

**CITY OF SULTAN  
COUNCIL MEETING – COMMUNITY CENTER  
March 10, 2016**

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

**CHANGES/ADDITIONS TO THE AGENDA**

**PRESENTATIONS**

- 1) Business Spotlight – Sahara Pizza
- 2) Volunteer Spotlight – Ole Carlson
- 3) WH Pacific – Pedestrian/Bike Bridge

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

**COUNCILMEMBER COMMENTS**

**CITY ADMINISTRATOR COMMENTS**

**STAFF REPORTS** – Written Reports Submitted

- 1) Code Enforcement
- 2) Salary Commission

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

- 1) Minutes of the February 25, 2016 Council Meeting
- 2) Voucher Approval

**ACTION ITEMS:**

- 1) Buno Construction Sewer Repair – Final Acceptance
- 2) Micels Corporation Sewer Repair – Final Acceptance
- 3) Pedestrian/Bike Bridge Application to WSDOT
- 4) Gohr Road Waterline Contract

**DISCUSSION ITEMS:**

- 1) Park Field Use

**Executive Session:**

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

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

CITY OF SULTAN  
AGENDA ITEM COVER SHEET

Agenda Item: P- 1  
Date: March 10, 2016  
SUBJECT: Business Spotlight – Sahara Pizza



CONTACT PERSON: Donna Murphy Grants and Volunteer Coordinator

ISSUE:

The issue before the Council is to recognize Sahara Pizza as the City of Sultan's Business Spotlight for March, 2016.



SUMMARY STATEMENT:

John Barich is the owner/operator of Sahara Pizza located at 613 Stevens Avenue in Sultan.

John was born in the Bay area and grew up in Bellevue, working part time in high school making pizza. Working since he was a teenager gave John experience and he began getting good at it, managing stores and eventually he got his own Pizza Franchise.

Most of John's working experience is in the food industry but he did venture off a couple times and cleaned carpets for a while and sold vacuum cleaners for one day.

Sahara Pizza opened in Sultan on Halloween, 2010. John chose Sultan as the perfect location; a small town, travelers, and a beautiful new building. It was the right place and the right time.

John is part of a happy family of 4 and soon to be 5. His significant other, Whitney and he share 2 children with a daughter due on May 14<sup>th</sup>.



Besides pizza, Sahara Pizza offers full breakfasts, toasted sandwiches, salads, pasta and their famous Garlic Twisty Bread Sticks. They offer free delivery to homes, businesses, school and church events from Sultan to Gold Bar. John employs 14 people from the area.

When asked where he sees himself in the next 2 – 5 years, John said, "Right here. I'm more than happy to be here, so I don't plan on going anywhere else."

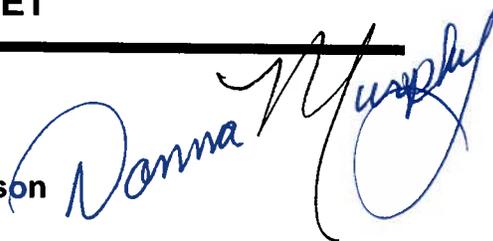
## SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

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**ITEM NO:** P-2  
**DATE:** March 10, 2016  
**SUBJECT:** Volunteer Spotlight – Ole Carlson

**CONTACT PERSON:** Donna Murphy, Grants and Volunteer Coordinator

**ISSUE:** To recognize Ole Carlson as the City of Sultan's Volunteer Spotlight for March, 2016.

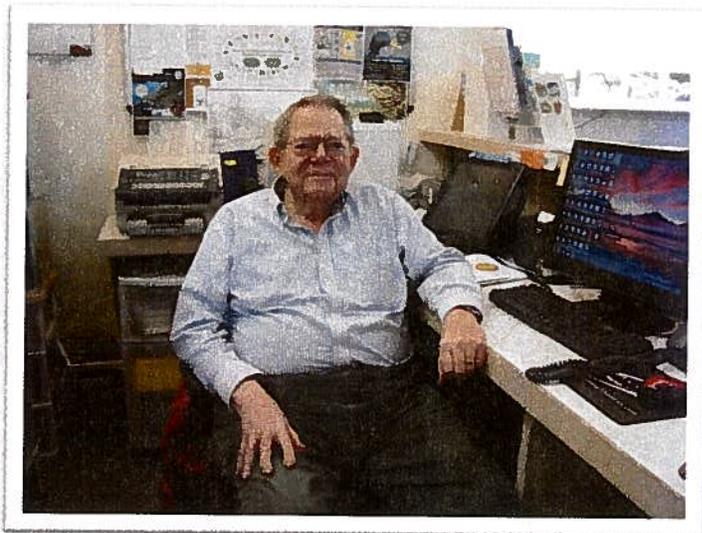


### SUMMARY:

Ole (Charles) Carlson was born in Havre Montana and grew up in Vista California.

He met his wife of 64 years, Charlene when he was in high school and they had 5 daughters.

Ole served 21 years in the Army and retired in the grade of Sergeant Major. His last assignment was in Vietnam from 1967 to 1968. He returned to Seattle to retire in Oct 1968.



Ole moved to Sultan in 1977 where he and Charlene lived in their home on Trout Farm Road.

Ole's volunteering began in the early 1970's when he volunteered as a Police Reserve with the Seattle Police Department.

He was pretty busy in those early years raising a family, running a Saw Blade and Video Store Business. You may remember the "7 C's Video Store" in Sultan during the 1980's. He sold the store in 1992 and that allowed him to spend more time volunteering in the community.

Ole started "Operation Outreach" through the Masonic Lodge. It was designed to give books to 2<sup>nd</sup> grade students. He ran the program for several years and was even the Statewide Supervisor for all of the Masonic Lodges in the State of Washington. The program changed to what is now Bikes for Books in conjunction with the local libraries.

He read to Gold Bar Elementary 1<sup>st</sup> Graders for 13 years.

As a Mason, Ole helped in several food drives for the Monroe and Sultan Food Banks.

He has been volunteering regularly since 2005 at the Visitor Information Center. "I saw this as an excellent way to meet people, because I like people," Ole said.

He's helped cook for pancake breakfasts at the Senior Center and was the self proclaimed, "Scrambled Egg Specialist".

Ole serves as the VFW Chaplain and in the same position in the Masonic Lodge.

Ole spent years as a local actor. He had an agent in Seattle and did come commercials for Ivars Restaurants, "Dances with Clams", that you can still view on YouTube, Bartell Drug Store, a training film for Boeing, and was an extra in a Rap Commercial. Ole was once overheard saying, "I stay interested so I can stay interesting".

A natural on stage, appearing in several local theater productions, including "Egad What a Cad, and The Hilarious Hillbilly Massacre." Ole also lip synced to Burl Ives singing "In the Light of the Silvery Moon" with Dolly Green, Pat Weidiger, Roxanne Hussmann, and Donna Murphy. He's famous for his lip sync performance as a motorcycle hoodlum in "Born to be Wild", also starring Debbie Copple, Verlene Swanson, Carolyn Eslick and Marlene Wilson-Carlson. He's also had many more performances with Debbie Copple and Co.

Ole is slowing down now, soon to be 87. He will continue volunteering at the Visitor Information Center as long as he can and take time to travel with his wife of 3 years, Marlene.

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

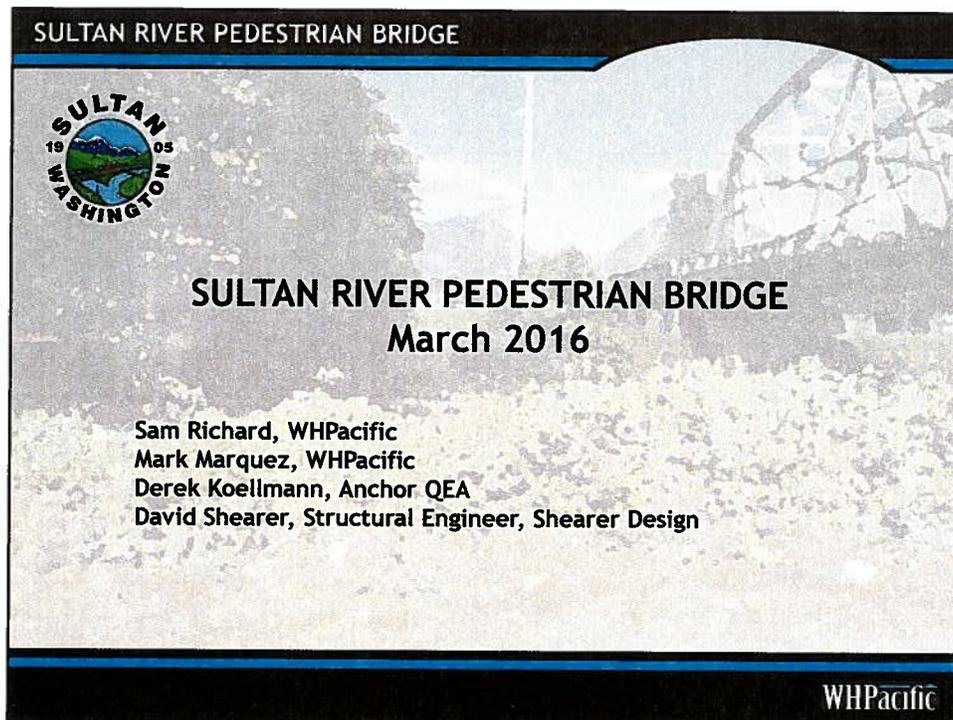
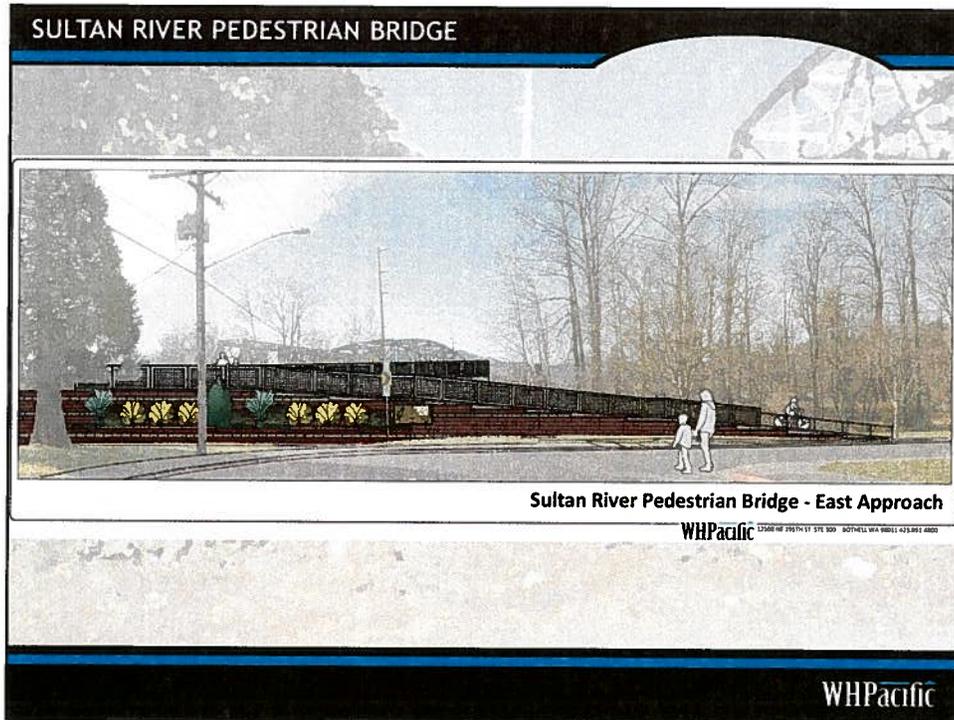
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ITEM #: P-3  
DATE: March 10, 2016  
SUBJECT: Pedestrian/Bicycle Bridge Project  
CONTACT PERSON: Donna Murphy, Grants, and Volunteer Coordinator



