

**CITY OF SULTAN
COUNCIL MEETING – COMMUNITY CENTER
April 14 2016**

7:00 PM CALL TO ORDER - Pledge of Allegiance and Roll Call

CHANGES/ADDITIONS TO THE AGENDA

PRESENTATIONS

- 1) Mike Armstrong – Lobbyist

COMMENTS FROM THE PUBLIC: Citizens are requested to keep comments to a 3 minute maximum to allow time for everyone to speak. It is also requested that you complete a comment form for further contact.

COUNCILMEMBER COMMENTS

CITY ADMINISTRATOR COMMENTS

STAFF REPORTS – Written Reports Submitted

- 1) Code Enforcement
- 2) Police Report

CONSENT AGENDA: The following items are incorporated into the consent agenda and approved by a single motion of the Council.

- 1) Minutes of the March 24, 2016 Council meeting
- 2) Minutes of the March 24, 2016 Public Hearing – 124th Street Annexation
- 3) Voucher Approval

ACTION ITEMS:

- 1) Main Pump Station Emergency Repair – Final Acceptance
- 2) Rotary Fine Screen – Final Acceptance
- 3) RH 2 Contract – NPDES Permit

Executive Session:

Adjournment - 10:00 PM or at the conclusion of Council business.

ADA NOTICE: City of Sultan Community Center is accessible. Accommodations for persons with disabilities will be provided upon request. Please make arrangements prior to the meeting by calling City Hall at 360-793-2231. For additional information please contact the City at cityhall@ci.sultan.wa.us or visit our web site at www.ci.sultan.wa.us

**SULTAN CITY COUNCIL
AGENDA COVER SHEET**

ITEM NO: SR-1

DATE: April 14, 2016

SUBJECT: Community Service Officer

VF

CONTACT PERSON: Victoria Forte', Community Service Officer

STAFF RECOMMENDATION:

Receive Report, no action required

Animal Control
Code Enforcement

BACKGROUND:

Community Service Officer Report

Start Date	Case #	Property Address	Owner Name	Vehicle Structure building or fence	Parked Car/Trailer on Property/Street	Vehicle Ownership	Accumulation of debris / Trash	No permits and post construction	Legal Business License	Unsecured property	Unshaded water covers	Open	1st	2nd	most recent	Final	Project lead	
01/26/2015	15-514	3226 132nd St SE	W&W	X	X	X	X	X	X	X	X	X	2/9/2015				6.11.2015	
01/26/2015	15-515	13616 310th Ave SE	Stephens	X	X	X	X	X	X	X	X	X	6.3.2015				6.11.2015	
2/24/2015	15-516	515 Alder Avenue	Uptown	X	X	X	X	X	X	X	X	X	2/23/2015			3.30.2015	pending	
02/26/2015	15-517	617 Alder Avenue	Plugs	X	X	X	X	X	X	X	X	X						
03/30/2015	15-519	501 1st Street	Chase Bank	X	X	X	X	X	X	X	X	X						
03/30/2015	15-520	207 1st Street		X	X	X	X	X	X	X	X	X						
03/30/2015	15-521	518 1st Street		X	X	X	X	X	X	X	X	X						
03/30/2015	15-522	33405 BR2	Green Puris	X	X	X	X	X	X	X	X	X	6/25/2015					
03/30/2015	15-523	403 Hemlock Court		X	X	X	X	X	X	X	X	X	5/20/2015	6/23/2015		7/2015		
03/30/2015	15-524	4117 Main Street	Bonded	X	X	X	X	X	X	X	X	X	5/20/2015			7/2015		
03/30/2015	15-525	3110 Main Street		X	X	X	X	X	X	X	X	X	5/20/2015			8.2.2015	see 15-556	
03/30/2015	15-526	306707 Main Street		X	X	X	X	X	X	X	X	X	04/28/2015			05/2/2015		
04/27/2015	15-527	107 Ash Avenue	Shawnee Landscaping signs	X	X	X	X	X	X	X	X	X						
05/19/2015	15-528	301 First Street		X	X	X	X	X	X	X	X	X	6.3.2015			8/20/2015		
05/19/2015	15-529	48 Seward Avenue	Sajid	X	X	X	X	X	X	X	X	X						
05/19/2015	15-530	1615 Dyer Road	Eberberger	X	X	X	X	X	X	X	X	X						
05/19/2015	15-531	1110 Dyer Road	Knight	X	X	X	X	X	X	X	X	X						
05/19/2015	15-532	811 Dyer Road	Carrigan	X	X	X	X	X	X	X	X	X						
05/19/2015	15-533	802 Dyer Road	Ewert	X	X	X	X	X	X	X	X	X						
05/20/2015	15-534	519 2nd Street	Mesher	X	X	X	X	X	X	X	X	X						
05/20/2015	15-535	515 2nd Street	Campbell	X	X	X	X	X	X	X	X	X						
05/20/2015	15-536	Vacant Lot 8th Street	Robinson	X	X	X	X	X	X	X	X	X	06/3/2015	6/24/2015		unfounded		
05/20/2015	15-537	707 High Avenue	AltoKantze	X	X	X	X	X	X	X	X	X						
05/20/2015	15-538	712 Lake Lane	Laudmuller	X	X	X	X	X	X	X	X	X	6.3.2015			8.1.2015		
05/20/2015	15-539	308 8th Street	Messinger	X	X	X	X	X	X	X	X	X	5/25/2015			8.1.2015		
05/20/2015	15-540	513 2nd Street	HUD	X	X	X	X	X	X	X	X	X	6/29/2015	7/2/2015	8.7.2014	08/30/2015		
05/20/2015	15-541	510 8th Street	Harzon	X	X	X	X	X	X	X	X	X						
6/2/2015	15-541	638 Salmon Run North	Harzon	X	X	X	X	X	X	X	X	X	7.7.2015			unfounded		
6.3.2015	15-542	305 2nd street	Harzon	X	X	X	X	X	X	X	X	X	6/26/2015			unfounded		
6.18.2015	15-543	301 2nd Street	Haasler/Forensa	X	X	X	X	X	X	X	X	X						
7.7.2015	15-544	678 Geneva Avenue	Esperill	X	X	X	X	X	X	X	X	X	6/25/2015			7/25/2015		
6.18.2015	15-545	405 High Street	Mason	X	X	X	X	X	X	X	X	X	6/26/2015			7/25/2015		
6/19/2015	15-547	845 Gordon Street	Paulson	X	X	X	X	X	X	X	X	X	6/19/2015			7/7/2015		
6/7/2015	15-548	301 Sheward Drive	Griffin	X	X	X	X	X	X	X	X	X	6/19/2015			7/7/2015		
6/19/2015	15-549	208 Sheward Drive	Griffin	X	X	X	X	X	X	X	X	X	6/19/2015			7/7/2015		
6/19/2015	15-550	208 Sheward Drive	Griffin	X	X	X	X	X	X	X	X	X	6/19/2015			7/7/2015		
6/19/2015	15-551	1205 Sheward Drive	Marrill	X	X	X	X	X	X	X	X	X	6/19/2015			7/7/2015		
6/19/2015	15-553	1277 Cedar Road	Address	X	X	X	X	X	X	X	X	X	6/25/2015			6/25/2015		
5/20/2015	15-554	411 W. Sheward	Memo/Roberts	X	X	X	X	X	X	X	X	X	5/20/2015			6/2/2015		
6/12/2015	15-555	River Park, Sheward	BNSF/Co/DWR	X	X	X	X	X	X	X	X	X	7/7/2015			7/7/2015		
6/12/2015	15-556	708 9th Street	Chambers	X	X	X	X	X	X	X	X	X	6/14/2015			7/7/2015		
6/12/2015	15-557	310 Main Street	Roberts	X	X	X	X	X	X	X	X	X	6/14/2015			7/7/2015		
6/12/2015	15-558	111 Main Street	Sullivan/MLL LLC	X	X	X	X	X	X	X	X	X	6/28/2015	6/25/2015	2/2018	7/2015		
6/12/2015	15-559	102 2nd Street	Housewer	X	X	X	X	X	X	X	X	X	6/14/2015			6/24/2015		
6/30/2015	15-560	311 4th Street	MIC Property Solutions LLC	X	X	X	X	X	X	X	X	X	6/4/2015	6/29/2015		8/2015		
6/4/2015	15-561	107 5th Street	CHKA	X	X	X	X	X	X	X	X	X	6/14/2015			6/25/2015		
6/19/2015	15-562	401 2nd Street	Events	X	X	X	X	X	X	X	X	X	6/25/2015			6/25/2015		
6/19/2015	15-561	505 1st Street	Nixon	X	X	X	X	X	X	X	X	X	6/25/2015			6/25/2015		
6/19/2015	15-562	483 Marilyn Lane	Homeer	X	X	X	X	X	X	X	X	X	6/25/2015			6/25/2015		

2015	Sent to rescue	Euthanized	Dog at Large/leash law violation	Barking Dog/Crowing Rooster Complaints	Dead on arrival (DOA) Domestic and Wildlife	Abandoned Animal Complaint	Aggressive Animal Complaints	Bite Dogs/Cats	Cruelty/Neglect Investigation Complaints	Cat Complaints and/or Calls	Other... i.e. horses and chickens	wildlife
January	1	0	15	2	0	0	3	0	1	0	0	0
February	0	0	13	1	2	1	2	0	2	1	0	3
March	3	0	12	1	3	0	3	0	2	2	1	3
April												
May												
June												
July												
August												
September												
October												
November												
December												
Yearly Totals	4	0	40	4	5	1	8	0	5	3	1	6



Community First

City of Sultan In Partnership With Snohomish County Sheriff's Office



Sheriff Ty Trenary

Mayor Carolyn Eslick

Notable Events of March 2016

Mission: To provide safe communities through dedication and professional service.

Vision: Snohomish County will have a Sheriff's Office that is community-minded, progressive and professional.

Values: Integrity, Dignity, Commitment and Pride in our service.

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The largest increase recently in the reporting has been in the number of traffic stops taking place by deputies within the City of Sultan. As you may or may not know, Sultan is now contracting for prosecution services with Zachor & Thomas, Inc., P.S. Zachor & Thomas provide prosecution services for several other cities in Snohomish County and are regarded as being very responsive and professional in their prosecution services. What this will mean for Sultan is that infractions, criminal traffic offenses and misdemeanor offenses that have not been prosecuted in the past, have a much better chance of being prosecuted now. For instance, the Snohomish County Prosecutor's Office has not been prosecuting many driving offenses because they are under-staffed and don't have the resources to address these minor offenses. Zachor & Thomas have been retained to address these types of issues. The result will be that law enforcement will be able to refer cases to the court for prosecution and those committing crimes will be held responsible. This is good for victims, good for offenders and good for the community at large. This was a bold move by the City to address these problems.

On another note; the days are getting longer and it will be important in the weeks ahead to make sure exterior lighting is working well and that we're vigilant regarding suspicious activity in our neighborhoods. If you see something out of place or any illegal activity taking place, please don't wait until the next day to report it. Call 911 right away and give a good description of the location and of the people involved. If there is a vehicle involved, please grab the license plate and vehicle description. It is important that we get your 911 calls about criminal behavior so we can respond and take the necessary action.

Thanks and be good,

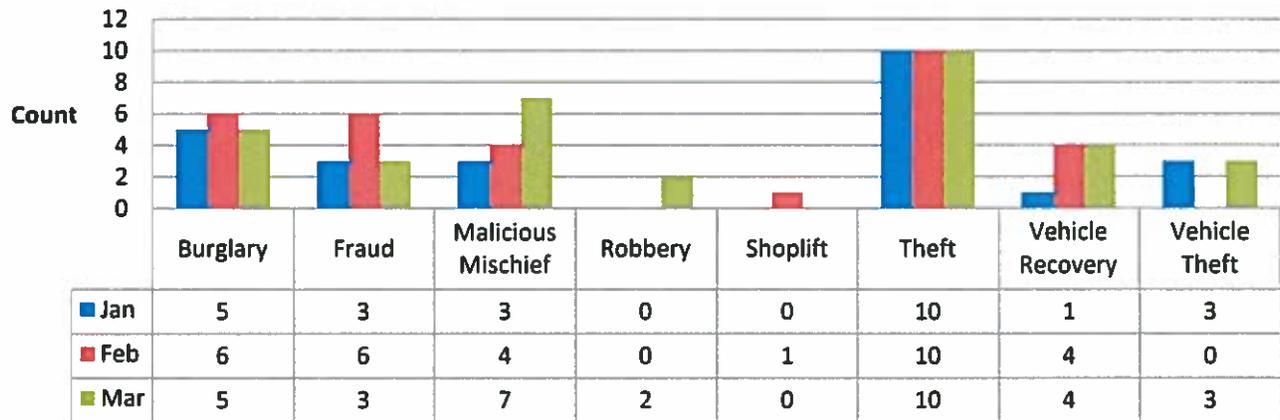
Chief Monte Beaton
425-388-6260

The following tables and charts compare incident types of service as reported for the Sultan Police Department. This contract has an Originating Agency Identifier (ORI) of WA0311500.

