

**CITY OF SULTAN
COUNCIL MEETING – COMMUNITY CENTER
January 9, 2014**

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

CHANGES/ADDITIONS TO THE AGENDA

PRESENTATIONS

- 1) Oath of Office – New Council Members
- 2) Photo Contest Winner
- 3) Mayor's State of the City Address

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) Volunteer Report
- 2) Code Enforcement
- 3) Police Report

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

- 1) Approval of the December 19, 2013 Council Meeting Minutes
- 2) Approval of Vouchers – 2013 Closeout
- 3) Approval of Vouchers - 2014

ACTION ITEMS:

- 1) Appointment of Mayor Pro-tem
- 2) Council Sub-Committees
- 3) Interlocal Agreement – 2014 Snohomish County Overlay Project

DISCUSSION: Time Permitting

- 1) I-502 Sub Committee

PUBLIC COMMENT ON AGENDA ITEMS ONLY

COUNCILMEMBER RESPONSE TO PUBLIC COMMENT ON AGENDA ITEMS

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 ITEM COVER SHEET

ITEM NO: Presentation 2

DATE: January 9, 2014

SUBJECT: Budget Photo Contest

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

ISSUE:

The issue is to present the photos submitted for the Budget Cover Photo Contest.

SUMMARY:

Each year staff selects a photo for the front of the City's Budget Document. This year a photo contest was run to involve the community in the creation of the final budget document. Nine residents submitted photos.

One photo was selected for the cover and the other photos will be used throughout the rest of document on the section covers.

Winning Photo:





EAST TEAK
FIVE HARDWOODS, INC.



ROMAC INDUSTRIES, INC.



2014 Sky Valley Chamber State of the City Address



2013 in Review - Where Have We Been?

- **Financial**
 - **Balanced 2013 Budget**
 - **Paid off \$909,174 in city debt**
 - **Received \$777,920 in grants**
- **Permit and License Activity**
 - **Building/Plumbing/Mechanical Permits**
 - **40 in 2013, 100 in 2012, 74 in 2011**
 - **Business Licenses**
 - **312 in 2013, 227 in 2012, 84 in 2011**
 - **Home Occupational Licenses**
 - **308 in 2013, 51 in 2012, 20 in 2011**



2013 in Review - Where Have We Been?

- **Public Works**
 - Sultan Basin Road Overlay
 - Impellers at the Lift Station
 - 6th St Water Line
 - Pedestrian/Bike Bridge Design
 - Installed Sandstone Gateway Monuments
- **Volunteers**
 - 9,187 Hours of Service. \$208,453 Value
 - Return of the Salmon Festival
 - Restored Information Kiosk on Main St



Volunteers Make A Difference

- **Thank You for 9,187 Volunteer Hours in 2013**
 - **Community Block Watch**
 - **Festivals and Community Events**
 - **Office Assistance**
 - **Serve Fest**
 - **Adopt a Street**
 - **Graffiti Removal**
 - **Project Main Street**
 - **Christmas Tree Lighting & Holiday Lights Contest**



What's In Store For 2014?

- Continue Public Safety
- Reduce Garbage Rates
- Update Sign Code with Business Involvement
- Boom Town Economic Development
- Finalize installation of emergency sirens
- 2014 construction new Boys and Girls Club
- Updating and installing security cameras
- New City Web Site
- Community Event/Business Sign Project Installation
- Expand Recreation Trails and River Access
- Expand Block Watch Programs



General Fund Revenues By The Numbers

- In 2014, the General Fund will experience an \$87,270 decrease in revenues based on allocation changes of taxes.
- Property tax revenues are expected to remain level overall, while General Fund allocations will decrease by 18% in 2014.

	2013 Adopted Budget	2014 Adopted Budget
Taxes	\$1,402,200	\$1,283,500
License and Permits	29,200	\$41,000
Intergovernmental	123,150	\$132,939
Charges for Services	12,100	\$14,800
Fines and Penalties	26,800	\$27,400
Miscellaneous	<u>118,450</u>	<u>\$124,991</u>
Total	\$1,711,900	\$1,624,630



2014 Where Are We Going?

- Update Population Allocation for GMA
 - Lower Growth and Expansion Cost
- Simplify and Streamline Zoning Codes
 - Pro Community and Business Attitude
- Maintain and Repair Existing Infrastructure
 - Rebuild & Overlay Alder Ave, High Ave, & 4th St
 - Replace Water and Sewer Mains
 - Evaluation of Pumps at Water Plant
- Focus on Economic Development for the Sky Valley
 - Boomtown Economic Development Project
 - Park and Trail Development
 - Reduce Garbage Rates



A decorative graphic on the left side of the slide, consisting of several overlapping, wavy blue lines that create a sense of movement and depth. The lines are in various shades of blue, from light to dark, and they curve and flow downwards.

2014 What Are We Doing For You?

- **Business Development Workshops**
 - **January 17** – Business 101
 - **February 6**– Dept of Revenue Tax Class
 - **March 14**– Social Media Workshop
 - **April 3**– Permitting Workshop
 - **May 16** – Business 101 (Repeat)
 - **September 12**– Marketing Workshop
 - **October 16**– Constraint Resolution

Supporting Community

- Safety Fair
- Park Patrol
- Clean-Up Days
- Citizen Emergency Response (CERT)
- Return of the Salmon
- Project Main Street
- Community Block Watch
- Community Awards
- Adopt-a-Street
- Adopt-a-Park
- Christmas Tree Lighting
- Holiday Lighting Contest





What Are The Challenges?

- **Increasing Community Involvement**
- **Kick-starting Boomtown**
- **Support Existing Businesses**
- **Attract New Businesses**
- **Changing the Outside Perception of Sultan**
- **The Slow Economic Recovery**
- **Falling Property Assessments**
- **Need for Affordable Housing**
- **Define Sultan's Brand**



How Can You Help?

- Volunteer – GET INVOLVED
- Serve on Council, Board or Committee
- Engage City Hall Early
- Bring Your Ideas
- Attend Council Meetings 2nd/4th Thursdays
- Attend Planning Board Meetings 2nd Tuesday
- City Hall 360.793.2231
- Mayor Eslick 425.327.2093
- City Administrator Ken Walker 360.793.1164
- Visit our website www.ci.sultan.wa.us

SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET

DATE: January 9, 2014
AGENDA ITEM: SR-1
SUBJECT: Volunteer Program Staff Report
CONTACT PERSON: Donna Murphy Volunteer Coordinator

A handwritten signature in blue ink that reads "Donna Murphy". The signature is written in a cursive style and is positioned to the right of the subject and contact person information.

ISSUE:
The issue before the city council is to review the Volunteer Program Staff Report.

CITY-WIDE PRIDE VOLUNTEER PROGRAM

By Donna Murphy, Volunteer Coordinator

Staff Report

2013 Report

SUMMARY

Volunteer hours are very difficult to capture because volunteers for the most part are modest and private about what they give to their community. Based on input from the volunteers who report their hours, it is my best estimation that approximately **765 hours** are donated by volunteers each month to their community.

TOTAL VOLUNTEER HOURS DONATED TO THE CITY OF SULTAN IN 2013:
9,187 X \$22.69 per hour = \$208,453 Value to the City of Sultan

	Number of Hours	Total Value
2013	9,187	\$208,453
2012	6,672	\$145,383
2011	8,653	\$184,828
2010	5,270	\$112,567

- Dollar value is based on the Independent Sector's hourly rate of volunteer service.
http://independentsector.org/volunteer_time

MLK VOLUNTEER DAY IN SULTAN – CATHOLIC COMMUNITY SERVICES – January 21, 2013

4 Sultan High School students were recruited to do household chores for a senior couple.

HOURS VOLUNTEERED: 16 Hours

OSPREY PARK CLEANUP WITH NAVY RECRUITERS –

March 27, 2013

HOURS VOLUNTEERED: 180 Hours

VOLUNTEER APPRECIATION DINNER – April 18, 2013

Mountainview Christian Fellowship Church donated

1. Venue
2. Power Point Equipment and Sound System
3. Tables and Chairs
4. Pastors Sean and Tony helped mop and cleanup after the event



Volunteers of America donated **\$500** toward food and decorations for the event.

Volunteer Appreciation Total Attendance: Approximately 130 Volunteers

HOURS VOLUNTEERED: 112 Hours

4th ANNUAL CLEANUP CONTEST – Saturday, April 20, 2013

This Volunteer Event consisted of:

1. Weeding the Memorial at River Park
2. Spread gravel along the trail at River Park
3. City Wide Pride litter pick up
4. 11 Naval Reserves volunteered at the event.

HOURS VOLUNTEERED: 136 Hours

CLEANUP DAY VOLUNTEER ASSISTANCE, April 20, 2013

Sportsmen Club Loading and transporting debris for disabled and unable Sultan citizens

HOURS VOLUNTEERED: 10 Hours

SULTAN SHOOTOUT

This event was ultimately canceled, but there were still volunteer hours reported before the event was canceled.

HOURS VOLUNTEERED: 24 Hours

MAIN STREET CLEANUP DAY – Saturday, May 9, 2013

15 Volunteers worked 3 hours.

HOURS VOLUNTEERED: 45 Hours

CITIZEN EMERGENCY RESPONSE TEAM (CERT) TRAINING

23 Community Volunteers X 24 Hours Training to be CERT – 552 Hours

23 CERT Volunteers at the Bus Crash Drill – 69 Hours

3 CERT Volunteers at the Evacuation Drill – 6 Hours

Volunteer Project Manager, Kenda Machorro planning and developing the program - 60

HOURS VOLUNTEERED: 687 Hours

SAFETY FAIR AT SULTAN – Saturday, May 11, 2013

36 Volunteers

18 Agencies and Groups:

1. Washington State Patrol
2. Search and Rescue
3. Child Identification
4. Dept. of Emergency Mgmt. Command Vehicle
5. Sno Pac Emergency
6. Child Restraint Coalition
7. 911 Practice Phone
8. Frontier Communications – Internet Safety and Financial Sponsor
9. PUD – Culmback Dam and Electrical Safety
10. Bicycle Safety Rodeo
11. Sultan Senior Parents
12. Graffiti Removal Machine and Storyboard
13. Sno Isle Library
14. Fire District 5
15. Snohomish County Drug Task Force
16. McGruff the Crime Fighting Dog
17. Crosswater Church donated 2 cases of bottled water



18. Volunteer organizers – Pre-event, during the event, and post-event including, but not limited to volunteers attending planning meetings, designing flyers, circulating flyers, closing streets, tear down after the event and debrief meeting.

HOURS VOLUNTEERED: 190 Hours

SULTAN HIGH SCHOOL SENIOR PROJECTS – Friday, May 17, 2013

10 Volunteers listening to and evaluating Sultan High School Senior's Project presentations. *All communication with SHS staff and volunteer recruitment was done by a Volunteer.*

10 Volunteers

HOURS VOLUNTEERED: 80 Hours

SULTAN SUMMER SHINDIG - July 12,13,14, 2013

- Electrical rewiring the gazebo
- Explorer Patrol
- DEM Communications Van
- Crowd Control at the Parade
- Weeding Dutch Cup Island

HOURS VOLUNTEERED: 95 Hours



SERVE FEST – September 14, 2013 The Church of Jesus Christ Latter Day Saints.

40 volunteers pressure washed, and scrubbed headstones for 4 hours at the cemetery. They weeded and ran weed eaters.

HOURS VOLUNTEERED: 160 Hours

EMERGENCY EVACUATION DRILL – September 25, 2013

12 Volunteers – 4 Hours each

HOURS VOLUNTEERED: 48 Hours

RETURN OF THE SALMON CELEBRATION – September 28, 2013

HOURS VOLUNTEERED: Estimated by Volunteer Project Manager, Craig Young at 1,000+ Hours

HOMECOMING PARADE – October 11, 2013

CERT and Citizen Volunteers – Road Closure and Traffic Control

HOURS VOLUNTEERED: 26 Hours

VETERAN'S DAY CEREMONIES – November 11, 2013

HOURS VOLUNTEERED: 106 Hours

SULTAN HARVEST – Thanksgiving Day, 2013

HOURS VOLUNTEERED: 541 Hours

CHRISTMAS TREE LIGHTING - December 7, 2013

HOURS VOLUNTEERED: 126 Hours

COMMUNITY CHRISTMAS CAROLING – December 16

25 People singing for 1 ½ Hours

HOURS VOLUNTEERED: 38 Hours

COMMUNITY BLOCK WATCH

The spirit of the Neighborhood Block Watch Program is "Neighbor watching out for their neighbor and working WITH law enforcement." Block Watch volunteers are the eyes and ears for the police when they aren't there.

Neighborhood Patrol = Unknown

Monthly Block Watch Meetings = 438 hours

**Note: It was at the request of a Block Watch Captain that the hours they donate and volunteer at the monthly meetings be recorded and documented in this report.*

HOURS VOLUNTEERED: 438 Hours

SULTAN PLANNING BOARD

7 members, 1 meeting per month

HOURS VOLUNTEERED: 168 Hours

COFFEE WITH THE MAYOR – Every Friday Morning – Approximately 20 Attendees

HOURS VOLUNTEERED: 1,040 Hours

OFFICE ASSISTANCE AND OTHER HELP

- One individual volunteers approximately **40 Hours per MONTH** phone calling. She calls Block Watch volunteers, CERT class members, and miscellaneous phone calling whenever asked. 480 hours
- Six volunteers work exclusively for the Police Department preparing monthly Police Reports, mapping, Volunteer Patrol, etc. = Approximately 500 hours
- Grant writing to Master Builders for a wheel chair ramp – 4 Hours

HOURS VOLUNTEERED: 984 Hours

LOCAL BUSINESS, GALAXY CHOCOLATES

Baked and donated 45 pies for Sultan Harvest

Baked and donated cheesecakes, pies and chocolate baskets for the Senior Center Auction.

HOURS VOLUNTEERED: 250 Hours

Value of Donations: \$1,210

GRAFFITI REMOVAL AND PRESSURE WASHING

HOURS VOLUNTEERED: 62 Hours

EAGLE SCOUT RELOCATION OF KIOSK

HOURS VOLUNTEERED: 138 Hours



BOOM TOWN – 15 Community Meetings

HOURS VOLUNTEERED: 15 Hours

ADOPT A STREET AND PARK PROGRAM – CITYWIDE PRIDE

In Loving Memory of Bob Knuckey

There are 16 miles of streets in Sultan ~ 13 of them have been adopted by community volunteers

HOURS VOLUNTEERED: 1,345 Hours

CONTINUOUS COMMUNITYWIDE CLEANUP & VOLUNTEERING

Weeding Main Street Islands, Sultan Post Office, River Park, including the West Gateway Sign, River Park and the Pavilion and Veteran's Memorial, Sportsmen Park, and Traveler's Park. Cutting blackberries in the parks, graveled trail at River Park, planting , mowing grass, sweeping and pressure washing Main Street, clearing storm drains, regular maintenance of the gateway sign located at Old Owen Road and US 2, and graffiti removal.

HOURS VOLUNTEERED: 1,242 Hours

COURT ORDERED COMMUNITY SERVICE

Trail Clearing and Grooming at Osprey Park, street cleanup, weeding and pick up garbage along Main and 1st Streets. Cleaning City Hall, Visitor Information Center, Public Works Field Office and Wastewater Treatment Plant

HOURS VOLUNTEERED: 65 Hours

**SULTAN CITY COUNCIL
AGENDA COVER SHEET**



ITEM NO: SR-2
DATE: January 9, 2014
SUBJECT: Worklist for Community Development and
Community Service Officer
CONTACT PERSON: Robert Martin, Community Development Director
Victoria Forte, Community Service Officer

ISSUE:
Transmitting Monthly Reports.

STAFF RECOMMENDATION:
Receive Report, no action required.

BACKGROUND:
Current Worklist for the Community Service Officer.