**SUMMARY:**

WH Pacific, consultants for the City of Sultan will attend the March 10, 2016 Sultan City Council meeting to present an update on the Pedestrian/Bicycle Bridge crossing the Sultan River.



## SULTAN RIVER PEDESTRIAN BRIDGE



### Project Description

Construct a non-motorized bridge crossing of the Sultan River north of the WSDOT US 2 Bridge over the Sultan River to increase pedestrian and bike safety and to accommodate placing of new water and sewer lines.

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## SULTAN RIVER PEDESTRIAN BRIDGE



### WHY THE NEW BRIDGE?

- PROVIDES A SAFE AND ACCESSIBLE ACCESS TO AND FROM THE WESTERN SIDE OF SULTAN WITH DOWNTOWN.
- WSDOT CURRENT BRIDGE HAS A SIDEWALK WIDTH OF 29"
- POTENTIAL SEWER MORATORIUM DUE TO CAPACITY IN SEWER MAIN.
- WATER MAIN UPGRADE TO PROVIDE ADEQUATE FIRE FLOW
- WSDOT BRIDGE WILL NOT ACCOMDATE WIDENING OR ADDITIONAL WEIGHT FOR ADDING UPGRADE IN WATER AND SEWER.



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SULTAN RIVER PEDESTRIAN BRIDGE



### Major Tasks Accomplished

- Archaeological Review
- Selected Bridge Alternative
- Hydraulics Report
- Washington Department of Fish and Wildlife (WDFW) Annexation
- National Environmental Policy Act (NEPA)
- State Environmental Policy Act (SEPA)
- WSDOT Approval
- Remove RipRap under existing US 2 Bridge
- Permit Pending

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SULTAN RIVER PEDESTRIAN BRIDGE



### Bridge Selection

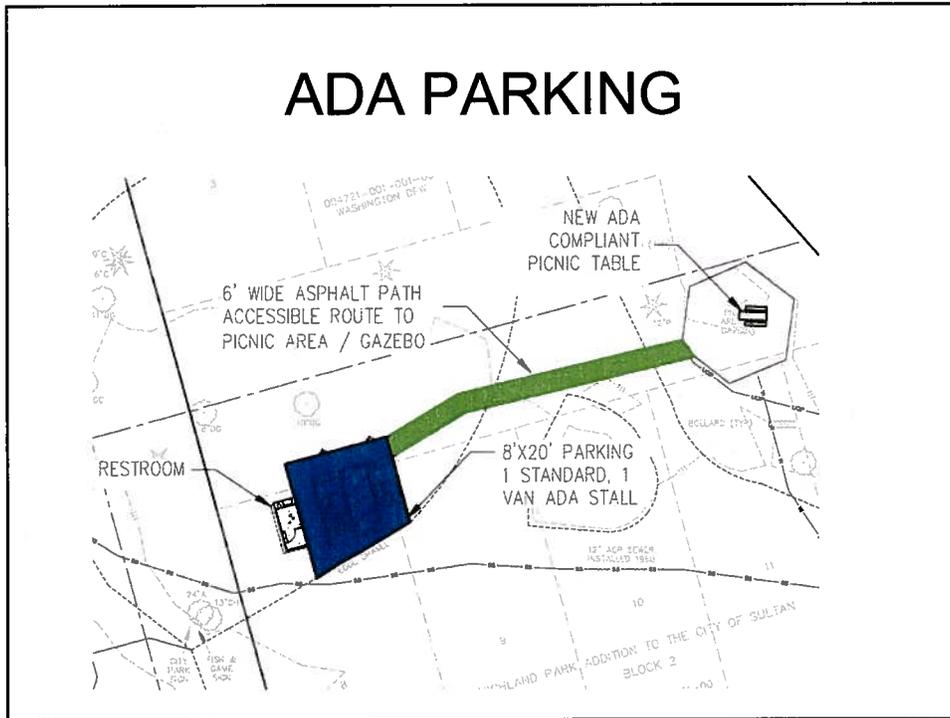
7 alternatives presented at two separate Council Meetings  
Alternative 6 A selected

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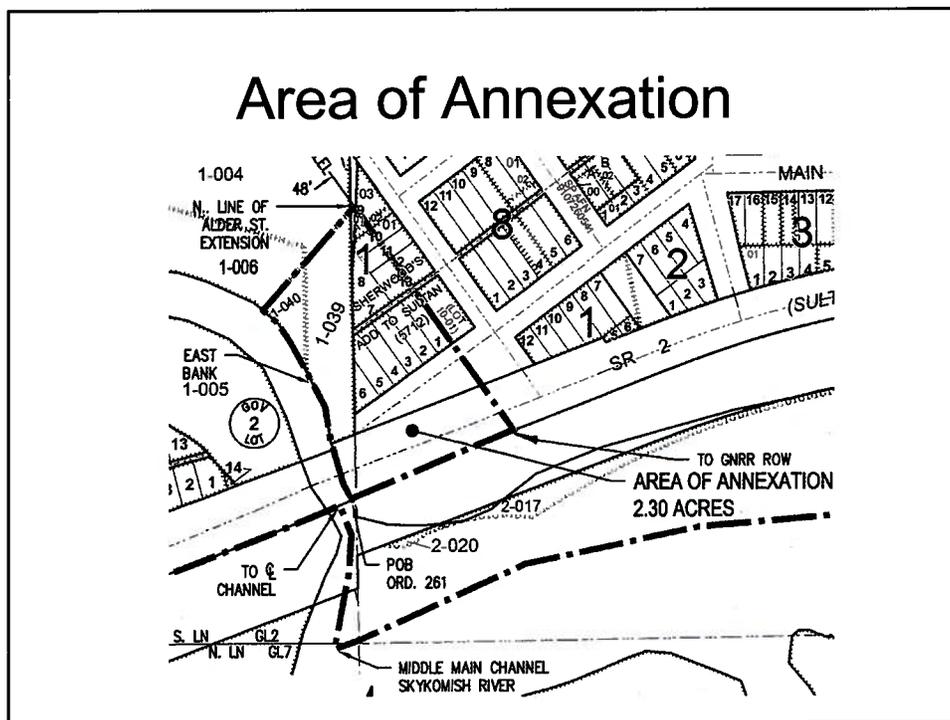




## ADA PARKING



## Area of Annexation



SULTAN RIVER PEDESTRIAN BRIDGE



## Permits and Regulatory Approvals

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SULTAN RIVER PEDESTRIAN BRIDGE



## Federal Permits and Approvals

US Army Corps of Engineers (USACE) and US Coast Guard (USCG)

- Both agencies provided letters waiving their jurisdiction over the project

Federal Highways Administration via Washington State Department of Transportation Highways and Local Programs Office

- National Environmental Policy Act approval in process
- Endangered Species Act approval in process

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SULTAN RIVER PEDESTRIAN BRIDGE



## Washington State Permits and Approvals

### Washington State Department of Natural Resources

- Have agreed in principle to provide a lease agreement with the City. All other permits and approvals must be obtained prior to this occurring.