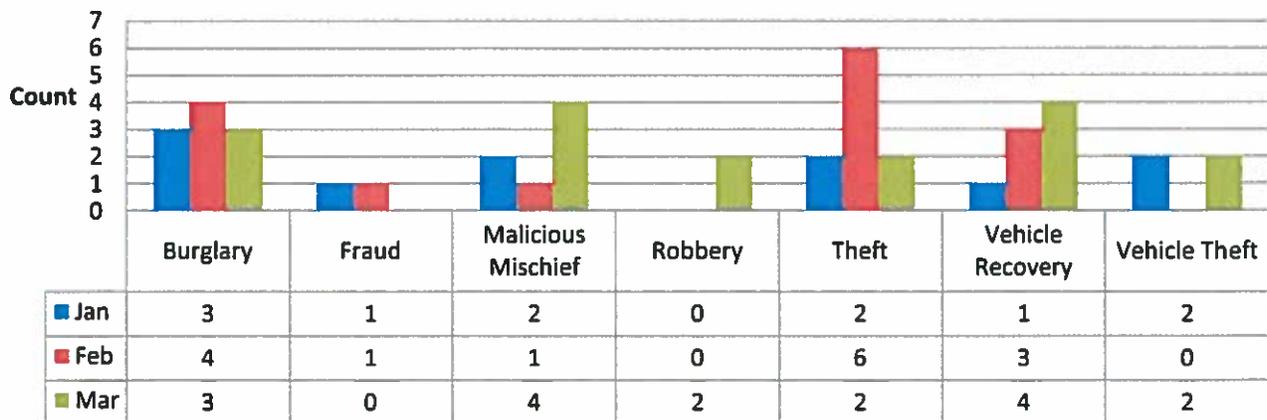
Incident Call Source

Call Source	Jan	Feb	Mar	Totals
	2	1	3	6
911	324	297	326	947
Officer-Initiated	182	272	314	768
Totals	508	570	643	1721

Sultan Property Crime Last 3 Months - All Dispositions

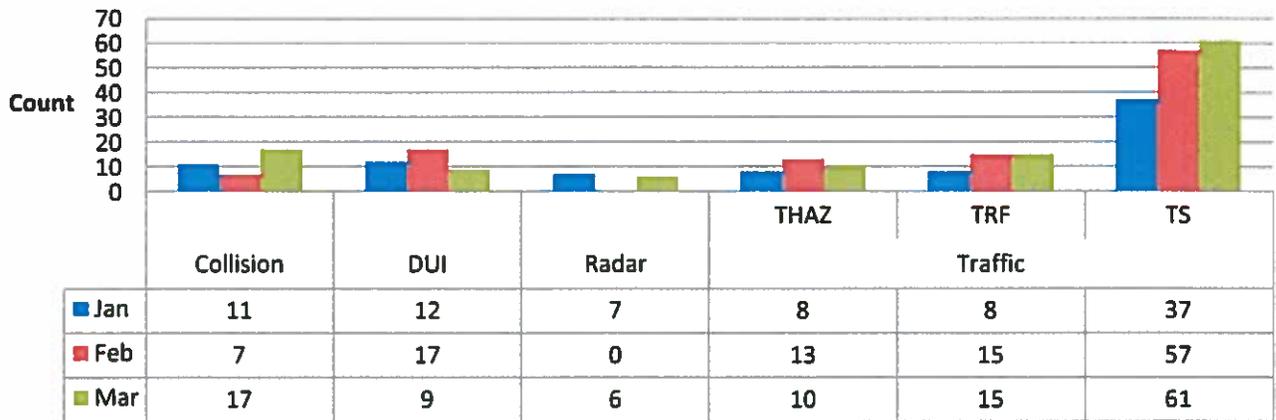


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Sultan Vehicle Incidents Last 3 Months - All Dispositions



THAZ = Traffic Hazard, TRF = Traffic Problem and TS = Traffic Stop

Tickets Reported	Jan	Feb	Mar	Totals
Traffic	7	5	10	22

Incident Types – Past 3 Months

Incident Type	Jan	Feb	Mar	Totals
911	11	7	7	25
Abandoned Vehicle	2	3	10	15
Abuse of Person	1	1	0	2
Alarm	17	10	22	49
Animal	6	8	12	26
Assault	9	10	8	27
Assist	19	18	16	53
Attempt to Contact	1	1	0	2
Bomb	1	0	0	1
Burglary	5	6	5	16
Civil	16	13	19	48
Collision	11	7	17	35
CPS	2	0	0	2
Death	2	1	1	4
Disturbance	20	20	23	63
DUI	12	17	9	38
DV	21	15	14	50
Escort	0	1	0	1
Fireworks	1	0	0	1
Follow Up	58	63	60	181
Foot	0	0	1	1
Fraud	3	6	3	12

Harassment	3	3	2	8
Information	2	3	2	7
Malicious Mischief	3	4	7	14
Mental	1	4	3	8
Noise Complaint	12	14	9	35
Nuisance	4	5	3	12
Order Violation	1	0	1	2
Other	4	6	8	18
Paper Service	6	7	10	23
Parking	4	3	13	20
Person Lost/Found	2	3	7	12
Property Lost/Found	6	4	1	11
Public Assist	19	20	15	54
Pursuit	1	0	0	1
Radar	7	0	6	13
Robbery	0	0	2	2
RSO	4	2	3	9
SAR	1	0	0	1
School	28	27	25	80
Search Warrant	0	0	1	1
Security Check	17	42	43	102
Sex Offense	1	1	2	4
Shoplift	0	1	0	1
Shots Heard	2	1	4	7
Special Ops	1	1	1	3
Substance Abuse	3	4	3	10
Suicide	2	1	2	5
Suspicious	58	81	94	233
Theft	10	10	10	30
Threat	2	1	3	6
Traffic	53	85	86	224
Trespass	7	8	10	25
Vehicle Recovery	1	4	4	9
Vehicle Theft	3	0	3	6
Warrant	10	15	19	44
Weapon	1	0	1	2
Welfare Check	11	3	13	27
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➤ Note: All data in this report was obtained from a LERMS Data Analysis and Mapping query.

Report presented by Sultan Chief of Police Lt. Monte Beaton
Table and charts compiled by Volunteer Ray Coleman



**Snohomish County
Sheriff's Office**

Integrity - Dignity - Commitment - Pride

**SULTAN HIGH SCHOOL #311
SRO Report for March 2016**

<u>Student Counseling:</u>	SHS 7 SMS 3 SES 1
<u>Theft/Burglary:</u>	SHS 1
<u>Substance:</u>	SHS 1, SMS 3
<u>Vandalism or Tagging:</u>	0
<u>Fighting/Threats/Assault:</u>	SHS 6, SMS 5
<u>Welfare/Truancy Check/BECCA:</u>	SHS 5, SMS 2, SES 2
<u>Traffic Issues:</u>	4 th & High / High & 8 th
<u>Custodial Issue:</u>	SES 3
<u>C.P.S. Investigations:</u>	0
<u>Class Room Presentations:</u>	0
<u>Student Risk Assessments:</u>	SES 2
<u>Tobacco Violations:</u>	SHS 1
<u>Trespass Issues:</u>	SHS 1 & SMS 1
<u>Security Checks:</u>	SMS 8, SES 6, GB 1
<u>Harassment:</u>	SHS 9, SMS 2
<u>Bus Stop Checks:</u>	1
<u>Parent Meetings:</u>	SHS 2, SMS 1, SHS 1
<u>Runaway Issues:</u>	SHS 2
<u>Bullying:</u>	SHS 1, SMS 1
<u>Assist District Issues:</u>	8
<u>Admin Assist:</u>	SHS 12 SMS 17 SES 1
<u>Weapon in school:</u>	0
<u>Rave Alert:</u>	SHS 1, SES 2
<u>Public Assists:</u>	SHS 1
<u>Parking Issues:</u>	SHS 3

The month of March was a busy month as there were multiple arrests. An assault that occurred in the woods behind the HS involved a 18 year old male who assaulted a HS student. The defendant was assisted by 2 other HS students. These 2 HS students lured a third student to the woods where the victim was assaulted by the 18yr old male. I was able to obtain video of the assault. This male was booked into the Snohomish County Jail and the other 2 students were charged with criminal conspiracy. While investigating this assault I discovered a "sultan fight club" existed. This involved students from the school fighting and having it videotaped which subsequently was posted on a closed Facebook group. I was able to make contact with the administrator of this closed group and had the site taken down. I also advised East County Patrol of this and the locations where it was occurring to insure it no longer occurred.

I followed up on an investigation of assault that occurred at the library. The victim of this assault came and spoke to me about the assault. I performed a follow up and in addition to the persons who had assault charges referred on them I have charged a 3rd person for criminal conspiracy. This 3rd defendant lured the victim out of the library to where the other suspects were waiting.

There were 2 arrests made for 2 students smoking marijuana in the bathroom at the middle school. A 3rd middle school student was arrested as he was truant from school and was found in possession of marijuana at the bottom of Loves Hill.

A high school student had harassment charges filed against her for her continued harassment of a fellow HS student.

A high school student had drug paraphernalia charges referred against her after she was found in possession of a "bong" in her bag at the high school.

I am currently investigating a sexting case with possible exchange of photographs. I am working this case with the assistance of our SIU Detective Unit.

I am putting a presentation together on the dangers of the Internet and what you post on it through various social media platforms. I will be giving this presentation to various classes at the high school in April. I will also be giving a presentation of alcohol/narcotics awareness to the health classes at the high school in April.

Respectfully,
Deputy Hess #1460
Sultan School Resource Officer
Duty Cell Phone 425-508-8286
School Cell 425 244-0735