ATTACHMENT

Attachment A: Code Enforcement work list

Project Lead	Start Date	Case #	Property Address	Owner Name	Dilapidated building/fence	Parked Cars/Trailers on Property/Street	Noxious Weeds	Over-Grown Trees and Shrubs	Sight Obstruction(s)	Vehicle Dismantling	No permits/Business License	Illegal Building Structure	ADU's/Inhabited trailer coaches	Other	1st	2nd	most recent	Final
Council	11.22.2011	011-CV-34	32821 Cascade View	Pearson		x				x			x		11.22.2011	11.28.2011		
Mayer	2.8.2012	12-407	Bakery "A" Frame Sign	Smith						x					2.14.2012	3.12.2013		
Bob	3.26.2012	12-423	14006 339th St SE	Wolter						x					4.3.2012	10.16.2012	1.3.2013	
Bob	5.22.2012	12-446	Vacant lot Salomon Run	Nelson			x	x							5.30.2012	7.24.2012	see 13-248	
	7.18.2012	12-488	1200 Blk SR2 @ SBR	Coastal			x	x		x					9.19.2012	11.20.2012		
	10.22.2012	12-508	808 Main Street	Gordon						x					5.2.2012	10.23.2012	12.18.2012	1.28.2013
	10.15.2012	12-509	934 Stevens Ave	Fulcher						x					10.17.2012	12.5.2012		2.26.2013
	11.6.2012	12-515	813 Dyer Rd	Koehler		x									11.13.2012	11.18.2012	1.8.2013	3.18.2013
	11.13.2012	12-517	100 10th Street	Clark						x					11.14.2012	1.22.2013	3.16.2013	4.16.2013
	12.18.2012	12-522	409 Main Street	Bucio-Alvor						x					12.19.2012			1.3.2013
	1.15.2013	13-300	402 5th Place	Sunquist/pending repo						x					1.22.2013	3.18.2013		
	2.5.2013	13-301	404 11th Street	Fed National Mortgage							x				2.5.2013			3.18.2013
	2.5.2013	13-302	312 Main Street	Walburn						x					2.25.2013	3.11.2013		4.30.2013
	2.5.2013	13-302	805 Stevens	New Concepts Prop Mngmt						x					2.28.2013	3.5.2013		3.18.2013
	2.5.2013	13-303	931 Stevens Ave	Boucher						x					2.12.2013	3.11.2013		3.6.2013
	2.5.2013	13-304	13817 310th Ave	Miller						x					2.5.2013	2.26.2013		3.5.2013
???	2.5.2013	13-305	707 Alder Ave	Jordan						x	x				2.12.2013			
	2.25.2013	13-306	404 3rd Street	Flagstar Bank FSB			x			x					2.25.2013	3.18.2013		4.10.2013
	2.25.2013	13-307	402 3rd Street	Johnston			x								2.25.2013	3.11.2013		3.18.2013
	2.25.2013	13-308	203 Main Street	Martin						x					2.25.2013	11.20.13 (resent by)	5.28.2013	8.6.2013
	2.26.2013	13-309	102 2nd Street	Houvenier						x					2.26.2013			3.11.2013
	2.26.2013	13-310	202 Alder Ave	Boylan						x					2.26.2013	3.12.2013		3.11.2013
	2.26.2013	13-311	914 SR2	Undeay's Laffes						x					2.26.2013	3.11.2013	8.6.2013	
	2.25.2013	13-312	812 Dyer Road	Giese						x					2.26.2013	2.26.2013		3.5.2013
	3.11.2013	13-313	Pine Street (day mailbox)	City of Sultan							x				3.11.2013			4.1.2013
	3.18.2013	13-314	1114 Dyer Road	Robert						x					3.18.2013			4.1.2013
	3.18.2013	13-315	409 Stevens Ave (Pasture)	Collins/Chittick							x				3.18.2013	4.2.2013	9.6.2013	9.23.2013

Project Lead	Start Date	Case #	Property Address	Owner Name	Dilapidated building/fence	Parked Cars/Trailers on Property/Street	Noxious Weeds	Over-Grown Trees and Shrubs	Sight Obstruction(s)	Vehicle Dismantling	No permits/Business License	Illegal Building Structure	ADU's/Inhabited trailer coaches	Other	1st	2nd	most recent	Final
	3.18.2013	13-316	13211 Gohr Road	Mayer									x		3.18.2013			4.1.2013
Bob	3.26.2013	13-317	Willow Run East	HOA						x					4.7.2013	4.16.2013	5.7.2013	
	4.1.2013	13-318	931 Stevens Ave	George						x					4.1.2013	4.10.2013		5.20.2013
	3.26.2013	13-319	923 Main Street	Grow Washington Business						x					3.27.2013			4.16.2013
	3.26.2013	13-320	1016 Kessler Drive	Coesens						x					4.1.2013			4.30.2013
	4.16.2013	13-321	Cemetery Road	Swezey		x				x					5.7.2013	5.14.2013		
	5.6.2013	13-322	201 4th Street	Stellan						x					5.7.2013			5.13.2013
	5.20.2013	13-323	305 Birch Ave	Latts						x					5.20.2013			unfnhd
	5.13.2013	13-324	106 4th Street	Meyer			x								5.13.2013			5.20.2013
	5.13.2013	13-325	4th/Fir	Segel			x								5.13.2013		8.12.2013	9.3.2013
	5.13.2013	13-326	512 1st Street	Meyer		x									5.13.2013 (1st)	5.14.2013		5.20.2013
	5.20.2013	13-237	111 Main Street	Sultan III LLC								x			5.17.2013	5.21.2012		5.28.2013
	5.20.2013	13-238	202 4th Street	Tulmudge			x	x							5.20.2013			5.28.2013
	5.20.2013	13-239	511 Main Street	Kreps			x								5.20.2013	6.20.2013	7.1.2013	7.17.2013
	5.20.2013	13-240	Date Street Condo	HOA			x								5.21.2013	5.28.2013	6.24.2013	7.1.2013
	5.20.2013	13-241	923 Main Street	Boucher						x						no	permit	needed
	5.21.2013	13-242	932 Stevens	Nason						x					5.21.2013			6.12.2013
	5.21.2013	13-243	107 Ash Ave	Hazel				x							5.21.2013			5.28.2013
	5.21.2013	13-244	413 Cedar Street	Lewis				x							5.21.2013			5.28.2013
	8.4.2013	13-245	301 4th Street	Secret				x							6.4.2013	8.6.2013		9.3.2013
	6.11.2013	13-246	511 3rd Street	Meyer				x							6.11.2013			7.1.2013
	6.11.2013	13-247	32533 Cascade View Dr	Pure Foods Inc				x							6.11.2013	7.17.2013		8.5.2013
	6.12.2013	13-248	empty lot E. Salmon Run N7 0095650000900	Nelson			x	x							6.12.2013	7.1.2013	8.12.2013	9.6.2013
	6.12.2013	13-249	725 Fir Ave	safeguard properties				x		x					6.12.2013	7.23.2013	9.6.2013	9.23.2013
	6.18.2013	13-250	823 Main Street	Schlicker						x					6.19.2013	6.21.2013		7.1.2013
	6.20.2013	13-251	13891 Beech Ct	Hackmann						x					6.20.2013			8.2.2013
	6.20.2013	13-252	812 1st Street	Rogers			x	x							6.20.2013	8.6.2013		10.23.2013

Project lead	Start Date	Case #	Property Address	Owner Name	Dilapidated building/fence	Parked Cars/Trailers on Property/Street	Noxious Weeds	Over-Grown Trees and Shrubs	Sight Obstruction(s) ROW	Vehicle Obstruction(s) ROW	Accumulation of Debris	No permits/business license	Illegal building structure	ADU's/Inhabited trailer coaches	Other	1st	2nd	most recent	Final
	6.20.2013	13-253	210 1st Street	Figueroa			x									6.20.2013			7.1.2013
	6.24.2013	13-254	601 Alder Ave	Mackey			x	x								6.24.2013			7.1.2013
	6.24.2013	13-255	316 Willow	Wall			x									6.24.2013			8.1.2013
	6.24.2013	13-256	503 Lois Lane	pending repo			x	x								6.24.2013			
	6.24.2013	13-257	706 Salmon Run	GMAC Mortgage LLC/HUD			x	x								6.24.2013	8.2.2013	9.10.2013	11.25.2013
	6.24.2013	13-258	404 3rd Street	Flagstar Bank FSB			x	x								6.24.2013			8.6.2013
	7.1.2013	13-259	601 Walnut	Remax							x					7.1.2013	7.1.2013		7.1.2013
	7.2.2013	13-260	111 4th Street	Howe				x								7.2.2013			7.17.2013
	7.2.2013	13-261	323 Marcus Street	Rainbolt						x						7.1.2013	8.2.2013		8.5.2013
	7.01.2013	13-262		Deers							x					07.01.2013			7.2.2013
	7.1.2013	13-263	605 Walnut Street	Rust property manager						x						7.1.2013			8.5.2013
	7.2.2013	13-264	617 1st Street	VQA			x									7.2.2013	7.17.2013		8.5.2013
	7.17.2013	13-264	704 1st Street	NW Best Homes Midmont			x									7.19.2013	7.28.2013		8.6.2013
	7.17.2013	13-265	Cemetery Ball Park	City of Sultan			x									7.17.2013			8.2.2013
	7.17.2013	13-266	Cascade Mew Drive Easement	HUD			x									7.17.2013			8.2.2013
	7.19.2013	13-267	928 Stevens	Ingersoll							x					7.19.2013			8.2.2013
	7.22.2013	13-268	404 11th Street	Keller								x				7.22.2013	8.1.2013	8.2.2013	9.1.2013
	7.23.2013	13-269	715 Main Street	Koehler							x					8.5.2013	8.6.2013	9.3.2013	
	7.23.2013	13-270	200 2nd Street	Pegg							x					7.23.2013			8.2.2013
	7.23.2013	13-271	409 Alder Ave	Hallert			x	x			x					8.5.2013			9.5.2013
	7.23.2013	13-272	401 Main Street	state roofing							x					7.23.2013			8.2.2013
	7.23.2013	13-273	515 9th Street	Buoy			x												8.2.2013
	7.23.2013	13-274	516 9th Street	White			x												8.2.2013
	7.23.2013	13-275	720 Fir Ave	safeguard properties			x	x	x							7.23.2013	8.2.2013	9.1.2013	9.30.2013
	7.23.2013	13-276	904 4th Street	PreView Properties NW LLC			x	x								8.2.2013	8.7.2013		8.12.2013
	7.23.2013	13-277	923 Main Street	JD Slicks							x					7.23.2013			8.2.2013
	8.2.2013	13-278	928 Stevens	Ingersoll							x					8.5.2013	8.12.2013		9.6.2013

Project lead	Start Date	Case #	Property Address	Owner Name	Dilapidated building/fence	Parked Cars/Trailers on Property/Street	Noxious Weeds	Over-Grown Trees and Shrubs	Sight Obstruction(s) ROW	Vehicle Obstruction(s) ROW	Accumulation of Debris	No permits/business license	Illegal building structure	ADU's/Inhabited trailer coaches	Other	1st	2nd	most recent	Final
	8.6.2013	13-279	skoglund estates	HOA			x	x								8.6.2013		10.15.2013	9.5.2013
	8.6.2013	13-380	Steen Park	Green			x	x								8.6.2013	9.6.2013		
	8.12.2013	13-381	311 4th	pending repo	x		x												
	8.20.2013	13-382	51th High Ave	Kolash		x										8.20.2013			9.5.2013
	8.20.2013	13-383	808 Main Street	Wakefield Enterprises						x						8.20.2013			8.3.2013
	8.20.2013	13-384	208 SkyWall Drive	Buehler			x	x								8.20.2013			
	8.20.2013	13-385	210 Skywall Drive	Udy							x					8.20.2013			9.3.2013
	9.3.2013	13-386	913 Fir Ave	Fed National Mortgage	x		x	x			x					9.10.2013			
	9.3.2013	13-387	709 Date Ave				x												unbounded
	8.10.2013	13-388	509 W Stevens	Barnon			x												unbounded
	9.10.2013	13-389	814 Dyer Ave (Vacant)	D'Alessandro			x	x								9.10.2013			
	9.10.2013	13-390	405 Fir Ave	Mabery						x						9.18.2013			9.28.2013
	9.17.2013	13-391	Lot E of 1st/N of High	Houston			x	x								9.17.2013			
	9.30.2013	13-392	611 7th Street	Freed		x					x					8.30.2013			10.23.2013
	9.30.2013	13-393	ixtapa building	AGM inc								x				9.30.2013	10.21.2013	10.27.2013	
	9.30.2013	13-394	33818 SR2	Eastate Motors Inc								x				10.4.2013	11.12.2013	11.20.2013	
	9.30.2013	13-395	Marcus Street duplex	Jessup		x				x						9.27.2013	10.21.2013		
	9.30.2013	13-396	Hillcrest church/duplex	Neumann						x		x				9.23.2013	9.24.2013		10.21.2013
	9.30.2013	13-397	13516 310th Ave SE	Stevens						x						10.4.2013	11.12.2013		11.26.2013
	10.1.2013	13-398	314 Whispering Pine	Joanis						x						10.1.2013			10.21.2013
	10.1.2013	13-399	410 Cedar (Alley Way)							x									unbounded
	10.4.2013	13-400	SR2/Rice Rd (vacant)	Noyes								x				10.4.2013	11.12.2013		11.20.2013
	10.23.2013	13-401	615 Main Street	Burtis								x				10.23.2013			11.12.13
	10.29.2013	13-402	BNSF ROW	Hancock							x					10.29.2013	11.12.2013		11.19.2013
	11.19.2013	13-403	912 1st Street	Rogers						x						11.19.2013			
	11.19.2013	13-404	516 Stevens Ave	Turner							x					11.19.2013			
	11.20.2013	13-405	1305 Gohr Rd	Dunn									x			11.20.2013			
	11.25.2013	13-406	311 Birch Ave	Boatman								x				11.25.2013			12.17.2013
	12.16.2013	13-407	716 Main Street	Moats								x				12.17.2013			
	12.18.2013	13-408	311 4th street	foreclosure	x														
	12.18.2013	13-409	sportsmans club lot 1st									x							permits ok



Sheriff Ty Trenary

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



Mayor Carolyn Eslick

Notable Events of December 2013

December has been a busy month for many in our communities but fortunately we've seen a decline in criminal activity for this month compared to the month of November of 2013. There's also been a reduction in several areas of criminal activity from 2012 to 2013.

Often times numbers only tell part of the story; a single individual can do a lot of damage to a community if left unchecked and free to conduct their illegal behavior. These months of the year, from December to March are darker earlier and longer which gives someone intent on committing crimes more opportunities to victimize people. As a community, we need to continue to call 911 when we see suspicious behavior and things that seem out of place.

People here in Sultan are the same as other areas of our county, they don't like to use the 911 system for something they think doesn't rise to the level of an emergency; it's important that they call 911. You have to trust that this is the best and only way to get a quick police response to the scene of any incident. Our Sultan deputies don't spend much time in the office unless they are turning in reports or doing some required office work. They even try to spend their breaks out in the community; you probably see them sitting having coffee or eating lunch. If you want to get word to a deputy to get help to a scene or to address some suspicious activity, please call 911. It creates a record for your call and it creates a trail for reference months later.

Going forward in 2014; we'll be starting our Sky Valley Citizen's Academy on February 6th at 1830 hrs. If you haven't filled out an application form please do so as soon as possible. There's still some room in the our class as of today's date.

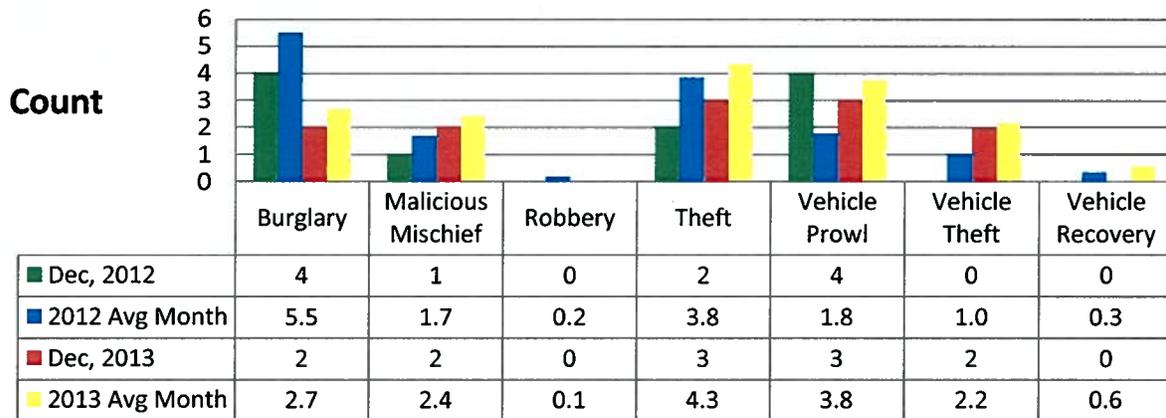
Remember: 911 for police response!