### Washington State Department of Ecology

- Waived the requirement for a 401 Water Quality Certificate
- Coastal Zone Management Act Consistency Determination Pending

### Washington State Department of Fish and Wildlife

- Hydraulic Project Approval (HPA) can be issued anytime
- City requested holding HPA issuance until funding is secured to not start the clock on the HPA timing (3 years with potential extension)

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SULTAN RIVER PEDESTRIAN BRIDGE



## City of Sultan Permits

### State Environmental Policy Act (SEPA)

- SEPA determination has been issued
- Public comment period is closed

### Shoreline Substantial Development Permit (SSDP)

- All application materials into the City
- SSDP hearing to be scheduled by the City

### Building Permit

- Building permit to be obtained once all other City approvals are completed

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**SULTAN RIVER PEDESTRIAN BRIDGE**



<b>Design Cost</b>	
Phase 1 - Preliminary	\$292,060
Phase 2 - Final	\$359,690
Agency (WSDOT)	<u>\$ 4,250</u>
<b>Total</b>	<b>\$656,000</b>
<b>Funding</b>	
State and Federal Funding	\$517,229
Sultan Water and Sewer	<u>\$139,000</u>
<b>Total</b>	<b>\$656,229</b>

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**SULTAN RIVER PEDESTRIAN BRIDGE**



<b>Construction Cost Estimate</b>	
• Bridge	\$ 2,800,000
• Site work	<u>\$ 700,000</u>
• Sub-Total Bridge	\$ 3,500,000
• Water	\$ 150,000
• Sewer	<u>\$ 220,000</u>
• Sub-Total Water & Sewer	\$ 370,000
• <b>Total Construction Costs</b>	<b>\$ 3,870,000</b>

(Cost Estimate includes Construction Engineering 12% and Contingency of 20%)

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## SULTAN RIVER PEDESTRIAN BRIDGE



### Potential Funding Sources

- Direct Federal or State funds
- Federal/State Bike/Pedestrian grants
- Water and Sewer
- STP Competitive
- Local

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## SULTAN RIVER PEDESTRIAN BRIDGE



### Questions



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**SULTAN CITY COUNCIL  
AGENDA COVER SHEET**

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**ITEM NO:** SR-1  
**DATE:** March 10, 2016  
**SUBJECT:** Community Service Officer  
**CONTACT PERSON:** Victoria Forte', Community Service Officer

**STAFF RECOMMENDATION:**  
Receive Report, no action required

Animal Control  
Code Enforcement

**BACKGROUND:**  
Community Service Officer Report

Start Date	Case #	Property Address	Owner Name	Description of Violation	1st due	2nd due	contact with owner	permit issued	final
6.23.2015	15-564	415 W Stevens	Moran/Nguyen	No permit for construction, demo or remodel <b>stop work order issued</b>	6.24.2015	8.16.2015	see fb	7.14.2015	7.14.2015
6.23.2015	15-565	Parcel #	Stocks/Riwa	No permit for construction, demo or remodel <b>stop work order issued</b>	6.24.2015			none to be issued	11.2015
6.23.2015	15-566	202 Alder Avenue	Van Horn	No permit for construction, demo or remodel <b>stop work order issued</b>	6.24.2015			06.29.2015	7.24.2015
6.24.2015	15-567	516 Stevens Avenue	Turner	Blue Tap over City easement	6.17.2015	6.24.2015		06.29.2015	12.22.2015
6.24.2015	15-568	615 Main Street	Buris/Dalmasio	illegal dwelling trailer coach	6.25.2015			see city	8.2015
6.26.2015	15-569	14310 330th Ave SE	Ahison/Hammer	construction of handrails on back deck without permit or inspection	6.26.2015			none needed	07.01.2015
6.26.2015	15-570	117 Yew Avenue	Secretary of Horseshy	accumulations of lumber, fire hazard, potential dwelling for vermin	6.26.2015				7.24.2015
6.26.2015	15-571	120 Yew Avenue	Driscoll	Vegetation, fire hazard	6.26.2015	07.01.2015			7.24.2015
6.26.2015	15-572	511 3rd Street	Meyer	No permit for construction, new deck and remodel	6.14.2015				
7.16.2015	15-573	323 Marcus Street	Waltham	illegally parked trailer	8.1.2015				
7.16.2015	15-574	706 Salmon Run	SES district	illegally parked trailer	9.30.2015	02.15.2016	vhi		
7.16.2015	15-575	SEAS	Maxwell	illegally parked trailer	06.19.2015				
11.17.2014	14-352	Marcus Street Mobile Park	Olson	fence permit (work done by road construction crew) informational only	8.15.2015				7.24.2015
7.24.2015	15-577	308 Cedar Street	Nelson	illegal accessory units (dwellings and buildings), trash, fencing, additions with no permits	8.15.2015			08.06.2015	8.6.2015
7.24.2015	15-578	716 Date Avenue	O'Dell	#1) vehicle obstructing ROW #2) inhabited trailer coach #3) non-conforming garage conversion #4) new fence / no permit	08.06.2015				
06.30.2015	14-308	308 3rd Street/406 Otto	O'Dell	Parking obstruction	08.06.2015				
06.06.2015	15-579	215 Alder Avenue	Florentine	Vegetation, encroachment on sidewalk	08.15.2015	10.3.2015			
06.06.2015	15-580	301 3rd Street	Florentine	Vegetation, encroachment on sidewalk	08.15.2015				
15-581	15-581	307 2nd Street	City ROW	Vegetation, encroachment on sidewalk					
15-582	15-582	7th Street thru Fir/High Avenues	City ROW	Parking prohibited illegal signage posted by citizen					
15-583	15-583	104 Raspberry Lane	SES district	illegal garage conversion					
15-584	15-584	717 Junction Lane	SES district	Trees obstructing PUD lines	2.25.2014	3.25.2014			11.24.2015
06.10.2015	15-585	111/111/112 Cedar Avenue	Shalar	upper level deck construction started, never complete - no permit issued (fire safety issue)	10.31.2015				
15-586	15-586	207 8th Street	Morano	#1) uncomforming conversion in garage #2) grey water discharge in side yard - report of inspection needed					
09.01.2015	15-587	date street HOA water retention pond	HOA	unsecure fire damaged property	08.01.2015				12.25.2015
07.24.2015	15-588	501 3rd Street	Turner	overgrown vegetation	8.16.2015		08.07.2015		04.10.2015
08.13.2015	15-589	516 SR2	Turner	illegal dumping on City ROW	08.25.2015				8.21.2015
09.7.2015	15-590	1114 Etna Main	Bannon	inhabited trailer coach	ASAP				10.6.2015
09.21.2015	15-591	Sultan Basin Road	Saw Shogr Gary Hunter	inhabited trailer coach	09.14.2015	09.21.2015	SO		
09.01.2015	15-592	302 3rd Street	Anderson	non-conforming setbacks, accessory structure	09.31.2015				12.22.2015
09.01.2015	15-594	710 Stratford Place	Evans	trash and rubbish	09.06.2015				
09.01.2015	15-595	725 West Stevens	Rogers	Rats	09.06.2015				unfounded
09.22.2015	15-596	865 West Stevens	Rogers	non-conforming setbacks, accessory structure	09.31.2015			10.7.2015	10.7.2015
09.22.2015	15-597	317 Walbran	Rogers	fence			major		
09.28.2015	15-598	209 Date Avenue	Widjeler	illegal dwelling trailer coach growing marijuana/deck					
09.30.2015	15-599	615 Main Street	Buris/Dalmasio	illegal dumping and dumping trash					
5.2014	14-269	107 Main Street	Owner Name	Description of Violation	1st due	2nd due	contact with owner	permit issued	final
10.6.2015	15-570	616 Alder Avenue	Bleaham	Fire 10.2.2015, illegally inhabited trailer, unit dwelling	10.14.2015			Fire Marshall/Issue	01.01.2016
10.6.2015	15-571	717 Main Street	Gitler	fence	10.14.2015				01.06.2016
10.6.2015	15-572	805 Main Street	McHenry	fence	10.14.2015				11.2015
11.4.2015	15-573	811 7th Street	Rasmussen	construction of outbuilding/so permits	02.15.2016			working on permits	
11.5.2015	15-574	803 7th Street	Jones	construction and grading	11.20.2015				
11.5.2015	15-575	804 8th street	Page	Roof - no permit					
11.5.2015	15-576	407 Alder Avenue	Miller	trailer/ADU trash and rubbish/void dismantling	11.28.2015				11.23.2015
11.6.2015	15-577	608 Walnut	Jordan	trash and rubbish/parked abandoned vehicles	12.18.2015				
11.30.2015	15-578	611 Alder Avenue	V LLC	construction/remodel and fence					
12.21.2015	15-579	vacant lot 138th Street SE	Warner	illegally parked trailer	1.14.2016				
12.30.2015	15-580	1212 Loves Hill Drive	Hoyle	trailer/ADU	01.14.2016				
12.30.2015	15-581	107 Birch Avenue	Forrest	trailer/ADU	01.26.2016				
01.04.2016	15-582	1008 Cheryl Way	Messinger	public safety				77777	
01.04.2016	15-583	805 Elm Street	Green	public safety					01.28.2016
1.16.2016	15-584	1054 5th Street	Green	fence/no permit	02.02.2016	03.01.2016			
1.22.2016	15-585	33000 Bk SR2	Noyes	illegally parked trailers	02.01.2016	03.01.2016			
1.22.2016	15-586	1001 Dyer Road	Kroll	Vegetation, encroachment and/or height	02.01.2016				
1.22.2016	15-587	1008 Dyer Road	Waldsen and Schrick	Vegetation, encroachment and/or height	02.01.2016				
1.22.2016	15-588	1018 Dyer Road	Bender	Vegetation, encroachment and/or height	02.01.2016				
1.22.2016	15-589	1110 Dyer Road	Knight	Vegetation, encroachment and/or height	02.01.2016				
1.22.2016	15-590	1013 Dyer Road	Gilmore	Vegetation, encroachment and/or height	02.01.2016				
1.22.2016	15-591	917 Dyer Road	Everett	Vegetation, encroachment and/or height	02.01.2016				01.28.2016
01.28.2016	15-592	913 Dyer Road	Mahoney	Vegetation, encroachment and/or height	02.15.2016				
01.28.2016	15-593	809 Dyer Road	Turner	Vegetation, encroachment and/or height	02.15.2016				
01.28.2016	15-594	807 Dyer Road	Everett	Vegetation, encroachment and/or height	02.15.2016				
02.02.2016	15-596	501 Alder Avenue	Wagner	Vegetation, encroachment on sidewalk	02.15.2016				
02.03.2016	15-598	710 Stratford Place	Evans	trash, rubbish, accumulations of prop	02.24.2016				02.24.2016
02.10.2016	15-599	2808310042300	Knowlton	trash, rubbish, accumulations of prop	02.29.2016				02.27.2016
02.11.2016	15-600	202 Alder Avenue	Van Horn	new construction	02.29.2016				
02.12.2016	15-601	3290 142nd Street SE	Coyle	trash, rubbish, accumulations of prop	02.29.2016				03.01.2016
02.17.2016	15-602	720 Fir Avenue	Wright	fence sign obstruction	02.29.2016				
02.17.2016	15-602	1203 State Route 2	The Grange	Roof - no permit/ sign - no permit	2				
03.02.2016	15-603	Property Address	Owner Name	Description of Violation	1st due	2nd due	contact with owner	permit issued	final
02.24.2016	15-604	219 Alder Avenue	Valley	Roof - no permit	3.10.2016				
02.24.2016	15-605	800 1st Street	Sofie	trailer	3.30.2016				
02.24.2016	15-605	210 1st Street	Figueroa	trailer					