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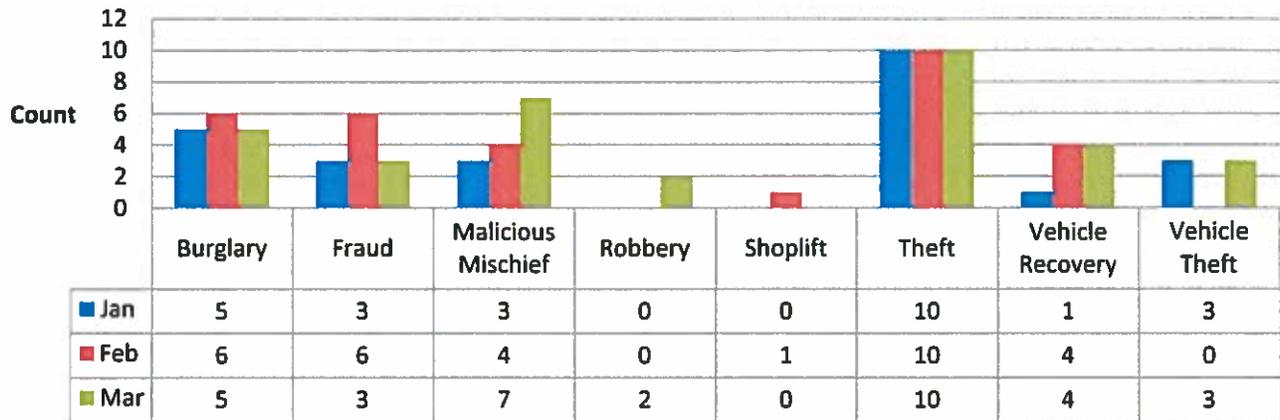
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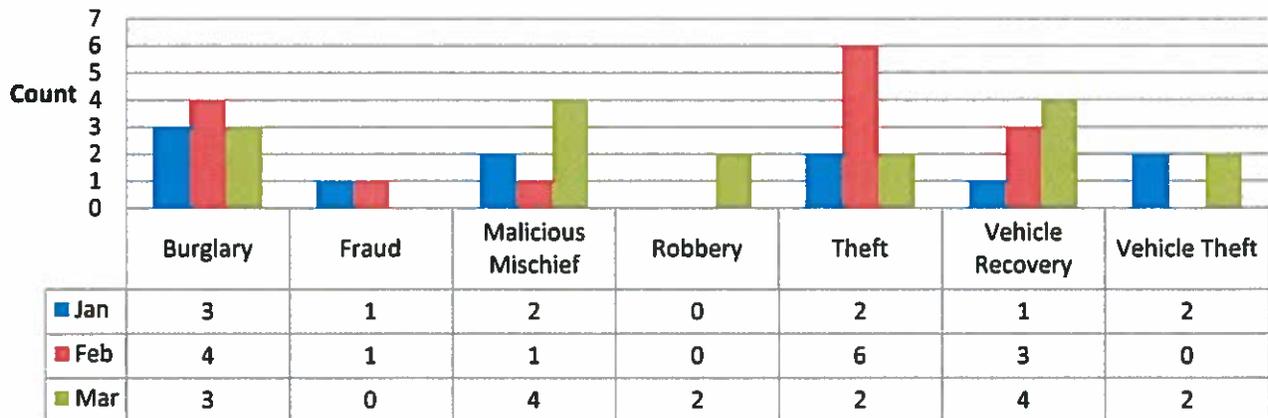
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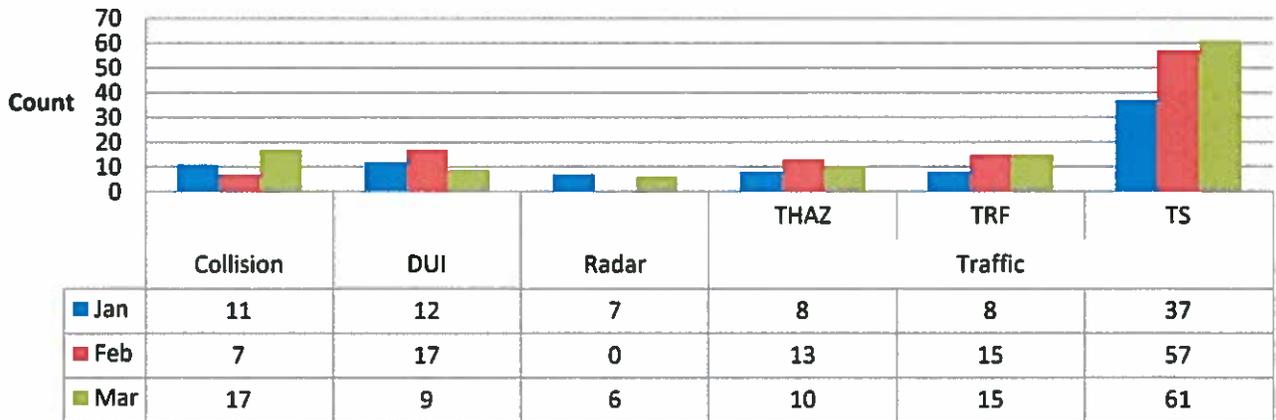


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**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 1
DATE: April 14, 2016
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director



SUMMARY:

Attached are the minutes of the March 24, 2016 Council meeting as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted.

CITY OF SULTAN COUNCIL MEETING – March 24, 2016

Mayor Pro-tem Walker called the regular meeting of the Sultan City Council to order in the Sultan Community Center. Councilmembers present: McCarty, Seehuus, Walker, Wiita, Neigel, Naslund and Beeler. Mayor Eslick arrived late

COMMENTS FROM THE PUBLIC:

Kay George: Downtown is unattractive and it is too bad because this is a beautiful town and no one sees it. Need to clean up the town, remove garbage and toilets along the highway, conceal the sewer plant and remove signs along highway. Need to improve our standard as the city has a lot to offer.

COUNCILMEMBER COMMENTS

Neigel: Agrees the town needs to be cleaned up. We don't need to be the diamond in the rough. Jeff Rasmussen, Health Board Representative, is looking for public input on the proposal to eliminate the Monroe office that provides WICK and First Step services in East County. 20% of the clients in the County are served by the Monroe office and this would be a major impact.

Wiita: The State Legislature is still debating the public works trust fund elimination which would be a major impact to cities. Need to lobby to reinstate the program and involve the other cities.

Seehuus: Agrees the city needs to be cleaned up.

McCarty: Is working on a obtaining a speaker from the liquor board to address drug and alcohol programs for the Alliance. The City receives a portion of the liquor profits and uses it for law enforcement.

Vernon Johnson: Spring sports are under way at the schools. They are having a food drive and a blood drive at the high school.

STAFF REPORTS – Written Reports Submitted and are on file in the Office of the City Clerk.

- 1) Police Report
- 2) Public Works Report

PUBLIC HEARING

- 1) 124th Street Annexation Request – minutes under separate report

CONSENT AGENDA: The following items are incorporated into the consent agenda and approved by a single motion of the Council. On a motion by Councilmember Naslund, seconded by Councilmember Neigel, the consent agenda was approved as presented. McCarty – aye, abstain on vouchers; Seehuus – aye; Walker – aye; Wiita – aye, Neigel – aye; Naslund – aye; Beeler - aye.

- 1) Minutes of the March 10, 2016 Council Meeting as on file in the Office of the City Clerk
- 2) Minutes of the Public Hearings on the 124th Annexation as on file in the Office of the City Clerk.
- 3) Voucher Approval in the amount of \$562,005.89 and payroll through March 11, 2016 in the amount of \$31,517.80 to be drawn and paid on the proper accounts.

ACTION ITEMS:**Copier Purchase**

The issue before the City Council is to authorize the Mayor to sign the Acquisition and Maintenance Agreements with Quality Business Systems for a Xerox WorkCentre color copy machine. The City Council authorized City staff to purchase a new copy machine in the 2016 budget. The budget approved by Council is \$10,000.00. The purchase price for the proposed

Xerox WorkCentre (without tax) is \$6,152.80. The machine is expected to have a useful life of approximately five (5) years. The City relies heavily on its copy machine. The City purchased its

CITY OF SULTAN COUNCIL MEETING – March 24, 2016

current Xerox copy machine in 2009. Its useful life when purchased was 5 years. The City's current Xerox copy machine has printed over 1,290,000 copies. It has exceeded its expected lifespan and is beginning to show its age.

On a motion by Councilmember Wiita, seconded by Councilmember Walker, the Mayor was authorized to sign an Acquisition Agreement with Quality Business Systems to purchase a Xerox WorkCentre 7855 color copy machine in an amount not to exceed \$11,000 (cost plus sales tax). Councilmember Wiita amended the motion to authorize the Mayor to sign an Acquisition Agreement with Quality Business Systems to purchase a Xerox WorkCentre 7855 color copy machine in an amount not to exceed \$7,000 (cost plus sales tax). Seconded by Councilmember Walker. All ayes on the amendment; all ayes on the amended motion.

Councilmember Wiita moved to authorize the mayor to sign a maintenance contract for the copy machine; seconded by Councilmember Seehuus. All ayes.

FEMA Buyout – Bid Award for Demolition

City Council authorization is needed to award the bid for the house demolition at 800 Dyer Road under a FEMA Hazard Mitigation Grant. Staff is recommending City Council authorize award of the house demolition to Pacific Northwest Construxion in the amount of \$26,389.80. A notice to proceed will be issued upon completion of the property purchase (anticipated to be April 15, 2016). Demolition must be completed within 90 days of the final acquisition.

The City received 4 bids tabulated below.

	Pacific Northwest Construxion	KA General Construction	Anderson Environmental	James Co Pro Inc.
Demolition	\$24,300.00	\$25,998.11	\$30,620.91	\$67,424.00
Sales Tax 8.6%	2,089.80	2,235.84	2,633.40	5,798.46
Total	\$26,389.80	\$28,233.95	\$33,254.31	\$73,222.46

In 2015, the city received a FEMA Hazard Mitigation Grant in the amount of \$273,739.75 for the acquisition of repetitive flood property located at 800 Dyer Road. The grant requires the house be demolished and the project complete within 90 days of the property purchase closing. The city completed an appraisal on the property which is higher than the grant amount. In order to provide the property owner with the maximum amount of funds for the house, the city requested demolition bids to determine the amount of funds available for acquisition. City staff has been working closely with the property owner to complete the project.

On a motion by Councilmember Beeler, seconded by Councilmember Walker, the Council authorized award of the house demolition to Pacific Northwest Construxion in the amount of \$26,389.80 with notice to proceed to be issued upon completion of the property purchase (anticipated to be April 15, 2016). Demolition must be completed within 90 days of the final acquisition. All ayes.

Resolution 16-02 – 124th Annexation Request

The issue before the Council is to adoption of Resolution 16-02 declaring the City's intent to annex an area of unincorporated Snohomish County commonly known as the 124th Street Annexation; describing the boundaries of the area to be annexed. All public comment regarding the 124th Street Annexation previously received at the Public Hearing on January 28, 2016 and February 11, 2016, will be incorporated into the record and considered by the City Council, and the City Clerk is directed to incorporate those comments into the minutes of this meeting.

Discussion:

Neigel: Has considered what is in the public good. The city completed a plan for growth and reduced unfair cost to current citizens and they are obligated to consider annexation of lands. The time to oppose this process was during the UGA hearings. Annexation will occur and this

CITY OF SULTAN COUNCIL MEETING – March 24, 2016

is a positive element to economic development by bringing in more rooftops. They are not talking about development, taking about an annexation. Need to consider, will it be inconsistent with the neighborhood and balance it with rights of landowners. Will vote yes.

Naslund There are areas that have not been build out and the city is now asking to add more land. If build out at Rural would be 16 homes; low density is 320 homes.

Wiita: Is there land that could be developed, yes but can't force people to develop their property. If there are property owners that want to develop, then the city needs to look at the request responsibly. In favor because the city needs the rooftops. There is also a property right issue – wanting no neighbors is not good reason to take away property rights.

McCarty: Legal objections were addressed by staff and the process is not done yet. A second access road would be great for everyone. There are plans but no funds.

Beeler: This is a property rights issue. They petitioned the city, followed the rules, have land in UGA approved by the County. This is not the final step in the process and not the time to reject the proposal.

On a motion by Councilmember Wiita, seconded by Councilmember Seehuus, Resolution 16-02, declaring the City's intent to annex an area of unincorporated Snohomish County commonly known as the 124th Street Annexation was adopted. All ayes.

Executive Session: On a motion by Councilmember Walker, seconded by Councilmember Seehuus, the council adjourned to executive session at 8:20 PM for ten minutes to discuss pending litigation. All ayes. Councilmember McCarty excused himself from the executive session. The council returned to regular session at 8:30 PM.

Adjournment: On a motion by Councilmember Wiita, seconded by Councilmember Walker, the meeting adjourned at 8:30 PM. All ayes.

Carolyn Eslick, Mayor

Laura J. Koenig, City Clerk

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 2
DATE: April 14, 2016
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the minutes of the March 24, 2016 Public Hearing on the 124th Annexation Proposal as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted.

CITY OF SULTAN COUNCIL MEETING – March 24, 2016**PUBLIC HEARING:**

The Public Hearing on 124th Annexation Petition was called to order by Mayor Pro-tem Walker. Councilmembers present: McCarty, Seehuus, Walker, Neigel, Wiita, Naslund and Beeler.

All public comment regarding the 124th Street Annexation previously received at the Public Hearing on January 28, 2016 and February 11, 2016, will be incorporated into the record and considered by the City Council, and the City Clerk is directed to incorporate those comments into the minutes of this meeting.

Staff:

The issue before the Council is to hold a Public Hearing on the proposed annexation for an area of land in the vicinity of 124th Street S.E. This Public Hearing is being held because the City received a new petition for Annexation on February 11, 2016. Annexation is the process by which an unincorporated portion of the county becomes part of the incorporated community. The areas of land eligible to consider for annexation are areas within the city's urban growth boundary. The proposed annexation area is within the City of Sultan Urban Growth Area.

Acceptance of the 60% Annexation Petition by the City Council represents a commitment by the city to proceed with this annexation request consistent with the requirement of state law, city code, and the city's comprehensive plan. By approval, the City Council determines that the proposed annexation is in the public interest. The city should cause a proposed zoning and comprehensive plan map amendment to be prepared following the annexation.

The final decision to accept an annexation will depend upon the decision of the Council that the applicant has adequately satisfied the requirement of annexation according to state law, the city code, and the comprehensive plan. Final acceptance of the annexation is within the sole discretion of the City Council upon a finding that the annexation is consistent with the city's adopted plans and policies at the time the annexation request was considered for approval.

Following the close of the public hearing, staff recommends the Council take action on Resolution 16-02 to accept the 60% Annexation Petition that requires the annexing area to assume a prorated share of the city's bonded indebtedness existing at the time of annexation. With completion of the annexation, direct staff to prepare zoning and comprehensive plan map amendments for adoption. Zoning and comprehensive plan amendments could still occur in 2016.