"Community First, Public Safety Always"

The following charts and table compare calls for service in the reporting month to the same month in the previous year and provide a monthly average (Typical Month) in each category. Data displayed is for all dispatch groups provided service by the Sultan (PP) Police agency.

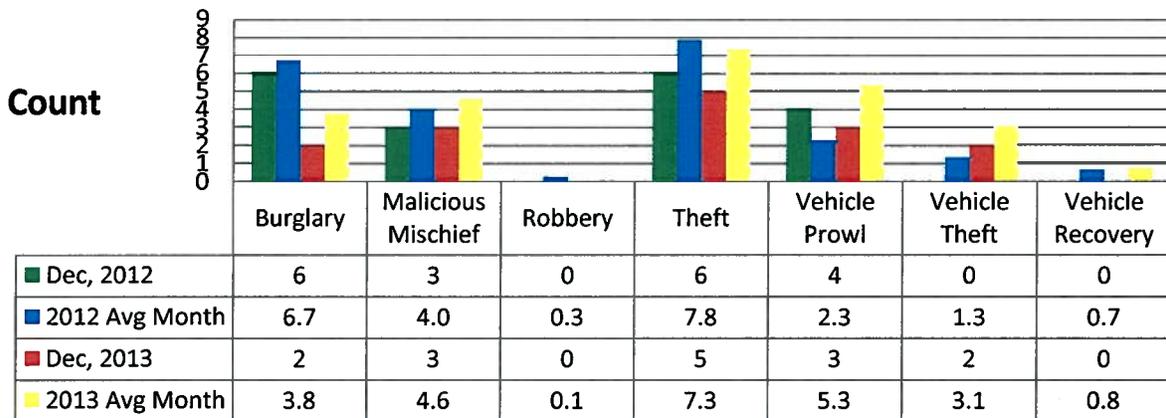
Property Crime - Sultan

Reports and Arrests Made



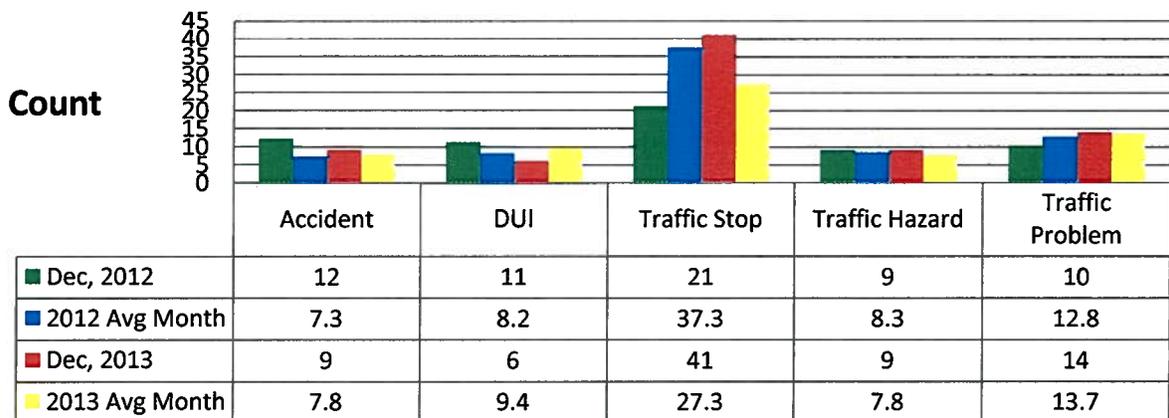
Property Crime - Sultan

All Dispositions



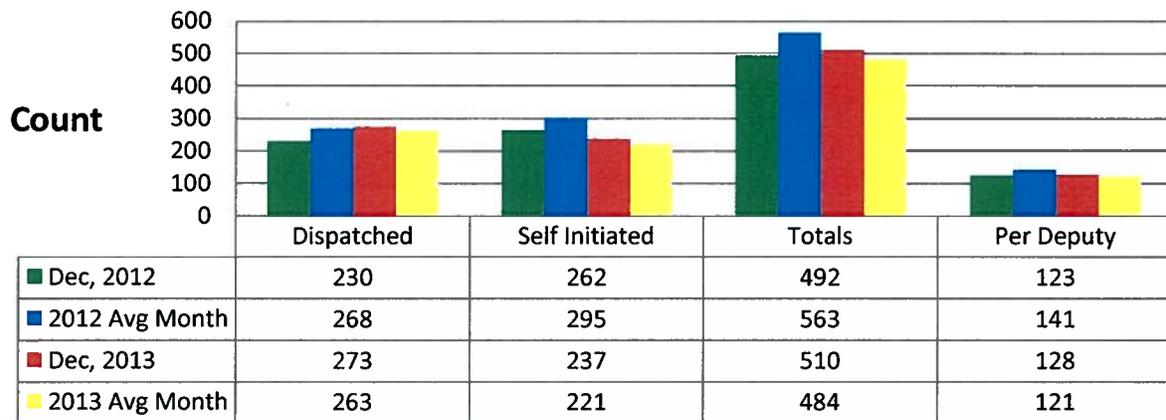
Traffic Calls - Sultan

All Dispositions



Calls By Source - Sultan

All Dispositions



Notes: SNOPAC + Citizen: SNOPAC or Citizen generated – dispatched calls for service
 Self Generated: Calls initiated by deputies
 Per Deputy: Total divided by number of assigned personnel (4 deputies)

Comparison of All Calls For Service

Event	Dec, 2012	2012 Total	2012 Avg Month	Dec, 2013	2013 Total	2013 Avg Month
ANI ALI Hang up/Open line	10	228	19.0	32	295	24.6
Abandoned Vehicle	0	44	3.7	19	51	4.3
Animal Control	6	92	7.7	5	93	7.8
Accident, Non-Priority	12	74	6.2	9	82	6.8
Accident, Priority	0	13	1.1	0	11	0.9
Administrative, Available	0	0	0.0	0	2	0.2
Administrative, Unavailable	1	7	0.6	2	12	1.0
Assist, Fire	3	50	4.2	6	55	4.6
Assist, Law Enforcement	7	97	8.1	10	113	9.4
Alarm, Non priority	5	97	8.1	4	64	5.3
Alarm ,Holdup	1	3	0.3	0	0	0.0
Alarm, Priority	0	5	0.4	0	8	0.7
Area Check	0	22	1.8	0	8	0.7
Arson	0	0	0.0	0	2	0.2
Assault, Non Priority	2	39	3.3	6	30	2.5
Assault, Priority	2	33	2.8	1	26	2.2
Assault, Weapon Involved	0	9	0.8	0	5	0.4
Attempt to Contact	0	0	0.0	0	2	0.2
Attempt to Locate	0	0	0.0	0	2	0.2
Fireworks	1	28	2.3	2	22	1.8
Bar Check	1	31	2.6	0	5	0.4
Burglary, Non priority	5	70	5.8	2	37	3.1
Burglary, Priority	1	10	0.8	0	8	0.7

Camping Violation	0	1	0.1	0	1	0.1
Crimes Against Children	3	31	2.6	1	17	1.4
Crimes Against Children, Pri	0	4	0.3	0	2	0.2
Civil Problem	6	98	8.2	8	87	7.3
CPS Referral	3	10	0.8	0	11	0.9
Death Investigation	1	4	0.3	1	2	0.2
Detail	0	1	0.1	0	0	0.0
Disturbance	10	192	16.0	15	169	14.1
Disturbance, Vehicle	1	6	0.5	3	10	0.8
DUI/DUI Emphasis	11	98	8.2	6	113	9.4
Domestic Violence, Priority	2	39	3.3	4	27	2.3
DVV	0	0	0.0	1	1	0.1
Domestic Violence, Weapon	0	3	0.3	0	1	0.1
Escort, Police	0	2	0.2	0	0	0.0
Family Problem	0	31	2.6	5	34	2.8
Follow up	56	791	65.9	54	600	50.0
Foot Patrol	2	22	1.8	5	33	2.8
Fraud/Checks/Bunco	1	20	1.7	0	24	2.0
Harassment	7	69	5.8	3	57	4.8
Impound (Vehicle)	0	2	0.2	1	3	0.3
Information/Advised	28	408	34.0	39	404	33.7
Juvenile Problem	0	72	6.0	2	42	3.5
Level Two Operations	1	7	0.6	1	17	1.4
Mail In Complaint	0	6	0.5	0	5	0.4
Mal Mischief, Non priority	3	39	3.3	2	38	3.2
Mal Mischief, Priority	0	9	0.8	1	17	1.4
Mental Commitment, Involuntary	0	2	0.2	3	6	0.5
Assist, Non Law	0	17	1.4	2	9	0.8
Noise Problem	4	66	5.5	5	61	5.1
Neighborhood Oriented Policing	22	85	7.1	3	54	4.5
Nuisance/Unwanted Guest	2	40	3.3	4	44	3.7
Assist, Public	9	110	9.2	9	114	9.5
Alarm, Panic	0	5	0.4	1	6	0.5
Paper Service (Court)	1	23	1.9	11	51	4.3
Party Complaint	0	13	1.1	0	5	0.4
Person, Missing/Runaway	1	34	2.8	4	29	2.4
Person, Missing Priority	0	2	0.2	0	8	0.7
Police Miscellaneous	0	9	0.8	2	4	0.3
Property, Lost/Found/Rec	4	48	4.0	5	49	4.1
Radar Emphasis	2	60	5.0	1	29	2.4
Robbery, Non priority	0	0	0.0	0	1	0.1
Robbery, Bank	0	1	0.1	0	0	0.0
Robbery, Priority	0	2	0.2	0	0	0.0
Community Transit Detail	0	0	0.0	0	1	0.1

Registered Sex Offender, Routine Check	0	50	4.2	11	49	4.1
School Visit	0	0	0.0	5	63	5.3
Security Check	102	995	82.9	16	335	27.9
Shots Fired, Non-Priority	0	15	1.3	0	13	1.1
Shots Fired, Priority	0	0	0.0	0	4	0.3
Special Operations	0	1	0.1	0	3	0.3
Subject Pursuit	0	0	0.0	0	1	0.1
School Resource Officer	25	301	25.1	26	429	35.8
Subject Stop	6	122	10.2	9	89	7.4
Stake Out	0	24	2.0	2	24	2.0
Substance Abuse	6	118	9.8	12	102	8.5
Suicide/Attempt	0	12	1.0	2	21	1.8
Suicide/Attempt, Priority	1	5	0.4	1	7	0.6
Suicide/Attempt, Weapon	1	4	0.3	0	1	0.1
Suspicious, Non priority	31	481	40.1	27	451	37.6
Suspicious, Priority	13	112	9.3	12	91	7.6
Search Warrant	0	1	0.1	0	2	0.2
Traffic Stop	21	447	37.3	41	327	27.3
Traffic Control	0	2	0.2	0	0	0.0
Traffic Hazard	9	100	8.3	9	93	7.8
Theft, Non-Priority	6	81	6.8	4	79	6.6
Theft, Priority	0	13	1.1	1	9	0.8
Traffic Pursuit	0	0	0.0	1	1	0.1
Training	0	34	2.8	1	39	3.3
Trespass, Report	2	20	1.7	1	16	1.3
Trespass, Priority	2	19	1.6	1	17	1.4
Traffic Problem	10	153	12.8	14	164	13.7
Vehicle Recovery	0	8	0.7	0	9	0.8
Vehicle Theft	0	14	1.2	2	36	3.0
Vehicle Theft, Priority	0	2	0.2	0	1	0.1
Violation Crt Order	1	10	0.8	1	10	0.8
Violation Crt Order, Priority	1	9	0.8	0	3	0.3
Vehicle Prowl	4	27	2.3	3	64	5.3
Warrant	8	107	8.9	5	86	7.2
Welfare Check	6	38	3.2	3	46	3.8
Totals	492	6759	563	510	5804	484

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 and S.D. #311
SRO Report for the Month of December 2013**

<u>Student Counseling:</u>	1 SHS
<u>Theft:</u>	2 SHS
<u>Substance:</u>	2 SHS
<u>Vandalism or Tagging:</u>	1 SHS
<u>Fighting/Threats:</u>	1 SHS
<u>Welfare or Truancy Check:</u>	1 SHS, 1 SMS, 1 GES
<u>Traffic Emphasis</u>	8 SES, 2 GES
<u>School Drills/Incidents:</u>	2 SHS, 1 SMS, 1SES, 1 GES
<u>C.P.S. Referral:</u>	
<u>Class Room Presentations:</u>	8 SHS

Even though December only had thirteen schools day, there was plenty of activity in the Sultan School District. A tip from students led to two students this month being caught with illegal drugs on the high school campus. Thanks to the great work of administrators, teachers, and student counselors, along with the "Want More" campaign, the students at Sultan High School are developing a sense of pride in their school and zero tolerance attitude for drugs on campus.

On the 16th there was a chemical spill at the high school. A gallon of hydro-choleric acid was dropped in the science lab. The school was evacuated for about an hour and part of the school was cleared for the day. No one was seriously injured but a teacher and student did visit the hospital. A special thanks to the Sultan Fire Department, for there quick and professional response. Chief Halverson took the lead, coordinated a response from a hazmat team, and helped to ensure the safety of everyone on campus.

I gave eight classroom presentations to Mr. Rudd's civics and history classes. Students were tasked with giving a presentation on one of the ten amendments of the U.S. constitution. Students then posed a question to me on how law enforcement deals with different constitutional issues such as search and seizures, Miranda warnings, police brutality, gun laws, protesting, and other various constitutional questions.

January looks to be another good month for the district, as the staff and students make a final push to the end of the semester. Also in January, I have the opportunity to speak to middle school students about the dangers and consequences of illegal drug use.

Respectfully,

Jason Toner

Deputy J Toner #1509

Sultan School Resource Officer

Duty Cell Phone 425-508-3904

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 1
DATE: January 9, 2014
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director 

SUMMARY:

Attached are the minutes of the December 19, 2013 regular Council meeting as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted

CITY OF SULTAN COUNCIL MEETING – December 19, 2013

Mayor Eslick called the regular meeting of the Sultan City Council to order in the Sultan Community Center. Councilmembers present: McCarty, Slawson, George, Neigel, Davenport-Smith, Blair and Beeler.

CHANGES/ADDITIONS TO THE AGENDA: Action: Add VIC Restoration Change Order

PRESENTATIONS:**Council Recognition**

Mayor Eslick read a list of accomplishments of the Council over the past two years. It was great to have Steve Slawson and Kristina Blair working for the City for eight years; Ken Marshall for two years and Kay George for two years. Mayor Eslick presented plaques to the outgoing Councilmembers Steve Slawson, Kristina Blair, Ken Marshall and Kay George.

Steve Slawson: He was a part of the audience when Kristina was appointed to the Council and he decided to run for Council to changes things to make the city better. When he was running, a citizen asked where their property taxes go and after researching he report back to them that 61% goes to the schools. The issues with land development deals upset him and he pushed for the Hearing Examiner system to take the Council out of the decisions. He has worked on providing funds to keep the city buildings repaired and worked to help get the city money for street and utility projects. He tips his hat to all, as it has been an honor to serve and work with all the volunteers. This is the greatest city in the world and he always acknowledge where he lives with great pride. Appreciates that everyone treated each other with respect and that issue stay in the room and remain friends. Thanks to everyone and the fabulous staff.

Kay George: It was an honor to serve the community as a Councilmember and she would do again. So many have supported her and it has been an awesome experience and frustrating at time. She will continue to attend the meetings and work on issues.

