an interlocal agreement with the County or another city.

Councilmember de Jong addressed discussion of having representation for plan 2 and suggested having the representation assigned to the Council Planning Committee chair.

Councilmember Allen spoke of the need for an interlocal agreement and the need for representation. He also addressed the anticipated decrease in sales tax revenue.

Mayor Johnson addressed keeping the funding with the possibility of developing housing at a time in the future.

New Business

One-read request for preliminary plat and final plat approvals

Planning Director Coleman reviewed the one read request for preliminary plat and final plat approvals. The request was discussed in December 2019 and was submitted by a local developer with specifics of why the request. It was also discussed at the last work session.

Some discussion ensued regarding language within the document.

Councilmember Couch moved to make the action a motion that would give the Council the option to do only one reading of a preliminary plat approval ordinance and a final plat approval solution. Seconded by Councilmember de Jong. Roll Call Vote, motion carried (7-0).

Information Only Items

Fire Department Monthly Incident Data – April 2020
Public Works Director Authority Record

Good of the Order

Executive Session

Adjournment

The meeting was adjourned with no further business to bring forward.

CITY COUNCIL AGENDA
REGULAR MEETING

MAY 27 2020

:00 P.M. COUNCIL CHAMBERS
AGENDA NO. e-2

DATE: May 27, 2020

TO: Mayor and City Council

FROM: Jill Scott, Finance Manager

SUBJECT: FINANCE - CLAIMS

Attached you will find the Claim Checks register proposed for payment for the period ending May 27, 2020.

Motion to approve Claim Checks #193079 to #193183 plus EFT in the amount of $898,631.93.

Motion to approve Payroll Checks #60060 to #60069 plus EFT's in the amount of $316,996.49.

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

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

Time: 09:05:11 Date: 05/22/2020
05/27/2020 To: 05/27/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3819	**05/27/2020**	**Claims**	**2**	**EFT**	**WA State Dept Of Revenue**	**14,266.81**	
		001 - 521 20 26 000 - Uniforms/Accessories				17.23	
		001 - 522 21 35 011 - EMS Minor Equipment				16.38	
		401 - 535 50 48 010 - Maintenance Of Lines				97.74	
		401 - 535 80 44 010 - Taxes & Assessments				5,962.66	
		102 - 536 20 44 010 - Taxes And Assessments				162.51	
		412 - 537 80 44 001 - Taxes & Assessments				8,019.14	
		101 - 576 80 44 010 - Taxes And Assessments				-8.85	
3820	**05/27/2020**	**Claims**	**2**	**193079**	**APSCO Inc**	**8,152.63**	
		401 - 594 35 64 401 - Machinery & Equip				8,152.63	
3821	**05/27/2020**	**Claims**	**2**	**193080**	**ATV Sign**	**572.88**	
		412 - 537 80 31 000 - Operating Supplies				390.60	
		412 - 537 80 31 000 - Operating Supplies				182.28	
3822	**05/27/2020**	**Claims**	**2**	**193081**	**AV Capture All Inc.**	**107.42**	
		001 - 594 12 64 000 - Office Equipment				107.42	
3823	**05/27/2020**	**Claims**	**2**	**193082**	**AWC Employee Benefit Trust**	**4,455.00**	
		001 - 521 20 27 000 - Retired Medical				4,455.00	
3824	**05/27/2020**	**Claims**	**2**	**193083**	**Ackermann Electric Co.**	**168.18**	
		401 - 535 50 48 050 - Maint Of General Equip				168.18	
3825	**05/27/2020**	**Claims**	**2**	**193084**	**All-Phase Electric**	**595.44**	
		101 - 576 80 48 009 - Hammer Square				409.22	
		101 - 576 80 48 009 - Hammer Square				175.38	
		101 - 576 80 48 016 - City Hall				10.84	
3826	**05/27/2020**	**Claims**	**2**	**193085**	**Aramark Uniform Services**	**55.94**	
		401 - 535 80 49 000 - Laundry				14.17	
		401 - 535 80 49 000 - Laundry				14.17	
		102 - 536 20 49 030 - Misc-laundry				1.04	
		102 - 536 20 49 030 - Misc-laundry				1.04	
		412 - 537 80 49 000 - Misc-Laundry				3.97	
		412 - 537 80 49 000 - Misc-Laundry				3.97	
		103 - 542 30 49 000 - Misc-Laundry				8.79	
		103 - 542 30 49 000 - Misc-Laundry				8.79	
3827	**05/27/2020**	**Claims**	**2**	**193086**	**Assoc Petroleum Products**	**4,649.14**	
		001 - 518 20 32 000 - Auto Fuel				167.37	
		001 - 518 20 32 000 - Auto Fuel				59.91	
		001 - 518 20 32 000 - Auto Fuel				24.53	
		001 - 521 20 32 000 - Auto Fuel				745.51	
		001 - 522 20 32 000 - Auto Fuel/Diesel				588.85	
		425 - 531 50 32 000 - Vehicle Fuel				43.48	
		425 - 531 50 32 000 - Vehicle Fuel				116.71	
		425 - 531 50 32 000 - Vehicle Fuel				72.49	
		401 - 535 80 32 000 - Auto Fuel/Diesel				66.64	
		102 - 536 20 32 000 - Auto Fuel/Diesel				20.69	
		102 - 536 20 32 000 - Auto Fuel/Diesel				40.50	
		102 - 536 20 32 000 - Auto Fuel/Diesel				49.29	
		412 - 537 80 32 000 - Auto Fuel/Diesel				77.79	
		412 - 537 80 32 000 - Auto Fuel/Diesel				665.87	
		412 - 537 80 32 000 - Auto Fuel/Diesel				451.82	
		412 - 537 80 32 000 - Auto Fuel/Diesel				924.93	
		103 - 542 30 32 000 - Auto Fuel/Diesel				39.23	
		103 - 542 30 32 000 - Auto Fuel/Diesel				44.19	
		103 - 542 30 32 000 - Auto Fuel/Diesel				10.33	
		103 - 542 30 32 000 - Auto Fuel/Diesel				85.99	
		101 - 576 80 32 000 - Auto Fuel/Diesel				83.70	
		101 - 576 80 32 000 - Auto Fuel/Diesel				39.11	

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		101 - 576 80 32 000 - Auto Fuel/Diesel				49.41	
		101 - 576 80 32 000 - Auto Fuel/Diesel				180.80	
3828	**05/27/2020**	**Claims**	**2**	**193087**	**Baker Septic Tank Pumping Inc.**	**92.50**	
		101 - 576 80 47 090 - Portable Toilets				92.50	
3829	**05/27/2020**	**Claims**	**2**	**193088**	**Bay City Supply**	**154.56**	
		401 - 535 80 31 010 - Operating Supplies				154.56	
3830	**05/27/2020**	**Claims**	**2**	**193089**	**Beaver Lake Quarry**	**1,398.88**	
		103 - 542 30 48 002 - Crushed Aggregate				137.52	
		103 - 542 30 48 002 - Crushed Aggregate				1,261.36	
3831	**05/27/2020**	**Claims**	**2**	**193090**	**Harold Beitler**	**213.85**	
		001 - 521 20 27 000 - Retired Medical				213.85	
3832	**05/27/2020**	**Claims**	**2**	**193091**	**Boulder Park Inc**	**4,864.29**	
		401 - 535 80 35 020 - Solids Handling				4,864.29	
3833	**05/27/2020**	**Claims**	**2**	**193092**	**Bound Tree Medical LLC**	**149.74**	
		001 - 522 21 31 000 - Operating Supplies - Medical				149.74	
3834	**05/27/2020**	**Claims**	**2**	**193093**	**Carl's Towing Inc**	**333.64**	
		001 - 522 20 48 000 - Repairs/Maint-Equip				333.64	
3835	**05/27/2020**	**Claims**	**2**	**193094**	**Cascade Natural Gas Corp**	**2,445.16**	
		001 - 521 20 47 000 - Public Utilities				30.22	
		001 - 522 50 47 000 - Public Utilities				318.05	
		401 - 535 80 47 000 - Public Utilities				111.61	
		412 - 537 80 47 000 - Public Utilities				211.50	
		103 - 542 63 47 000 - Public Utilities				13.83	
		101 - 576 80 47 010 - Community Center				39.35	
		101 - 576 80 47 020 - Senior Center				171.43	
		101 - 576 80 47 050 - Hammer Square				19.29	
		101 - 576 80 47 052 - Bingham Caretaker				52.06	
		101 - 576 80 47 070 - City Hall				1,477.82	
3836	**05/27/2020**	**Claims**	**2**	**193095**	**Jed Cates**	**180.00**	
		001 - 521 40 43 000 - Travel				180.00	
3837	**05/27/2020**	**Claims**	**2**	**193096**	**Central Welding Supply**	**73.00**	
		001 - 522 21 31 000 - Operating Supplies - Medical				73.00	
3838	**05/27/2020**	**Claims**	**2**	**193097**	**Comcast**	**69.95**	
		101 - 576 80 47 020 - Senior Center				69.95	
3839	**05/27/2020**	**Claims**	**2**	**193098**	**CopsPlus Inc.**	**202.76**	
		001 - 594 21 64 000 - Machinery & Equipment				202.76	
3840	**05/27/2020**	**Claims**	**2**	**193099**	**Crawford Garage Doors Inc**	**369.59**	
		001 - 522 50 48 020 - Repair/Maint-Garage				146.75	
		101 - 576 80 48 001 - Riverfront				222.84	
3841	**05/27/2020**	**Claims**	**2**	**193100**	**Daily Journal Of Commerce**	**247.80**	
		104 - 595 10 63 052 - Eng-SR20 W Lane Widening				247.80	
3842	**05/27/2020**	**Claims**	**2**	**193101**	**Databar**	**2,454.28**	
		425 - 531 50 42 010 - Postage				98.17	
		401 - 535 80 42 015 - Postage				1,595.28	
		412 - 537 80 42 010 - Postage				760.83	
3843	**05/27/2020**	**Claims**	**2**	**193102**	**Department Of Commerce**	**612,851.79**	
		410 - 591 35 72 000 - Principal Payment - PWTF				202,081.90	
		410 - 591 35 72 000 - Principal Payment - PWTF				38,277.86	
		410 - 591 35 72 000 - Principal Payment - PWTF				350,000.00	