Start Date	Case #	Property Address	Owner Name	Unlawful Structure, Building or Fence	Parked Cars/Traffic on Property/Street	Vehicle Dismantling	Acquisition of rubbish / Trash	No current Business License	Illegal building structure/conversion	Unsecured property	Inhabited trailer coaches	Other	1st	2nd	most recent	Final
01/26/2015	15-514	33226 132nd St SE	Wall	x	x	x	x	x	x	x	x		2.9.2015			Final
01/26/2015	15-515	13516 310th Ave SE	Stephans	x	x	x	x	x	x	x	x		6.3.2015			
2/24/2015	15-516	515 Alder Avenue	Lopez	x	x	x	x	x	x	x	x		2.23.2015			3.30.2015
02/23/2015	15-517	607 Alder Avenue	Lopez	x	x	x	x	x	x	x	x					
03/30/2015	15-518	611 Alder Avenue	Rapo	x	x	x	x	x	x	x	x					
03/30/2015	15-519	521 1st Street														
03/30/2015	15-520	207 1st Street	Chase Bank													
03/03/2015	15-521	518 1st Street														
03/03/2015	15-522	33405 SR2	Green										6.25.2015			
03/03/2015	15-523	403 Hemlock Court	Burris										5.20.2015	6.23.2015		7.2015
05/18/2015	15-524	410 Main Street	Berditt	x	x	x	x	x	x	x	x		5.20.2015			see 15-556
05/06/2015	15-525	310 Main Street	Berditt	x	x	x	x	x	x	x	x		5.20.2015			6.2.2015
05/05/2015	15-526	306/307 Main Street		x	x	x	x	x	x	x	x		04.28.2015			06.2.2015
04/27/2015	15-527	107 Ash Avenue		x	x	x	x	x	x	x	x		9.2015			9.2015
05/19/2015	15-528	301 First Street	Stanchawski/pendling expo	x	x	x	x	x	x	x	x		6.3.2015			07.30.2015
05/11/2015	15-529	4th Street/Fir Avenue	Siegel													
05/19/2015	15-530	1015 Dyer Road	Effenberger													
05/19/2015	15-531	1110 Dyer Road	Knight													
05/19/2015	15-532	911 Dyer Road	Carrigan													
05/19/2015	15-533	808 Dyer Road	Everett													
05/20/2015	15-534	519 3rd Street	Mesler													
05/20/2015	15-535	515 3rd Street	Campbell													
05/20/2015	15-536	Vacant Lot 8th Street	Robinson										06.3.2015	6.24.2015		unfounded
05/20/2015	15-537	703 High Avenue	MacKenzie										6.3.2015			6.3.2015
05/20/2015	15-538	712 Lois Lane	Loudenslager										5.25.2015			
05/20/2015	15-539	308 8th Street	Messinger										0.29.2015	7.7.2015	8.7.2014	08.06.2015
05/20/2015	15-540	513 3rd Street	HUD													
05/20/2015	15-541	510 9th Street	Henzon													
05/20/2015	15-542	839 Salmon Run North	Houwer													
05/20/2015	15-543	305 3rd street	Hassler/Foreline													
05/20/2015	15-543	301 3rd Street	Hassler/Foreline													
06/18/2015	15-544	928 Stevens Avenue	Ingralls													
06/18/2015	15-545	405 High Street	Mason													
06/18/2015	15-545	510 9th Street														
06/18/2015	15-547	845 Garden Green Place	Paulson/Georgis										6.25.2015			77777
7/7/2015	15-548	201 Skywall Drive	Griffin										7.7.2015			
6/7/18/2015	15-549	204 Skywall Drive	Marin										6.24.2015			
6/7/18/2015	15-550	208 Skywall Drive	Beahler										6/18/2015			
6/7/18/2015	15-551	209 Skywall Drive	Marshall										6/18/2015			6.25.2015
6/7/18/2015	15-551	1306 Skywall Drive														
6/18/2015	15-553	1327 Goir Road	Addington										6.25.2015			6.2.2015
5/20/2015		415 W. Stevens	More/Noyen										5.20.2015			
7/7/2015	15-555	River Park Bridge underpass	BNSF/County/DNR										7.7.2015			
6/18/2015	15-556	708 5th Street	Chambeck										6/18/2015			6/18/2015
6/18/2015	15-557	310 Main Street	Robbas										6.25.2015			6.25.2015
6/18/2015	15-557	111 Main Street											6/18/2015			6.25.2015
6/18/2015	15-558	102 2nd Street	Sullen III Main LLC										6/18/2015			6.25.2015
6/28/2015	15-559	311 4th Street	Houses										6.4.2015			6.29.2015
6/4/2015	15-561	107 5th Street	MC Property Solutions LLC										6/18/2015			6.25.2015
6/7/18/2015	15-560	401 2nd Street	Chittick										6.25.2015			6.25.2015
6/7/18/2015	15-561	505 1st Street	Evarts										6.25.2015			6.25.2015
6/7/18/2015	15-562	463 Mainly Lane	Nicon										6.25.2015			6.25.2015
6/7/18/2015	15-562	13981 310th Ave SE	Homer										6.25.2015			6.25.2015

2015	Sent to rescue	Euthanized	Dog at Large/ leash law violation	Barking Dog/Crowing Rooster Complaints	Dead on arrival (DOA) Domestic and Wildlife	Abandoned Animal Complaint	Aggressive Animal Complaints	Bite Dogs/Cats	Cruelty/Neglect Investigation Complaints	Cat Complaints and/or Calls	Other... i.e. horses and chickens	wildlife
January	1	0	15	2	0	0	3	0	1	0	0	0
February	0	0	13	1	2	1	2	0	2	1	0	3
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
Yearly Totals	1	0	28	3	2	1	5	0	3	1	0	3



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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ITEM NO: Staff Reports - 2

DATE: March 10, 2016

SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Finance Director

**SUMMARY:**

Attached is the Salary Commission report and recommendation for salaries for the Mayor and Council. The effective date will be April 1, 2016.

No action by the Council is required.

**CITY OF SULTAN  
CITIZENS' SALARY COMMISSION ON SALARIES OF ELECTED OFFICIALS  
SALARY SCHEDULE FOR 2016**

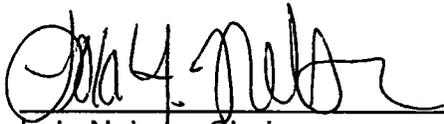
The City of Sultan Salary Commission on salaries of Elected Officials pursuant to Section 2.07 of the City of Sultan Municipal Code hereby adopts the following salary schedule for elected officials:

1. Mayor: The Mayor's salary for 2016 is \$1,000.00 per month base fee and \$100.00 per meeting up to a maximum of three (3) meetings excluding regular council meetings. The maximum salary is \$1,300.00 per month.
2. City Council Members: The City Council members' salary for 2016 is \$300.00 per month base fee plus \$50.00 per meeting up to a maximum of three (3) meetings excluding regular council meetings. The maximum salary is \$450.00 per month.
3. Benefits: All benefits for the Mayor and City Council members are provided for outside the scope of this schedule.

Lola Nelson hereby certifies the following:

- She is the Chairperson of the City of Sultan's Salary Commission on Salaries of Elected Officials.
- This schedule has been adopted in accordance with the provisions of the City of Sultan Municipal Code and with the rules, if any, of the Salary Commission.
- This schedule shall become effective 30 days after its filing.
- That she has made this certification under penalty of perjury of the laws of the State of Washington

This 4 day of March, 2016 in Sultan, Washington.

  
\_\_\_\_\_  
Lola Nelson, Chairperson

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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ITEM NO: Consent C 1

DATE: March 10, 2016

SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Finance Director

**SUMMARY:**

Attached are the minutes of the February 25, 2016 Council meeting as on file in the office of the City Clerk.

**RECOMMENDED ACTION:**

Approve as submitted.