Public Input

Written comments were received from the following and are incorporated into the hearing record:

- Gerry Gibson
- Annette Taylor
- Petition signed by 21 business owners in support of the annexation

Margaret Hockenson: Lives adjacent to the proposed annexation and wants to stay county. If this is in the public interest – who's as those in the area don't want it next to them. There are different life styles from the city and country. 124th will not accommodate the number of cars for new houses and the Sultan Basin Road is a problem now with the dump trucks. Needs to be another road into Sultan. Those in the area want to stay away from city life. Developers will not be there to see the aftermath of the houses. Wild life needs to be considered.

Tony Redding: All of the testimony has been against the proposal. When buy, they are speculating on the future. If a business needs roof top to survive, need to consider a new business. Moved to Sultan from a city the rural area was all developed. Sultan will be destroyed also.

CITY OF SULTAN COUNCIL MEETING – March 24, 2016

Ted Casey: In favor of the annexation and he does share the concerns of the area residents. He is tired of this being a bedroom community with next to nothing for business. Remembers Main Street as a kid and now looking down the street there is only one new building. Most businesses are barely making it and the city needs to bring in the people and possibly more business. Business would create jobs and larger tax base. Other cities have Walmart and they bring in more money in taxes than Sultan. Lives on 3rd Street and it needs repair but there is no tax revenue.

Stan Heydrick: At the May 2015 meeting the planner told the Council the developer would pay for all costs. The petition states the opposite. The public has spoken against the project and they need to consider the objections of the public. Council has not been provided a feasibility study and can't prove if this viable or in the public interest. Comp Plan is not amended to reflect the reduction in population and they are not in compliance with comp plan as there is no proposed zoning; no land use plan; no determination if meets needs of the city. Petition is legally inconsistent. GMA requires reduced sprawl and development in urban areas first. Comp plan discourages annexation when buildable lands available. No way to determine in public interest – urge to reject.

Mary Lowry: May 2015 Council packet provided no adopted land use plan and the Council directed staff to prepare land use plan. Completely different story now. Why no documents on the land use plan? No mention in resolution that the applicant will need to pay or assume indebtedness. Bad plan – reject.

Kay George: Was for it originally, but now against. Bob Martin misrepresented that everyone was on board with annexation and those impacted were not notified. There were no objections except for her. She was the bad guy for doing the right thing – others turned their heads.

Rusty Drivstuen: Is one of the owners of the property. The annexation packet sat in the city for eight years – this is not new. GMA requires city have areas for future growth. Presented a petition signed by 21 business owners in support of the annexation. Understands the concerns as he has lived in area for 9 years. It will change in the future and this is a wonderful piece of land for development. Hopes the city supports the annexation.

Dani Inthavoras: Is in favor of the annexation.

Lucy Hitchcock: The annexation of the donut hole was brought to the Planning Board and the 124th annexation was not. No results of a feasibility study made available to the public. Staff says not needed – will happen when a development proposal is submitted. May be legal but avoids bringing those affected into the process. Need code change to take before people – have right to know. Need to know about law, traffic, sidewalks, sewer plant impact, water pressure, council wants the people to know about their decisions.

David Hockenson: The annexation request started with the development process in May 2015 and needs to be considered as part of this decision. The last annexation in the areas was to be for four houses and there are more than that four. People are against the proposal and the Council needs to listen to them. Need to use area in the city limits first.

Jean Roberts: The information in January provided detail for annexation in the comp plan. If it meets one criteria but can it meet utility needs and urban services needs. On what basis were facilities and service needs addressed. No report. No dialogue with citizens how decision being made.

CITY OF SULTAN COUNCIL MEETING – March 24, 2016

Jodie Fallgatter: Is a member of the US 2 Coalition. Has reviewed the 2011 Comp Plan which is an internal guide for direction on decision making and outline agreement with the citizens. There is a disconnect between the city and citizens. When she was on the Planning Board, they were involved in an annexation and questioned how they would pay for service and provide service. It was not approved because they did not have a plan. Need more before considering the annexation – needs to be a feasibility study. The zoning in the area is proposed to be moderate density. Need to look at the impact to the area and to other areas of the city. UGA was revised – need to look at priorities. Will this take resources away from the goals. Sewer connection fee will be charged to those who can't connect – what is the authority. Not fair to developers who come back time after time without answers.

Leanne Dorman: Supports the annexation – need growth in the city.

Amber Nygard: Supports the annexation – need growth in the city.

June Tomoison: Has not heard any comments about bicycles – likes to ride up the road and increased traffic will not be safe.

Council and Staff:

Requested staff address the concern about the 60% petition.

The petition has been reviewed by the County and determined there is a legally sufficient petition. The Boundary Review Board will review the issue again. The Comp plan does address the capital facility needs. It does not require infrastructure be in place, there must be a plan in place. The Comp Plan does have the plan the GMA board accepted the plan. The property owner did not request zoning as part of the petition. Current zoning is low density; city plan shows low density.

Does the resolution annex the property?

No, it is just a step in the process. It goes to BRB next and they make a recommendation to the city for final action. Zoning and land use will be addressed at a later date. Transportation issues and utilities will be considered as part of the development process.

How many acres are in the area and what is the proposed lot size?

80 acres plus the road. There are some issues with the property that will lower density. This property has the least amount of environmental constraints.

On a motion by Councilmember Walker, seconded by Councilmember Seehuus, the public hearing was closed. All ayes.

Carolyn Eslick, Mayor

Laura J. Koenig, City Clerk

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM #: Consent 3
DATE: April 14, 2016
SUBJECT: Voucher Approval - 2016
CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the vouchers for approval in the amount of \$700,597.10 and payroll through March 25, 2016 in the amount of 92,329.30 to be drawn and paid on the proper accounts.

FISCAL IMPACT: \$792,926.40

RECOMMENDATION:

Approve the payment of vouchers as submitted.

**City Of Sultan
Voucher Approval
April 14, 2016**

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 hereon, and that the claim is just, due and an unpaid obligation against the City of Sultan, and that I am authorized to authenticate and certify to said claim.

Laura J. Koenig, Clerk/Deputy Finance Director

We, the undersigned City Council of Sultan Washington, do hereby certify that the merchandise or services hereinafter specified have been received and the claims are approved for payment in the following amounts:

Payroll Check #31668-69, 675-679	\$ 5,303.51
Direct Deposit #7, CM	\$ 30,064.27
Benefits Check #31663-66 70-74	\$ 43,025.15
Tax Deposit #7, CM	\$ 13,936.37
Accounts Payable Checks #31609-662	\$ 690,843.88
ACH Transactions - DOR	\$ 9,753.22
TOTAL	\$ 792,926.40

Bob McCarty, Councilmember

John Seehuus, Councilmember

Rocky Walker, Councilmember

Russell Wiita, Councilmember

Joe Neigel, Councilmember

Marianne Naslund, Councilmember

Jeffrey Beeler, Councilmember

Accounts Payable

Check Register Totals Only



User: laura.koenig
 Printed: 4/7/2016 - 1:59 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
31667	04/14/2016	agsupply	AG Supply Co	510.95	0
31682	04/14/2016	amttest	AM Test	120.00	0
31683	04/14/2016	APP	Associated Petroleum Products Inc	764.89	0
31684	04/14/2016	CIAW	Cities Insurance Association of Washii	250.00	0
31685	04/14/2016	Code	Code Publishing Company	180.00	0
31686	04/14/2016	Cody	Joshua Cody	400.00	0
31687	04/14/2016	BCollins	Brad Collins	6,496.00	0
31688	04/14/2016	Comcast	Comcast	695.44	0
31689	04/14/2016	Corin	Correctional Industries	47.44	0
31690	04/14/2016	Costco	Costco	1,138.66	0
31691	04/14/2016	Retire	Department of Retirement	25.00	0
31692	04/14/2016	EconAll	Economic Alliance Snohomish County	1,000.00	0
31693	04/14/2016	Elite	Elite Lock & Safe	30.58	0
31694	04/14/2016	Eylander	Eylanders Sales & Service Inc	412.68	0
31695	04/14/2016	Frontier	Frontier	149.85	0
31696	04/14/2016	hbjaeger	H.B. Jaeger	331.95	0
31697	04/14/2016	HoneyB	Honey Bucket	246.40	0
31698	04/14/2016	ICC	International Code Council	16.30	0
31699	04/14/2016	Lakeside	Lakeside Industries	1,822.85	0
31700	04/14/2016	laquinta	Laquinta Inns and Suites	111.60	0
31701	04/14/2016	LesSchwa	Les Schwab Tire Center	1,623.17	0
31702	04/14/2016	lowes	Lowe's	300.81	0
31703	04/14/2016	michels	Michels Corporation	1,173.25	0
31704	04/14/2016	napa	Monroe Parts House	269.50	0
31705	04/14/2016	NorthSta	Northstar Chemical, Inc.	572.50	0
31706	04/14/2016	OfcDepot	Office Depot	543.26	0
31707	04/14/2016	Bargreen	Owen J. Bargreen Psy.D.	2,450.00	0
31708	04/14/2016	PitneyCr	Pitney Bowes Inc	42.45	0
31709	04/14/2016	PAW	Planning Association of Washington	295.00	0
31710	04/14/2016	PAW	Planning Association of Washington	450.00	0
31711	04/14/2016	PUD 1	PUD	8,061.50	0
31712	04/14/2016	QualCont	Quality Controls Corporation	3,742.91	0
31713	04/14/2016	QBS	QualityBusinesss Systems Inc	50.52	0
31714	04/14/2016	QBS	QualityBusinesss Systems Inc	6,681.93	0
31715	04/14/2016	AllWaste	Republic Services	12,627.39	0
31716	04/14/2016	RH2	RH2 Engineering, Inc.	47.52	0
31717	04/14/2016	Sedgwick	Sedgwick CMS	519.70	0
31718	04/14/2016	SnoPlan	Snohomish County Planning and Deve	2,295.00	0
31719	04/14/2016	SRDTF	Snohomish County Sheriff	77,477.08	0
31720	04/14/2016	Snopac	Snopac	5,790.69	0
31721	04/14/2016	sca	Sound Cities Association	50.00	0
31722	04/14/2016	JStrauss	Jason Strauss	149.00	0
31723	04/14/2016	tek	TEK Construction Inc	72,970.16	0
31724	04/14/2016	Trane	Trane US Inc	451,744.73	0
31725	04/14/2016	Trane	Trane US Inc	8,713.84	0
31726	04/14/2016	atrua	Aimee Lou Trua	2,550.00	0
31727	04/14/2016	usps	USPS	240.00	0
31728	04/14/2016	VerizonW	Verizon Wireless	674.93	0
31729	04/14/2016	Wagley	Wagley Creek Automotive, Inc	1,040.17	0
31730	04/14/2016	wmca	Washington Municipal Clerks Associa	75.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
31731	04/14/2016	Weed	Weed, Graafstra & Benson, Inc, P.S.	848.25	0
31732	04/14/2016	WH	WH Pacific	10,133.65	0
31733	04/14/2016	WLJ	White Lightning Janitorial	680.00	0
				<u>689,634.50</u>	
Check Total:				<u>689,634.50</u>	

Payroll

Computer Check Register

User: julie.addington

Printed: 04/01/2016 - 2:46PM

Batch: 00002-04-2016 Computer

Council 1st Qtr 2016



Check No	Check Date	Employee Information		Amount
31675	04/01/2016	074	John Seehus	394.61
31676	04/01/2016	092	Jeffrey Beeler, Sr	415.57
31677	04/01/2016	094	Joseph Neigel	415.57
31678	04/01/2016	095	Marianne Naslund	415.57
31679	04/01/2016	099	Rocky Walker	415.57
Total Number of Employees:		5	Total for Payroll Check Run:	2,056.89

Payroll

Computer Check Register

User: julie.addington

Printed: 03/29/2016 - 1:15PM

Batch: 00001-04-2016 Computer

PR 7 2016



Check No	Check Date	Employee Information		Amount
31668	04/01/2016	024	Michael Williams	1,773.23
31669	04/01/2016	029	James Barns	1,473.39
Total Number of Employees:		2	Total for Payroll Check Run:	3,246.62

PR 7 2016

Payroll

ACH Check Register

User: 'julie.addington'
Printed: 03/29/2016 - 1:31PM
Batch: 1-4-2016
Include Partial: FALSE