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			410 - 592 35 83 410 - Interest Payment - PWTF			9,093.69	
			410 - 592 35 83 410 - Interest Payment - PWTF			1,148.34	
			410 - 592 35 83 410 - Interest Payment - PWTF			12,250.00	
3844	**05/27/2020**	**Claims**	**2**	**193103**	**Dykstra Farms LLC**	**180.00**	
			412 - 537 60 47 020 - Site Yard Waste Disposal			180.00	
3845	**05/27/2020**	**Claims**	**2**	**193104**	**E & E Lumber**	**1,872.87**	
			401 - 535 50 48 010 - Maintenance Of Lines			21.81	
			401 - 535 50 48 010 - Maintenance Of Lines			162.23	
			401 - 535 50 48 010 - Maintenance Of Lines			9.88	
			401 - 535 80 31 010 - Operating Supplies			15.29	
			401 - 535 80 31 010 - Operating Supplies			10.84	
			412 - 537 80 31 000 - Operating Supplies			6.55	
			412 - 537 80 31 000 - Operating Supplies			59.33	
			103 - 542 30 31 000 - Operating Supplies			38.46	
			101 - 576 80 31 006 - Operating Sup - City Hall			333.28	
			101 - 576 80 31 006 - Operating Sup - City Hall			67.24	
			101 - 576 80 31 006 - Operating Sup - City Hall			4.41	
			101 - 576 80 35 010 - Safety Equipment			22.26	
			101 - 594 76 61 002 - Houser Park			1,121.29	
3846	**05/27/2020**	**Claims**	**2**	**193105**	**Edge Analytical Inc**	**149.00**	
			401 - 535 80 41 000 - Professional Services			149.00	
3847	**05/27/2020**	**Claims**	**2**	**193106**	**Emergency Medical Products Inc**	**125.21**	
			001 - 521 20 31 002 - Office/Operating Supplies			125.21	
3848	**05/27/2020**	**Claims**	**2**	**193107**	**Enterprise Office Systems**	**81.49**	
			001 - 512 50 31 000 - Supplies			81.49	
3849	**05/27/2020**	**Claims**	**2**	**193108**	**FEI**	**247.40**	
			412 - 537 80 31 000 - Operating Supplies			247.40	
3850	**05/27/2020**	**Claims**	**2**	**193109**	**Fastenal Company**	**926.23**	
			401 - 535 80 31 010 - Operating Supplies			116.20	
			401 - 535 80 35 000 - Small Tools & Minor Equip			297.76	
			412 - 537 80 31 000 - Operating Supplies			52.29	
			412 - 537 80 31 000 - Operating Supplies			298.86	
			412 - 537 80 31 000 - Operating Supplies			156.67	
			412 - 537 80 31 000 - Operating Supplies			4.45	
3851	**05/27/2020**	**Claims**	**2**	**193110**	**Federal Certified Hearing**	**35.00**	
			001 - 521 20 41 001 - Professional Services			35.00	
3852	**05/27/2020**	**Claims**	**2**	**193111**	**Frontier**	**224.75**	
			001 - 514 23 42 020 - Telephone			35.85	
			001 - 522 20 42 020 - Telephone			126.63	
			101 - 576 80 47 010 - Community Center			62.27	
3853	**05/27/2020**	**Claims**	**2**	**193112**	**Gall's LLC**	**364.15**	
			001 - 522 20 26 000 - Uniforms			314.08	
			001 - 522 20 26 000 - Uniforms			50.07	
3854	**05/27/2020**	**Claims**	**2**	**193113**	**Peter Gilbert**	**4,000.00**	
			001 - 515 31 41 001 - Prosecuting Attorney			4,000.00	
3855	**05/27/2020**	**Claims**	**2**	**193114**	**Heather Gillock**	**199.50**	
			101 - 362 40 20 000 - Space/Facility Rent-Riverfron			-200.00	
			001 - 514 23 41 010 - Bank Fees			-0.50	
3856	**05/27/2020**	**Claims**	**2**	**193115**	**Guardian Security**	**5,864.43**	
			101 - 576 80 48 016 - City Hall			428.58	
			101 - 594 76 31 000 - Buildings & Structures			2,844.19	

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			101 - 594 76 31 000 - Buildings & Structures			948.06	
			101 - 594 76 31 000 - Buildings & Structures			385.00	
			101 - 594 76 31 000 - Buildings & Structures			1,258.60	
3857	**05/27/2020**	**Claims**	**2**	**193116**	**Terri Gunderson**	**274.50**	
			101 - 362 40 00 000 - Community Center Rental			-175.00	
			101 - 362 40 02 000 - Community Center Cleaning			-100.00	
			001 - 514 23 41 010 - Bank Fees			-0.50	
3858	**05/27/2020**	**Claims**	**2**	**193117**	**HB Jaeger Co LLC**	**1,583.38**	
			401 - 535 50 48 010 - Maintenance Of Lines			948.80	
			401 - 535 50 48 010 - Maintenance Of Lines			634.58	
3859	**05/27/2020**	**Claims**	**2**	**193118**	**Hach Company**	**9,334.36**	
			401 - 594 35 64 401 - Machinery & Equip			2,340.83	
			401 - 594 35 64 401 - Machinery & Equip			6,993.53	
3860	**05/27/2020**	**Claims**	**2**	**193119**	**Holaday-Parks, Inc.**	**4,047.05**	
			001 - 522 50 48 030 - Repair/Maint-Station			629.30	
			101 - 576 80 48 009 - Hammer Square			1,356.25	
			101 - 576 80 48 016 - City Hall			2,061.50	
3861	**05/27/2020**	**Claims**	**2**	**193120**	**Humane Society Of Skagit**	**66.00**	
			001 - 521 20 41 021 - Humane Society			66.00	
3862	**05/27/2020**	**Claims**	**2**	**193121**	**Ideal Rent All**	**81.52**	
			101 - 594 76 61 002 - Houser Park			81.52	
3863	**05/27/2020**	**Claims**	**2**	**193122**	**Instrument Technologies Inc**	**120.00**	
			001 - 521 20 41 001 - Professional Services			120.00	
3864	**05/27/2020**	**Claims**	**2**	**193123**	**L N Curtis & Sons**	**4,595.28**	
			001 - 521 20 26 000 - Uniforms/Accessories			118.42	
			001 - 521 20 26 000 - Uniforms/Accessories			250.81	
			001 - 521 20 26 000 - Uniforms/Accessories			69.65	
			001 - 521 20 26 000 - Uniforms/Accessories			839.79	
			001 - 521 20 26 000 - Uniforms/Accessories			352.63	
			001 - 521 20 26 000 - Uniforms/Accessories			352.63	
			001 - 521 20 26 000 - Uniforms/Accessories			352.63	
			001 - 521 20 26 000 - Uniforms/Accessories			352.63	
			001 - 521 20 26 000 - Uniforms/Accessories			253.89	
			001 - 521 20 26 000 - Uniforms/Accessories			250.92	
			001 - 521 20 26 000 - Uniforms/Accessories			253.89	
			001 - 521 20 26 000 - Uniforms/Accessories			110.59	
			001 - 521 20 26 000 - Uniforms/Accessories			110.59	
			001 - 521 20 26 000 - Uniforms/Accessories			21.66	
			001 - 521 20 26 000 - Uniforms/Accessories			216.78	
			001 - 521 20 26 000 - Uniforms/Accessories			250.53	
			001 - 521 20 26 000 - Uniforms/Accessories			89.39	
			001 - 521 20 26 000 - Uniforms/Accessories			16.94	
			001 - 521 20 26 000 - Uniforms/Accessories			283.78	
			001 - 522 20 31 000 - Operating Supplies			47.13	
3865	**05/27/2020**	**Claims**	**2**	**193124**	**Language Exch Inc (The)**	**26.25**	
			001 - 521 20 41 001 - Professional Services			26.25	
3866	**05/27/2020**	**Claims**	**2**	**193125**	**Les Schwab Tire Center**	**468.68**	
			001 - 518 20 48 000 - Repair & Maintenance			173.58	
			401 - 535 50 48 040 - Maintenance Of Vehicles			50.98	
			412 - 537 50 48 000 - Repairs/maint-equip			42.32	
			412 - 537 60 47 011 - Site Recycling Disposal			173.60	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			28.20	
3867	**05/27/2020**	**Claims**	**2**	**193126**	**Lithtex NW**	**138.82**	