## **CITY OF SULTAN COUNCIL MEETING – February 25, 2016**

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

### **CHANGES/ADDITIONS TO THE AGENDA:**

Action: Councilmember Wiita moved to add setting a public hearing on the annexation to the agenda; second by Councilmember Seehuus. All ayes.

Action: Councilmember Wiita moved to move the Homeless Pilot program from an action item to discussion; seconded by Councilmember Seehuus. All ayes

Motion to adopt agenda as amended made by Councilmember Wiita, seconded by Councilmember Seehuus. All ayes.

### **PRESENTATIONS:**

#### **Business Spotlight – Sky Valley Home Maintenance and Repair**

The Council recognized Sky Valley Home Maintenance and Repair as the City of Sultan's Business Spotlight for February 2016. Sky Valley Home Repair and Maintenance is located in Sultan and owned by Bill Pichon. Bill opened the doors of his new business in August 2014 after he worked for 25 years as a Service Manager the apartment industry.

Bill was born in Danville Illinois, moved to Woodinville in 1979 and to Sultan in 2012. He's been married to Victoria for 26 years and they have two grown children and three grand daughters.

In 2014, Bill decided to start his own business in Sultan for home maintenance and repair. Bill is the sole owner and employee serving customers along US 2, North to Arlington and South to Bothell. He contracts a lot with single-family rental management companies as well. He specializes in exterior and interior painting, sheet rock, flooring repair, roof care and repair, pressure washing and yard care.

Bill is also a stellar volunteer, admitting he never volunteered until he moved to Sultan and started volunteering at the Shindig Car Show. Since then Bill has volunteered in the City's Park Cleanup Program, unloading food at the Food Bank, and provided needed painting supplies to spruce up the Main Street Gazebo before Shindig. He may be interested in adopting a Main Street Island.

After the November Floods Bill was downtown early in the morning when the water was receding and saw the TV News filming Main Street. "They were filming where all the debris was left behind and it looked awful, so I got my brooms out and cleaned up 3 blocks of Main Street". Bill commented.

When asked where he sees himself in 2 – 5 years, Bill said he hopes to grow to having 1 – 2 employees within 2 years.

Bill thanked the Council for the recognition. Mayor Eslick presented a Certificate of Recognition.

#### **Volunteer Spotlight – Ruth Shapovalov**

The Council recognized Ruth Shapovalov as the City of Sultan's Volunteer Spotlight for February 2016. Ruth Shapovalov is currently the Teen Director at the Sultan Boys and Girls Club. She began volunteering with the teens at the Boys and Girls Club in 2013.

Ruth and her husband David moved from Wenatchee to Bothell in 2005, to take over ownership of a Used and New Appliance Store in Lake City. When the recession and building decline hit, they needed to look for something else. They found 1/3 acre in Sultan, and moved there in 2011. Ruth and David have been married for 40 years and have three grown children and five grandchildren.

**CITY OF SULTAN COUNCIL MEETING – February 25, 2016**

Ruth began volunteering after hearing about opportunities at Mayor Eslick's weekly Coffee With the Mayor. She was introduced to the Boys and Girls Club by James Luark and was invited to "Teen Power Hour", one hour a week at the Boys and Girls Club. Before she knew it, she was teaching the class. The only guidelines given for the teen power hour were to teach the teens how to interact with each other and adults with respect. Ruth took over where James left off, teaching the kids core values and feeding them. This branched out to activities inside and out with the kids, including a visit to H3 Horses Healing Heroes, and 'They Shall Walk', a nonprofit which uses video game technology to help those without the use of their legs to have a walking experience.

Although Ruth is now paid staff for the Boys and Girls Club, she continues to work tirelessly beyond her normal hours, shopping for and planning activities for the teens, taking them on educational field trips throughout the county and Puget Sound, and assisting them in school work such as essay writing. It's hard for her to imagine that the little group of eight teens back when James Luark introduced her to "Power Hour" has turned into over fifty kids taking part in the current Boys and Girls Club Teen programs.

Ruth also has volunteered at Crosswater Community Church, teaching pre-school, as well as a 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grade combined class; attended Block Watch Parties as the Bubble Blowing Lady and helped elderly people in the Sky View Drive Area with domestic chores such as overnight care. Ruth has her own business marketing meal replacements and supplements for people with health challenges called Isagenix. She uses 25% of all her proceeds to fund the Teen Programs.

Future volunteering for Ruth includes a Teen Mentoring Program and her dream is a 24 hour Teen Drop In Center. A safe place for them to be that will provide food, shelter, mentoring and homework help. She'd also like to move into more of a counseling roll for the teens. "If you want to reach teens, first find out what THEY need, what love language they speak, and then meet them where they are. Listen more than you talk. Love more than you correct, and be prepared to have your heart broken. Is it worth it? Without a doubt!" Commented Ruth.

Ruth advised the Boy/Girls Club opened in June and they have over 50 teens in the program now and continues to grow. Community support has been amazing. Mayor Eslick presented a Certificate of Appreciation.

**PUBLIC HEARING**

- 1) Annexation on 124<sup>th</sup> Street – minutes under separate report.

Councilmember Wiita moved to set a public hearing on March 24, 2016 and incorporate prior comments into the record for that hearing; seconded by Councilmember Neigel. All ayes.

**COMMENTS FROM THE PUBLIC:**

Calei Vaughn: Representing the VOA as a potential partner for the Snohomish County Homeless Pilot Program. VOA would help design a program and the contract would be between the city and county. The proposal is to draft a plan not submit an application. As a human service worker, deals with many different people including those with substance abuse and mental health problems. There are citizens in the community that fit the program and not all criminals. As a member of the Community Alliance, has helped with cleaning up the homeless encampments and placing individuals obtain services. The purpose of the proposal is gather ideas.

Jean Roberts: Asked how the city comes to decisions on important issues such as annexation. They represent the citizens in the city and the county and there is no forum to ask questions. Knows there is the coffee on Friday but citizens would also like to talk to the Council. Between May and January, there was no discussion on the annexation. Would like to ask questions and receive answer.

**CITY OF SULTAN COUNCIL MEETING – February 25, 2016**

Robert Smiley: Supports the VOA proposal. They are the only organization listening to the problems of the people. Calei does a good job.

Trish Nagy: Disappointed a Councilmember has made up their mind about an issue without listening to the people first. Homeless people are not going away. She is a nurse and when she needed help, she did not get assistance because she was told she waited too long and did not deserve help. VOA helped with her recovery. Some people on the streets are afraid and not all are addicts. Her daughter is in the Navy now but could have been like her.

Wade Nesbeth: Is working with homeless in downtown Everett giving them a place for showers (10,000 served) and has seen all types of people – alcoholics, wife beaters, etc. What they provide is compassion and help and people have thanked them for the help. City should reach out and do what they can.

Wendy Kubas: Not everyone that is homeless is a drug addicts. There are people with disabilities, like her, that cannot work and it is hard to give up independence and there was a stigma with welfare moms. When her husband died of cancer they lost everything and went from a family earning \$4,000 a month to \$700 per month. People live in tents and eat cat food. Urged Council to move forward.

Angela Curtis, Mothers Education Advocacy, supports the effort to help the homeless population. Understands the concerns that they will be drug addicts and criminals. There are others out there that steal food and don't have home, showers or clothing. Was a homeless teenager and knows the issues and some just need a place to go to get back on their feet. Think about the fact that they were not always criminals and need compassion.

Julia Simon: Should consider a dialogue about housing as 40% are youth and young adults. Housing is a small part of what is needed; also need to help them straighten out their lives and break the cycle of generational poverty.

Sherman Carp: Is good friends with Calei and appreciates her work. There is an issue in the community and he is concerned about the impact. Citizens should give donations to VOA and food bank and helping instead of just offering support. Does not want a homeless shelter here but we do need to look for solutions. Need some change and need to start working to preserve the town.

Tami Amadore: Supports the VOA and works with youth in Monroe and sees the struggles they go through. Some people have not had troubles and some are a paycheck away from the streets. Consider shifting from blaming the people and look for ways to help and have compassion.

Robin Cole: Volunteers at the VOA. Having resources and housing with rules would be important. Getting to Everett is a problem to get help. Need something closer.

Mandy Grieger: One of the original members of the Sultan Task Force, which was started because of the vagrants. They have hauled out tons of garbage and worked hard to clean up the community. The Council needs to say no to mentally ill and chemical dependent house. Some of those left prefer to sleep outside and don't want help. This is not a good project for the city. The ones left need attention 24/7 and this is a bigger issue than Sultan can solve.

**CITY OF SULTAN COUNCIL MEETING – February 25, 2016****COUNCILMEMBER COMMENTS**

McCarty: On the annexation issue, there are not going to be 400 homes as the minimum lot size will not allow more than 80 or so. South Dakota has a statewide program for homeless housing and he has looked for a successful program and there is none. New York opened up apartment buildings and the people did not want to live by the rules that went with the program. One city has opened up parking lots for campers and provided portable showers and laundry.

Seehuus: The issue was moved to discussion so the Council can discuss and the concept papers and be specific about what the program is for – does not include youth.

Walker: Is concerned about what the County is offering. There is no funding for future programs and the city must tie up the property for 40 years. There are match requirements and does not know if the city can meet the criteria for the project.

Wiita: In regard to access to the Council – all contact information is on line and he is willing to meet, accept calls or chat on line. He has only received e-mail in past two months. The Council meeting is not the place for dialogue but there are methods to reach them. Homeless issue – this is for a very specific project and it should not be taken that the Council does not want to help people. Have concerns about this project and before citizens make accusation, they should know the facts.

Neigel: Thanks for being here and sharing stories and exposing themselves to strangers. He has heard what everyone says and the Council is discussing an idea and not a project proposal – the County is looking to the community for ideas. Supports putting an idea paper together and if accepted, they will have to put a full proposal together. Talk about ways we can help. Community Transit is not working on anything that impacts the valley, working on rapid transit and personnel issues.