Check Date	Check Number	Employee No	Employee Name	Amount
04/01/2016	0	001	Laura Koenig	2,192.85
04/01/2016	0	002	Tami Pevey	1,171.11
04/01/2016	0	004	Donna Murphy	1,026.82
04/01/2016	0	007	Julie Addington	1,537.32
04/01/2016	0	010	Cynthia Sparks	1,650.47
04/01/2016	0	011	Janice Mann	1,145.96
04/01/2016	0	015	Kenneth Walker	3,118.83
04/01/2016	0	019	Michael Matheson	2,979.24
04/01/2016	0	020	Connie Dunn	2,080.55
04/01/2016	0	025	John Harris	1,765.38
04/01/2016	0	028	Todd Strom	1,712.32
04/01/2016	0	049	Victoria Forte	1,540.93
04/01/2016	0	072	Carolyn Eslick	875.58
04/01/2016	0	120	Matthew Wood	2,434.88
04/01/2016	0	121	Jason Strauss	1,797.27
04/01/2016	0	125	Riley Edwards	1,160.07
04/01/2016	0	127	Michael Rains	1,110.55
Total Employees:			17	Total: 29,300.13

Cancel 1st Qtr 2016

Payroll

ACH Check Register

User: 'julie.addington'
Printed: 04/01/2016 - 2:51PM
Batch: 2-4-2016
Include Partial: FALSE



Check Date	Check Number	Employee No	Employee Name	Amount
04/01/2016	0	098	Robert McCarty	348.57
04/01/2016	0	100	Russell Wiita	415.57
Total Employees:			2	Total: 764.14

Accounts Payable

Check Register Totals Only

User: laura.koenig
Printed: 4/1/2016 - 10.36 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
31670	04/01/2016	Retire	Department of Retirement	1,112.50	0
31671	04/01/2016	Retire	Department of Retirement	8,007.61	0
31672	04/01/2016	AWCben	AWC Employee Benefit Trust	21,774.48	0
31673	04/01/2016	AWCben	AWC Employee Benefit Trust	40.20	0
31674	04/01/2016	WATeamTr	Washington Teamsters Welfare Trust	2,069.20	0
				<hr/> <hr/>	
Check Total:				33,003.99	
				<hr/> <hr/>	

Accounts Payable

Check Register Totals Only

User: laura.koenig
Printed: 3/22/2016 - 10.33 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
31663	03/22/2016	Retire	Department of Retirement	1,112.50	0
31664	03/22/2016	Retire	Department of Retirement	8,039.36	0
31665	03/22/2016	AFLAC	Attn: Remittance Processing AFLAC	44.30	0
31666	03/22/2016	UNION	Teamsters Local Union #763	825.00	0
				<hr/> <hr/>	
Check Total:				10,021.16	
				<hr/> <hr/>	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
31663	03/22/2016	GENERAL FUND	Deferred Comp Payable	Department of Retirement	49.51
31663	03/22/2016	STREET FUND	Deferred Comp Payable	Department of Retirement	23.00
31663	03/22/2016	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	1.50
31663	03/22/2016	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	3.48
31663	03/22/2016	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	47.02
31663	03/22/2016	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	43.48
31663	03/22/2016	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	18.02
31663	03/22/2016	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	13.99
31663	03/22/2016	GENERAL FUND	Deferred Comp Payable	Department of Retirement	264.12
31663	03/22/2016	STREET FUND	Deferred Comp Payable	Department of Retirement	57.38
31663	03/22/2016	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	4.58
31663	03/22/2016	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	8.86
31663	03/22/2016	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	188.94
31663	03/22/2016	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	287.60
31663	03/22/2016	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	63.64
31663	03/22/2016	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	37.38
31664	03/22/2016	GENERAL FUND	PERS Payable	Department of Retirement	199.04
31664	03/22/2016	STREET FUND	PERS Payable	Department of Retirement	11.70
31664	03/22/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	11.70
31664	03/22/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	11.71
31664	03/22/2016	GENERAL FUND	PERS Payable	Department of Retirement	89.01
31664	03/22/2016	STREET FUND	PERS Payable	Department of Retirement	5.24
31664	03/22/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	5.23
31664	03/22/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	5.24
31664	03/22/2016	GENERAL FUND	PERS Payable	Department of Retirement	553.93
31664	03/22/2016	STREET FUND	PERS Payable	Department of Retirement	179.50
31664	03/22/2016	CEMETERY FUND	PERS Payable	Department of Retirement	24.14
31664	03/22/2016	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	24.03
31664	03/22/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	812.55
31664	03/22/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	653.48
31664	03/22/2016	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	321.68
31664	03/22/2016	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	154.78
31664	03/22/2016	GENERAL FUND	PERS Payable	Department of Retirement	1,011.95
31664	03/22/2016	STREET FUND	PERS Payable	Department of Retirement	327.91
31664	03/22/2016	CEMETERY FUND	PERS Payable	Department of Retirement	44.14
31664	03/22/2016	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	43.90
31664	03/22/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	1,484.38
31664	03/22/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	1,193.78

31664	03/22/2016	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	587.62
31664	03/22/2016	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	282.72
31665	03/22/2016	CEMETERY FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.04
31665	03/22/2016	UTILITY WATER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	5.97
31665	03/22/2016	UTILITY SEWER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.04
31665	03/22/2016	CEMETERY FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.11
31665	03/22/2016	UTILITY WATER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	15.91
31665	03/22/2016	UTILITY SEWER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.08
31665	03/22/2016	CEMETERY FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.04
31665	03/22/2016	UTILITY WATER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	5.98
31665	03/22/2016	UTILITY SEWER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.03
31665	03/22/2016	CEMETERY FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.13
31665	03/22/2016	UTILITY WATER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	15.91
31665	03/22/2016	UTILITY SEWER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.06
31666	03/22/2016	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	103.31
31666	03/22/2016	STREET FUND	Union Dues Payable	Teamsters Local Union #763	19.16
31666	03/22/2016	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	4.09
31666	03/22/2016	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	2.24
31666	03/22/2016	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	119.11
31666	03/22/2016	UTILITY SEWER FUND	Union Dues Payable	Teamsters Local Union #763	89.31
31666	03/22/2016	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	54.94
31666	03/22/2016	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	20.34
31666	03/22/2016	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	103.32
31666	03/22/2016	STREET FUND	Union Dues Payable	Teamsters Local Union #763	19.20
31666	03/22/2016	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	4.09
31666	03/22/2016	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	2.24
31666	03/22/2016	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	119.05
31666	03/22/2016	UTILITY SEWER FUND	Union Dues Payable	Teamsters Local Union #763	89.35
31666	03/22/2016	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	54.92
31666	03/22/2016	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	20.33
31667	04/14/2016	STREET FUND	Office/Operating Supplies	AG Supply Co	82.50
31667	04/14/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	25.82
31667	04/14/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	43.45
31667	04/14/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	13.00
31667	04/14/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	77.29
31667	04/14/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	113.01
31667	04/14/2016	BUILDING MAINTENANCE FUND	Operating Supply	AG Supply Co	3.56
31667	04/14/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	42.32
31667	04/14/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	54.29
31667	04/14/2016	BUILDING MAINTENANCE FUND	Operating Supply	AG Supply Co	5.74
31667	04/14/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	13.01

31667	04/14/2016	UTILITY WATER FUND	Operating Supply	AG Supply Co	17.35
31667	04/14/2016	BUILDING MAINTENANCE FUND	Operating Supply	AG Supply Co	19.61
31670	04/01/2016	GENERAL FUND	Deferred Comp Payable	Department of Retirement	49.51
31670	04/01/2016	STREET FUND	Deferred Comp Payable	Department of Retirement	23.00
31670	04/01/2016	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	1.50
31670	04/01/2016	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	3.49
31670	04/01/2016	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	47.01
31670	04/01/2016	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	43.49
31670	04/01/2016	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	18.00
31670	04/01/2016	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	14.00
31670	04/01/2016	GENERAL FUND	Deferred Comp Payable	Department of Retirement	264.13
31670	04/01/2016	STREET FUND	Deferred Comp Payable	Department of Retirement	57.38
31670	04/01/2016	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	4.56
31670	04/01/2016	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	8.88
31670	04/01/2016	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	188.92
31670	04/01/2016	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	287.64
31670	04/01/2016	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	63.63
31670	04/01/2016	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	37.36
31671	04/01/2016	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	24.11
31671	04/01/2016	CEMETERY FUND	PERS Payable	Department of Retirement	24.05
31671	04/01/2016	GENERAL FUND	PERS Payable	Department of Retirement	199.03
31671	04/01/2016	STREET FUND	PERS Payable	Department of Retirement	11.71
31671	04/01/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	11.70
31671	04/01/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	11.71
31671	04/01/2016	GENERAL FUND	PERS Payable	Department of Retirement	89.01
31671	04/01/2016	STREET FUND	PERS Payable	Department of Retirement	5.24
31671	04/01/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	5.23
31671	04/01/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	5.24
31671	04/01/2016	GENERAL FUND	PERS Payable	Department of Retirement	566.35
31671	04/01/2016	STREET FUND	PERS Payable	Department of Retirement	180.41
31671	04/01/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	801.92
31671	04/01/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	630.96
31671	04/01/2016	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	327.60
31671	04/01/2016	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	157.47
31671	04/01/2016	GENERAL FUND	PERS Payable	Department of Retirement	1,034.58
31671	04/01/2016	STREET FUND	PERS Payable	Department of Retirement	329.60
31671	04/01/2016	CEMETERY FUND	PERS Payable	Department of Retirement	43.94
31671	04/01/2016	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	44.05
31671	04/01/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	1,464.91
31671	04/01/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	1,152.62
31671	04/01/2016	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	598.47

31671	04/01/2016	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	287.70
31672	04/01/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	52.54
31672	04/01/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.09
31672	04/01/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.94
31672	04/01/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1.67
31672	04/01/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.67
31672	04/01/2016	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	29.66
31672	04/01/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	12.85
31672	04/01/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	9.44
31672	04/01/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	238.55
31672	04/01/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	24.20
31672	04/01/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4.50
31672	04/01/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1.82
31672	04/01/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	216.04
31672	04/01/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	123.26
31672	04/01/2016	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	69.88
31672	04/01/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	45.90
31672	04/01/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.30
31672	04/01/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.15
31672	04/01/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.69
31672	04/01/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.54
31672	04/01/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.63
31672	04/01/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.69
31672	04/01/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	52.55
31672	04/01/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.07
31672	04/01/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.93
31672	04/01/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1.67
31672	04/01/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.72
31672	04/01/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	29.63
31672	04/01/2016	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	12.85
31672	04/01/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	9.44
31672	04/01/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	238.56
31672	04/01/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	24.19
31672	04/01/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4.48
31672	04/01/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1.82
31672	04/01/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	216.04
31672	04/01/2016	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	123.29
31672	04/01/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	69.84
31672	04/01/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	45.93
31672	04/01/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4,056.10
31672	04/01/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	581.46

31672	04/01/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	130.29
31672	04/01/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	64.76
31672	04/01/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4,850.62
31672	04/01/2016	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	3,058.50
31672	04/01/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,924.46
31672	04/01/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	996.79
31672	04/01/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	569.97
31672	04/01/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	446.70
31672	04/01/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	29.44
31672	04/01/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	60.56
31672	04/01/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,006.04
31672	04/01/2016	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	933.42
31672	04/01/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	387.63
31672	04/01/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	301.49
31672	04/01/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.16
31672	04/01/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.43
31672	04/01/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.53
31672	04/01/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.49
31672	04/01/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.09
31672	04/01/2016	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	10.76
31672	04/01/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	6.98
31672	04/01/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	2.56
31672	04/01/2016	GENERAL FUND	Benefits - Disability Insuranc	AWC Employee Benefit Trust	570.23
31673	04/01/2016	GENERAL FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	17.08
31673	04/01/2016	UTILITY WATER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.81
31673	04/01/2016	UTILITY SEWER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.60
31673	04/01/2016	UTILITY GARBAGE FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.81
31673	04/01/2016	STORMWATER UTILITY FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.80
31673	04/01/2016	GENERAL FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	17.08
31673	04/01/2016	UTILITY WATER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.80
31673	04/01/2016	UTILITY SEWER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.61
31673	04/01/2016	UTILITY GARBAGE FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.80
31673	04/01/2016	STORMWATER UTILITY FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.81
31674	04/01/2016	GENERAL FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	518.32
31674	04/01/2016	STREET FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	106.43
31674	04/01/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	21.75
31674	04/01/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	13.31
31674	04/01/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	538.87
31674	04/01/2016	UTILITY SEWER FUND	Med/Dental/Vis Payable	Washington Teamsters Welfare Trust	429.33
31674	04/01/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	322.22
31674	04/01/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	118.97