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		001 - 512 50 31 000 - Supplies				138.82	
3868	**05/27/2020**	**Claims**	**2**	**193127**	**Louis Auto Glass**	**314.15**	
		001 - 522 20 48 000 - Repairs/Maint-Equip				314.15	
3869	**05/27/2020**	**Claims**	**2**	**193128**	**William R McCann**	**4,295.00**	
		001 - 515 93 41 000 - Indigent Defender				3,500.00	
		001 - 515 93 41 000 - Indigent Defender				795.00	
3870	**05/27/2020**	**Claims**	**2**	**193129**	**McLoughlin & Eardley Corp**	**1,751.63**	
		501 - 594 21 64 501 - Vehicles - Police				1,627.50	
		501 - 594 21 64 501 - Vehicles - Police				124.13	
3871	**05/27/2020**	**Claims**	**2**	**193130**	**Mid-American Research Chem**	**567.25**	
		401 - 535 80 31 010 - Operating Supplies				143.55	
		412 - 537 80 31 000 - Operating Supplies				218.09	
		103 - 542 30 31 000 - Operating Supplies				205.61	
3872	**05/27/2020**	**Claims**	**2**	**193131**	**Miles Sand & Gravel**	**1,060.05**	
		101 - 594 76 61 002 - Houser Park				1,060.05	
3873	**05/27/2020**	**Claims**	**2**	**193132**	**Monera Technologies Corp.**	**1,150.00**	
		401 - 535 50 48 010 - Maintenance Of Lines				1,150.00	
3874	**05/27/2020**	**Claims**	**2**	**193133**	**Motor Trucks Inc**	**9,351.27**	
		401 - 535 50 48 040 - Maintenance Of Vehicles				8,153.57	
		412 - 537 50 48 000 - Repairs/maint-equip				-735.75	
		412 - 537 50 48 000 - Repairs/maint-equip				735.75	
		412 - 537 50 48 000 - Repairs/maint-equip				790.29	
		412 - 537 50 48 000 - Repairs/maint-equip				395.15	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				50.22	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				-37.96	
3875	**05/27/2020**	**Claims**	**2**	**193134**	**Nelson Petroleum**	**264.33**	
		001 - 522 20 32 000 - Auto Fuel/Diesel				40.62	
		425 - 531 50 32 000 - Vehicle Fuel				15.56	
		401 - 535 80 32 000 - Auto Fuel/Diesel				1.84	
		412 - 537 80 32 000 - Auto Fuel/Diesel				206.31	
3876	**05/27/2020**	**Claims**	**2**	**193135**	**New Pig Corporation**	**296.56**	
		412 - 537 80 31 000 - Operating Supplies				296.56	
3877	**05/27/2020**	**Claims**	**2**	**193136**	**North Central Laboratories**	**1,422.58**	
		401 - 535 80 31 010 - Operating Supplies				1,324.56	
		401 - 535 80 31 010 - Operating Supplies				98.02	
3878	**05/27/2020**	**Claims**	**2**	**193137**	**North Hill Resources Inc**	**68.36**	
		101 - 576 80 48 012 - Harry Osborne				68.36	
3879	**05/27/2020**	**Claims**	**2**	**193138**	**Northwest Safety Clean**	**1,045.61**	
		001 - 522 20 48 000 - Repairs/Maint-Equip				474.25	
		001 - 522 20 48 000 - Repairs/Maint-Equip				571.36	
3880	**05/27/2020**	**Claims**	**2**	**193139**	**Oasys**	**1,403.13**	
		001 - 524 20 31 000 - Off/Oper Supps & Books				467.71	
		001 - 558 60 31 000 - Supplies/Books				467.71	
		001 - 595 10 31 000 - Supplies				467.71	
3881	**05/27/2020**	**Claims**	**2**	**193140**	**Office Depot Inc.**	**65.08**	
		001 - 524 20 31 000 - Off/Oper Supps & Books				21.69	
		001 - 558 60 31 000 - Supplies/Books				21.70	
		001 - 595 10 31 000 - Supplies				21.69	
3882	**05/27/2020**	**Claims**	**2**	**193141**	**Oliver-Hammer Clothes**	**211.40**	
		412 - 537 80 31 000 - Operating Supplies				211.40	

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3883	**05/27/2020**	**Claims**	**2**	**193142**	**On Track Hair Design**	**206.84**	**00 9030 02 - 903 METCALF (ON TRACK)**
		425 - 343 10 00 000 - Stormwater Fees				-26.07	
		401 - 343 50 00 000 - Sewer Service Charges				-124.93	
		412 - 343 70 00 000 - Garbage/Solid Waste Fees				-55.84	
3884	**05/27/2020**	**Claims**	**2**	**193143**	**Performance Systems Integration LLC**	**4,882.50**	
		001 - 521 20 41 001 - Professional Services				434.00	
		001 - 522 50 49 050 - Fire/Theft Protection				716.10	
		401 - 535 80 31 010 - Operating Supplies				434.00	
		101 - 576 80 41 010 - Alarm Monitoring				2,864.40	
		101 - 576 80 41 010 - Alarm Monitoring				434.00	
3885	**05/27/2020**	**Claims**	**2**	**193144**	**Philips Publishing Group**	**4,508.44**	
		001 - 513 10 42 000 - Communication				4,508.44	
3886	**05/27/2020**	**Claims**	**2**	**193145**	**Proforce Law Enforcement**	**5,738.84**	
		001 - 594 21 64 000 - Machinery & Equipment				5,738.84	
3887	**05/27/2020**	**Claims**	**2**	**193146**	**Public Safety Testing**	**325.00**	
		001 - 521 20 41 001 - Professional Services				200.00	
		001 - 522 20 41 000 - Professional Services				125.00	
3888	**05/27/2020**	**Claims**	**2**	**193147**	**Public Utility Dis No1**	**2,725.73**	
		001 - 521 20 47 000 - Public Utilities				33.91	
		001 - 522 50 47 000 - Public Utilities				361.57	
		401 - 535 80 47 000 - Public Utilities				337.53	
		102 - 536 20 47 000 - Public Utilities				184.09	
		412 - 537 80 47 000 - Public Utilities				84.30	
		103 - 542 63 47 000 - Public Utilities				73.17	
		101 - 576 80 47 000 - Riverfront				527.45	
		101 - 576 80 47 010 - Community Center				101.20	
		101 - 576 80 47 020 - Senior Center				291.98	
		101 - 576 80 47 050 - Hammer Square				106.54	
		101 - 576 80 47 051 - Bingham / Memorial				100.98	
		101 - 576 80 47 053 - Other Utilities				167.72	
		101 - 576 80 47 070 - City Hall				355.29	
3889	**05/27/2020**	**Claims**	**2**	**193148**	**Puget Sound Energy**	**24,672.77**	
		001 - 521 20 47 000 - Public Utilities				108.11	
		001 - 522 50 47 000 - Public Utilities				107.18	
		425 - 531 50 47 000 - Public Utilities				136.70	
		401 - 535 80 47 000 - Public Utilities				10,505.53	
		102 - 536 20 47 000 - Public Utilities				45.11	
		412 - 537 80 47 000 - Public Utilities				132.40	
		103 - 542 63 47 000 - Public Utilities				54.81	
		103 - 542 63 47 000 - Public Utilities				10.08	
		103 - 542 63 47 000 - Public Utilities				119.19	
		103 - 542 63 47 000 - Public Utilities				9,295.26	
		103 - 542 63 47 000 - Public Utilities				140.98	
		101 - 576 80 47 000 - Riverfront				471.17	
		101 - 576 80 47 010 - Community Center				196.02	
		101 - 576 80 47 020 - Senior Center				228.22	
		101 - 576 80 47 030 - Museum Apartments				31.34	
		101 - 576 80 47 040 - Train				14.46	
		101 - 576 80 47 050 - Hammer Square				138.72	
		101 - 576 80 47 051 - Bingham / Memorial				75.72	
		101 - 576 80 47 052 - Bingham Caretaker				162.93	
		101 - 576 80 47 052 - Bingham Caretaker				23.52	
		101 - 576 80 47 053 - Other Utilities				27.35	
		101 - 576 80 47 053 - Other Utilities				10.43	
		101 - 576 80 47 070 - City Hall				2,026.42	