Kristina Blair: Started in politics as an activist in Newcastle to help people being moved out of mobile home parks. She read the GMA act and found the city had spot zoned and after a fight, helped find the residents new locations and relocation money. After moving to Sultan, she started attending the Council meetings and got to know the Councilmembers. Instead of complaining, she decided to become part of the solution and bring a level of professionalism to the city. During her terms, she worked on financial responsibility, rainy day funds and planning for the future. The A+ bond rating reflects how well the city has done. Derek Boyd whose family often pressured him to vote certain ways impressed her, he showed a lot of integrity by taking a stand, and doing what he felt was right. It has been an honor and has been an incredible experience and great working with staff. It has been a pleasure to work with the Council and Mayor. They don't always agree but that is okay. Looks forward to the future and working on the gun range.

Ken Marshall: It was fun and he learned a lot in a short time. The Council had their differences but could leave the meeting and have good time. Thanks for all the help; it is a thankless job but he will still be around to help. Councilmember Slawson thanked him for his work on the Sultan Harvest.

Volunteer Spotlight – Veterans Day Committee

The issue is to recognize the many community volunteers who planned and organized the First and Second Annual Veteran's Day Ceremonies.

In September 2012, Sultan resident Amie Beisel approached Mayor Carolyn Eslick and asked if the City would "do something" for the veterans on Veteran's Day. Mayor Eslick agreed and began inviting community members to join the committee to plan the Veteran's Day Ceremonies. The day was a huge success and all agreed to make it an annual event. In August 2013 at Ms. Beisel's nudging, Mayor Eslick called the committee together again and they began planning the 2nd Annual Veteran's Day Ceremony. There were approximately 20

CITY OF SULTAN COUNCIL MEETING – December 19, 2013

Volunteer: volunteer community members who met at City Hall planning and organizing the event and approximately 106 hours were volunteered.

In 2014, Mayor Eslick is happy to turn over the baton of Chairmanship to Dave Sivewright, the Highway 2 Freedom runner. Thanks to Larry and Judy Wood for donating the flags in City Hall.

COMMENTS FROM THE PUBLIC:

Ray George: He was watching as Kristina was giving her speech and it reminds him of how men and women communicate; men were watching, women were agreeing.

COUNCILMEMBER COMMENTS

Blair: Happy holiday season. As a random act of kindness, they go out to breakfast and frequently pay someone else's bill and hopes that person passes it on to others. Windermere contributes \$1,000 to a community place called a Safe Place for foster children and they will be making a donation. The children get a backpack and clothing. She also purchased magnets from Susie Hollenbeck and gave them as gifts. She told her story and told others how to donate to her. Encouraged everyone to reach out to those in need during the holiday season.

Beeler: Thanked Steve Slawson and Kristina Blair for everything they have done for the City and hopes they will be available in the future to help. They helped changed the atmosphere for the better and will be missed.

Neigel: Merry Christmas to everyone. It is nice to see people at the meeting. Thanked Ms. Blair for promoting Safe Place as it is a very worthy charity. He knows the owners and they have expanded and every dollar helps those kids. The bids for the Boys/Girls Club project will be out and they should be building soon. To the outgoing Councilmembers, thanks. He considers them friends and great teachers and is grateful to each one.

Davenport-Smith: She will miss Steve and Kristina on the council as she received a lot of education from them. Will miss their insight as it was unique and valuable and has been put to good use. Thanks for all the extra meetings, work and going to Olympia to help the city. Thanks to Kay and Ken for putting in the time, energy and their ideas. The Sky Valley Coalition youth group will provide a presentation to the school on January 17th. She attended a Granite Falls council meeting and it was different. They approved a contract with Snohomish County for law enforcement and it was a difficult decision for them but they knew it was the right decision for the community. It has been a good decision for Sultan.

Slawson: Attended his last meeting with Community Transit and it was a fun place to work. It was great at the start and then funding issues happened and cuts in service were made. They had great audits and he learned a lot on the finance committee. He has asked them to help Sultan by putting in service to the college campus in Monroe. Snohomish County Tomorrow does a lot of planning, grants go through the group, and it is important to be part of the decision process. Kay – have fun in your garden; enjoys his immensely. Thanks to everyone.

McCarty: Is still on the learning curve and has been trying to learn more about MTV's. He talked to Polaris in Monroe and they noted the need to open the county roads. This could help with the city finances. Talked to Sound Salmon Solutions about the trail on the parks and spots for fishing along the river and is looking at ways to put in restrooms in the park. Need to advertise the parks on Highway 2.

City Administrator: Presented the Accountability Audit report. The audit reviews compliance with state laws and the Auditor found the City is in compliance with state, city and federal laws. City had a finding regarding Davis-Bacon under the financial audit. Exit issues dealt with credit

CITY OF SULTAN COUNCIL MEETING – December 19, 2013

card payments; cash receipting and business licenses. Council and staff need to plan for the Legislative conference in January. The installation of the solar panels on the City Hall will start this week.

Mayor Eslick: Bob Knuckey passed away this week. He was a long time Planning Board member and an avid volunteer in the city. Councilmember Blair recommended naming the trails in the parks after those volunteers that have contributed their time to the city.

STAFF REPORTS: Written Reports submitted and are on file in the Office of the City Clerk.

- 1) Animal Control
- 2) Police Report
- 3) Public Works/Public Works Field Supervisor

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 Slawson, seconded by Councilmember Davenport-Smith the consent agenda was approved as presented. McCarty – aye; Slawson – aye; George – aye, nay on the vouchers; Davenport-Smith – aye, Neigel – aye; Blair – aye; Beeler - aye.

- 1) Approval of the December 12, 2013 Council Meeting Minutes
- 2) Approval of the December 12, 2013 Timber Ridge Moratorium Public Hearing Minutes
- 3) Approval of the December 12, 2013 - 2013 Budget Amendment Public Hearing Minutes
- 4) Approval of Vouchers in the amount of \$47,014.25 and payroll through December 6, 2013, in the amount of \$77,215.60 to be drawn and paid on the proper accounts.
- 5) Set Sub Committee meeting for December 30, 2013 to Review Vouchers

ACTION ITEMS:**Ordinance 1186-13 2013 Budget Amendments**

The issue before the Council is to adopt Ordinance 1186-13 to amend the 2013 Budget. A public hearing was held during the December 12, 2013 Council meeting. A public hearing on the proposed amendments to the 2013 Budget was held on December 12, 2013 during the regular Council meeting.

On a motion by Councilmember Slawson, seconded by Councilmember Blair, Ordinance 1186-13 to amend the 2013 Budget was adopted. All ayes.

Representatives for Multi-Agency Boards

The issue before the City Council is to consider appointments to boards and commissions including Snohomish County Tomorrow, Community Transit, Puget Sound Regional Council, Snohomish County, Sky Valley Chamber and Sno-Isle Library Board.

Community Transit has requested the Council appoint one elected official to represent the city at the meeting on January 16, 2014 at which time they will select a new Community Transit Board of Directors. It is vital to have a representative from East County on this board to make service is maintained at a quality level.

Snohomish Health District: The Board sets local public health policy and oversees the operations of the Snohomish Health District. Large cities have a representative on the Board. The smaller cities including Gold Bar, Index, Monroe, Snohomish and Sultan share a Board representative. Mayor Karen Guzak, City of Snohomish is the current representative. The Health District has requested a letter from the city to certify Mayor Guzak as Sultan's representative to the Board.

Councilmember Neigel will represent the city at the Community Transit Board meeting.

CITY OF SULTAN COUNCIL MEETING – December 19, 2013**Sultan Basin Road Overlay Project – Final Acceptance**

The issue before the City Council is final acceptance of the Sultan Basin Road Overlay project completed by Lakeside Industries, Inc. The council awarded the base bid and authorized the Mayor to sign a contract with Lakeside Industries, Inc. not to exceed \$253,000.00 (which included a four percent contingency) to construct the Sultan Basin Road Overlay project on August 22, 2013. Lakeside's contract was for \$243,166.00. There was one change order associated with a modification to the contract format for zero dollars.

The total cost of the project is the sum of the bid advertising (\$660.00), professional services provided by Skillings Connolly Inc. for design and construction management (\$59,015.00), and the street improvement project provided by Lakeside Industries, Inc (\$240,477.11). The total cost expenditure is \$300,062.11.

Discussion: Councilmember George intends to vote nay as it is an inappropriate use of storm funds. Councilmembers Beeler and Davenport-Smith were glad to see the project completed.

On a motion by Councilmember Blair, seconded by Councilmember Beeler, the Council accepted the Sultan Basin Road Overlay project as completed by Lakeside Industries, Inc. All ayes, except Councilmember George who voted nay.

VIC Restoration Change Order:

The issue before the council is to authorize the Mayor to sign a change order for an amount not to exceed \$2,000 without prior written authorization from Council, with Finishing Touch Masonry and Restoration Solutions, LLC to remove the existing metal cap on the roof of the building and replace it with anchored temporary plastic sheeting.

The Council authorized a contract with Finishing Touch Masonry and Restoration Solutions, LLC to complete masonry restoration of the Visitor's Information Center and the Post Office, and to tuck-pint, clean and seal all exterior surfaces, apply graffiti resistant protection and repair the roof leak at the Post Office. This work is nearly complete. Finishing Touch approached City staff earlier this week with a significant concern with the metal cap's condition at the Visitor's Information Center roof. It is their professional opinion that the condition of the metal cap is causing the roof to leak and that it must be repaired. This was not part of their original scope of work.

Finishing Touch Masonry is proposing to remove the existing metal cap and to replace it with anchored temporary plastic sheeting to waterproof the building until a permanent solution can be implemented. The roof is currently allowing rainwater to seep into the bricks. They propose to do this work as a change order for a price not to exceed \$2,000.

Discussion was held regarding the original work done on the roof and metal cap and the need to check for any warranty that may apply.

On a motion by Councilmember Slawson, seconded by Councilmember Beeler, the Mayor was authorized to sign a change order with Finishing Touch Masonry and Restoration Solutions for an amount not to exceed \$2,000. All ayes, except Councilmember Blair who voted nay.

DISCUSSION:
Garbage Rates

The issue before the city council is to discuss proposed changes to the Sultan Garbage Service, the method to calculate the effects on revenues and expenditures, along with corresponding reductions in garbage rates. The recommendation is to allow staff to build the analysis using the Garbage Cost of Service Study prepared by FCS Group dated March 11, 2010 as a base reference. The most recent FCS Garbage Cost Service analysis is valid, requiring identification of only the specific changes in operations, and the resulting changes in expenditures.

The base assumptions of this study are still valid for administration and operation of the city's garbage utility. City administration is proposing accelerating the replacement of the garbage truck with a new truck designed to operate differently. The proposed truck is designed to collect

CITY OF SULTAN COUNCIL MEETING – December 19, 2013

Garbage: and dump the residential garbage receptacle automatically. The result should be reduced labor hours. Additional savings will result from a reduced contribution to the Capital Budget designed to replace the new garbage truck in the year 2023. The ability to achieve these cost savings is the result of long range planning and policies adopted by the Council.

Additional savings will result in lower labor requirements to operate the equipment. This savings will be passed on in the form of reduced monthly garbage rates. The fiscal impact of replacing the garbage truck is estimated total savings to be in the range of \$50,000 to \$60,000 per year. With Council approval allowing staff to build its analysis on the FCS Group study and not require a consultant study to evaluate the savings, the city can pass the entire savings on to the garbage utility ratepayers.

Discussion:

George: FCS survey is valid but it includes items that are not garbage related. She presented information to the council that private service is half the costs and \$59,000 is a drop in the bucket compared to cost savings by using Allied Waste. City would save labor costs, insurance and truck costs. Good idea to reduce fees but still believe garbage service is here for the General fund not for the ratepayers. Allied Waste does not charge for recycle. Step in right direction but they have all the equipment. Ratepayers would be satisfied if the city meets or reduce commercial rates

Slawson: Asked if the new truck would pickup dumpsters. Plan is flawed? The city spent \$20,000 to get a right plan. (George advised it was a good step but information provided to consultants should be valid and flawed information was provided to the consultant) Supports staff doing the study.

Neigel: Thanks to Mr. Walker for his initiative to bring benefits to the ratepayers. Favors staff doing the rate study.

Beeler: Thanks to Steve for his knowledge of the services. The City may have to use a second truck for dumpster service. Supports staff working on the study.

Mayor: Ms George feels that all the planning done for the comp plan should not have been paid by the utility funds. The Auditor says it is okay to charge the utility funds if the fund is benefited. Council and staff have charged to the funds that benefit. It is Ms. George's theory that the plan is flawed.

Ken Walker, City Administrator: The goal is to do the study and provide the best benefit to the ratepayers. Staff does not want to spend the time if the Council decides to hire a consultant. The study will be charged to the garbage fund.

PUBLIC COMMENTS

Larry Wood: There are three large dumpsters at Cherry Hill and they will need more than one person to move the dumpsters.

COUNCILMEMBER RESPONSE TO PUBLIC COMMENT

Blair: Roof contract from Mike's Roofing required new flashing.

George: People are not looking for the cheapest, looking for the best value.

Slawson: Understands about garbage cans and knows that some need two people to move.

McCarty: Some of the dumpsters have a location; are they not in a good location? (Larry Wood – must pull them out to empty).

Adjournment: On a motion by Councilmember Slawson, seconded by Councilmember Blair, the meeting adjourned at 9:20 PM. All ayes.

Carolyn Eslick, Mayor

Laura J. Koenig, City Clerk

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM #: Consent 2

DATE: January 9, 2014

SUBJECT: Voucher Approval - 2013 Closeout

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director 

SUMMARY:

Attached are the vouchers for approval in the amount of \$80,073.56 and payroll through December 20, 2013, in the amount of \$51,875.28 to be drawn and paid on the proper accounts.

The vouchers were received by the Finance Sub-committee on December 30, 2013 and approved for payment.

FISCAL IMPACT: \$131,948.84

RECOMMENDATION:

Approve the payment of vouchers as submitted.