Naslund: The homeless project was discussed at the City Leadership committee. Also discussed the evacuation drill needing some work for this fall. They are working on flip charts for the schools for active shooters and 911. Clean up day is April 23 at the High School.

Beeler: Good to hear the comments. The government is poor at spending money wisely on projects and there are places such as Cocoon House, YMCA, and VOA to provide help. The Mayor's primary goals were safe streets and economic development. Over the past eight years, the number of homeless has dropped dramatically and many have been helped by the non-profits. Is having a problem with spending money on an issue that is not the best for the government to run. Cost benefit analysis must be completed – cost to ignore can be more than dealing with them.

Ken Walker: Commended Laura Koenig and Julie Addington on the great job of preparing the 2016 Budget document. The Council has created a list of goals to provide a guideline for the future.

Chief Beaton: They are looking to expand the camera system in the city including ones that tie into the phones. If a citizen sees people in the middle of the night or they knock on your door in the middle of the night, call 911. The police need citizen's eyes to help them out. The answers to the homeless questions are as different as the people themselves. They have removed 12 tons of trash from the property across the river and in other areas of the community. Need to get looking for answers and try different things – some will not be helped.

**CITY OF SULTAN COUNCIL MEETING – February 25, 2016**

**Mayor Eslick:** There is a web site for reporting crimes and concerns without having to call 911 called MyCrimeReport.com. The city has been working hard on eliminating the drug houses and crime has dropped. In 1992, she founded the Family Support Center and in 1996 founded the food bank. When she saw people in need, they help and she saw an opportunity for a grant and thought maybe we could help the few left. There is a small group that need help and they did just hear about the project. Will continue to work on a plan and the Council are thoughtful people and they do listen. Thanks for input and being part of the community. WSDOT will have battery backup on the stoplights by this summer.

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

- 1) Police Report
- 2) Public Works Report
- 3) Planning Board Minutes

**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 Walker, seconded by Councilmember Naslund, the consent agenda was approved as presented. McCarty – aye, abstain on vouchers; Seehuus – aye; Walker – aye; Wiita – aye, Neigel – aye; Naslund – aye; Beeler - aye.

- 1) Minutes of the February 11, 2016 Council Meeting as on file in the office of the City Clerk.
- 2) Voucher Approval in the amount of \$111,284.94 and payroll through February 12, 2016 in the amount of \$102,358.85 to be drawn and paid on the proper accounts.

**ACTION ITEMS:****Resolution 16-04 Timber Ridge 141<sup>st</sup> Street Repair**

The issue before the City Council is to authorize the Mayor to sign Resolution 16-04, which rescinds Resolution 11-01 that closed 141st Street SE in Timber Ridge until the time the City accepts repairs to the roadway improvements, utility systems, fencing, and fill embankments that were damaged near the easterly terminus of the street. The City Council accepted the "Timber Ridge Plat Repair" project as complete at the February 11, 2016 council meeting.

The City hired Carman's Construction in July 2015 to repair the storm drainage system in 141st Street SE, construct a rock ballast wall, remove the collapsed sidewalk, install guardrail, and install landscaping improvements to provide slope stabilization. The City Council accepted this project as complete at the February 11, 2016 council meeting.

On a motion by Councilmember Beeler, seconded by Councilmember Walker, the Mayor was authorized to sign Resolution 16-04. All ayes, except Councilmember Naslund who voted nay.

**Bid Award – Electrical Upgrade at City Shop**

The issue before the council is to authorize the Mayor to sign a contract with Titan Electric to furnish and install a new 600 amp service and necessary equipment to complete the electrical upgrades at the City Shop to a new power pedestal provided by Snohomish County PUD for an amount not to exceed \$26,310.00 (including sales tax and approximately a ten percent contingency) without prior authorization from city council.

The electrical pole that feeds the power to the shop building is rotten and has become a health and safety hazard. The pole is city owned and PUD has reported several times that the pole needs to be replaced. Trucks have also hit the sagging wire between the pole and the shop causing pole and line damage. The city has had the wire tightened several times. In January 2016, the wires on the top of the meter pole were so corroded and exposed to the elements

**CITY OF SULTAN COUNCIL MEETING – February 25, 2016**

that half the power to the shop had 110 power and there was no 220 power in any part of the shop (no welder, air compressor, grinders, heater, etc.). The current power drop is at maximum capacity for the current shop and existing buildings. The upgrade would be large enough for the remainder of the buildings and any additional buildings added to this site (example: sandbag building), including upgrades of outlets and lights in the existing buildings.

On a motion by Councilmember Walker, seconded by Councilmember Seehuus, the Mayor was authorized to sign a contract with Titan Electric to furnish and install 600 amp service to the City Shop Facilities for an amount not to exceed \$26,310 (including sales tax and an approximate ten percent contingency) without prior authorization from city council. The city will directly pay the PUD service cost for the new power drop. All ayes.

**Discussion:****Grant Application – Homeless Pilot Program**

Snohomish county Human Services Department has requested concept papers for a Homeless Pilot Program for a capital project dedicated to homeless persons in the county who have chemical dependency, mental health, and/or co-occurring disorders. Funds can be used for construction, acquisition and/or rehab of housing dedicated to this population. VOA has requested that the city collaborate with a proposal for a project.

Discussion:

Seehuus: Will become a camp for homeless people to party and it appears only three local people would be help. Who selected the site and how will it be sustained; looking for answers. Does not want to see an encampment with power and water in the city. City has made several efforts to address the homeless issue.

Neigel: Need to look at the proposal and submitting a concept paper does not commit the city to any decision. Could ask for more money, would like to see ideas.

Naslund: Open to ideas and agrees that something needs to be done.

McCarty: Answers from community may be here – look for solutions

Wiita: The project requires a 40-year use restriction on the property. There are questions about the process. It appears to be a grant application when you read the information. Would like to see a written proposal before a commitment is made.

Beeler: Have we used up all the other available resources in the city and valley and have we discussed with other nonprofits or churches to be in control instead of the city. His church is very active in donations to the community. Others could use the money more efficiently. SCC dinner they discussed the programs available from the nonprofit groups – no strings attached. Large cities are creating zones to attract homeless into the town.

Walker: There are requirements for a match to score higher and there has been no discussion of funding from the city.

Mayor Eslick: the scope of work has changed and there is no black and white answer.

Calei Vaughn: A budget is required for the grant application not for the concept paper. There are vacant homes in town that could be used for shelter.

Consensus of the Council to pursue the concept: McCarty, Naslund, Neigel – yes; Seehuus, Walker, Wiita, Beeler – no.

**Adjournment:** On a motion by Councilmember Walker, seconded by Councilmember Seehuus, the meeting adjourned at 9:45 PM. All ayes.

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Carolyn Eslick, Mayor

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Laura J. Koenig, City Clerk

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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**ITEM #:** Consent 2  
**DATE:** March 10, 2016  
**SUBJECT:** Voucher Approval - 2016  
**CONTACT PERSON:** Laura Koenig, Clerk/Deputy Finance Director

**SUMMARY:**

Attached are the vouchers for approval in the amount of \$169,707.81 and payroll through February 26, 2016 in the amount of \$80,670.61 to be drawn and paid on the proper accounts.

**FISCAL IMPACT:** \$250,378.42

**RECOMMENDATION:**

Approve the payment of vouchers as submitted.

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**City Of Sultan  
Voucher Approval  
March 10, 2016**

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described hereon, and that the claim is just, due and an unpaid obligation against the City of Sultan, and that I am authorized to authenticate and certify to said claim.

\_\_\_\_\_  
Laura J. Koenig, Clerk/Deputy Finance Director

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

Payroll Check #31550-52	\$ 3,453.51
Direct Deposit #5	\$ 29,585.38
Benefits Check #31554-59	\$ 34,023.01
Tax Deposit #5	\$ 13,608.71
Accounts Payable Checks #61549,53,60-606	\$ 169,707.81
ACH Transactions - DOR	\$
<b>TOTAL</b>	<b>\$ 250,378.42</b>