31680	04/05/2016	UTILITY WATER FUND	Communication	USPS	240.21
31680	04/05/2016	UTILITY SEWER FUND	Communication	USPS	240.21
31680	04/05/2016	UTILITY GARBAGE FUND	Communication	USPS	240.21
31680	04/05/2016	STORMWATER UTILITY FUND	Communication	USPS	80.07
31681	04/07/2016	UTILITY GARBAGE FUND	CPG Grant - Clean UP	USPS	408.68
31682	04/14/2016	UTILITY WATER FUND	Water - Testing	AM Test	120.00
31683	04/14/2016	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	457.40
31683	04/14/2016	UTILITY SEWER FUND	Vehicle Operation Maintenance	Associated Petroleum Products Inc	55.84
31683	04/14/2016	UTILITY WATER FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	210.35
31683	04/14/2016	CEMETERY FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	13.76
31683	04/14/2016	STREET FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	13.77
31683	04/14/2016	GENERAL FUND	Vehicle Maintenance	Associated Petroleum Products Inc	13.77
31684	04/14/2016	INSURANCE CLAIMS FUND	Operating Supply	CIAW	250.00
31685	04/14/2016	GENERAL FUND	Books and Periodicals	Code Publishing Company	180.00
31686	04/14/2016	UTILITY WATER FUND	Miscellaneous	Joshua Cody	400.00
31687	04/14/2016	GENERAL FUND	Professional Services	Brad Collins	6,496.00
31688	04/14/2016	STREET FUND	Communication	Comcast	55.17
31688	04/14/2016	UTILITY WATER FUND	Communication	Comcast	55.17
31688	04/14/2016	UTILITY SEWER FUND	Communication	Comcast	55.17
31688	04/14/2016	UTILITY GARBAGE FUND	Communication	Comcast	55.17
31688	04/14/2016	STORMWATER UTILITY FUND	Communication	Comcast	55.17
31688	04/14/2016	GENERAL FUND	Communication	Comcast	91.01
31688	04/14/2016	UTILITY WATER FUND	Communication	Comcast	45.50
31688	04/14/2016	UTILITY SEWER FUND	Communication	Comcast	45.51
31688	04/14/2016	UTILITY GARBAGE FUND	Communication	Comcast	45.50
31688	04/14/2016	GENERAL FUND	Communication	Comcast	57.62
31688	04/14/2016	UTILITY WATER FUND	Communication	Comcast	38.42
31688	04/14/2016	UTILITY SEWER FUND	Communication	Comcast	38.41
31688	04/14/2016	UTILITY GARBAGE FUND	Communication	Comcast	38.41
31688	04/14/2016	STREET FUND	Communication	Comcast	19.21
31689	04/14/2016	UTILITY WATER FUND	Office Supplies	Correctional Industries	5.93
31689	04/14/2016	UTILITY GARBAGE FUND	Office Supplies	Correctional Industries	5.93
31689	04/14/2016	UTILITY SEWER FUND	Office Supplies	Correctional Industries	5.93
31689	04/14/2016	STREET FUND	Office Supplies	Correctional Industries	5.93
31689	04/14/2016	GENERAL FUND	Office/Operating Supplies	Correctional Industries	23.72
31690	04/14/2016	UTILITY GARBAGE FUND	Office Supplies	Costco	41.06
31690	04/14/2016	UTILITY SEWER FUND	Office Supplies	Costco	41.06
31690	04/14/2016	UTILITY WATER FUND	Office Supplies	Costco	41.06
31690	04/14/2016	STREET FUND	Office/Operating Supplies	Costco	41.07
31690	04/14/2016	GENERAL FUND	Office/Operating Supplies	Costco	164.24
31690	04/14/2016	UTILITY WATER FUND	Operating Supply	Costco	328.49

31690	04/14/2016	UTILITY GARBAGE FUND	Office Supplies	Costco	60.21
31690	04/14/2016	UTILITY SEWER FUND	Office Supplies	Costco	60.21
31690	04/14/2016	UTILITY WATER FUND	Office Supplies	Costco	60.21
31690	04/14/2016	STREET FUND	Office/Operating Supplies	Costco	60.21
31690	04/14/2016	GENERAL FUND	Office/Operating Supplies	Costco	240.84
31691	04/14/2016	GENERAL FUND	Insurance	Department of Retirement	25.00
31692	04/14/2016	GENERAL FUND	Economic Development	Economic Alliance Snohomish County	1,000.00
31693	04/14/2016	UTILITY WATER FUND	Operating Supply	Elite Lock & Safe	30.58
31694	04/14/2016	BUILDING MAINTENANCE FUND	Repair and Maintenance	Eylanders Sales & Service Inc	412.68
31695	04/14/2016	UTILITY SEWER FUND	Communication	Frontier	149.85
31696	04/14/2016	UTILITY WATER FUND	Repair and Maintenance	H.B. Jaeger	196.56
31696	04/14/2016	UTILITY WATER FUND	Repair and Maintenance	H.B. Jaeger	135.39
31697	04/14/2016	UTILITY SEWER FUND	Rentals	Honey Bucket	134.75
31697	04/14/2016	UTILITY SEWER FUND	Rentals	Honey Bucket	111.65
31698	04/14/2016	GENERAL FUND	Books and Periodical	International Code Council	16.30
31699	04/14/2016	STREET FUND	Office/Operating Supplies	Lakeside Industries	1,822.85
31700	04/14/2016	GENERAL FUND	Travel and Seminars	Laqinta Inns and Suites	111.60
31701	04/14/2016	UTILITY WATER FUND	Vehicle Operation/Maintenance	Les Schwab Tire Center	1,623.17
31702	04/14/2016	STREET FUND	Office/Operating Supplies	Lowes	88.45
31702	04/14/2016	BUILDING MAINTENANCE FUND	Operating Supply	Lowes	7.23
31702	04/14/2016	BUILDING MAINTENANCE FUND	Repair and Maintenance	Lowes	118.75
31702	04/14/2016	GENERAL FUND	Repair and Maintenance	Lowes	86.38
31703	04/14/2016	SEWER SYSTEM IMPROVEMENT FUND	Capital - WWTP Upgrades	Michels Corporation	1,173.25
31704	04/14/2016	GENERAL FUND	Vehicle Maintenance	Monroe Parts House	56.07
31704	04/14/2016	STREET FUND	Small Tools/Minor Equipment	Monroe Parts House	27.11
31704	04/14/2016	UTILITY WATER FUND	Small Tools/Minor Equipment	Monroe Parts House	20.00
31704	04/14/2016	UTILITY SEWER FUND	Small Tools/Minor Equipment	Monroe Parts House	20.00
31704	04/14/2016	UTILITY GARBAGE FUND	Small Tools/Minor Equipment	Monroe Parts House	20.00
31704	04/14/2016	UTILITY WATER FUND	Operating Supply	Monroe Parts House	126.32
31705	04/14/2016	UTILITY WATER FUND	Operating Supply	Monroe Parts House	572.50
31706	04/14/2016	UTILITY WATER FUND	Office Supplies	Northstar Chemical, Inc.	64.57
31706	04/14/2016	UTILITY SEWER FUND	Office Supplies	Office Depot	64.57
31706	04/14/2016	UTILITY GARBAGE FUND	Office Supplies	Office Depot	64.57
31706	04/14/2016	STREET FUND	Office Supplies	Office Depot	64.57
31706	04/14/2016	GENERAL FUND	Office/Operating Supplies	Office Depot	258.28
31706	04/14/2016	UTILITY WATER FUND	Office Supplies	Office Depot	3.34
31706	04/14/2016	UTILITY SEWER FUND	Office Supplies	Office Depot	3.34
31706	04/14/2016	UTILITY GARBAGE FUND	Office Supplies	Office Depot	3.33
31706	04/14/2016	STREET FUND	Office Supplies	Office Depot	3.34
31706	04/14/2016	GENERAL FUND	Office/Operating Supplies	Office Depot	13.35
31707	04/14/2016	STREET FUND	Miscellaneous	Owen J. Bargreen Psy.D.	612.50

31707	04/14/2016	UTILITY WATER FUND	Miscellaneous	Owen J. Bargreen Psy.D.	612.50
31707	04/14/2016	UTILITY SEWER FUND	Miscellaneous	Owen J. Bargreen Psy.D.	612.50
31707	04/14/2016	UTILITY GARBAGE FUND	Miscellaneous	Owen J. Bargreen Psy.D.	612.50
31708	04/14/2016	GENERAL FUND	Communication	Pitney Bowes Inc	10.19
31708	04/14/2016	STREET FUND	Communication	Pitney Bowes Inc	5.30
31708	04/14/2016	UTILITY WATER FUND	Communication	Pitney Bowes Inc	7.22
31708	04/14/2016	UTILITY SEWER FUND	Communication	Pitney Bowes Inc	7.22
31708	04/14/2016	UTILITY GARBAGE FUND	Communication	Pitney Bowes Inc	7.21
31708	04/14/2016	GENERAL FUND	Communication	Pitney Bowes Inc	5.31
31709	04/14/2016	GENERAL FUND	Travel and Seminars	Planning Association of Washington	295.00
31710	04/14/2016	GENERAL FUND	Miscellaneous	Planning Association of Washington	450.00
31711	04/14/2016	UTILITY SEWER FUND	Utilities	PUD	441.07
31711	04/14/2016	STREET FUND	Utilities	PUD	58.36
31711	04/14/2016	UTILITY WATER FUND	Utilities	PUD	22.15
31711	04/14/2016	UTILITY SEWER FUND	Utilities	PUD	22.14
31711	04/14/2016	UTILITY GARBAGE FUND	Utilities	PUD	22.15
31711	04/14/2016	STREET FUND	Utilities	PUD	22.14
31711	04/14/2016	GENERAL FUND	Utilities	PUD	69.45
31711	04/14/2016	GENERAL FUND	Utilities	PUD	17.98
31711	04/14/2016	GENERAL FUND	Utilities	PUD	134.49
31711	04/14/2016	GENERAL FUND	Utilities	PUD	76.73
31711	04/14/2016	UTILITY WATER FUND	Utilities	PUD	83.01
31711	04/14/2016	UTILITY SEWER FUND	Utilities	PUD	83.00
31711	04/14/2016	UTILITY GARBAGE FUND	Utilities	PUD	83.01
31711	04/14/2016	STREET FUND	Utilities	PUD	83.00
31711	04/14/2016	GENERAL FUND	Utilities	PUD	83.01
31711	04/14/2016	GENERAL FUND	Utilities	PUD	415.03
31711	04/14/2016	UTILITY SEWER FUND	Utilities	PUD	3,374.34
31711	04/14/2016	GENERAL FUND	Utilities	PUD	248.70
31711	04/14/2016	GENERAL FUND	Utilities	PUD	37.43
31711	04/14/2016	GENERAL FUND	Utilities	PUD	42.28
31711	04/14/2016	STREET FUND	Utilities	PUD	65.64
31711	04/14/2016	STREET FUND	Utilities	PUD	1,691.63
31711	04/14/2016	STREET FUND	Utilities	PUD	761.42
31711	04/14/2016	STREET FUND	Utilities	PUD	105.36
31711	04/14/2016	STREET FUND	Utilities	PUD	17.98
31712	04/14/2016	SEWER SYSTEM IMPROVEMENT FUND	Capital - WWTP Upgrades	Quality Controls Corporation	3,742.91
31713	04/14/2016	GENERAL FUND	Office/Operating Supplies	QualityBusiness Systems Inc	10.10
31713	04/14/2016	STREET FUND	Office Supplies	QualityBusiness Systems Inc	10.11
31713	04/14/2016	UTILITY WATER FUND	Office Supplies	QualityBusiness Systems Inc	10.10
31713	04/14/2016	UTILITY SEWER FUND	Office Supplies	QualityBusiness Systems Inc	10.11