**City Of Sultan
Voucher Approval
December 30, 2013**

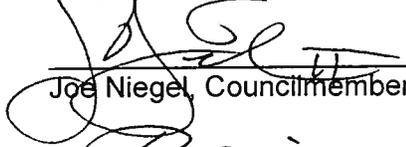
I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described hereon, and that the claim is just, due and an unpaid obligation against the City of Sultan, and that I am authorized to authenticate and 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 #28805-812	\$ 5,182.73
Direct Deposit #26	\$ 26,632.08
Benefits Check #28817-820	\$ 8,117.23
Tax Deposit #PR 26	\$ 11,943.24
Accounts Payable Checks #28821-864	\$ 80,073.56
ACH Transactions - DOR	\$
TOTAL	\$ 131,948.84

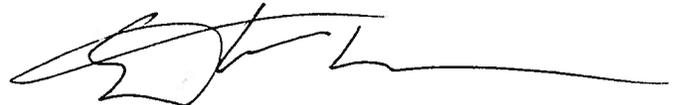
SUB COMMITTEE



Joe Niegel, Councilmember



Kristina Blair, Councilmember



Steve Slawson, Councilmember
EXCEPT # 28812

COUNCIL

Sarah Davenport-Smith, Councilmember

John Seehuus, Councilmember

Marianne Naslund, Councilmember

Rocky Walker, Councilmember

Jeffrey Beeler, Councilmember

Bob McCarty, Councilmember

Accounts Payable

Check Register Totals Only



User: laura.koenig
 Printed: 12/30/2013 - 3:05 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
28821	12/30/2013	agsupply	AG Supply Co	127.96	0
28822	12/30/2013	amtest	AM Test	140.00	0
28823	12/30/2013	Aramark	Aramark Uniform Services	520.65	0
28824	12/30/2013	APP	Associated Petroleum Products Inc	1,360.41	0
28825	12/30/2013	SCCT	Association of Snohomish County Citi	210.00	0
28826	12/30/2013	BeckKuff	Beckwith & Kuffel	14,350.40	0
28827	12/30/2013	Beeler	Jeffrey Beeler	8.00	0
28828	12/30/2013	Capital	Capital Industries, Inc	19,009.20	0
28829	12/30/2013	CompSign	Compliance Signs, Inc.	123.00	0
28830	12/30/2013	Costco	Costco	407.92	0
28831	12/30/2013	DOT	Department of Transportation	498.87	0
28832	12/30/2013	Digital	Digital Dolphin	476.00	0
28833	12/30/2013	dynacco	Dynacco	101.00	0
28834	12/30/2013	Elite	Elite Lock & Safe	150.95	0
28835	12/30/2013	FTM	Finishing Touch Masonry & Resotrativ	21,692.85	0
28836	12/30/2013	Frontier	Frontier	75.73	0
28837	12/30/2013	galls	Galls	50.78	0
28838	12/30/2013	grainger	Grainger	4,011.68	0
28839	12/30/2013	landia	Landia, Inc.	526.00	0
28840	12/30/2013	lowes	Lowe's	4,292.38	0
28841	12/30/2013	Lusignan	Lusignan Forestry Inc.	1,887.50	0
28842	12/30/2013	MisterT	Mister T's Trophies	73.64	0
28843	12/30/2013	napa	Monroe Parts House	155.75	0
28844	12/30/2013	MotorTru	Motor Trucks Inc	95.98	0
28845	12/30/2013	NorthSta	Northstar Chemical, Inc.	2,250.72	0
28846	12/30/2013	NWCas	Northwest Cascade Inc	185.50	0
28847	12/30/2013	OASYS	Oasys Office Automation Systems	35.84	0
28848	12/30/2013	OfcDepot	Office Depot	304.06	0
28849	12/30/2013	Pitney	Pitney Bowes	519.99	0
28850	12/30/2013	platt	Platt	231.87	0
28851	12/30/2013	PUD 1	PUD	3,646.12	0
28852	12/30/2013	PSE	Puget Sound Energy	157.40	0
28853	12/30/2013	QBS	Quality Buisness Systems	79.86	0
28854	12/30/2013	RedApl	Red Apple Market	18.63	0
28855	12/30/2013	Sedgwick	Sedgwick CMS	321.11	0
28856	12/30/2013	Slawson	Steven Slawson	64.00	0
28857	12/30/2013	SnoCoFl	Snohomish County Fleet Management	150.74	0
28858	12/30/2013	SChumsvc	Snohomish County Human Services	62.44	0
28859	12/30/2013	SWChev	Speedway Chevrolet	463.23	0
28860	12/30/2013	Staples	Staples Credit Plan	69.92	0
28861	12/30/2013	VerizonW	Verizon Wireless	685.14	0
28862	12/30/2013	VISA	Visa	161.42	0
28863	12/30/2013	VISA	Visa	69.14	0
28864	12/30/2013	MWilliam	Mike Williams	249.78	0
Check Total:				80,073.56	

Payroll

Computer Check Register

User: julie.addington
Printed: 12/23/2013 - 10:00AM
Batch: 00002-12-2013 Computer



Check No	Check Date	Employee Information		Amount
28805	12/27/2013	024	Michael Williams	1,439.47
28806	12/27/2013	029	James Barns	1,411.44
28807	12/27/2013	073	Sarah Davenport-Smith	415.57
28808	12/27/2013	076	Kristina Blair	415.57
28809	12/27/2013	092	Jeffrey Beeler, Sr	392.49
28810	12/27/2013	094	Joseph Neigel	415.57
28811	12/27/2013	096	Kenneth Marshall	277.05
28812	12/27/2013	097	Belinda George	415.57
Total Number of Employees: 8		Total for Payroll Check Run:		5,182.73

Accounts Payable

Check Register Totals Only

User: laura.koenig
Printed: 12/23/2013 - 1:13 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
28817	12/23/2013	AFLAC	AFLAC	111.90	0
28818	12/23/2013	Retire	Department of Retirement	5,913.33	0
28819	12/23/2013	Retire	Department of Retirement	1,475.00	0
28820	12/23/2013	UNION	Teamsters Local Union #763	617.00	0
Check Total:				8,117.23	



Payroll

ACII Check Register

User: 'julie.addington'
Printed: 12/23/2013 - 10:05AM
Batch: 2-12-2013
Include Partial: FALSE

Check Date	Check Number	Employee No	Employee Name	Amount
12/27/2013	0	001	Laura Koenig	1,959.55
12/27/2013	0	004	Donna Murphy	1,414.86
12/27/2013	0	005	Robert Martin	2,482.82
12/27/2013	0	007	Julie Addington	1,385.56
12/27/2013	0	010	Cindy Donk	1,481.01
12/27/2013	0	011	Janice Mann	1,091.01
12/27/2013	0	013	Rosemary Murphy	1,166.65
12/27/2013	0	015	Kenneth Walker	2,150.60
12/27/2013	0	019	Michael Matheson	2,726.82
12/27/2013	0	020	Connie Dunn	2,301.33
12/27/2013	0	025	John Harris	1,747.56
12/27/2013	0	028	Todd Strom	1,522.24
12/27/2013	0	049	Victoria Forte	792.15
12/27/2013	0	079	Steve Slawson	415.57
12/27/2013	0	098	Robert McCarty	138.52
12/27/2013	0	120	Matthew Wood	1,551.20
12/27/2013	0	121	Jason Strauss	1,203.56
12/27/2013	0	122	Steven Martin	1,101.07
Total Employees:			18	Total: 26,632.08

Checks for Approval

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
28813	12/23/2013	GENERAL FUND	Miscellaneous Expense	VOIDED TRANSACTION	0.00
28814	12/23/2013	GENERAL FUND	Miscellaneous Expense	VOIDED TRANSACTION	0.00
28815	12/23/2013	GENERAL FUND	Miscellaneous Expense	VOIDED TRANSACTION	0.00
28816	12/23/2013	GENERAL FUND	Miscellaneous Expense	VOIDED TRANSACTION	0.00
28817	12/23/2013	CEMETERY FUND	AFLAC Payable	AFLAC	0.06
28817	12/23/2013	UTILITY WATER FUND	AFLAC Payable	AFLAC	5.93
28817	12/23/2013	UTILITY SEWER FUND	AFLAC Payable	AFLAC	8.00
28817	12/23/2013	STORMWATER UTILITY FUND	AFLAC Payable	AFLAC	0.06
28817	12/23/2013	CEMETERY FUND	AFLAC Payable	AFLAC	0.16
28817	12/23/2013	UTILITY WATER FUND	AFLAC Payable	AFLAC	15.78
28817	12/23/2013	UTILITY SEWER FUND	AFLAC Payable	AFLAC	25.80
28817	12/23/2013	STORMWATER UTILITY FUND	AFLAC Payable	AFLAC	0.16
28817	12/23/2013	CEMETERY FUND	AFLAC Payable	AFLAC	0.06
28817	12/23/2013	UTILITY WATER FUND	AFLAC Payable	AFLAC	5.93
28817	12/23/2013	UTILITY SEWER FUND	AFLAC Payable	AFLAC	8.00
28817	12/23/2013	STORMWATER UTILITY FUND	AFLAC Payable	AFLAC	0.06
28817	12/23/2013	CEMETERY FUND	AFLAC Payable	AFLAC	0.17
28817	12/23/2013	UTILITY WATER FUND	AFLAC Payable	AFLAC	15.78
28817	12/23/2013	UTILITY SEWER FUND	AFLAC Payable	AFLAC	25.80
28817	12/23/2013	STORMWATER UTILITY FUND	AFLAC Payable	AFLAC	0.15
28818	12/23/2013	GENERAL FUND	PERS Payable	Department of Retirement	94.07
28818	12/23/2013	GENERAL FUND	PERS Payable	Department of Retirement	51.07
28818	12/23/2013	GENERAL FUND	PERS Payable	Department of Retirement	388.56
28818	12/23/2013	STREET FUND	PERS Payable	Department of Retirement	175.21
28818	12/23/2013	CEMETERY FUND	PERS Payable	Department of Retirement	19.66
28818	12/23/2013	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	25.70
28818	12/23/2013	UTILITY WATER FUND	PERS Payable	Department of Retirement	496.54
28818	12/23/2013	UTILITY SEWER FUND	PERS Payable	Department of Retirement	477.34
28818	12/23/2013	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	253.42
28818	12/23/2013	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	172.01
28818	12/23/2013	GENERAL FUND	PERS Payable	Department of Retirement	727.45
28818	12/23/2013	STREET FUND	PERS Payable	Department of Retirement	327.98
28818	12/23/2013	CEMETERY FUND	PERS Payable	Department of Retirement	36.80
28818	12/23/2013	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	48.11
28818	12/23/2013	UTILITY WATER FUND	PERS Payable	Department of Retirement	929.45
28818	12/23/2013	UTILITY SEWER FUND	PERS Payable	Department of Retirement	893.51
28818	12/23/2013	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	474.45
28818	12/23/2013	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	322.00

28819	12/23/2013	GENERAL FUND	Deferred Comp Payable	Department of Retirement	294.01
28819	12/23/2013	STREET FUND	Deferred Comp Payable	Department of Retirement	97.25
28819	12/23/2013	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	3.75
28819	12/23/2013	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	8.98
28819	12/23/2013	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	306.01
28819	12/23/2013	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	520.49
28819	12/23/2013	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	138.25
28819	12/23/2013	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	106.26
28820	12/23/2013	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	48.05
28820	12/23/2013	STREET FUND	Union Dues Payable	Teamsters Local Union #763	15.31
28820	12/23/2013	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	3.92
28820	12/23/2013	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	2.40
28820	12/23/2013	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	85.57
28820	12/23/2013	UTILITY SEWER FUND	Union Dues Payable	Teamsters Local Union #763	79.11
28820	12/23/2013	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	52.00
28820	12/23/2013	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	22.14
28820	12/23/2013	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	48.07
28820	12/23/2013	STREET FUND	Union Dues Payable	Teamsters Local Union #763	15.29
28820	12/23/2013	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	3.93
28820	12/23/2013	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	2.43
28820	12/23/2013	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	85.55
28820	12/23/2013	UTILITY SEWER FUND	Union Dues Payable	Teamsters Local Union #763	79.09
28820	12/23/2013	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	52.02
28820	12/23/2013	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	22.12
28821	12/30/2013	STREET FUND	Office/Operating Supplies	AG Supply Co	52.00
28821	12/30/2013	GENERAL FUND	Office/Operating Supplies	AG Supply Co	12.99
28821	12/30/2013	UTILITY SEWER FUND	Operating Supplies	AG Supply Co	12.99
28821	12/30/2013	UTILITY GARBAGE FUND	Operating Supplies	AG Supply Co	7.65
28821	12/30/2013	UTILITY WATER FUND	Operating Supply	AG Supply Co	42.33
28822	12/30/2013	UTILITY WATER FUND	Water - Testing	AM Test	140.00
28823	12/30/2013	STORMWATER UTILITY FUND	Uniforms	Aramark Uniform Services	0.92
28823	12/30/2013	UTILITY WATER FUND	Uniforms	Aramark Uniform Services	4.28
28823	12/30/2013	UTILITY SEWER FUND	Uniforms	Aramark Uniform Services	4.29
28823	12/30/2013	UTILITY GARBAGE FUND	Uniforms	Aramark Uniform Services	3.97
28823	12/30/2013	STREET FUND	Uniforms	Aramark Uniform Services	0.92
28823	12/30/2013	GENERAL FUND	Uniforms	Aramark Uniform Services	0.92
28823	12/30/2013	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	1.24
28823	12/30/2013	UTILITY WATER FUND	Operating Supply	Aramark Uniform Services	27.23
28823	12/30/2013	UTILITY SEWER FUND	Operating Supplies	Aramark Uniform Services	27.22
28823	12/30/2013	UTILITY GARBAGE FUND	Operating Supplies	Aramark Uniform Services	27.23
28823	12/30/2013	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	27.22
28823	12/30/2013	STREET FUND	Office/Operating Supplies	Aramark Uniform Services	27.23

28823	12/30/2013	UTILITY WATER FUND	Uniforms	Aramark Uniform Services	10.52
28823	12/30/2013	UTILITY SEWER FUND	Uniforms	Aramark Uniform Services	10.52
28823	12/30/2013	UTILITY GARBAGE FUND	Uniforms	Aramark Uniform Services	9.76
28823	12/30/2013	STREET FUND	Uniforms	Aramark Uniform Services	2.26
28823	12/30/2013	GENERAL FUND	Uniforms	Aramark Uniform Services	2.25
28823	12/30/2013	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	1.24
28823	12/30/2013	STORMWATER UTILITY FUND	Uniforms	Aramark Uniform Services	0.92
28823	12/30/2013	UTILITY WATER FUND	Uniforms	Aramark Uniform Services	4.28
28823	12/30/2013	UTILITY SEWER FUND	Uniforms	Aramark Uniform Services	4.29
28823	12/30/2013	UTILITY GARBAGE FUND	Uniforms	Aramark Uniform Services	3.97
28823	12/30/2013	STREET FUND	Uniforms	Aramark Uniform Services	0.92
28823	12/30/2013	GENERAL FUND	Uniforms	Aramark Uniform Services	0.92
28823	12/30/2013	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	1.24
28823	12/30/2013	UTILITY WATER FUND	Operating Supply	Aramark Uniform Services	10.79
28823	12/30/2013	UTILITY SEWER FUND	Operating Supplies	Aramark Uniform Services	10.80
28823	12/30/2013	UTILITY GARBAGE FUND	Operating Supplies	Aramark Uniform Services	10.79
28823	12/30/2013	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	10.80
28823	12/30/2013	STREET FUND	Office/Operating Supplies	Aramark Uniform Services	10.79
28824	12/30/2013	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	813.53
28824	12/30/2013	UTILITY SEWER FUND	Vehicle Operation Maintenance	Associated Petroleum Products Inc	99.31
28824	12/30/2013	UTILITY WATER FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	374.11
28824	12/30/2013	CEMETERY FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	24.49
28824	12/30/2013	STREET FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	24.48
28824	12/30/2013	GENERAL FUND	Vehicle Maintenance	Associated Petroleum Products Inc	24.49
28825	12/30/2013	GENERAL FUND	Travel and Seminars	Association of Sno Cy Cities & Towns	175.00
28825	12/30/2013	GENERAL FUND	Travel and Seminars	Association of Sno Cy Cities & Towns	35.00
28826	12/30/2013	UTILITY SEWER FUND	Repair and Maintenance	Beckwith & Kuffel	2,436.98
28826	12/30/2013	UTILITY SEWER FUND	Repair and Maintenance	Beckwith & Kuffel	11,913.42
28827	12/30/2013	GENERAL FUND	Travel and Seminars	Jeffrey Beeler	8.00
28828	12/30/2013	UTILITY GARBAGE FUND	Capital Outlay - Equipment	Capital Industries, Inc	8,103.00
28828	12/30/2013	UTILITY GARBAGE FUND	Capital Outlay - Equipment	Capital Industries, Inc	10,906.20
28829	12/30/2013	STREET FUND	Capital - Equipment and Signs	Compliance Signs, Inc.	123.00
28830	12/30/2013	UTILITY GARBAGE FUND	Office Supplies	Costco	50.99
28830	12/30/2013	UTILITY SEWER FUND	Office Supplies	Costco	50.99
28830	12/30/2013	UTILITY WATER FUND	Office Supplies	Costco	50.99
28830	12/30/2013	STREET FUND	Office/Operating Supplies	Costco	50.99
28830	12/30/2013	GENERAL FUND	Office/Operating Supplies	Costco	203.96
28831	12/30/2013	STREET IMPROVEMENT FUND	Street Construction - Other	Department of Transportation	288.85
28831	12/30/2013	STREET IMPROVEMENT FUND	Street Construction - Other	Department of Transportation	210.02
28832	12/30/2013	UTILITY WATER FUND	Office Supplies	Digital Dolphin	59.50
28832	12/30/2013	UTILITY SEWER FUND	Office Supplies	Digital Dolphin	59.50
28832	12/30/2013	UTILITY GARBAGE FUND	Office Supplies	Digital Dolphin	59.50