\_\_\_\_\_  
Bob McCarty, Councilmember

\_\_\_\_\_  
John Seehuus, Councilmember

\_\_\_\_\_  
Rocky Walker, Councilmember

\_\_\_\_\_  
Russell Wiita, Councilmember

\_\_\_\_\_  
Joe Neigel, Councilmember

\_\_\_\_\_  
Marianne Naslund, Councilmember

\_\_\_\_\_  
Jeffrey Beeler, Councilmember

# Accounts Payable

## Check Register Totals Only

User: laura.koenig  
Printed: 3/4/2016 - 10:59 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
31560	03/10/2016	AdvTele	Advocate Telecom	373.58	0
31561	03/10/2016	agsupply	AG Supply Co	436.75	0
31562	03/10/2016	AWC	AWC	195.00	0
31563	03/10/2016	chalfant	Matt and Lucy Chalfant	400.00	0
31564	03/10/2016	mukilteo	City of Mukilteo	140.00	0
31565	03/10/2016	BCollins	Brad Collins	5,820.00	0
31566	03/10/2016	Comcast	Comcast	365.18	0
31567	03/10/2016	Corin	Correctional Industries	216.32	0
31568	03/10/2016	DOT	Department of Transportation	1,967.37	0
31569	03/10/2016	dynacco	Dynacco	2,365.31	0
31570	03/10/2016	Earth	Earth Day Shirts	53.70	0
31571	03/10/2016	EnvRes	Environmental Resource Associates	150.00	0
31572	03/10/2016	galls	Galls	140.03	0
31573	03/10/2016	genpac	General Pacific	1,446.55	0
31574	03/10/2016	Harmsen	Harmsen & Associates Inc	707.50	0
31575	03/10/2016	HoneyB	Honey Bucket	246.40	0
31576	03/10/2016	ICC	International Code Council	1,455.61	0
31577	03/10/2016	Kroll	Kroll Map Company	52.66	0
31578	03/10/2016	lakeside	Lakeside Industries	442.05	0
31579	03/10/2016	lloyd	Lloyd Enterprises Inc.	1,726.08	0
31580	03/10/2016	metro	Metro Forms Inc	368.68	0
31581	03/10/2016	Michels	Michels Corporation	24,309.74	0
31582	03/10/2016	NorthSaf	Northern Safety	2,436.32	0
31583	03/10/2016	Northern	Northern Tool	264.55	0
31584	03/10/2016	OfcDepot	Office Depot	212.19	0
31585	03/10/2016	PitneyCr	Pitney Bowes Inc	217.43	0
31586	03/10/2016	PUD 1	PUD	6,041.42	0
31587	03/10/2016	PUD 1	PUD	494.00	0
31588	03/10/2016	QBS	QualityBusinesss Systems Inc	45.31	0
31589	03/10/2016	AllWaste	Republic Services	12,611.25	0
31590	03/10/2016	rh2	RH2 Engineering, Inc.	8,155.63	0
31591	03/10/2016	SCcorrec	Snohomish County Corrections	2,925.54	0
31592	03/10/2016	SRDTF	Snohomish County Sheriff	77,477.08	0
31593	03/10/2016	Snopac	Snopac	5,542.77	0
31594	03/10/2016	SoundPub	Sound Publishing Inc	24.08	0
31595	03/10/2016	TSI	Technical Systems, Inc.	405.00	0
31596	03/10/2016	Titan	Titan Electric	1,379.22	0
31597	03/10/2016	atrua	Aimee Lou Trua	2,000.00	0
31598	03/10/2016	UULC	Utilities Underground Location Center	20.02	0
31599	03/10/2016	VerizonW	Verizon Wireless	718.31	0
31600	03/10/2016	visa	Visa	85.00	0
31601	03/10/2016	visa	Visa	394.36	0
31602	03/10/2016	visa	Visa	25.00	0
31603	03/10/2016	visa	Visa	753.16	0
31604	03/10/2016	wagley	Wagley Creek Automotive, Inc	2,686.47	0
31605	03/10/2016	Wetrc	WETRC - Green River Community C	450.00	0
31606	03/10/2016	MWoods	Matthew Wood	98.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
				Check Total:	168,840.62

**Accounts Payable**  
**Check Register Totals Only**

User: laura.koenig  
Printed: 3/3/2016 - 1:20 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
31553	03/03/2016	usps	USPS	817.19	0
				Check Total:	817.19

**Accounts Payable**  
**Check Register Totals Only**

User: laura.koenig  
Printed: 2/24/2016 - 3:19 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
31549	02/24/2016	wfoa	Washington Finance Officers Associat	50.00	0
				Check Total:	50.00

PR 5 2016



# Payroll

## ACH Check Register

User: 'julie.addington'  
Printed: 03/01/2016 - 11:39AM  
Batch: 1-3-2016  
Include Partial: FALSE

Check Date	Check Number	Employee No	Employee Name	Amount
03/04/2016	0	001	Laura Koenig	2,192.11
03/04/2016	0	002	Tami Pevey	1,111.76
03/04/2016	0	004	Donna Murphy	1,030.13
03/04/2016	0	007	Julie Addington	1,569.64
03/04/2016	0	010	Cynthia Sparks	1,599.09
03/04/2016	0	011	Janice Mann	1,145.45
03/04/2016	0	015	Kenneth Walker	3,120.80
03/04/2016	0	019	Michael Matheson	2,982.59
03/04/2016	0	020	Connie Dunn	2,075.31
03/04/2016	0	025	John Harris	1,961.35
03/04/2016	0	028	Todd Strom	1,712.32
03/04/2016	0	049	Victoria Forte	1,542.19
03/04/2016	0	072	Carolyn Eslick	461.75
03/04/2016	0	120	Matthew Wood	2,814.70
03/04/2016	0	121	Jason Strauss	1,988.87
03/04/2016	0	125	Riley Edwards	1,163.42
03/04/2016	0	127	Michael Rains	1,113.90
Total Employees:			17	Total: 29,585.38

PR 5 2016



# Payroll

## Computer Check Register

User: julie.addington  
Printed: 03/01/2016 - 11:12AM  
Batch: 00001-03-2016 Computer

Check No	Check Date	Employee Information	Amount
31550	03/04/2016	024 Michael Williams	1,797.74
31551	03/04/2016	029 James Barns	1,396.22
31552	03/04/2016	128 Fred Stecher II	259.55
Total Number of Employees:		3	Total for Payroll Check Run: 3,453.51

# Accounts Payable

## Check Register Totals Only

User: laura.koenig  
Printed: 3/4/2016 - 10:47 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
31554	03/04/2016	Retire	Department of Retirement	1,112.50	0
31555	03/04/2016	Retire	Department of Retirement	8,165.35	0
31556	03/04/2016	AFLAC	Attn: Remittance Processing AFLAC	44.30	0
31557	03/04/2016	AWCben	AWC Employee Benefit Trust	22,558.06	0
31558	03/04/2016	AWCben	AWC Employee Benefit Trust	40.20	0
31559	03/04/2016	WATeamTr	Washington Teamsters Welfare Trust	2,102.60	0
				<hr/> <hr/>	
				Check Total:	
				34,023.01	
				<hr/> <hr/>	

# Checks for Approval

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
31549	02/24/2016	GENERAL FUND	Miscellaneous Expense	Washington Finance Officers Association	50.00
31553	03/03/2016	UTILITY WATER FUND	Communication	USPS	245.16
31553	03/03/2016	UTILITY SEWER FUND	Communication	USPS	245.15
31553	03/03/2016	UTILITY GARBAGE FUND	Communication	USPS	245.16
31553	03/03/2016	STORMWATER UTILITY FUND	Communication	USPS	81.72
31554	03/04/2016	GENERAL FUND	Deferred Comp Payable	Department of Retirement	49.49
31554	03/04/2016	STREET FUND	Deferred Comp Payable	Department of Retirement	23.00
31554	03/04/2016	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	1.50
31554	03/04/2016	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	3.50
31554	03/04/2016	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	47.00
31554	03/04/2016	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	43.50
31554	03/04/2016	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	17.99
31554	03/04/2016	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	14.02
31554	03/04/2016	GENERAL FUND	Deferred Comp Payable	Department of Retirement	264.12
31554	03/04/2016	STREET FUND	Deferred Comp Payable	Department of Retirement	57.38
31554	03/04/2016	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	4.58
31554	03/04/2016	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	8.87
31554	03/04/2016	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	188.93
31554	03/04/2016	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	287.62
31554	03/04/2016	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	63.63
31554	03/04/2016	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	37.37
31555	03/04/2016	GENERAL FUND	PERS Payable	Department of Retirement	199.03
31555	03/04/2016	STREET FUND	PERS Payable	Department of Retirement	11.71
31555	03/04/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	11.71
31555	03/04/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	11.70
31555	03/04/2016	GENERAL FUND	PERS Payable	Department of Retirement	89.01
31555	03/04/2016	STREET FUND	PERS Payable	Department of Retirement	5.24
31555	03/04/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	5.24
31555	03/04/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	5.23
31555	03/04/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	1,546.61
31555	03/04/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	1,189.43
31555	03/04/2016	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	590.47
31555	03/04/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	283.80
31555	03/04/2016	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	562.64
31555	03/04/2016	GENERAL FUND	PERS Payable	Department of Retirement	181.30
31555	03/04/2016	STREET FUND	PERS Payable	Department of Retirement	24.39
31555	03/04/2016	CEMETERY FUND	PERS Payable	Department of Retirement	

31555	03/04/2016	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	24.09
31555	03/04/2016	UTILITY WATER FUND	PERS Payable	Department of Retirement	846.57
31555	03/04/2016	UTILITY SEWER FUND	PERS Payable	Department of Retirement	651.10
31555	03/04/2016	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	323.22
31555	03/04/2016	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	155.34
31555	03/04/2016	GENERAL FUND	PERS Payable	Department of Retirement	1,027.83
31555	03/04/2016	STREET FUND	PERS Payable	Department of Retirement	331.15
31555	03/04/2016	CEMETERY FUND	PERS Payable	Department of Retirement	44.61
31555	03/04/2016	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	43.93
31556	03/04/2016	CEMETERY FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.04
31556	03/04/2016	UTILITY WATER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	5.97
31556	03/04/2016	UTILITY SEWER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.04
31556	03/04/2016	CEMETERY FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.10
31556	03/04/2016	UTILITY WATER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	15.91
31556	03/04/2016	UTILITY SEWER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.09
31556	03/04/2016	CEMETERY FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.05
31556	03/04/2016	UTILITY WATER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	5.97
31556	03/04/2016	UTILITY SEWER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.03
31556	03/04/2016	CEMETERY FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.12
31556	03/04/2016	UTILITY WATER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	15.91
31556	03/04/2016	UTILITY SEWER FUND	AFLAC Payable	Attn: Remittance Processing AFLAC	0.07
31557	03/04/2016	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	29.63
31557	03/04/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	12.85
31557	03/04/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	9.46
31557	03/04/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4.46
31557	03/04/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1.85
31557	03/04/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	52.54
31557	03/04/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	238.50
31557	03/04/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	69.86
31557	03/04/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	45.90
31557	03/04/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.30
31557	03/04/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.14
31557	03/04/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.69
31557	03/04/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.54
31557	03/04/2016	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	0.63
31557	03/04/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.70
31557	03/04/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.07
31557	03/04/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.95
31557	03/04/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1.65
31557	03/04/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	216.07
31557	03/04/2016	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	123.28