31713	04/14/2016	UTILITY GARBAGE FUND	Office Supplies	QualityBusiness Systems Inc	10.10
31714	04/14/2016	GENERAL FUND	Office/Operating Supplies	QualityBusiness Systems Inc	1,336.39
31714	04/14/2016	STREET FUND	Office Supplies	QualityBusiness Systems Inc	1,336.38
31714	04/14/2016	UTILITY WATER FUND	Office Supplies	QualityBusiness Systems Inc	1,336.39
31714	04/14/2016	UTILITY SEWER FUND	Office Supplies	QualityBusiness Systems Inc	1,336.38
31714	04/14/2016	UTILITY GARBAGE FUND	Office Supplies	QualityBusiness Systems Inc	1,336.39
31715	04/14/2016	UTILITY GARBAGE FUND	Intergovernmental - Recycle	QualityBusiness Systems Inc	12,627.39
31716	04/14/2016	UTILITY WATER FUND	Professional Service - General	Republic Services	47.52
31717	04/14/2016	GENERAL FUND	Professional Services	RH2 Engineering, Inc.	103.94
31717	04/14/2016	STREET FUND	Professional Services	Sedgwick CMS	103.94
31717	04/14/2016	UTILITY WATER FUND	Professional Services	Sedgwick CMS	103.94
31717	04/14/2016	UTILITY SEWER FUND	Professional Service - General	Sedgwick CMS	103.94
31717	04/14/2016	UTILITY GARBAGE FUND	Professional Service	Sedgwick CMS	103.94
31717	04/14/2016	UTILITY GARBAGE FUND	Professional	Sedgwick CMS	103.94
31718	04/14/2016	GENERAL FUND	SnoCty Plan/Building Service	SnoCty Planning	2,295.00
31719	04/14/2016	GENERAL FUND	Professional Service - SnoCty	Snohomish County Sheriff	77,477.08
31720	04/14/2016	GENERAL FUND	Intergovernmental - SNOPAC	Snopac	5,542.77
31720	04/14/2016	GENERAL FUND	Intergovernmental - SNOPAC	Snopac	247.92
31721	04/14/2016	GENERAL FUND	Travel and Seminars	Sound Cities Association	50.00
31722	04/14/2016	UTILITY WATER FUND	Travel and Seminars	Jason Strauss	149.00
31723	04/14/2016	SEWER SYSTEM IMPROVEMENT FUND	Capital - WWTP Upgrades	TEK Construction Inc	72,970.16
31724	04/14/2016	WATER SYSTEM IMPROVEMENT FUND	Water Project - Other	Trane US Inc	86,962.71
31724	04/14/2016	WATER SYSTEM IMPROVEMENT FUND	Water Project - Other	Trane US Inc	364,782.02
31725	04/14/2016	SEWER SYSTEM IMPROVEMENT FUND	Capital - WWTP Upgrades	Trane US Inc	8,713.84
31726	04/14/2016	GENERAL FUND	Public Defender Attorney	Aimee Lou Trua	2,550.00
31727	04/14/2016	UTILITY WATER FUND	Communication	USPS	72.00
31727	04/14/2016	UTILITY SEWER FUND	Communication	USPS	72.00
31727	04/14/2016	UTILITY GARBAGE FUND	Communication	USPS	72.00
31727	04/14/2016	STORMWATER UTILITY FUND	Communication	USPS	24.00
31728	04/14/2016	UTILITY WATER FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	UTILITY SEWER FUND	Communication	Verizon Wireless	7.50
31728	04/14/2016	UTILITY GARBAGE FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	STREET FUND	Communication	Verizon Wireless	7.50
31728	04/14/2016	GENERAL FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	GENERAL FUND	Communication	Verizon Wireless	55.63
31728	04/14/2016	UTILITY WATER FUND	Communication	Verizon Wireless	55.63
31728	04/14/2016	UTILITY SEWER FUND	Communication	Verizon Wireless	55.63
31728	04/14/2016	GENERAL FUND	Communication	Verizon Wireless	55.63
31728	04/14/2016	UTILITY WATER FUND	Communication	Verizon Wireless	37.47
31728	04/14/2016	UTILITY SEWER FUND	Communication	Verizon Wireless	55.63
31728	04/14/2016	UTILITY WATER FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	UTILITY SEWER FUND	Communication	Verizon Wireless	7.50

31728	04/14/2016	UTILITY GARBAGE FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	GENERAL FUND	Communication	Verizon Wireless	7.50
31728	04/14/2016	STREET FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	UTILITY WATER FUND	Communication	Verizon Wireless	11.13
31728	04/14/2016	UTILITY GARBAGE FUND	Communication	Verizon Wireless	11.12
31728	04/14/2016	UTILITY SEWER FUND	Communication	Verizon Wireless	11.13
31728	04/14/2016	GENERAL FUND	Communication	Verizon Wireless	11.12
31728	04/14/2016	STREET FUND	Communication	Verizon Wireless	11.13
31728	04/14/2016	UTILITY WATER FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	UTILITY SEWER FUND	Communication	Verizon Wireless	7.50
31728	04/14/2016	UTILITY GARBAGE FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	GENERAL FUND	Communication	Verizon Wireless	7.50
31728	04/14/2016	STREET FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	GENERAL FUND	Office/Operating Supplies	Verizon Wireless	37.47
31728	04/14/2016	UTILITY WATER FUND	Communication	Verizon Wireless	12.14
31728	04/14/2016	UTILITY SEWER FUND	Communication	Verizon Wireless	12.14
31728	04/14/2016	UTILITY GARBAGE FUND	Communication	Verizon Wireless	12.14
31728	04/14/2016	STREET FUND	Communication	Verizon Wireless	12.14
31728	04/14/2016	GENERAL FUND	Communication	Verizon Wireless	12.14
31728	04/14/2016	UTILITY WATER FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	UTILITY SEWER FUND	Communication	Verizon Wireless	7.50
31728	04/14/2016	UTILITY GARBAGE FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	GENERAL FUND	Communication	Verizon Wireless	7.50
31728	04/14/2016	STREET FUND	Communication	Verizon Wireless	7.49
31728	04/14/2016	GENERAL FUND	Communication	Verizon Wireless	7.49
31729	04/14/2016	GENERAL FUND	Vehicle Repair	Verizon Wireless	55.63
31729	04/14/2016	STREET FUND	Vehicle Repair	Verizon Wireless	145.29
31729	04/14/2016	GENERAL FUND	Vehicle Repair	Verizon Wireless	145.29
31729	04/14/2016	STREET FUND	Vehicle Repair	Verizon Wireless	399.59
31729	04/14/2016	GENERAL FUND	Vehicle Repair	Verizon Wireless	350.00
31730	04/14/2016	GENERAL FUND	Organization Dues	Washington Municipal Clerks Association	75.00
31731	04/14/2016	LID GUARANTY AND BOND FUND	Professional Services	Weed, Graafstra & Benson, Inc, P.S.	848.25
31732	04/14/2016	STREET IMPROVEMENT FUND	Sultan River Bridge Project	WH Pacific	10,133.65
31733	04/14/2016	UTILITY WATER FUND	Professional Service - General	White Lightning Janitorial	20.00
31733	04/14/2016	UTILITY SEWER FUND	Professional Service	White Lightning Janitorial	20.00
31733	04/14/2016	UTILITY GARBAGE FUND	Professional	White Lightning Janitorial	20.00
31733	04/14/2016	UTILITY SEWER FUND	Professional Service	White Lightning Janitorial	120.00
31733	04/14/2016	GENERAL FUND	Professional Services	White Lightning Janitorial	500.00
TOTAL					733,869.03

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: A - 1
DATE: April 14, 2016
SUBJECT: Main Pump Station Control Replacement–Final Acceptance
CONTACT PERSON: Mick Matheson, P.E., Public Works Director 

ISSUE:

The issue before the City Council is final acceptance of the Main Pump Station Control Replacement completed by Quality Controls Corporation (QCC).

STAFF RECOMMENDATION:

Staff recommends accepting the Main Pump Station Control Replacement completed by QCC.

SUMMARY:

The council adopted Resolution 15-09 declaring an emergency and waiving competitive bidding requirements to provide necessary electrical components and repair the Main Pump Station on August 13, 2015. The Mayor signed a contract with QCC on August 20, 2015 which was ratified by the council on August 27, 2015. There were no change orders issued for this project.

FISCAL IMPACT:

The project was completed for \$146,327.45 including sales tax (which included a \$7,500.00 contingency). QCC incurred costs above the contract amount, however did not bill the City for this work.

Bond proceeds of \$254,000 were specifically obtained for the Main Pump Station in 2014 and are available.

RECOMMENDED ACTION:

A motion to accept the Main Pump Station Control Replacement completed by QCC.

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: A - 2
DATE: April 14, 2016
SUBJECT: Shaftless Spiral Fine Screen Replacement Final Acceptance
CONTACT PERSON: Mick Matheson, P.E., Public Works Director 

ISSUE:

The issue before the City Council is final acceptance of the Shaftless Spiral Fine Screen Replacement completed by TEK Construction, Inc.

STAFF RECOMMENDATION:

Staff recommends accepting the Shaftless Spiral Fine Screen Replacement completed by TEK Construction, Inc.

SUMMARY:

The council authorized the Mayor to sign a contract with TEK Construction, Inc. to furnish and install a Shaftless Spiral Fine Screening, Washing, Conveying and Dewatering unit at the Wastewater Treatment Plant for an amount not to exceed \$85,000 (not including sales tax). The project was completed for \$80,509 (not including sales tax). There were no change orders.

FISCAL IMPACT:

The project was included in the 2015 city budget as a capital project to be funded using sewer capital funds. The project cost was identified in the capital budget as \$80,000. Sewer capital funds are available.

RECOMMENDED ACTION:

A motion to accept the Shaftless Spiral Fine Screen Replacement as completed by TEK Construction.

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM NO: A-3

DATE: April 14, 2016

SUBJECT: RH2 Consultant Agreement for Professional Services
– NPDES Permit Application & Electronic Reporting Assistance

CONTACT PERSON: Mick Matheson, P.E. – Public Works Director

ISSUE:

The issue before the council is to authorize the Mayor to sign a contract with RH2 Engineering, Inc. to provide professional engineering and related services necessary to:

- Complete the National Pollution Discharge Elimination System (NPDES) permit application for the City's Wastewater Treatment Plant (WWTP).
- Provide assistance with the City's transition to electronic discharge monitoring reporting (DMRs) as required by the Washington State Department of Ecology (Ecology).

The fee to complete these services is not to exceed \$8,082.00 without prior authorization by the City Council.

STAFF RECOMMENDATION:

Authorize the Mayor to sign a contract with RH2 Engineering, Inc. to provide professional engineering and related services necessary to:

- Complete the National Pollution Discharge Elimination System (NPDES) permit application for the City's Wastewater Treatment Plant (WWTP).
- Provide assistance with the City's transition to electronic discharge monitoring reporting (DMRs) as required by the Washington State Department of Ecology (Ecology).

SUMMARY:

The Washington State Department of Ecology (Ecology) is requiring the City of Sultan to complete a National Pollution Discharge Elimination System (NPDES) permit application with a deadline of July 30, 2016. Ecology is also requiring that the City transition to Ecology's WQWebDMR system.

City staff contacted Municipal Research and Services Center of Washington (MRSC) to receive guidance on consultant selection. Consultants that provide professional services (e.g. engineers and architects) for public works projects must be selected based on their qualifications. After a consultant is selected, a contract is negotiated as required under RCW 39.80.050.

The MRSC maintains a roster of consulting engineering firms on their website. Each firm on the roster lists their qualifications. For a project of this size and scope, MRSC recommended reviewing the qualifications of three consulting firms listed on the MRSC roster and making a consultant selection based on specific criteria for this project.

Staff reviewed the qualifications of three firms (RH2, Brown and Caldwell, and Gray & Osborne) and developed selection criteria for the NPDES permit application and assistance with the City's transition to electronic monitoring reporting (DMRs). RH2 was selected as the most qualified consultant based on the selection criteria. Attachment A-1 (Memorandum dated 3/31/2016) summarizes the selection procedure.

FISCAL IMPACT:

The \$8,082 fee for professional services will be funded using Sewer Capital funds.

RECOMMENDED ACTION:

Authorize the Mayor to sign a contract with RH2 Engineering, Inc. to provide professional engineering and related services necessary to:

- Complete the National Pollution Discharge Elimination System (NPDES) permit application for the City's Wastewater Treatment Plant (WWTP).
- Provide assistance with the City's transition to electronic discharge monitoring reporting (DMRs) as required by the Washington State Department of Ecology (Ecology).

ATTACHMENTS:

Attachment A	Consultant Selection Memorandum
Attachment B	Consultant Agreement

Memorandum

To: File
CC: Ken Walker, City Administrator
From: Mick Matheson, P.E. Public Works Director
Date: 3/31/2016
Re: NPDES Permit & Electronic Reporting Assistance Consultant Selection

I contacted Municipal Research and Services Center Washington (MRSC) to receive guidance on consultant selection. Consultants that provide professional services (e.g. engineers or architects) for public works projects must be selected based on their qualifications.