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		101 - 594 76 61 002 - Houser Park				611.12	
3890	**05/27/2020**	**Claims**	**2**	**193149**	**Isela Ramirez**	**1,455.00**	
		001 - 342 10 00 000 - Law Enforcement Services				-480.00	
		101 - 362 40 00 000 - Community Center Rental				-525.00	
		101 - 362 40 02 000 - Community Center Cleaning				-200.00	
		101 - 362 40 05 000 - Facility Monitor Revenue				-250.00	
3891	**05/27/2020**	**Claims**	**2**	**193150**	**Red's Mobile 24-Hour Truck & Equip Repai**	**8,242.56**	
		425 - 531 50 48 000 - Repairs/Maintenance				634.73	
		412 - 537 50 48 000 - Repairs/maint-equip				1,410.50	
		412 - 537 50 48 000 - Repairs/maint-equip				846.30	
		412 - 537 50 48 000 - Repairs/maint-equip				3,012.98	
		412 - 537 50 48 000 - Repairs/maint-equip				1,164.04	
		412 - 537 50 48 000 - Repairs/maint-equip				506.70	
		412 - 537 50 48 000 - Repairs/maint-equip				667.31	
3892	**05/27/2020**	**Claims**	**2**	**193151**	**Reichhardt & Ebe Eng Inc**	**3,432.36**	
		104 - 595 10 63 080 - Eng-Jones/John Liner/Trail				3,432.36	
3893	**05/27/2020**	**Claims**	**2**	**193152**	**SHKS Architects**	**37,670.39**	
		305 - 594 72 62 001 - Capital Expenditures/Expense				13,165.20	
		305 - 594 72 62 001 - Capital Expenditures/Expense				24,505.19	
3894	**05/27/2020**	**Claims**	**2**	**193153**	**San Diego Police Equip Co. Inc.**	**4,196.77**	
		001 - 521 20 31 015 - Ammunition				4,196.77	
3895	**05/27/2020**	**Claims**	**2**	**193154**	**Sedro-Woolley Auto Parts**	**555.88**	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				49.89	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				52.76	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				-110.11	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				23.09	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				30.36	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				101.88	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				127.57	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				19.73	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				-32.55	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				110.11	
		412 - 537 50 48 000 - Repairs/maint-equip				19.73	
		412 - 537 80 31 000 - Operating Supplies				46.96	
		412 - 537 80 31 000 - Operating Supplies				4.33	
		101 - 576 80 48 021 - Equipment				50.37	
		101 - 576 80 48 021 - Equipment				61.76	
3896	**05/27/2020**	**Claims**	**2**	**193155**	**Shred IT USA**	**109.08**	
		001 - 512 50 31 000 - Supplies				22.39	
		001 - 514 23 31 000 - Supplies				22.39	
		001 - 521 20 31 002 - Office/Operating Supplies				44.78	
		001 - 524 20 31 000 - Off/Oper Supps & Books				6.51	
		001 - 558 60 31 000 - Supplies/Books				6.51	
		001 - 595 10 31 000 - Supplies				6.50	
3897	**05/27/2020**	**Claims**	**2**	**193156**	**Sirchie Finger Print**	**254.05**	
		001 - 521 20 31 002 - Office/Operating Supplies				254.05	
3898	**05/27/2020**	**Claims**	**2**	**193157**	**Skagit CD**	**561.20**	
		425 - 531 50 41 002 - Contracted Services				561.20	
3899	**05/27/2020**	**Claims**	**2**	**193158**	**Skagit Co Public Works**	**47,128.12**	
		412 - 537 60 47 000 - Solid Waste Disposal				47,128.12	
3900	**05/27/2020**	**Claims**	**2**	**193159**	**Skagit Co. Dept of Public Health**	**779.36**	

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		001 - 566 00 41 000 - Skagit Co Public Health-2% I				779.36	
3901	**05/27/2020**	**Claims**	**2**	**193160**	**Skagit Council Of Governments**	**374.73**	
		001 - 558 60 41 050 - SCOG				374.73	
3902	**05/27/2020**	**Claims**	**2**	**193161**	**Skagit County GIS**	**5,483.00**	
		001 - 521 20 41 001 - Professional Services				783.29	
		001 - 522 20 41 000 - Professional Services				783.28	
		425 - 531 50 41 000 - Professional Services				783.28	
		401 - 535 80 41 000 - Professional Services				783.29	
		103 - 542 30 41 000 - Professional Services				783.28	
		001 - 558 60 41 000 - Professional Services				783.29	
		001 - 595 10 41 000 - Professional Services				783.29	
3903	**05/27/2020**	**Claims**	**2**	**193162**	**Skagit DV & SA Services**	**894.62**	
		001 - 565 50 41 000 - Sk Domestic Violence				894.62	
3904	**05/27/2020**	**Claims**	**2**	**193163**	**Skagit Farmers Supply**	**1,220.76**	
		001 - 522 20 31 000 - Operating Supplies				26.02	
		401 - 535 50 48 010 - Maintenance Of Lines				30.37	
		401 - 535 50 48 020 - Maint Of Pumping Equip				53.12	
		401 - 535 50 48 050 - Maint Of General Equip				12.78	
		401 - 535 50 48 050 - Maint Of General Equip				16.25	
		401 - 535 50 48 050 - Maint Of General Equip				2.48	
		401 - 535 80 31 010 - Operating Supplies				76.98	
		401 - 535 80 31 010 - Operating Supplies				97.55	
		401 - 535 80 31 010 - Operating Supplies				36.85	
		401 - 535 80 31 010 - Operating Supplies				37.62	
		401 - 535 80 31 010 - Operating Supplies				27.11	
		401 - 535 80 31 010 - Operating Supplies				8.67	
		401 - 535 80 31 010 - Operating Supplies				36.41	
		401 - 535 80 31 010 - Operating Supplies				33.61	
		401 - 535 80 31 010 - Operating Supplies				83.47	
		401 - 535 80 31 010 - Operating Supplies				18.36	
		412 - 537 80 31 000 - Operating Supplies				133.39	
		412 - 537 80 31 000 - Operating Supplies				29.82	
		101 - 576 80 31 001 - Operating Sup - Riverfront				2.16	
		101 - 576 80 31 001 - Operating Sup - Riverfront				35.77	
		101 - 576 80 31 100 - Fertilizer/Herbicide				44.46	
		101 - 576 80 31 100 - Fertilizer/Herbicide				341.73	
		101 - 576 80 35 000 - Small Tools & Minor Equip				35.78	
3905	**05/27/2020**	**Claims**	**2**	**193164**	**Skagit Law Group, PLLC**	**625.00**	
		425 - 531 50 41 003 - Collection Services				11.00	
		425 - 531 50 41 003 - Collection Services				5.49	
		425 - 531 50 41 003 - Collection Services				2.00	
		425 - 531 50 41 003 - Collection Services				1.00	
		425 - 531 50 41 003 - Collection Services				5.49	
		401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp				178.75	
		401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp				89.38	
		401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp				32.50	
		401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp				16.25	
		401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp				89.38	
		412 - 537 80 49 020 - Misc-Filing Fees/Lien Exp				85.25	
		412 - 537 80 49 020 - Misc-Filing Fees/Lien Exp				42.63	
		412 - 537 80 49 020 - Misc-Filing Fees/Lien Exp				15.50	
		412 - 537 80 49 020 - Misc-Filing Fees/Lien Exp				7.75	
		412 - 537 80 49 020 - Misc-Filing Fees/Lien Exp				42.63	
3906	**05/27/2020**	**Claims**	**2**	**193165**	**Skagit Publishing**	**1,495.64**	
		001 - 558 60 41 011 - Advertising Reimbuseable				107.60	
		001 - 558 60 41 011 - Advertising Reimbuseable				112.98	
		001 - 558 60 41 011 - Advertising Reimbuseable				220.58	