28832	12/30/2013	STREET FUND	Office Supplies	Digital Dolphin	59.50
28832	12/30/2013	GENERAL FUND	Office/Operating Supplies	Digital Dolphin	238.00
28833	12/30/2013	UTILITY WATER FUND	Operating Supply	Dynacco	101.00
28834	12/30/2013	BUILDING MAINTENANCE FUND	Operating Supply	Elite Lock & Safe	150.95
28835	12/30/2013	BUILDING MAINTENANCE FUND	Operating Supply	Finishing Touch Masonry	21,692.85
28836	12/30/2013	GENERAL FUND	Communication	Frontier	15.15
28836	12/30/2013	STREET FUND	Communication	Frontier	15.14
28836	12/30/2013	UTILITY WATER FUND	Communication	Frontier	15.15
28836	12/30/2013	UTILITY SEWER FUND	Communication	Frontier	15.14
28836	12/30/2013	UTILITY GARBAGE FUND	Communication	Frontier	15.15
28837	12/30/2013	GENERAL FUND	Office/Operating Supplies	Galls	50.78
28838	12/30/2013	UTILITY WATER FUND	Capital - Equipment	Grainger	4,011.68
28839	12/30/2013	UTILITY SEWER FUND	Repair and Maintenance	Landia, Inc.	526.00
28840	12/30/2013	UTILITY WATER FUND	Operating Supply	Lowes	82.49
28840	12/30/2013	UTILITY WATER FUND	Capital - Equipment	Lowes	3,540.96
28840	12/30/2013	GENERAL FUND	Small Tools/Minor Equipment	Lowes	103.60
28840	12/30/2013	STREET FUND	Small Tools/Minor Equipment	Lowes	103.60
28840	12/30/2013	UTILITY WATER FUND	Small Tools/Minor Equipment	Lowes	103.60
28840	12/30/2013	UTILITY SEWER FUND	Small Tools/Minor Equipment	Lowes	103.60
28840	12/30/2013	UTILITY GARBAGE FUND	Small Tools/Minor Equipment	Lowes	103.60
28840	12/30/2013	STORMWATER UTILITY FUND	Small Tools/Minor Equipment	Lowes	103.60
28840	12/30/2013	UTILITY SEWER FUND	Operating Supplies	Lowes	47.33
28841	12/30/2013	UTILITY WATER FUND	Professional Service - General	Lusignan Forestry Inc.	1,887.50
28842	12/30/2013	GENERAL FUND	Office/Operating	Mister T's Trophies	73.64
28843	12/30/2013	GENERAL FUND	Vehicle Maintenance	Monroe Parts House	25.95
28843	12/30/2013	STREET FUND	Vehicle Operation/Maintenance	Monroe Parts House	25.95
28843	12/30/2013	UTILITY WATER FUND	Vehicle Operation/Maintenance	Monroe Parts House	25.95
28843	12/30/2013	UTILITY SEWER FUND	Vehicle Operation/Maintenance	Monroe Parts House	25.95
28843	12/30/2013	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Monroe Parts House	25.95
28843	12/30/2013	STORMWATER UTILITY FUND	Vehicle Operation/Maintenance	Monroe Parts House	26.00
28844	12/30/2013	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Monroe Parts House	25.95
28845	12/30/2013	UTILITY SEWER FUND	Operating Supplies	Motor Trucks Inc	95.98
28845	12/30/2013	UTILITY WATER FUND	Operating Supply	Northstar Chemical, Inc.	1,667.20
28846	12/30/2013	UTILITY SEWER FUND	Rentals	Northstar Chemical, Inc.	583.52
28847	12/30/2013	UTILITY WATER FUND	Repair and Maintenance	Northwest Cascade Inc	185.50
28847	12/30/2013	UTILITY SEWER FUND	Repair and Maintenance	Oasys Office Automation Systems	5.97
28847	12/30/2013	UTILITY GARBAGE FUND	Repair and Maintenance	Oasys Office Automation Systems	5.98
28847	12/30/2013	STORMWATER UTILITY FUND	Repair and Maintenance	Oasys Office Automation Systems	5.97
28847	12/30/2013	UTILITY WATER FUND	Repair and Maintenance	Oasys Office Automation Systems	5.98
28847	12/30/2013	GENERAL FUND	Office/Operating Supplies	Oasys Office Automation Systems	5.97
28848	12/30/2013	GENERAL FUND	Office/Operating Supplies	Oasys Office Automation Systems	60.90
28848	12/30/2013	GENERAL FUND	Office/Operating Supplies	Office Depot	23.07

28848	12/30/2013	UTILITY WATER FUND	Office Supplies	Office Depot	14.46
28848	12/30/2013	UTILITY SEWER FUND	Office Supplies	Office Depot	14.47
28848	12/30/2013	UTILITY GARBAGE FUND	Office Supplies	Office Depot	14.46
28848	12/30/2013	STREET FUND	Office Supplies	Office Depot	14.47
28848	12/30/2013	GENERAL FUND	Office/Operating Supplies	Office Depot	57.85
28848	12/30/2013	UTILITY WATER FUND	Office Supplies	Office Depot	3.78
28848	12/30/2013	UTILITY SEWER FUND	Office Supplies	Office Depot	3.78
28848	12/30/2013	UTILITY GARBAGE FUND	Office Supplies	Office Depot	3.78
28848	12/30/2013	STREET FUND	Office Supplies	Office Depot	3.78
28848	12/30/2013	GENERAL FUND	Office/Operating Supplies	Office Depot	15.11
28848	12/30/2013	UTILITY WATER FUND	Office Supplies	Office Depot	5.34
28848	12/30/2013	UTILITY SEWER FUND	Office Supplies	Office Depot	5.33
28848	12/30/2013	UTILITY GARBAGE FUND	Office Supplies	Office Depot	5.34
28848	12/30/2013	STREET FUND	Office Supplies	Office Depot	5.33
28848	12/30/2013	GENERAL FUND	Office/Operating Supplies	Office Depot	21.34
28848	12/30/2013	UTILITY WATER FUND	Office Supplies	Office Depot	1.85
28848	12/30/2013	UTILITY SEWER FUND	Office Supplies	Office Depot	1.84
28848	12/30/2013	UTILITY GARBAGE FUND	Office Supplies	Office Depot	1.85
28848	12/30/2013	STREET FUND	Office Supplies	Office Depot	1.84
28848	12/30/2013	GENERAL FUND	Office/Operating Supplies	Office Depot	7.38
28848	12/30/2013	UTILITY WATER FUND	Office Supplies	Office Depot	2.09
28848	12/30/2013	UTILITY SEWER FUND	Office Supplies	Office Depot	2.09
28848	12/30/2013	UTILITY GARBAGE FUND	Office Supplies	Office Depot	2.09
28848	12/30/2013	STREET FUND	Office Supplies	Office Depot	2.09
28848	12/30/2013	GENERAL FUND	Office/Operating Supplies	Office Depot	8.35
28849	12/30/2013	GENERAL FUND	Communication	Office Depot	182.00
28849	12/30/2013	GENERAL FUND	Communication	Pitney Bowes	78.00
28849	12/30/2013	GENERAL FUND	Communication	Pitney Bowes	64.99
28849	12/30/2013	STREET FUND	Communication	Pitney Bowes	65.00
28849	12/30/2013	UTILITY WATER FUND	Communication	Pitney Bowes	65.00
28849	12/30/2013	UTILITY SEWER FUND	Communication	Pitney Bowes	65.00
28849	12/30/2013	UTILITY GARBAGE FUND	Communication	Pitney Bowes	65.00
28850	12/30/2013	BUILDING MAINTENANCE FUND	Operating Supply	Platt	42.93
28850	12/30/2013	UTILITY WATER FUND	Operating Supply	Platt	188.94
28851	12/30/2013	UTILITY SEWER FUND	Utilities	PUD	3,646.12
28852	12/30/2013	GENERAL FUND	Utilities	Puget Sound Energy	157.40
28853	12/30/2013	GENERAL FUND	Office/Operating Supplies	Quality Business Systems	15.97
28853	12/30/2013	STREET FUND	Office Supplies	Quality Business Systems	15.97
28853	12/30/2013	UTILITY WATER FUND	Office Supplies	Quality Business Systems	15.98
28853	12/30/2013	UTILITY SEWER FUND	Office Supplies	Quality Business Systems	15.97
28853	12/30/2013	UTILITY GARBAGE FUND	Office Supplies	Quality Business Systems	15.97
28854	12/30/2013	GENERAL FUND	Volunteer Program	Red Apple Market	18.63
28855	12/30/2013	GENERAL FUND	Professional Services	Sedgwick CMS	64.22

28855	12/30/2013	STREET FUND	Professional Services	Sedgwick CMS	64.22
28855	12/30/2013	UTILITY WATER FUND	Professional Service - General	Sedgwick CMS	64.23
28855	12/30/2013	UTILITY SEWER FUND	Professional Service	Sedgwick CMS	64.22
28855	12/30/2013	UTILITY GARBAGE FUND	Professional	Sedgwick CMS	64.22
28856	12/30/2013	GENERAL FUND	Travel and Seminars	Steven Slawson	64.00
28857	12/30/2013	GENERAL FUND	Capital - Improvements	Sno Cty Fleet Management Division	72.72
28857	12/30/2013	STREET FUND	Capital - Equipment and Signs	Sno Cty Fleet Management Division	78.02
28858	12/30/2013	GENERAL FUND	Intergovernmental	Snohomish County Human Services	62.44
28859	12/30/2013	STREET FUND	Vehicle Operation/Maintenance	Speedway Chevrolet	92.64
28859	12/30/2013	UTILITY WATER FUND	Vehicle Operation/Maintenance	Speedway Chevrolet	92.64
28859	12/30/2013	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Speedway Chevrolet	92.65
28859	12/30/2013	STORMWATER UTILITY FUND	Vehicle Operation/Maintenance	Speedway Chevrolet	92.65
28859	12/30/2013	UTILITY SEWER FUND	Vehicle Operation/Maintenance	Speedway Chevrolet	92.65
28860	12/30/2013	GENERAL FUND	Office/Operating Supplies	Staples Credit Plan	34.96
28860	12/30/2013	STREET FUND	Office Supplies	Staples Credit Plan	8.74
28860	12/30/2013	UTILITY WATER FUND	Office Supplies	Staples Credit Plan	8.74
28860	12/30/2013	UTILITY SEWER FUND	Office Supplies	Staples Credit Plan	8.74
28860	12/30/2013	UTILITY GARBAGE FUND	Office Supplies	Staples Credit Plan	8.74
28861	12/30/2013	UTILITY WATER FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY SEWER FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY GARBAGE FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	STREET FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	GENERAL FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	GENERAL FUND	Communication	Verizon Wireless	36.97
28861	12/30/2013	UTILITY WATER FUND	Communication	Verizon Wireless	54.85
28861	12/30/2013	UTILITY SEWER FUND	Communication	Verizon Wireless	36.97
28861	12/30/2013	GENERAL FUND	Communication	Verizon Wireless	54.85
28861	12/30/2013	UTILITY WATER FUND	Communication	Verizon Wireless	36.97
28861	12/30/2013	UTILITY SEWER FUND	Communication	Verizon Wireless	36.97
28861	12/30/2013	UTILITY WATER FUND	Communication	Verizon Wireless	4.48
28861	12/30/2013	UTILITY SEWER FUND	Communication	Verizon Wireless	4.48
28861	12/30/2013	UTILITY GARBAGE FUND	Communication	Verizon Wireless	4.47
28861	12/30/2013	GENERAL FUND	Communication	Verizon Wireless	4.48
28861	12/30/2013	STREET FUND	Communication	Verizon Wireless	4.48
28861	12/30/2013	UTILITY WATER FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY GARBAGE FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY SEWER FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	GENERAL FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	STREET FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY WATER FUND	Communication	Verizon Wireless	4.48
28861	12/30/2013	UTILITY SEWER FUND	Communication	Verizon Wireless	4.48
28861	12/30/2013	UTILITY GARBAGE FUND	Communication	Verizon Wireless	4.47

28861	12/30/2013	GENERAL FUND	Communication	Verizon Wireless	4.48
28861	12/30/2013	STREET FUND	Communication	Verizon Wireless	4.48
28861	12/30/2013	GENERAL FUND	Office/Operating Supplies	Verizon Wireless	54.85
28861	12/30/2013	UTILITY WATER FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY SEWER FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY GARBAGE FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	STREET FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	GENERAL FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY WATER FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY SEWER FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY GARBAGE FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	GENERAL FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	STREET FUND	Communication	Verizon Wireless	10.97
28861	12/30/2013	UTILITY WATER FUND	Communication	Verizon Wireless	21.71
28861	12/30/2013	UTILITY SEWER FUND	Communication	Verizon Wireless	21.70
28861	12/30/2013	UTILITY GARBAGE FUND	Communication	Verizon Wireless	21.71
28861	12/30/2013	STREET FUND	Communication	Verizon Wireless	21.70
28861	12/30/2013	GENERAL FUND	Communication	Verizon Wireless	21.71
28862	12/30/2013	GENERAL FUND	Office/Operating	Verizon Wireless	151.10
28862	12/30/2013	GENERAL FUND	Office/Operating	Verizon Wireless	10.32
28863	12/30/2013	UTILITY WATER FUND	Operating Supply	Verizon Wireless	12.88
28863	12/30/2013	UTILITY SEWER FUND	Operating Supplies	Verizon Wireless	12.88
28863	12/30/2013	UTILITY GARBAGE FUND	Operating Supplies	Verizon Wireless	12.87
28863	12/30/2013	UTILITY WATER FUND	Operating Supply	Verizon Wireless	30.51
28864	12/30/2013	UTILITY WATER FUND	Uniforms	Mike Williams	249.78
			TOTAL		88,190.79

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM #: Consent 3
DATE: January 9, 2014
SUBJECT: Voucher Approval - 2014
CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the vouchers for approval in the amount of \$22,602.50 and payroll through December 31, 2013, in the amount of \$15,611.14 to be drawn and paid on the proper accounts.

FISCAL IMPACT: \$38,213.64

RECOMMENDATION:

Approve the payment of vouchers as submitted.