The MRSC maintains a roster of consulting engineering firms on their website. Each firm on the roster lists their qualifications. For a project of this size and scope, MRSC recommended reviewing the qualifications of three consulting firms listed on the MRSC roster and making a consultant selection based on specific criteria for this project.

Selection criteria were developed and outlined below. Each firm was rated on a scale of 5 (excellent) to 1 (poor) based on my review of each firm's qualifications and my personal knowledge of each firm's history in working with Sultan.

	Gray & Osborne	RH2 Engineering	Brown & Caldwell
Expertise with preparing NPDES permits for Wastewater Treatment plants	4	5	4
Experience level of key staff	5	5	5
Knowledge of Sultan's Wastewater Treatment Plant Facilities	5	4	4
Expertise with electronic DMR assistance	4	5	4
Total score	18	19	17

Based on this selection criteria, I chose RH2 as the most qualified consultant.

**AGREEMENT FOR SERVICES
BETWEEN THE CITY OF SULTAN AND
RH2 ENGINEERING, INC.**

THIS AGREEMENT, is made by and between the City of Sultan (hereinafter referred to as "City"), a Washington Municipal Corporation, and RH2 Engineering, Inc. (hereinafter referred to as "Service Provider"), doing business at 22722 29th Drive SE, Suite 200, Bothell WA 98021.

WHEREAS, Service Provider is in the business of providing certain services specified herein; and

WHEREAS, the City desires to contract with Service Provider for the provision of such services for completing the National Pollution Discharge Elimination System (NPDES) permit application for the City's Wastewater Treatment Plant, and assistance with the City's transition to electronic discharge monitoring reporting (DMRs) as required by the Washington State Department of Ecology, and Service Provider agrees to contract with the City for same;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

TERMS

1. **Description of Work.** Service Provider shall perform work as described in Exhibit A, Scope of Work, which is attached hereto and incorporated herein by this reference, according to the existing standard of care for such services. Service Provider shall not perform any additional services without the express permission of the City.
2. **Payment.**
 - A. The City shall pay Service Provider at the hourly rate set forth in Exhibit C, but not more than a total of eight thousand eighty two dollars (\$8,082.00) for the services described in this Agreement. This is the maximum amount to be paid under this Agreement.
 - B. Service Provider shall submit monthly payment invoices to the City after such services have been performed, and the City shall make payment within four (4) weeks after the submittal of each approved invoice. Such invoice shall detail the hours worked, a description of the tasks performed, and shall separate all charges for clerical work and reimbursable expenses.
 - C. If the City objects to all or any portion of any invoice, it shall so notify Service Provider of the same within five (5) days from the date of receipt and shall pay

that portion of the invoice not in dispute. The parties shall immediately make every effort to settle the disputed portion.

3. **Relationship of Parties.** The parties intend that an independent contractor - client relationship will be created by this Agreement. No agent, employee, representative or subcontractor of Service Provider shall be or shall be deemed to be the employee, agent, representative or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance and unemployment insurance, are available from the City to the Service Provider or his employees, agents, representatives or subcontractors. Service Provider will be solely and entirely responsible for his acts and for the acts of Service Provider's agents, employees, representatives and subcontractors during the performance of this Agreement. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that Service Provider performs hereunder.
4. **Project Name.** NPDES Permit Application and Electronic Reporting Assistance
5. **Duration of Work.** Service Provider shall complete the NPDES Permit Application work described in Exhibit A before the due date of July 30, 2016. Service Provider shall provide assistance, as needed, for the City's transition to Ecology's WZWebDMR system prior to the required electronic deadline in 2017.
6. **Termination.**
 - A. Termination Upon the City's Option. The City shall have the option to terminate this Agreement at any time. Termination shall be effective upon ten (10) days written notice to the Service Provider.
 - B. Termination for Cause. If Service Provider refuses or fails to complete the tasks described in Exhibit A, or to complete such work in a manner unsatisfactory to the City, then the City may, by written notice to Service Provider, give notice of its intention to terminate this Agreement. After such notice, Service Provider shall have ten (10) days to cure, to the satisfaction of the City or its representative. If Service Provider fails to cure to the satisfaction of the City, the City shall send Service Provider a written termination letter which shall be effective upon deposit in the United States mail to Service Provider's address as stated below.
 - C. Rights upon Termination. In the event of termination, the City shall only be responsible to pay for all services satisfactorily performed by Service Provider to the effective date of termination, as described in the final invoice to the City. The City Administrator shall make the final determination about what services have been satisfactorily performed.

7. **Nondiscrimination.** In the hiring of employees for the performance of work under this Agreement or any subcontract hereunder, Service Provider, its subcontractors or any person acting on behalf of Service Provider shall not, by reason of race, religion, color, sex, marital status, national origin or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.
8. **Indemnification / Hold Harmless.** The Service Provider shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Service Provider and the City, its officers, officials, employees, and volunteers, the Service Provider's liability hereunder shall be only to the extent of the Service Provider's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Service Provider's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

9. **Insurance.** The Service Provider shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, their agents, representatives, employees or subcontractors.
 - A. **Minimum Scope of Insurance.** Service Provider shall obtain insurance of the types described below:
 1. **Automobile Liability** insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
 2. **Commercial General Liability** insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The City shall be named as an insured under the Service Provider's Commercial General Liability insurance policy with respect to the work

ATTACHMENT B

performed for the City using ISO additional insured endorsement GC 20 10 10 01 and GC 20 37 10 01 or substitute endorsements providing equivalent coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
 4. Professional Liability insurance appropriate to the Contractor's profession.
- B. Minimum Amounts of Insurance. Service Provider shall maintain the following insurance limits:
1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
 2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.
 3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
- C. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:
1. The Service Provider's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Service Provider's insurance and shall not contribute with it.
 2. The Service Provider's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
- D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.
- E. Verification of Coverage. Service Provider shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Service Provider before commencement of the work.
- F. Subcontractors. Service Provider shall include each subcontractor as insured under its policies or shall furnish separate certifications and endorsements for

ATTACHMENT B

each subcontractor. All coverage shall be subject to all of the same insurance requirements as stated herein for the Service Provider.

10. **Entire Agreement.** The written provisions and terms of this Agreement, together with all documents attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of, or altering in any manner whatsoever, this Agreement.
11. **City's Right of Supervision, Limitation of Work Performed by Service Provider.** Even though Service Provider works as an independent contractor in the performance of his or her duties under this Agreement, the work must meet the approval of the City and be subject to the City's general right of inspection and supervision to secure the satisfactory completion thereof. In the performance of work under this Agreement, Service Provider shall comply with all federal, state and municipal laws, ordinances, rules and regulations that are applicable to Service Provider's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.
12. **Work Performed at Service Provider's Risk.** Service Provider shall be responsible for the safety of its employees, agents and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at Service Provider's own risk, and Service Provider shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.
13. **Ownership of Products and Premises Security.**
 - A. All reports, plans, specifications, data maps, and documents produced by the Service Provider in the performance of services under this Agreement, whether in draft or final form and whether written, computerized, or in other form, shall be the property of the City.
 - B. While working on the City's premises, the Service Provider agrees to observe and support the City's rules and policies relating to maintaining physical security of the City's premises.
14. **Modification.** No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Service Provider.
15. **Assignment.** Any assignment of this Agreement by Service Provider without the written consent of the City shall be void.
16. **Written Notice.** All communications regarding this Agreement shall be sent to the parties at the addresses listed below, unless notified to the contrary. Any written notice hereunder shall become effective as of the date of mailing by registered or

ATTACHMENT B

certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.

17. **Non-Waiver of Breach.** The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements or options, and the same shall be and remain in full force and effect.
18. **Resolution of Disputes, Governing Law, Venue.** Should any dispute, misunderstanding or conflict arise as to the terms and conditions contained in this Agreement, the matter shall be referred to the City Administrator, whose decision shall be final. In the event of any litigation arising out of this Agreement, the prevailing party shall be reimbursed for its reasonable attorney fees from the other party. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Snohomish County, Washington.
19. **Severability.** Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and Service Provider, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year above written.

Dated this _____ day of _____, 2016

CITY OF SULTAN

SERVICE PROVIDER

By: _____
Carolyn Eslick, Mayor

By: _____
Title: _____
Taxpayer ID #: _____

CITY CONTACT

SERVICE PROVIDER CONTACT

City of Sultan
319 Main Street, Suite 200
Sultan, WA 98294
Phone: 360-793-2231
Fax: 360-793-3344

Phone: _____
Fax: _____

ATTEST/AUTHENTICATED

By: _____
City Clerk

APPROVED AS TO FORM

By: _____
Office of the City Attorney

EXHIBIT A
Scope of Work
City of Sultan
NPDES Permit Application and Electronic Reporting Assistance
April 2016

Background

The City of Sultan (City) has requested that RH2 Engineering, Inc., (RH2) provide a scope of work and fee estimate for completing the National Pollution Discharge Elimination System (NPDES) permit application for the City's Wastewater Treatment Plant (WWTP), and assistance with the City's transition to electronic discharge monitoring reporting (DMRs) as required by the Washington State Department of Ecology (Ecology).

Task 1 – NPDES Permit Application

Objective: Complete the NPDES permit application for the City's WWTP.

Approach:

- 1.1 Collect information and complete the permit application package.
- 1.2 Attend one (1) meeting with the City and Ecology and incorporate comments in to the application.

Assumptions: *The City will provide all materials and testing data necessary for completing the application. The City will pay the required permit fees to Ecology.*

RH2 Deliverables:

- Attendance at one (1) meeting with the City and Ecology to discuss the application.
- Hardcopy of permit application delivered to Ecology.

Schedule:

- The permit application will be submitted before the due date of July 30, 2016. The meeting with Ecology and the City will likely occur in later April or early May 2016.

Task 2 – Electronic DMR Assistance

Objective: Provide assistance, as needed, for the City's transitions to Ecology's WQWebDMR system.

Approach:

- 2.1 Provide on-call assistance and/or a site visit to assist with the operator's transition to web-based reporting on an as needed basis.

Assumptions: *The City or Ecology will provide electronic copies of the operator's reporting files. It is assumed that the City will transition into electronic reporting during the spring and summer of 2016 prior to the required electronic reporting deadline in 2017.*

RH2 Deliverables:

- On-call assistance, as required by the City.

Schedule:

- Assistance will be provided as requested by the City, and will likely occur during the reporting transition period during the spring and summer of 2016.

EXHIBIT B

City of Sultan

NPDES Permit Application and Electronic Reporting Assistance

Fee Estimate

Description	Total Hours	Total Labor	Total Expense	Total Cost
Classification				
Task 1 NPDES Permit Application	31	\$ 5,115	\$ 385	\$ 5,500
Task 2 Electronic DMR Assistance	15	\$ 2,385	\$ 197	\$ 2,582
PROJECT TOTAL	46	\$ 7,500	\$ 582	\$ 8,082

EXHIBIT C
RH2 ENGINEERING, INC.
2016 SCHEDULE OF RATES AND CHARGES

RATE LIST	RATE	UNIT
Professional I	\$137	\$/hr
Professional II	\$150	\$/hr
Professional III	\$159	\$/hr
Professional IV	\$170	\$/hr
Professional V	\$180	\$/hr
Professional VI	\$189	\$/hr
Professional VII	\$204	\$/hr
Professional VIII	\$213	\$/hr
Professional IX	\$213	\$/hr
Technician I	\$96	\$/hr
Technician II	\$101	\$/hr
Technician III	\$129	\$/hr
Technician IV	\$137	\$/hr
Administrative I	\$65	\$/hr
Administrative II	\$77	\$/hr
Administrative III	\$92	\$/hr
Administrative IV	\$108	\$/hr
Administrative V	\$128	\$/hr
CAD/GIS System	\$27.50	\$/hr
CAD Plots - Half Size	\$2.50	price per plot
CAD Plots - Full Size	\$10.00	price per plot
CAD Plots - Large	\$25.00	price per plot
Copies (bw) 8.5" X 11"	\$0.09	price per copy
Copies (bw) 8.5" X 14"	\$0.14	price per copy
Copies (bw) 11" X 17"	\$0.20	price per copy
Copies (color) 8.5" X 11"	\$0.90	price per copy
Copies (color) 8.5" X 14"	\$1.20	price per copy
Copies (color) 11" X 17"	\$2.00	price per copy
Technology Charge	2.50%	% of Direct Labor
Mileage	\$0.540	price per mile (or Current IRS Rate)
Subconsultants	15%	Cost +
Outside Services	at cost	