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 558 60 41 011 - Advertising Reimbuseable				252.86	
		001 - 558 60 41 011 - Advertising Reimbuseable				263.62	
		104 - 595 10 63 052 - Eng-SR20 W Lane Widening				538.00	
3907	**05/27/2020**	**Claims**	**2**	**193166**	**Skagit River Steel**	**379.98**	
		412 - 537 80 31 000 - Operating Supplies				379.98	
3908	**05/27/2020**	**Claims**	**2**	**193167**	**Heather Sorsdal-Hirotaka**	**184.95**	
		001 - 521 20 26 000 - Uniforms/Accessories				184.95	
3909	**05/27/2020**	**Claims**	**2**	**193168**	**Sound Law Center**	**1,767.50**	
		001 - 558 60 41 000 - Professional Services				875.00	
		001 - 558 60 41 001 - Professional Svcs-Reimb				892.50	
3910	**05/27/2020**	**Claims**	**2**	**193169**	**Staples Business Credit**	**1,799.94**	
		001 - 514 23 31 000 - Supplies				21.42	
		001 - 514 23 31 000 - Supplies				712.19	
		001 - 514 23 31 000 - Supplies				122.08	
		401 - 535 80 31 000 - Office Supplies				387.08	
		401 - 535 80 31 000 - Office Supplies				35.10	
		401 - 535 80 31 000 - Office Supplies				389.45	
		401 - 535 80 31 000 - Office Supplies				87.05	
		412 - 537 80 31 000 - Operating Supplies				45.57	
3911	**05/27/2020**	**Claims**	**2**	**193170**	**Summit Law Group**	**330.00**	
		001 - 513 10 41 000 - Negotiations				330.00	
3912	**05/27/2020**	**Claims**	**2**	**193171**	**Systems Design**	**3,094.85**	
		001 - 522 21 41 000 - EMS Professional Services-S				3,094.85	
3913	**05/27/2020**	**Claims**	**2**	**193172**	**Teleflex**	**254.43**	
		001 - 522 21 35 000 - Small Tools & Minor Equipm				254.43	
3914	**05/27/2020**	**Claims**	**2**	**193173**	**Tesco Controls Inc.**	**3,479.40**	
		401 - 535 80 41 000 - Professional Services				3,479.40	
3915	**05/27/2020**	**Claims**	**2**	**193174**	**The Markets LLC**	**11.36**	
		001 - 521 20 31 002 - Office/Operating Supplies				3.79	
		001 - 521 20 31 002 - Office/Operating Supplies				7.57	
3916	**05/27/2020**	**Claims**	**2**	**193175**	**Todhunter Brothers Glass Inc.**	**761.02**	
		101 - 576 80 31 006 - Operating Sup - City Hall				761.02	
3917	**05/27/2020**	**Claims**	**2**	**193176**	**UPS**	**51.27**	
		001 - 522 20 42 010 - Postage				19.27	
		001 - 522 20 42 010 - Postage				14.70	
		001 - 522 20 42 010 - Postage				17.30	
3918	**05/27/2020**	**Claims**	**2**	**193177**	**Uline**	**3,129.72**	
		001 - 522 20 31 000 - Operating Supplies				300.74	
		001 - 522 20 31 000 - Operating Supplies				506.20	
		001 - 522 50 48 010 - Repairs/Maint-Dorm				394.56	
		412 - 537 80 31 000 - Operating Supplies				911.22	
		103 - 542 64 31 003 - Temporary Devises TCCD				1,017.00	
3919	**05/27/2020**	**Claims**	**2**	**193178**	**Util Underground Loc Ctr**	**87.78**	
		401 - 535 80 31 010 - Operating Supplies				87.78	
3920	**05/27/2020**	**Claims**	**2**	**193179**	**Valley Auto Supply**	**77.57**	
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				77.57	
3921	**05/27/2020**	**Claims**	**2**	**193180**	**Wastequip, LLC**	**3,400.21**	
		412 - 537 80 31 000 - Operating Supplies				3,400.21	
3922	**05/27/2020**	**Claims**	**2**	**193181**	**Weed, Graafstra & Assoc. Inc. PS**	**3,100.00**	

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 515 41 41 000 - Prof Services-External/Claims				3,100.00	
3923	**05/27/2020**	**Claims**	**2**	**193182**	**Whatcom Electric Co. Inc.**	**101.46**	
		001 - 514 23 41 010 - Bank Fees				12.00	
		412 - 537 80 31 000 - Operating Supplies				89.46	
3924	**05/27/2020**	**Claims**	**2**	**193183**	**Woods Acquisition Corp**	**1,684.35**	
		001 - 522 20 35 000 - Small Tools & Minor Equip				73.69	
		001 - 522 20 35 000 - Small Tools & Minor Equip				-47.70	
		001 - 522 20 35 000 - Small Tools & Minor Equip				59.57	
		001 - 522 20 48 000 - Repairs/Maint-Equip				119.77	
		001 - 522 20 48 000 - Repairs/Maint-Equip				12.35	
		401 - 535 50 48 010 - Maintenance Of Lines				17.36	
		401 - 535 80 31 010 - Operating Supplies				19.52	
		102 - 536 20 31 010 - Operating Supplies				37.70	
		102 - 536 20 31 010 - Operating Supplies				59.66	
		102 - 536 20 35 010 - Safety Equipment				87.89	
		412 - 537 80 31 000 - Operating Supplies				203.13	
		412 - 537 80 31 000 - Operating Supplies				141.88	
		412 - 537 80 31 000 - Operating Supplies				78.61	
		412 - 537 80 31 000 - Operating Supplies				26.00	
		412 - 537 80 31 000 - Operating Supplies				424.14	
		101 - 576 80 32 000 - Auto Fuel/Diesel				54.25	
		101 - 576 80 35 000 - Small Tools & Minor Equip				188.72	
		101 - 576 80 35 000 - Small Tools & Minor Equip				127.81	

001 Current Expense Fund	60,130.16	
101 Parks & Facilities Fund	27,308.52	
102 Cemetery Fund	1,139.82	
103 Street Fund	13,388.33	
104 Arterial Street Fund	4,218.16	
305 Library Construction Fund	37,670.39	
401 Sewer Operations Fund	61,491.11	
410 Sewer Capital Projects Reserve	612,851.79	
412 Solid Waste Operations Fund	76,168.65	
425 Stormwater Operations	2,513.37	
501 Equipment Replacement Fund	1,751.63	
	Claims:	898,631.93
* Transaction Has Mixed Revenue And Expense Accounts	898,631.93	

Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Sedro Woolley, and that I am authorized to authenticate and certify to said claim.

_____ _____
Finance Director Date

_____ _____
Finance Committee Member Date

_____ _____
Finance Committee Member Date

_____ _____
Finance Committee Member Date

CITY COUNCIL AGENDA
REGULAR MEETING

MAY 27 2020

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

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

Mark A. Freiberger, PE
Director of Public Works

Memorandum

Date: May 20, 2020 (for Council action May 27, 2020)

To: Mayor Johnson and City Council Members

From: Mark A. Freiberger, PE, Director of Public Works

Subject: Township St. (SR9) & John Liner /McGarigle Rd Intersection Improvements Project Grant Approval and Match Requirements

ISSUE:

Shall council authorize Mayor Johnson to sign and submit a Skagit County Economic Development Grant application due June 12, 2020 for the Township St. ISR9) & John Liner /McGarigle Rd Intersection Improvements Project, including a commitment of $50,000 in GMA Impact Fee funding as local match?

BACKGROUND/DISCUSSION:

Skagit County has issued a call for applications for the Economic Development Grant program due on June 12, 2020. Staff proposes to apply for $450,000 in ED funding (maximum available per grant is $500,000). The combination of ED and city funds will act as a 20% local match for a planned Transportation Improvement Board grant application for the Township St. (SR9) & John Liner / McGarigle Road Intersection Improvements Project. TIB applications will be due in August 2020.

The subject of this grant request is Corridor Project S17 Township St. (SR9) & John Liner/McGarigle Rd. Intersection Improvements. The Project is a major component of the Jones/John Liner/Trail Road Corridor as recommended by the recently completed Scoping Study. This project is identified in the city's Transportation Improvement Program as the top priority project for the 2021-2026 period. This project will upgrade the existing two-way stop controlled intersection at SR9/Township St & John Liner Road to a signalized conventional 4-leg intersection with left turn storage provided on each leg. Crosswalks are provided across each leg of the intersection with a preferred two ramp configuration meeting the requirements of an Accessible Pedestrian Signal (APS). Some right of way acquisition will be required on each corner.

Below is an analysis of proposed funding and estimated cost for this project.

ANALYSIS

Funding Proposed

TIB Urban Arterial Program Grant (due August 2020)	$1,992,000
Skagit County Economic Development Grant	$ 450,000
GMA Impact Fee Fund local match	$ 50,000
TOTAL	**$2,492,000**

Expenditures Expected	
Design (2021)	$ 268,000
Right of Way (2021)	$ 166,000
Construction Engineering	$ 269,000
Construction	$1,789,000
TOTAL	**$2,492,000**
Local Funding – Account 314 GMA Impact Fee Fund	
Fund 314 2020 Beginning Fund Balance	$ 203,477
Estimated 2020 Deposits ($26,478 received thru 5/20/20)	$ 50,000
2020 Total	**$ 253,477**
Planned Projects from Account 314	
SR20/Cascade Trail West Extension Phase 2A Design Phase	$ 10,935
SR20/SR9 Township Intersection Improvements Design Phase	$ 16,605
John Liner Road Bicycle/Pedestrian Safety Impr Design Phase	$ 9,180
Subtotal Previous Commitments	**$ 36,720**
Township St (SR9) & John Liner / McGarigle Rd	$ 50,000
Total 2020 Expenditures	**$ 86,720**
Net estimated Balance Account 314	**$ 166,757**

Local funds available from Account 314 with a 2020 beginning fund balance of $203,477. Previously planned expenditures total $36,720. With this project the expected Account 314 ending fund balance is $166,757. It is likely that actual expenditures during 2020 will be less than this as the design phase for this project is not likely to start until November 2020. The SR20/SR9 Township Intersection Improvements Project will also require $95,175 in local match for 2021. There are sufficient funds projected to cover this phase.

RECOMMENDATION

Staff recommends council approval to submit the grant application noted below.