**City Of Sultan
Voucher Approval
January 9, 2014**

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 #	\$ 0
Direct Deposit #	\$ 0
Benefits Check #28865-66	\$ 15,611.14
Tax Deposit #PR	\$ 0
Accounts Payable Checks #28867-80	\$ 22,602.50
ACH Transactions - DOR	\$
TOTAL	\$ 38,213.64

Bob McCarty, Councilmember

John Seehuus, Councilmember

Rocky Walker, Councilmember

Sarah Davenport-Smith, Councilmember

Joe Neigel, Councilmember

Marianne Naslund, Councilmember

Jeffrey Beeler, Councilmember

Accounts Payable

Check Register Totals Only

User: laura.koenig
 Printed: 1/3/2014 - 9:50 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
28867	01/03/2014	sect	Association of Snohomish County Citi	50.00	0
28868	01/03/2014	bony	Bank of New York	301.75	0
28869	01/03/2014	CampPet	Campbell Pet Company	111.82	0
28870	01/03/2014	Frontier	Frontier	117.31	0
28871	01/03/2014	JHarris	John Harris	30.00	0
28872	01/03/2014	Mailfin	Mail Finance	732.66	0
28873	01/03/2014	PSE	Puget Sound Energy	180.52	0
28874	01/03/2014	SkyCC	Sky Valley Chamber of Commerce	75.00	0
28875	01/03/2014	SCtreas	Snohomish County Treasurer	86.65	0
28876	01/03/2014	Springb	Springbrook Software	13,176.25	0
28877	01/03/2014	TStrom	Todd Strom	30.00	0
28878	01/03/2014	usps	USPS	707.95	0
28879	01/03/2014	usps	USPS	200.00	0
28880	01/03/2014	WH	WH Pacific	6,802.59	0
Check Total:				22,602.50	

Accounts Payable

Check Register Totals Only

User: laura.koenig
 Printed: 12/31/2013 - 3:30 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
28865	12/31/2013	L&I	Department of Labor & Industries	6,603.13	0
28866	12/31/2013	Unemploy	Employment Security Department	9,008.01	0
Check Total:				15,611.14	

Checks for Approval

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	3.08
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	3.29
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	3.55
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	3.53
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	3.02
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	3.13
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	32.46
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	21.78
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	3.66
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	3.51
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	53.28
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	49.19
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	44.30
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	13.27
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	105.02
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	80.35
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	13.09
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	13.70
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	194.28
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	181.21
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	162.38
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	42.51
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	28.87
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	18.47
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	3.43
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	2.94
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	68.67
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	53.83
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	44.38
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	12.76
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	89.39
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	67.04
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	12.90
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	10.94
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	252.30
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	197.63
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	161.19
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	39.07

28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	25.43
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	19.21
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	2.72
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	3.20
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	56.62
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	53.87
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	31.94
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	13.80
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	76.32
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	70.35
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	9.89
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	11.98
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	206.01
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	198.16
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	112.93
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	43.27
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	29.48
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	19.39
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	2.81
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	3.28
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	54.96
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	45.64
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	35.00
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	13.20
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	97.35
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	71.98
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	10.49
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	12.28
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	200.90
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	167.35
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	125.91
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	42.03
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	29.71
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	18.02
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	3.01
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	58.01
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	48.56
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	32.11
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	12.66
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	92.54
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	65.86
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	9.82

28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	11.21
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	212.28
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	178.09
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	114.09
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	39.57
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	23.18
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	13.67
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	2.18
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	2.21
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	49.05
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	44.09
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	26.97
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	9.92
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	71.45
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	49.83
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	8.26
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	8.39
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	180.07
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	162.86
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	96.00
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	30.57
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	29.28
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	17.80
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	2.77
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	2.92
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	55.01
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	51.44
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	32.98
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	12.89
28865	12/31/2013	GENERAL FUND	L&I Payable	Department of Labor & Industries	94.64
28865	12/31/2013	STREET FUND	L&I Payable	Department of Labor & Industries	65.43
28865	12/31/2013	CEMETERY FUND	L&I Payable	Department of Labor & Industries	10.19
28865	12/31/2013	BUILDING MAINTENANCE FUND	L&I Payable	Department of Labor & Industries	10.95
28865	12/31/2013	UTILITY WATER FUND	L&I Payable	Department of Labor & Industries	200.41
28865	12/31/2013	UTILITY SEWER FUND	L&I Payable	Department of Labor & Industries	189.30
28865	12/31/2013	UTILITY GARBAGE FUND	L&I Payable	Department of Labor & Industries	117.40
28865	12/31/2013	STORMWATER UTILITY FUND	L&I Payable	Department of Labor & Industries	40.33
28866	12/31/2013	GENERAL FUND	Employment Security Payable	Employment Security Department	270.68
28866	12/31/2013	STREET FUND	Employment Security Payable	Employment Security Department	110.64
28866	12/31/2013	CEMETERY FUND	Employment Security Payable	Employment Security Department	13.57
28866	12/31/2013	BUILDING MAINTENANCE FUND	Employment Security Payable	Employment Security Department	16.29
28866	12/31/2013	UTILITY WATER FUND	Employment Security Payable	Employment Security Department	295.83

28866	12/31/2013	STORMWATER UTILITY FUND	Employment Security Payable	Employment Security Department	103.53
28866	12/31/2013	STORMWATER UTILITY FUND	Employment Security Payable	Employment Security Department	19.42
28866	12/31/2013	UTILITY GARBAGE FUND	Employment Security Payable	Employment Security Department	19.42
28866	12/31/2013	GENERAL FUND	Employment Security Payable	Employment Security Department	19.41
28866	12/31/2013	UTILITY WATER FUND	Employment Security Payable	Employment Security Department	19.42
28866	12/31/2013	UTILITY SEWER FUND	Employment Security Payable	Employment Security Department	19.42
28866	12/31/2013	GENERAL FUND	Employment Security Payable	Employment Security Department	267.59
28866	12/31/2013	STREET FUND	Employment Security Payable	Employment Security Department	106.77
28866	12/31/2013	CEMETERY FUND	Employment Security Payable	Employment Security Department	12.00
28866	12/31/2013	BUILDING MAINTENANCE FUND	Employment Security Payable	Employment Security Department	15.68
28866	12/31/2013	UTILITY WATER FUND	Employment Security Payable	Employment Security Department	298.12
28866	12/31/2013	UTILITY SEWER FUND	Employment Security Payable	Employment Security Department	291.06
28866	12/31/2013	UTILITY GARBAGE FUND	Employment Security Payable	Employment Security Department	154.30
28866	12/31/2013	STORMWATER UTILITY FUND	Employment Security Payable	Employment Security Department	104.88
28867	01/03/2014	GENERAL FUND	Organization Dues	Association of Snohomish County Cities & Towns	50.00
28868	01/03/2014	POLICE GO BOND FUND	Professional Services	Bank of New York	301.75
28869	01/03/2014	GENERAL FUND	Office/Operating Supplies	Campbell Pet Company	111.82
28870	01/03/2014	GENERAL FUND	Communication	Frontier	10.70
28870	01/03/2014	STREET FUND	Communication	Frontier	10.70
28870	01/03/2014	UTILITY WATER FUND	Communication	Frontier	10.70
28870	01/03/2014	UTILITY SEWER FUND	Communication	Frontier	10.70
28870	01/03/2014	UTILITY GARBAGE FUND	Communication	Frontier	10.70
28870	01/03/2014	GENERAL FUND	Communication	Frontier	10.70
28870	01/03/2014	STREET FUND	Communication	Frontier	12.76
28870	01/03/2014	UTILITY WATER FUND	Communication	Frontier	12.76
28870	01/03/2014	UTILITY SEWER FUND	Communication	Frontier	12.77
28870	01/03/2014	UTILITY GARBAGE FUND	Communication	Frontier	12.76
28870	01/03/2014	UTILITY SEWER FUND	Communication	Frontier	12.76
28871	01/03/2014	UTILITY SEWER FUND	Miscellaneous	John Harris	30.00
28872	01/03/2014	UTILITY WATER FUND	Rentals	Mail Finance	202.87
28872	01/03/2014	UTILITY SEWER FUND	Rentals	Mail Finance	147.85
28872	01/03/2014	UTILITY GARBAGE FUND	Miscellaneous	Mail Finance	186.76
28872	01/03/2014	STORMWATER UTILITY FUND	Rentals	Mail Finance	195.18
28873	01/03/2014	GENERAL FUND	Utilities	Puget Sound Energy	180.52
28874	01/03/2014	GENERAL FUND	Organization Dues	Sky Valley Chamber of Commerce	75.00
28875	01/03/2014	GENERAL FUND	Crime Victim Services	Snohomish County Treasurer	86.65
28876	01/03/2014	INFORMATION TECHNOLOGY FUND -	Professional Service	Springbrook Software	13,176.25
28877	01/03/2014	UTILITY SEWER FUND	Miscellaneous	Todd Strom	30.00
28878	01/03/2014	UTILITY WATER FUND	Communication	USPS	212.39
28878	01/03/2014	UTILITY SEWER FUND	Communication	USPS	212.38
28878	01/03/2014	UTILITY GARBAGE FUND	Communication	USPS	212.39
28878	01/03/2014	STORMWATER UTILITY FUND	Communication	USPS	70.79

28879	01/03/2014	UTILITY WATER FUND	Communication	USPS	60.00
28879	01/03/2014	UTILITY SEWER FUND	Communication	USPS	60.00
28879	01/03/2014	UTILITY GARBAGE FUND	Communication	USPS	60.00
28879	01/03/2014	STORMWATER UTILITY FUND	Communication	USPS	20.00
28880	01/03/2014	STREET IMPROVEMENT FUND	Sultan River Bridge Project	WH Pacific	6,802.59
			TOTAL		38,213.64

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

Agenda Item #: Action A 1

Date: January 9, 2014

SUBJECT: Appointment of Mayor Pro-tem

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director *JK*

SUMMARY STATEMENT:

In accordance with the current Council Rules of Precedures for Council Meetings, the Council appoints a Mayor Pro Tem for the year at the first Council meeting. The Mayor Pro Tem conducts the business of presiding over meetings of the council and any other regularly conducted business of the Mayor in the Mayor's absence.

8.5 Selecting Mayor Pro Tem and Alternate Mayor Pro Tem:

The council shall appoint a Mayor Pro Tem to conduct the business of presiding over meetings of the council and any other regularly conducted business of the Mayor in the Mayor's absence. While the council member is functioning as Mayor Pro Tem, the council member retains his/her right and responsibility to make and vote on motions before the council. The appointment of the Mayor Pro Tem shall take place annually at the first regular meeting of the council each year and the term shall be for one year.

FISCAL IMPACTS: None

Motion:

I nominated Councilmember ? as the Mayor Pro-tem for 2014. Mayor will close nominations and ask for a vote.

RECOMMENDED ACTION:

Appoint a Mayor Pro Tem for 2014.

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM NO: Action A 2
DATE: January 9, 2014
SUBJECT: Council Sub-Committees
CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director 

ISSUE:

The issue before the City Council is to discuss the Council sub-committee structure and membership for 2014.

SUB COMMITTEES:

Council Subcommittees are working groups within the Council that focus on particular areas of concern and interest to the Council and the community.

The Council established sub-committees based on topics. The most common issues referred to the sub-committee are requests for utility charge relief and that committee meets on a regular basis.

The purpose of prescheduled meetings is to provide opportunities for in-depth understanding of City issues prior to bringing the issues forward for discussion by the full Council.

Normally, if a council subcommittee meeting is only to discuss an issue and report back to the full council with a recommendation, then the meeting is not a formal meeting under the Public Records Act (Act) and minutes do not have to be kept. If the subcommittee is taking public testimony or has been delegated to take action on behalf of the council, then it is subject to the Act.

RECOMMENDATION:

The staff recommends maintaining the sub-committees based on topic and establishing a set meeting date each month. The meeting day would be scheduled by the committee and staff would be responsible for contacting the sub-committee if a meeting was not necessary. The two committees are:

1. **Government Services, Finances and Public Safety** (Utility relief, Policy, personnel, budget and public safety)
2. **Community Development and Public Works** (planning and development regulations, public works capital projects and equipment).

Each sub-committee has three Councilmembers and an alternate. Staff recommends the following committee assignments:

1. Government Services, Finances and Public Safety (Utility relief, Policy, personnel, budget and public safety)

Councilmembers: Neigel, Seehuus, and Naslund; Beeler - alternate.

2. Community Development and Public Works (planning and development regulations, public works capital projects and equipment)

Councilmembers: Davenport-Smith, McCarty and Walker; Beeler, alternate.

The Council may want to consider alternatives for the committee assignments.

FISCAL IMPACT:

There may be a small fiscal impact in the form of overtime costs for additional subcommittee meetings if hourly employees need to attend (e.g. Utility Clerk).

RECOMMENDED ACTION:

Approve the sub-committee structure and appoint members for 2014.

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: A – 3

DATE: January 9, 2014

SUBJECT: Snohomish County Interlocal Agreement for Overlay Improvements

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

ISSUE:

The issue before the City Council is to authorize the Mayor to sign an Interlocal Agreement with Snohomish County for Overlay Improvements within the City of Sultan.

STAFF RECOMMENDATION:

Staff recommends authorizing the Mayor to sign an Interlocal Agreement with Snohomish County for Overlay Improvements within the City of Sultan.

SUMMARY:

Snohomish County Public Works Engineering Services annually conducts an Overlay Program and invites cities within Snohomish County to participate. The City of Sultan does not have any current projects that appear to be a good fit for this program. Nevertheless, by entering into this Interlocal Agreement with Snohomish County for 2014 leaves an option open.

FISCAL IMPACT:

The fiscal impact is limited to staff time to prepare the Agenda Item Cover Sheet.

RECOMMENDED ACTION:

Staff recommends authorizing the Mayor to sign an Interlocal Agreement with Snohomish County for Overlay Improvements within the City of Sultan.

ATTACHMENTS:

A1 – Interlocal Agreement for Overlay Improvements

**INTERLOCAL AGREEMENT FOR OVERLAY IMPROVEMENTS
WITHIN THE CITY OF CITY OF SULTAN**

This INTERLOCAL AGREEMENT FOR OVERLAY IMPROVEMENTS WITHIN THE CITY OF CITY OF SULTAN (this "Agreement"), is made and entered into this ____ day of _____, 2014 by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the "County"), and the CITY OF SULTAN a Washington municipal corporation (the "City") pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW.

RECITALS

A. The County performs asphalt paving work (including but not limited to design, engineering, placement of hot mix asphalt, road grinding, traffic control, road pulverization, and other paving related work) every year at various locations throughout the County (the "Overlay Program"). Pursuant to this Agreement, the City has the option of including its own asphalt paving projects (the "City's Projects") in the Overlay Program each year.

B. For purposes of this Agreement, planning and design activities performed by the County with respect to the City's Projects shall be referred to as the "Design Services." For purposes of this Agreement, construction and installation activities performed by the County with respect to the City's Projects shall be referred to as the "Construction Services." Together, the Design Services and the Construction Services may be referred to in this Agreement as the "Services."

C. The County and the City agree that it will be more efficient and mutually beneficial for the County and the City to work together cooperatively in coordinating, designing, and constructing the City's Projects, which will be defined as set forth in Section 3 below.

D. To that end, the County and the City desire for the County to be the entity responsible for the overall planning, design and construction of the City's Projects. The County and the City anticipate that the City's Projects will be completed by October 1 of each year; however, the Overlay Program will remain open until June 1 of each following year throughout the duration of this Agreement as provided in Section 2 below.

E. In exchange for the Services provided by the County, the City shall reimburse the County its actual costs incurred in performing the same, including time, labor, equipment, materials, and administrative overhead, all as more fully described in this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and the City agree as follows:

1. Requirements of Interlocal Cooperation Act

1.1 Purpose of Agreement. This Agreement is authorized by and entered into pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW. The purpose and intent of this Agreement is for the County and the City to work together efficiently and effectively to accomplish the City’s Projects. This Agreement establishes the County as the entity responsible for all aspects of the City’s Projects planning, design, and construction. The City shall cooperate with the County to the extent reasonably necessary for accomplishing the City’s Projects, and shall reimburse the County for the County’s actual costs incurred in performing the Design Services and the Construction Services.

1.2 No Separate Entity Necessary. The parties agree that no separate legal or administrative entities are necessary to carry out this Agreement.

1.3 Ownership of Property. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either party in connection with its performance under this Agreement will remain the sole property of such party, and the other party shall have no interest therein.

1.4 Administrators. Each party to this Agreement shall designate an individual (an “Administrator”), who may be designated by title or position, to oversee and administer such party’s participation in this Agreement. The parties’ initial Administrators shall be the following individuals:

<u>County’s Initial Administrator:</u>	<u>City’s Initial Administrator:</u>
Owen Carter, County Engineer Snohomish County DPW 3000 Rockefeller Avenue M/S 607 Everett, Washington 98201	City of Sultan P.O. Box 1199 Sultan, Washington 98294

Either party may change its Administrator at any time by delivering written notice of such party’s new Administrator to the other party.

2. Effective Date and Duration

As provided by RCW 39.34.040, this Agreement shall not take effect unless and until it (i) has been duly executed by both parties, and (ii) either filed with the County Auditor or posted on the County’s Interlocal Agreements website. This Agreement shall remain in effect through June 14, 2024, unless earlier terminated pursuant to the provisions of Section 11 below.

3. Scope and Definition of City’s Projects.

3.1 Process for Determining City’s Projects. Upon execution of this

Agreement and on the anniversary date of execution each year thereafter, the City shall (1) provide the County a Statement of Intent indicating the amount of funds it has available for its City's Projects for that year, including the source of such funds, and (2) prepare and submit to the County a prioritized list of projects that the City proposes for inclusion that year in the City's Projects. For each project on the list the City shall include the route, beginning and ending termini, and a detailed description of the type of work required. The City shall not submit any projects for which the City's cost for design, right-of-way acquisition, or construction are reimbursable with Federal funds or Federal grants.