MOTION:

Move to authorize Mayor Johnson to sign and submit a Skagit County Economic Development Grant application due June 12, 2020 for the Township St. (SR9) & John Liner /McGarigle Rd Intersection Improvements Project, including a commitment of $50,000 in GMA Impact Fee funding as local match.

CITY COUNCIL AGENDA
REGULAR MEETING

MAY 27 2020

:00 P.M. COUNCIL CHAMBERS
AGENDA NO. e-4

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

David Lee, PE
City Engineer

MEMO TO: City Council and Mayor Johnson

FROM: David Lee, PE, City Engineer

RE: **Possible Contract Award**
Contract 2020-PW-01, 2020 SR20 West Lane Widening and Safety Improvements Project
Allied Construction Associates, Inc.

DATE: May 21, 2020 (for Council action May 27, 2020)

ISSUE:

Shall council move to award the **2020 SR20 West Lane Widening and Safety Improvements Project,** contract 2020-PW-01, to Allied Construction Associates, Inc. of Everett, WA, in the amount of $842,491.00 (including sales tax)?

BACKGROUND/DISCUSSION:

Bids closed on May 19, 2020 with six bids received. The bid tabulation is attached. The low bid was from Allied Construction Associates, Inc. of Everett, WA, in the amount of $842,491.00. The low bid was 29% under the $1,184,134 engineer's estimate for this project. The second and third bids were both 24% under the engineer's estimate.

Design work for this contract was completed by Sedro-Woolley Engineering. Construction management will be performed by the Sedro-Woolley Engineering Department, with the City Engineer acting as Project Manager. Wally Hoyt will provide construction inspection and support. We also anticipate some assistance from WSDOT for nighttime inspections. WSDOT is indicating at this time that these services may be at no cost to the project. Construction surveying and materials testing will be contracted separately using our on-call professional services contracts.

The City has entered into an interlocal agreement with Skagit County for design and construction phase costs up to $285,000.

Also of note is a requirement to relocate or protect in place six PSE utility poles on the south side of the route that are within the clear zone of the roadway. Per our franchise agreement with PSE, they are responsible for this work. The current construction contract amount includes $38,700 for installation of guardrail to protect the poles in their existing location. We are currently working with PSE on a reimbursement agreement for those guard rail costs installed as part of this contract.

Below is an analysis of funding and estimated cost for the project.

ANALYSIS

Funding Available	
TIB UAP Grant	$ 280,012
Skagit County ED Grant	$ 500,000
Skagit County Interlocal Agreement	$ 285,000
Account 104 Ending Fund Balance (Staff reimbursement held)	$ 10,000
TOTAL	**$1,075,012**

Expenditures	
Design (Sedro-Woolley Engineering)	$ 31,062
Design Consultants (WSDOT, survey, environ, geotech)	$ 19,632
Construction Contract	$ 842,491
Miscellaneous Construction (Streetlight)	$ 7,000
Construction Management (including WSDOT & consultants)	$ 71,000
TOTAL	**$ 971,185**

Adequate funding is available through the various funding sources to cover the cost of the project.

MOTION:

Move to award the 2020 SR20 West Lane Widening and Safety Improvements Project contract 2020-PW-01 to Allied Construction Associates, Inc. of Everett, WA, in the amount of $842,491.00 (including sales tax)?

2020 SR 20 West Lane Widening and Safety Improvements Project 2020-PW-01
Prepared by: David Lee, PE - City Engineer
Bid Date: May 19, 2020, 2:00 PM
FINAL

Bid Tabualtion

ITEM NO.	ITEM	UNIT	QUANTITY	Engineer's Opinion of Probable Construction Cost		Allied Construction Associates, Everett, WA		Granite Construction Company, Everson, WA		Interwest Construction, Inc., Burlington, WA		Fisher Construction Group Inc., Burlington, WA		Colacurcio Brothers Construction, Blaine, WA		SRV Construction Inc., Anacortes, WA	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	SPCC PLAN	LS	1	600 00	$600 00	600.00	600.00	1,000 00	1,000 00	700.00	700 00	270 00	270.00	1,000 00	1,000 00	500 00	500.00
2	MOBILZATION	LS	1	77,400.00	$77,400 00	85,000.00	85,000.00	85,000.00	85,000 00	81,500.00	81,500 00	71,722 00	71,722.00	90,000 00	90,000 00	66,000 00	66,000 00
3	PROJECT TRAFFIC CONTROL	LS	1	75,000 00	$75,000 00	65,000.00	65,000.00	58,500 00	58,500 00	110,000 00	110,000.00	179,820 00	179,820.00	50,000.00	50,000 00	92,500 00	92,500.00
4	REMOVAL OF ASPHALT PAVEMENT	SY	281	25.00	$7,025 00	20.00	5,620.00	40 00	11,240 00	40 00	11,240.00	56 67	15,924 27	30 00	8,430 00	87 00	24,447 00
5	REMOVING EXISTING STRUCTURE	LS	1	5,000 00	$5,000 00	3,500 00	3,500 00	450 00	450 00	700 00	700 00	1,501 00	1,501 00	25,000 00	25,000 00	6,650 00	6,650 00
6	ROADWAY EXCAVATION, INCL. HAUL	CY	325	45.00	$14,625 00	58.00	18,850.00	40.00	13,000 00	28.00	9,100.00	50.93	16,552.25	48.00	15,600.00	58.00	18,850,00
7	TRIMMING AND CLEANUP	LS	1	5,000 00	$5,000 00	5,000 00	5,000 00	2,500 00	2,500 00	6,500 00	6,500 00	6,372 00	6,372 00	4,000 00	4,000 00	9,200 00	9,200 00
8	GRAVEL BORROW, INCL. HAUL	TN	2,350	20.00	$47,000 00	10.00	23,500.00	20.00	47,000 00	20.00	47,000.00	24.38	57,293.00	26.00	61,100 00	15.30	35,955.00
9	CRUSHED SURFACING TOP COURSE	TN	986	35.00	$34,510 00	38.00	37,468 00	40 00	39,440 00	35 50	35,003 00	30 23	29,806 78	47 00	46,342 00	63 00	62,118 00
10	PLANING BITUMINOUS PAVEMENT	SY	355	5 00	$1,775 00	15.00	5,325 00	20 00	7,100 00	22 00	7,810 00	43 72	15,520 60	24 00	8,520 00	16 00	5,680 00
11	HMA CL 1/2" PG58-22	TN	1,917	150 00	$287,550 00	95.00	182,115.00	85.00	162,945 00	102.00	195,534 00	97 20	186,332.40	100.00	191,700 00	103 00	197,451.00
12	BOTTOMLESS CULVERT SYSTEM	LS	1	250,000 00	$250,000 00	130,000.00	130,000.00	168,000 00	168,000 00	103,000.00	103,000 00	94,027.00	94,027.00	117,000 00	117,000 00	111,850 00	111,850.00
13	STRUCTURE EXCAVATION CLASS B INCL. HAUL	CY	235	40 00	$9,400 00	32.00	7,520.00	10 00	2,350 00	30 00	7,050 00	41 79	9,820.65	35 00	8,225 00	33 00	7,755.00
14	SCH A STORM SEWER PIPE 48" DIAM	LF	250	150.00	$37,500 00	150.00	37,500.00	140 00	35,000 00	140.00	35,000 00	165 72	41,430.00	210 00	52,500 00	218 00	54,500 00
15	CATCH BASIN TYPE 2 - 84-IN DIAM	EA	1	7,500 00	$7,500 00	10,000.00	10,000.00	6,500 00	6,500 00	11,400 00	11,400 00	7,754 00	7,754 00	14,000 00	14,000 00	11,000 00	11,000 00
16	48-IN DIAM. CHECK VALVE	EA	1	28,000.00	$28,000 00	25,000.00	25,000.00	22,000.00	22,000 00	22,500.00	22,500 00	18,414.00	18,414.00	20,000.00	20,000 00	22,000 00	22,000.00
17	TRENCH SAFETY SYSTEM	LS	1	1,000 00	$1,000 00	300 00	300 00	10 000 00	10,000 00	850 00	850 00	2,700 00	2,700 00	1,000 00	1,000 00	2,000 00	2,000 00
18	TRENCH OVEREXCAVATION	CY	50	35 00	$1,750 00	35.00	1,750.00	45 00	2,250 00	37.00	1,850.00	37.43	1,871.50	35.00	1,750 00	59 00	2,950.00
19	FOUNDATION MATERIAL	TN	50	40 00	$2,000 00	60 00	3,000 00	30 00	1,500 00	52 00	2,600 00	42 12	2,106 00	40 00	2,000 00	91 00	4,550 00
20	SILT FENCE	LF	200	5 00	$1,000 00	5.00	1,000.00	6 00	1,200 00	7.80	1,560.00	4 53	906.00	8.00	1,600 00	7 50	1,500.00
21	WATTLES	LF	3,939	10.00	$39,390 00	5 00	19,695 00	6 00	23,634 00	7 00	27,573 00	1 42	5,593 38	4 50	17,725 50	4 50	17,725.50
22	EROSION CONTROL BLANKET	SY	135	8.00	$1,080 00	4.00	540 00	15.00	2,025 00	9.00	1,215 00	5 25	708.75	10 00	1,350 00	10 00	1,350.00
23	STREET CLEANING	HR	24	125.00	$3,000 00	175.00	4,200.00	200.00	4,800 00	145.00	3,480 00	64 80	1,555.20	250 00	6,000 00	176 00	4,224.00
24	ESC LEAD	DAY	30	100 00	$3,000 00	75.00	2,250.00	20.00	600 00	76.00	2,280 00	17.28	518 40	10 00	300 00	113 00	3,390 00
25	EROSION/WATER POLLUTION CONTROL	FA	1	5,000 00	$5,000 00	5,000.00	5,000.00	5,000 00	5,000 00	5,000.00	5,000 00	5,000 00	5,000.00	5,000.00	5,000 00	5,000 00	5,000.00
26	TOPSOIL TYPE A	CY	216	75.00	$16,200 00	69.00	14,904.00	65 00	14,040 00	53.00	11,448 00	30 88	6,670.08	60 00	12,960 00	56 00	12,096.00
27	SEEDING, FERTILIZING AND MULCHING	AC	0 33	5,000 00	$1,650 00	6,500 00	2,145 00	5,500 00	1,815 00	6,000 00	1,980 00	5,557 00	1,833 81	5,000 00	1,650 00	6,900 00	2,277 00
28	EXTRUDED CURB	LF	114	50.00	$5,700 00	30.00	3,420.00	30.00	3,420 00	30.00	3,420.00	28.62	3,262.68	30.00	3,420 00	30.00	3,420.00
29	REMOVING GUARDRAIL	LF	40	10 00	$400 00	13 00	520.00	17 00	680 00	15 00	600 00	12 96	518 40	15 00	600 00	14 00	560 00
30	REMOVING GUARDRAIL ANCHOR	EA	1	250.00	$250.00	300.00	300.00	250.00	250.00	300.00	300.00	324.00	324.00	400.00	400.00	345.00	345.00
31	BEAM GUARDRAIL TYPE 31 - 9 FT LONG POST	LF	1,461	50.00	$73,050 00	30.00	43,830 00	40 00	58,440 00	31 00	45,291 00	29 16	42,602 76	32 00	46,752 00	31 00	45,291 00
32	BEAM GUARDRAIL TYPE 31	LF	1,121	50.00	$56,050 00	25.00	28,025.00	35.00	39,235 00	26.00	29,146 00	24.30	27,240.30	27 00	30,267 00	25 70	28,809.70
33	BEAM GUARDRAIL TYPE 31 NON-FLARED TERMINAL	EA	8	4,000.00	$32,000.00	3,500.00	28,000.00	3,500 00	28,000 00	3,650.00	29,200 00	3,456 00	27,648.00	4,000 00	32,000 00	3,650 00	29,200.00
34	BEAM GUARDRAIL TYPE C TERMINAL	EA	3	1,500 00	$4,500 00	165.00	495.00	125.00	375 00	170.00	510 00	162 00	486.00	180 00	540 00	170 00	510 00
35	BEAM GUARDRAIL TRANSITION SECTION TYPE 1 TO TYPE 31	EA	1	4,000.00	$4,000 00	775.00	775.00	1,250 00	1,250 00	800.00	800 00	756.00	756.00	850.00	850 00	800.00	800.00
36	RELOCATE EXISTING MAILBOX	EA	3	250 00	$750 00	150.00	450.00	250 00	750 00	270.00	810.00	113 40	340.20	200 00	600 00	621 00	1,863.00
37	PERMANENT SIGNING	LS	1	2,500 00	$2,500 00	500.00	500.00	1,500 00	1,500 00	2,000.00	2,000 00	1,188 00	1,188.00	5,000 00	5,000 00	525 00	525.00
38	PLASTIC LINE - DOUBLE YELLOW CENTER LINE	LF	1,365	1.50	$2,047 50	3.35	4,572.75	3 00	4,095 00	3 50	4,777 50	3 22	4,395 30	3 60	4,914 00	3 45	4,709.25
39	PLASTIC LINE - TWO WAY LEFT-TURN CENTER LINE	LF	6,732	1 50	$10,098 00	1 65	11,107 80	1 50	10,098 00	1 75	11,781 00	1 62	10,905 84	1 81	12,184 92	1 70	11,444 40
40	PLASTIC LINE - WHITE EDGE LANE LINE	LF	3,989	1.50	$5,983 50	1.65	6,581.85	1 50	5,983 50	2.00	7,978.00	1 62	6,462.18	2.00	7,978 00	1 70	6,781.30
41	PLASTIC TRAFFIC ARROW	EA	12	200 00	$2,400 00	165.00	1,980 00	150 00	1,800 00	170 00	2,040 00	162 00	1,944 00	180 00	2,160 00	170 00	2,040 00
42	REMOVING PLASTIC LINE	LF	7,071	1.50	$10,606 50	1.35	9,545.85	1 20	8,485 20	1.50	10,606.50	1.30	9,192.30	1.50	10,606.50	1.40	9,899.40
43	TEMPORARY PAVEMENT MARKING - SHORT DURATION	LF	12,115	0 50	$6,057 50	0 05	605 75	0 05	605 75	0 10	1,211 50	0 22	2,665 30	0 60	7,269 00	0 50	6,057 50
44	FORCE ACCOUNT - UNANTICIPATED CONFLICTS	EST	1	5,000 00	$5,000 00	5,000.00	5,000.00	5,000 00	5,000 00	5,000.00	5,000 00	5,000 00	5,000.00	5,000 00	5,000 00	5,000 00	5,000.00
	TOTAL SCHEDULE A				**$1,184,348.00**		**$842,491.00**		**$898,856.45**		**$899,344.50**		**$926,954.33**		**$935,293.92**		**$940,774 05**
	% under over Engr Est						28.9%		24.1%		24.1%		21.7%		21.0%		20.6%

Indicates math error
Indicates revised totals due to math errors

DAVID EDWARD LEE — STATE OF WASHINGTON — David Lee, PE — 10:57:58 07'00' — 32179 — REGISTERED PROFESSIONAL ENGINEER

CITY COUNCIL AGENDA
REGULAR MEETING

MAY 27 2020

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

SUBJECT: PUBLIC COMMENTS

Name:
Address:
Narrative:

Name:
Address
Narrative:

Name:
Address:
Narrative:

Name:
Address:
Narrative:

Name:
Address:
Narrative:

CITY COUNCIL AGENDA
REGULAR MEETING

MAY 27 2020

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

CITY OF SEDRO-WOOLLEY
Sedro-Woolley Municipal Building
325 Metcalf Street Sedro-Woolley,
WA 98284 Phone (360) 855-9922
Fax (360) 855-9923

Doug Merriman Ph.D
City Supervisor

MEMO TO: City Council
FROM: Doug Merriman, Ph.D, City Supervisor
RE: Ordinance No. 1956-20: SHB 1406 Affordable Housing Sales Tax – 1st Read
DATE: May 27, 2020

ISSUE: 2nd Read - Should the City consider an Ordinance to implement SHB 1406 Affordable Housing Sales Tax?

BACKGROUND: In the 2019 Regular Session, the Washington State Legislature approved, and the Governor signed, Substitute House Bill 1406:(Chapter 338, Laws of 2019) ("SHB 1406"). SHB 1406 authorizes the governing body of a city or county to impose a local sales and use tax for the acquisition, construction or rehabilitation of affordable housing or facilities providing supportive housing, and for the operations and maintenance costs of affordable or supportive housing, and, if eligible, for providing rental assistance to tenants. The tax must be used to assist persons whose income is at or below sixty percent of the City's median income.

Ordinance No. 1956-20 does not impose a new tax. Rather the tax will be credited against state sales taxes collected within the City of Sedro-Woolley, and, therefore, will not result in higher sales and use taxes within the City and will represent an additional source of funding to address housing needs in the City of Sedro-Woolley. The City is required to report annually to the Washington State Department of Commerce on the collection and use of the revenues collected from the tax imposed by this ordinance. The Mayor or his/her designee will prepare the annual report and will file the same with the State.

FISCAL IMPACTS: The Association of Washington Cities estimates the City of Sedro-Woolley would receive approximately $14,124 (Attachment 1) from SHB 1406 if the City Council adopts an ordinance by the July 27, 2020, deadline to implement the program.

According to Municipal Research, the Department of Revenue (DOR) typically requires a seventy-five-day notice for sales tax rate changes, but this is not a new sales tax and therefore will only require a thirty-day wait period. The credit will take effect on the first day of the month following the thirty-day period (RCW 82.14.055(2)).

For example, if the City adopts Ordinance No. 195620 in May, the tax will take effect on July 1, 2020. The sales tax revenues from July will be remitted by retailers to DOR by the 25th of the

following month (August), and the City will receive its first distribution of this tax credit on its end-of-month September disbursement from the State Treasurer's office.