Upon receipt by the County of the City's Statement of Intent and list of prioritized projects each year, the County shall review and design the same to ensure that the City's available funds are sufficient to cover the estimated costs of the listed projects. The parties shall cooperate to make a final determination as to which projects to include in the City's Projects for that year, including a determination as to a Final Estimated Cost, which shall be reflected in an Addendum to this Agreement. The Final Estimated Cost will include (1) a total of all estimated materials at the County's estimated bid price (hereinafter referred to as "Materials Estimate"), and (2) a charge of 15% of the Materials Estimate for the cost of engineering work performed by the County on the City's behalf (hereinafter referred to as "Engineering Estimate").

3.2 Changes by the City to City's Projects. After the parties have made a final determination of the City's Projects for that year, the City may request either (1) that additional projects be added to the City's Projects or, (2) that certain projects be eliminated where the actual costs will exceed the estimated costs for specific projects or where unexpected City budget constraints occur.

3.2.1 Additional Projects. Where the City wishes to add projects as provided in this Section 3.2, it may do so by submitting a written change order outlining (1) how much in funds it has available for the additional work, and (2) a description of the work, including the route, beginning and ending termini, and a detailed description of the type of work required. The County may, in its sole discretion, accept or reject the change order. The City shall be liable for all increases in cost, if any, which may be incurred by additions to the City's Projects.

3.2.2 Elimination of Projects. Where the City wishes to eliminate projects as provided in this Section 3.2, it may do so by providing 30 days' written notice of the same to the County's Administrator. The City shall be liable for all costs associated with the elimination of a specific project, including but not limited to clean-up and striping costs and any non-cancelable costs, which will be billed to the City as described in Section 6 below.

3.3 Changes by the County to the City's Projects. After the parties have made a final determination of the City's Projects for that year, the County shall provide the City with written notification of any changes to the City's Projects required by the County when such changes will substantially alter the nature of the City's Projects or the City's

estimated costs. The County shall obtain the City's written approval to any such changes before implementing them.

3.4 Authority of Administrators. By entering into this Agreement and upon it becoming effective as described in Section 2 above, both parties authorize their respective Administrators to accept, deny, and negotiate the Addendums described in Section 3.1 above as well as any addition, elimination, or change to the City's Projects as described in this Section 3, including any associated increase, decrease, or other change to the costs of the City's Projects.

4. Services Provided by County

4.1 Lead Agency. The County shall serve as the lead agency for the City's Projects.

4.2 Design Services. The County shall perform for the City the "Design Services," as that term is defined in Recital B above; namely, all necessary planning and design activities for the City's Projects. The County shall solely determine the schedule for the Design Services. The County will provide the City with a full and complete copy of the construction design plans for the City's Projects. The City may request changes to the construction design plans by submitting a written request to the County, which the County shall accommodate to the extent the requested changes are feasible. The County shall segregate the costs of the Design Services from the total costs of designing the entire Overlay Program each year.

4.3 Construction Services. The County shall perform for the City the "Construction Services," as that term is defined in Recital B; namely, construction activities for the City's Projects. The County shall solely determine the schedule for the Construction Services. Except where required by law, the County shall not be responsible for providing any notification (e.g. flyers, etc.) regarding the Construction Services to residents, businesses, or other third parties that will or may be affected by the City's Projects. The County shall segregate the costs of the Construction Services from the total costs of constructing the entire Overlay Program each year.

4.4 Quality of Services. The Services performed by the County under this Agreement shall adhere to the standards set forth in the Standard Specifications for Road, Bridge, and Municipal Construction manual, Construction manual, and Local Agency Guidelines manual, all published by the Washington State Department of Transportation. The City may, at its sole expense, furnish an inspector to review the City's Projects. The City's inspector may communicate with the County and the County's Administrator. The City's inspector shall not communicate, directly or indirectly, with any contractor or subcontractor hired by the County as described in Sections 4.6 and 4.7 below.

4.5 Preconstruction Meeting. Each year, prior to the performance of any Construction Services, the County shall schedule a preconstruction meeting which the City's Administrator or their designee shall attend.

4.6 Independent Contractor. The County will perform all Services under this Agreement as an independent contractor and not as an agent, employee, or servant of the City. The County has the express right to direct and control the County's activities in providing the agreed Services in accordance with the specifications set out in this Agreement. The City shall only have the right to ensure performance.

4.7 Sub-Contracting. The County may, in its sole discretion, hire one or more contractors and/or sub-contractors to perform some or all of the Services. In hiring a contractor and/or subcontractor, the County shall contract through a competitive bidding process each year. The bid packet shall identify by line item the cost for the City's Projects separately from the rest of the Overlay Program costs for that year. The bid packet shall be posted online with the Builders Exchange of Washington at <http://www.bxwa.com/> and solicitation notices shall be published in The Everett Herald and Daily Journal of Commerce. After bidding closes for that year, the County shall provide to the City a dated, verified copy of the bid tabulations which correspond to the City's Projects, including an estimate of construction costs for the City's Projects.

5. Cooperation by City

5.1 Covenant to Cooperate. The City covenants to the County that it shall cooperate with the County in accomplishing the City's Projects. The City shall make its personnel, including but not limited to its Public Works Department staff, available to the County at reasonable times and upon reasonable advance notice, for purposes of facilitating the County's performance of the Services.

5.2 Grant of Access. The City certifies to the County that the City owns the real property or right-of-ways upon which the City's Projects are located and additional real property or right-of-ways are not needed for the City's Projects. The City further grants to the County, for the purpose of performing Services pursuant to this Agreement, permission and right-of-entry on, over, under, above and through real property owned by the City and those City rights-of-way and WSDOT rights-of-way that the City is responsible for maintaining that are necessary or convenient for the County to access in performing the Services.

5.3 Coordination with WSDOT and Utilities. Should, in providing the Services, it become necessary or convenient for the County to enter in, on, over, under or above a right-of-way owned by WSDOT or any utility or impact any equipment owned by WSDOT or any utility, the County shall notify the City, and the City shall cooperate in the County's efforts to coordinate with WSDOT and/or the utility to obtain any required approvals and/or permits authorizing such activity.

5.4 Permitting. Prior to April 1 of each year, the City shall obtain and provide to the County copies of all permits necessary for the Project.

6. Payment by City

6.1 Actual Costs. The County shall be reimbursed in full by the City for the actual costs of the Services provided by the County on a time and materials basis plus an administrative overhead charge as described in Section 6.2 below. The County agrees that only those costs directly allocable to the Services under generally accepted accounting procedures will be charged to the City.

6.2 Administrative Overhead. For the purpose of fixing the compensation to be paid by the City to the County for the Services, it is agreed that there shall be included in each billing, to cover administrative costs, an amount not to exceed the County administrative rate. This rate is currently set at 15% of the total labor cost to the County for those County employees performing Services for the City under this Agreement. The administrative rate is not included in charges for materials, equipment or payments to contractors or subcontractors.

6.3 Contract Maximum. The maximum amount payable each year to the County from the City under this Agreement is the Final Estimated Cost described in Section 3.1 above plus an additional contingency charge of 10 percent of the Materials Estimate. The County shall not undertake work on the City's Projects when such work is expected to exceed this Contract Maximum absent first obtaining written approval from the City.

6.4 Invoicing and Payment. The County shall invoice the City or its designee for all Services performed by the County. The City shall remain liable for complete and timely payment of all amounts invoiced. Invoices may be sent monthly, quarterly or on any other schedule that is mutually convenient to the parties. The County shall include in each invoice documentation of all costs for labor, materials and equipment included in the invoice. Unless the City delivers written notice to the County disputing the amount of a particular invoice, the City shall make payment on all invoices submitted by the County within thirty (30) days of the invoice date. Amounts not paid within 30 days of the invoice date shall thereafter accrue interest at a rate of twelve percent per annum or one percent per month.

7. Indemnification/Hold Harmless

7.1 County's Indemnification of City. The County shall indemnify, defend and hold the City harmless from and against all liabilities, suits, losses, costs, damages, claims, expenses, penalties or charges, including, without limitation, reasonable attorneys' fees and disbursements, that the City may incur or pay out by reason of: (i) any accidents, damages or injuries to persons or property occurring in, on, about or around the City's Projects due to or arising out of the County's performance of Services pursuant to this Agreement, but only to the extent such accidents, damages or injuries are due to any negligent or wrongful act or omission of the County; or (ii) any breach or Default (as such term is defined in Section 10.1 below) by the County under this Agreement.

7.2 City's Indemnification of County. The City shall indemnify, defend and hold the County harmless from and against all liabilities, suits, losses, costs, damages, claims, expenses, penalties or charges, including, without limitation, reasonable attorneys' fees and disbursements, that the County may incur or pay out by reason of: (i) any accidents, damages or injuries to persons or property occurring in, on or around the City's Projects during the term of this Agreement, but only to the extent the same are caused by any negligent or wrongful act of the City; or (ii) any breach or Default (as such term is defined in Section 10.1 below) of the City under this Agreement.

7.3 Waiver of Immunity Under Industrial Insurance Act. The indemnification provisions of Section 7.1 and Section 7.2 above are specifically intended to constitute a waiver of each party's immunity under Washington's Industrial Insurance Act, Title 51 RCW, as respects the other party only, and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the indemnitor's employees. The parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

7.4 Survival. The provisions of this Section 7 shall survive the expiration or earlier termination of this Agreement.

8. Insurance

Each Party shall maintain its own insurance and/or self-insurance for its liabilities from damage to property and/or injuries to persons arising out of its activities associated with this Agreement as it deems reasonably appropriate and prudent. The maintenance of, or lack thereof of insurance and/or self insurance shall not limit the liability of the indemnifying part to the indemnified party(s).

9. Compliance with Laws

In the performance of its obligations under this Agreement, each party shall comply with all applicable federal, state, and local laws, rules and regulations.

10. Default and Remedies

10.1 Default. If either the County or the City fails to perform any act or obligation required to be performed by it hereunder, the other party shall deliver written notice of such failure to the non-performing party. The non-performing party shall have thirty (30) days after its receipt of such notice in which to correct its failure to perform the act or obligation at issue, after which time it shall be in default ("Default") under this Agreement; provided, however, that if the non-performance is of a type that could not reasonably be cured within said thirty (30) day period, then the non-performing party shall not be in Default if it commences cure within said thirty (30) day period and thereafter diligently pursues cure to completion.

10.2 Remedies. In the event of a party's Default under this Agreement, then after giving notice and an opportunity to cure pursuant to Section 10.1 above, the non-Defaulting party shall have the right to exercise any or all rights and remedies available to it in law or equity.

11. Early Termination

11.1 30 Days' Notice. Except as provided in Section 11.2 below, either party may terminate this Agreement at any time, with or without cause, upon not less than thirty (30) days advance written notice to the other party. The termination notice shall specify the date on which the Agreement shall terminate.

11.2 Lack of Funding. This Agreement is contingent upon governmental funding and local legislative appropriations. In the event that funding from any source is withdrawn, reduced, limited, or not appropriated after the effective date of this Agreement, this Agreement may be terminated by either party immediately by delivering written notice to the other party. The termination notice shall specify the date on which the Agreement shall terminate.

11.3 Calculation of Costs Due Upon Early Termination. Upon early termination of this Agreement as provided in this Section 11, the City shall pay the County for all Services performed up to the date of termination, as well as the costs of any and all non-cancelable obligations. The County shall notify the City within thirty (30) days of the date of termination of all remaining costs including non-cancelable costs. Termination costs charged to the City shall not exceed the actual costs incurred as a result of early termination. No payment shall be made by the City for any expense incurred or Services performed following the effective date of termination unless authorized in writing by the City.

12. Notices

All notices required to be given by any party to the other party under this Agreement shall be in writing and shall be delivered either in person, by United States mail, or by electronic mail (email) to the applicable Administrator or the Administrator's designee. Notice delivered in person shall be deemed given when accepted by the recipient. Notice by United States mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, and addressed to the Administrator, or their designee, at the addresses set forth in Section 1.4 of this Agreement. Notice delivered by email shall be deemed given as of the date and time received by the recipient.

13. Miscellaneous

13.1 Entire Agreement; Amendment. This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and supersedes any and all prior oral or written agreements between the parties regarding the subject matter

contained herein. Except as otherwise provided in Section 3 above, this Agreement may not be modified or amended in any manner except by a written document signed by the party against whom such modification is sought to be enforced.

13.2 Conflicts between Attachments and Text. Should any conflicts exist between any attached exhibit or schedule and the text or main body of this Agreement, the text or main body of this Agreement shall prevail.

13.3 Governing Law and Venue. This Agreement shall be governed by and enforced in accordance with the laws of the State of Washington. The venue of any action arising out of this Agreement shall be in the Superior Court of the State of Washington, in and for Snohomish County. In the event that a lawsuit is instituted to enforce any provision of this Agreement, the prevailing party shall be entitled to recover all costs of such a lawsuit, including reasonable attorney's fees.

13.4 Interpretation. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the parties, and the language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either of the parties hereto. The captions and headings in this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.

13.5 Severability. If any provision of this Agreement or the application thereof to any person or circumstance shall, for any reason and to any extent, be found invalid or unenforceable, the remainder of this Agreement and the application of that provision to other persons or circumstances shall not be affected thereby, but shall instead continue in full force and effect, to the extent permitted by law.

13.6 No Waiver. A party's forbearance or delay in exercising any right or remedy with respect to a Default by the other party under this Agreement shall not constitute a waiver of the Default at issue. Nor shall a waiver by either party of any particular Default constitute a waiver of any other Default or any similar future Default.

13.7 No Assignment. This Agreement shall not be assigned, either in whole or in part, by either party without the express written consent of the other party, which may be granted or withheld in such party's sole discretion. Any attempt to assign this Agreement in violation of the preceding sentence shall be null and void and shall constitute a Default under this Agreement.

13.8 Warranty of Authority. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the party for whom he or she purports to sign this Agreement.

13.9 No Joint Venture. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the parties.

13.10 No Third Party Beneficiaries. This Agreement and each and every provision hereof is for the sole benefit of the City and the County. No other persons or parties shall be deemed to have any rights in, under or to this Agreement.

13.11 Execution in Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

COUNTY:

Snohomish County, a political subdivision of the State of Washington

By _____
Name: Aaron Reardon
Title: County Executive

CITY:

The City of Sultan, a Washington municipal corporation

By _____
Name: _____
Title: _____

Approved as to Form:

Deputy Prosecuting Attorney

Approved as to Form:

City Attorney

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**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM #: Discussion D-1
DATE: January 09, 2014
SUBJECT: Creation of Committee to Address I-502
CONTACT PERSON: Ken Walker, City Administrator

ISSUE:

The issue before the Council is to create a working committee to address Initiative 502, adopted on August 22, 2013.

SUMMARY STATEMENT:

On November 6, 2012, Initiative 502 was passed by the voters of the State of Washington, providing a framework under which marijuana producers, processors, and retailers can become licensed by the State of Washington.

Initiative 502 directs the Washington State Liquor Control Board (LCB) to develop rules and regulations to:

1. Determine the number of producers, processors and retailers of marijuana by county;
2. Develop licensing and other regulatory measures;
3. Issue licenses to producers, processors, and retailers at locations which comply with the Initiative's distancing requirements prohibiting such uses within one thousand feet of schools and other designated public facilities; and
4. Establish a process for the City to comment prior to the issuance of such licenses.

The LCB recently adopted its final rules. The issuance of marijuana producer, processor and retail licenses to qualified applicants is expected in early, 2014.

Initiative-502 delegates authority to cities and towns to adopt and enforce zoning requirements, business licensing requirements, health and safety requirements, and business taxes related to the production, processing, or dispensing of cannabis or cannabis products. The Sultan Municipal Code does not currently have specific provisions addressing licensing, producing, processing or retailing of recreational marijuana, and the regulations that the City will need to address them need to be drafted and adopted

The City adopted Ordinance 1173-13 on August 22, 2013 imposed a moratorium for a period of 6 months to allow for time to create and adopt zoning requirements as a result of Initiative 502 following the LCB's adoption of licensing regulations. The City needs to draft and adopt the rules necessary to control I-502 activities. The current request is for the Sultan City Council to appoint a working committee to draft proposed rules, regulations, and ordinances to address the issues presented by I-502 based on the LCB rules.