Revenues collected from the tax imposed by this ordinance shall be used solely for the acquisition, construction, or rehabilitation of affordable housing or facilities providing supportive housing, for the operations and maintenance costs of affordable or supportive housing, for providing rental assistance to tenants, or for any other purpose authorized by SHB 1406. Revenues collected from the tax imposed by this ordinance will be collected in a new Special Revenue Fund number 120, entitled "Affordable Housing Sales Tax," and shall be administered by the Mayor through the City's budget.

TIME CONSTRAINTS The City must adopt an ordinance authorizing the sales tax by July 27, 2020, to receive a portion of the state's sales tax for affordable housing rental assistant as provided under SHB 1406

RECOMMENDED ACTION: A motion to adopt Ordinance 1956-20.

ORDINANCE NO. 1956-20

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, ADOPTING LEGISLATION TO AUTHORIZE, FIX, AND IMPOSE A SALES AND USE TAX FOR AFFORDABLE AND SUPPORTIVE HOUSING IN ACCORDANCE WITH SUBSTITUTE HOUSE BILL 1406 (CHAPTER 338, LAWS OF 2019) AND OTHER MATTERS RELATED THERETO; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, in the 2019 Regular Session, the Washington State Legislature approved, and the Governor signed, Substitute House Bill 1406 (Chapter 338, Laws of 2019) ("SHB 1406"); and

WHEREAS, SHB 1406 authorizes the governing body of a city or county to impose a local sales and use tax for the acquisition, construction, or rehabilitation of affordable housing or facilities providing supportive housing, and for the operations and maintenance costs of affordable or supportive housing, and, if eligible, for providing rental assistance to tenants; and

WHEREAS, the tax authorized by SHB1406 is not a new tax, rather, the tax will be credited against state sales taxes collected within City of Sedro-Woolley, and, therefore, will not result in higher sales and use taxes within the City, and will represent an additional source of funding to address housing needs in City of Sedro-Woolley; and

WHEREAS, the tax must be used to assist persons whose income is at or below sixty percent of the City's median income; and

WHEREAS, the City has determined that imposing the sales and use tax to address this need will benefit its citizens; and

WHEREAS, in order for the City to impose the tax, the City first adopted Resolution No. 1034-19 on September 11, 2019, declaring the City's intent to levy a portion of the State's sales tax within six months of the effective date of the SHB 1406; and

WHEREAS, within twelve months of the effective date of SHB 1406, the governing body must adopt legislation authorizing the maximum capacity of the tax; and

WHEREAS, the Sedro-Woolley City Council now desires to adopt legislation imposing a local sales and use tax as authorized by SHB 1406 as set forth herein; and

WHEREAS, the City of Sedro-Woolley has not heretofore levied a "qualifying local tax," as defined by SHB 1406, and may therefore impose the tax authorized by SHB at the rate of 0.0073 percent.

NOW, THEREFORE, THE CITY COUNCIL OF CITY OF SEDRO-WOOLLEY, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Tax Imposed. There is hereby authorized, fixed and imposed by this ordinance the maximum capacity of the sales and use tax (0.0073 percent) authorized by SHB 1406 in the City of Sedro-Woolley.

Section 2. Applicability of Tax. The tax imposed by this ordinance shall be imposed upon and collected from those persons from whom the state sales or use tax is collected pursuant to Chapters 82.08 and 82.12 RCW. The rate of tax imposed by this ordinance shall be applied to the selling price in the case of a sales tax or the value of the article used in the case of a use tax.

Section 3. Administration and Collection. The tax imposed by this ordinance shall be administered and collected in accordance with Chapter 82.14.050 RCW. The Mayor of the City of Sedro-Woolley is hereby authorized to and directed to execute and sign any contract(s) with the Washington State Department of Revenue that may be reasonably necessary to provide for the administration or collection of the tax.

Section 4. Use of Revenues. Revenues collected from the tax imposed by this ordinance shall be used solely for the acquisition, construction or rehabilitation of affordable housing or facilities providing supportive housing, for the operations and maintenance costs of affordable or supportive housing, for providing rental assistance to tenants, or for any other purpose authorized by SHB 1406, as the same now exists or as hereafter amended or superseded.

Section 5. Administration of Fund. Revenues collected from the tax imposed by this ordinance shall be collected in a Special Revenue Fund, entitled "Affordable Housing Sales Tax," and shall be administered by the Mayor through the City's budget.

Section 6. Reporting. The City shall report annually to the Washington State Department of Commerce on the collection and use of the revenues collected from the tax imposed by this ordinance. The report shall be in such form and contain such content as the Department of Commerce shall prescribe by rule. The Mayor or his/her designee shall prepare the annual report.

Section 7. Expiration of Tax. The tax imposed by this ordinance shall expire twenty years from the date this ordinance becomes effective.

Section 8. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance or the application of the provisions to other person or circumstances is not affected.

Section 9. Effective Date. This ordinance shall be in full force and effect five (5) days from and after its passage and approval and publication as required by law.

PASSED by the City Council and APPROVED by the Mayor of the City of Sedro-Woolley, at a regular meeting held this 27th day of May, 2020.

City of Sedro-Woolley, Washington:

Julia Johnson, Mayor

ATTEST:

Doug Merriman, Finance Director

APPROVED AS TO FORM:

Nikki Thompson, City Attorney

ATTACHMENT 1

MRSC

Taxable Retail Sales for All Cities and Towns for Purposes of SHB 1406

The data below are for state fiscal year 2019 (July 1, 2018 to June 30, 2019). These are estimates only; for actual distribution caps, contact the Department of Revenue.

Source: DOR Retail sales for cities and counties quarterly reports

							ESTIMATED MAXIMUM CAPS			
CITY	COUNTY	Q3 2018	Q4 2018	Q1 2019	Q2 2019	Total, Q3 2018-Q2 2019	0.0073% annual cap	0.0073% over 20 years	0.0146% annual cap	0.0146% over 20 years
Rosalia	Whitman	1,541,427	1,235,764	910,910	1,749,977	5,438,078	$397	$7,940	$794	$15,879
Roslyn	Kittitas	6,221,266	6,344,454	4,888,644	5,407,551	22,861,915	$1,669	$33,378	$3,338	$66,757
Roy	Pierce	4,451,185	4,493,083	4,274,490	5,013,202	18,231,960	$1,331	$26,619	$2,662	$53,237
Royal City	Grant	8,745,381	8,919,631	8,716,599	12,862,197	39,243,808	$2,865	$57,296	$5,730	$114,592
Ruston	Pierce	7,874,904	6,341,817	6,836,919	9,043,695	30,097,335	$2,197	$43,942	$4,394	$87,884
Sammamish	King	192,857,933	192,136,921	156,247,043	183,708,556	724,950,453	$52,921	$1,058,428	$105,843	$2,116,855
SeaTac	King	520,293,434	510,856,016	466,270,435	529,570,740	2,026,990,625	$147,970	$2,959,406	$295,941	$5,918,813
Seattle	King	7,288,258,597	7,433,561,154	6,548,481,812	7,596,100,784	28,866,402,347	$2,107,247	$42,144,947	$4,214,495	$84,289,895
Sedro-Woolley	Skagit	52,581,634	48,483,271	43,976,346	48,439,038	193,480,289	$14,124	$282,481	$28,248	$564,962
Selah	Yakima	38,151,087	37,592,857	34,397,852	44,383,445	154,525,241	$11,280	$225,607	$22,561	$451,214
Sequim	Clallam	108,650,653	104,218,508	89,783,651	106,447,671	409,100,483	$29,864	$597,287	$59,729	$1,194,573
Shelton	Mason	78,512,377	78,222,284	75,924,087	88,098,385	320,757,133	$23,415	$468,305	$46,831	$936,611
Shoreline	King	296,808,855	296,247,887	258,261,871	325,785,691	1,177,104,304	$85,929	$1,718,572	$171,857	$3,437,145
Skykomish	King	2,019,397	3,020,460	1,734,030	1,437,982	8,211,869	$599	$11,989	$1,199	$23,979
Snohomish	Snohomish	129,890,981	133,996,619	112,820,057	134,615,802	511,323,459	$37,327	$746,532	$74,653	$1,493,065
Snoqualmie	King	89,299,737	86,075,520	75,724,546	81,362,816	332,462,619	$24,270	$485,395	$48,540	$970,791
Soap Lake	Grant	3,399,039	2,908,263	2,850,075	3,633,258	12,790,635	$934	$18,674	$1,867	$37,349
South Bend	Pacific	5,402,270	5,698,886	4,344,367	5,663,991	21,109,514	$1,541	$30,820	$3,082	$61,640
South Cle Elum	Kittitas	991,357	725,569	661,276	1,413,031	3,791,233	$277	$5,535	$554	$11,070

Footnotes:

1.Coulee Dam lies mostly within Okanogan County, with only a small portion in Douglas and Grant counties. The DOR data set does not break down Coulee Dam's taxable retail sales by county.

2.Woodland lies mostly within Cowlitz County, with only a small portion in Clark County. The DOR data set does not break down Woodland's taxable retail sales by county.