31557	03/04/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	24.23
31557	03/04/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.71
31557	03/04/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1.65
31557	03/04/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.68
31557	03/04/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	29.62
31557	03/04/2016	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	12.89
31557	03/04/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	9.44
31557	03/04/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	238.57
31557	03/04/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	24.24
31557	03/04/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4.48
31557	03/04/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1.81
31557	03/04/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	216.05
31557	03/04/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	123.24
31557	03/04/2016	GENERAL FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	52.54
31557	03/04/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.09
31557	03/04/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.95
31557	03/04/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	60.56
31557	03/04/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,006.01
31557	03/04/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	933.43
31557	03/04/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	387.63
31557	03/04/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	301.47
31557	03/04/2016	GENERAL FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	13.20
31557	03/04/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.39
31557	03/04/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.55
31557	03/04/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.46
31557	03/04/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.07
31557	03/04/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	10.79
31557	03/04/2016	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	7.00
31557	03/04/2016	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	69.86
31557	03/04/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	45.90
31557	03/04/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4,056.14
31557	03/04/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	581.42
31557	03/04/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	130.32
31557	03/04/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	64.77
31557	03/04/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4,850.64
31557	03/04/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3,058.49
31557	03/04/2016	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	1,924.40
31557	03/04/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	996.80
31557	03/04/2016	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,353.64
31557	03/04/2016	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	446.74
31557	03/04/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	29.44

31557	03/04/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	2.54
31557	03/04/2016	GENERAL FUND	Benefits - Disability Insuranc	AWC Employee Benefit Trust	570.14
31558	03/04/2016	GENERAL FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	17.09
31558	03/04/2016	UTILITY WATER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.80
31558	03/04/2016	UTILITY SEWER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.60
31558	03/04/2016	UTILITY GARBAGE FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.80
31558	03/04/2016	STORMWATER UTILITY FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.81
31558	03/04/2016	GENERAL FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	17.08
31558	03/04/2016	UTILITY WATER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.82
31558	03/04/2016	UTILITY SEWER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.59
31558	03/04/2016	UTILITY GARBAGE FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.80
31558	03/04/2016	STORMWATER UTILITY FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	0.81
31559	03/04/2016	GENERAL FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	517.89
31559	03/04/2016	STREET FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	106.08
31559	03/04/2016	CEMETERY FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	21.62
31559	03/04/2016	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	13.26
31559	03/04/2016	UTILITY WATER FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	574.46
31559	03/04/2016	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	429.28
31559	03/04/2016	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	Washington Teamsters Welfare Trust	321.09
31559	03/04/2016	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	118.92
31560	03/10/2016	GENERAL FUND	Repair and Maintenance	Advocate Telecom	178.10
31560	03/10/2016	GENERAL FUND	Repair and Maintenance	Advocate Telecom	195.48
31561	03/10/2016	BUILDING MAINTENANCE FUND	Operating Supply	AG Supply Co	80.05
31561	03/10/2016	UTILITY SEWER FUND	Repair and Maintenance	AG Supply Co	62.39
31561	03/10/2016	UTILITY GARBAGE FUND	Operating Supplies	AG Supply Co	16.80
31561	03/10/2016	UTILITY SEWER FUND	Operating Supplies	AG Supply Co	60.77
31561	03/10/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	19.48
31561	03/10/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	10.00
31561	03/10/2016	UTILITY WATER FUND	Operating Supply	AG Supply Co	12.25
31561	03/10/2016	UTILITY SEWER FUND	Operating Supplies	AG Supply Co	12.00
31561	03/10/2016	STRBET FUND	Office/Operating Supplies	AG Supply Co	10.00
31561	03/10/2016	STORMWATER UTILITY FUND	Operating Supplies	AG Supply Co	10.00
31561	03/10/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	43.43
31561	03/10/2016	GENERAL FUND	Office/Operating Supplies	AG Supply Co	28.21
31561	03/10/2016	GENERAL FUND	Operating Supplies	AG Supply Co	17.37
31561	03/10/2016	BUILDING MAINTENANCE FUND	Repair and Maintenance	AG Supply Co	45.60
31561	03/10/2016	UTILITY WATER FUND	Operating Supply	AG Supply Co	8.40
31562	03/10/2016	GENERAL FUND	Travel and Seminars	AWC	195.00
31563	03/10/2016	UTILITY WATER FUND	Miscellaneous	Matt and Lucy Chalfant	400.00
31564	03/10/2016	GENERAL FUND	Travel and Seminars	City of Mukilteo	35.00
31564	03/10/2016	GENERAL FUND	Travel and Seminars	City of Mukilteo	105.00

31565	03/10/2016	GENERAL FUND	Professional Services	Brad Collins	5,820.00
31566	03/10/2016	GENERAL FUND	Communication	Comcast	109.55
31566	03/10/2016	STREET FUND	Communication	Comcast	36.52
31566	03/10/2016	UTILITY WATER FUND	Communication	Comcast	73.04
31566	03/10/2016	UTILITY SEWER FUND	Communication	Comcast	73.03
31566	03/10/2016	UTILITY GARBAGE FUND	Communication	Comcast	73.04
31567	03/10/2016	GENERAL FUND	Office Supplies	Correctional Industries	47.49
31567	03/10/2016	GENERAL FUND	Miscellaneous	Correctional Industries	62.04
31567	03/10/2016	GENERAL FUND	Office/Operating Supplies	Correctional Industries	86.18
31567	03/10/2016	GENERAL FUND	Office/Operating	Correctional Industries	20.61
31568	03/10/2016	PARK IMPROVEMENT FUND	Professional Service	Department of Transportation	1,967.37
31569	03/10/2016	UTILITY WATER FUND	Operating Supply	Dynacco	2,365.31
31570	03/10/2016	UTILITY GARBAGE FUND	CPG Grant - Clean UP	Earth Day Shirts	53.70
31571	03/10/2016	UTILITY SEWER FUND	Sewer - Testing	Environmental Resource Associates	150.00
31572	03/10/2016	GENERAL FUND	Uniforms	Galls	28.01
31572	03/10/2016	UTILITY WATER FUND	Uniforms	Galls	28.01
31572	03/10/2016	UTILITY SEWER FUND	Uniforms	Galls	28.01
31572	03/10/2016	UTILITY GARBAGE FUND	Uniforms	Galls	28.00
31572	03/10/2016	STORMWATER UTILITY FUND	Uniforms	Galls	28.00
31573	03/10/2016	UTILITY WATER FUND	Capital - Equipment	General Pacific	1,446.55
31574	03/10/2016	PARK IMPROVEMENT FUND	Professional Service	Harmsen & Associates Inc	707.50
31575	03/10/2016	UTILITY SEWER FUND	Rentals	Honey Bucket	134.75
31575	03/10/2016	UTILITY SEWER FUND	Rentals	Honey Bucket	111.65
31576	03/10/2016	GENERAL FUND	Books and Periodical	International Code Council	1,455.61
31577	03/10/2016	UTILITY WATER FUND	Operating Supply	Kroll Map Company	52.66
31578	03/10/2016	UTILITY SEWER FUND	Operating Supplies	Lakeside Industries	442.05
31579	03/10/2016	GENERAL FUND	Office/Operating Supplies	Lloyd Enterprises Inc.	1,726.08
31580	03/10/2016	UTILITY WATER FUND	Operating Supply	Metro Forms Inc	110.60
31580	03/10/2016	UTILITY SEWER FUND	Operating Supplies	Metro Forms Inc	110.60
31580	03/10/2016	UTILITY GARBAGE FUND	Operating Supplies	Metro Forms Inc	110.60
31580	03/10/2016	STORMWATER UTILITY FUND	Operating Supplies	Metro Forms Inc	36.88
31581	03/10/2016	UTILITY SEWER FUND	Professional Service	Michels Corporation	24,309.74
31582	03/10/2016	GENERAL FUND	Uniforms	Northern Safety	406.05
31582	03/10/2016	STREET FUND	Uniforms	Northern Safety	406.05
31582	03/10/2016	UTILITY WATER FUND	Uniforms	Northern Safety	406.05
31582	03/10/2016	UTILITY SEWER FUND	Uniforms	Northern Safety	406.05
31582	03/10/2016	UTILITY GARBAGE FUND	Uniforms	Northern Safety	406.05
31582	03/10/2016	STORMWATER UTILITY FUND	Uniforms	Northern Safety	406.06
31583	03/10/2016	UTILITY WATER FUND	Small Tools/Minor Equipment	Northern Safety	406.06
31584	03/10/2016	UTILITY WATER FUND	Office Supplies	Northern Tool	264.55
31584	03/10/2016	UTILITY SEWER FUND	Office Supplies	Office Depot	7.66
				Office Depot	7.66

31584	03/10/2016	UTILITY GARBAGE FUND	Office Supplies	Office Depot	7.65
31584	03/10/2016	STREET FUND	Office Supplies	Office Depot	7.66
31584	03/10/2016	GENERAL FUND	Office/Operating Supplies	Office Depot	30.63
31584	03/10/2016	UTILITY WATER FUND	Office Supplies	Office Depot	18.87
31584	03/10/2016	UTILITY SEWER FUND	Office Supplies	Office Depot	18.86
31584	03/10/2016	UTILITY GARBAGE FUND	Office Supplies	Office Depot	18.87
31584	03/10/2016	STREET FUND	Office Supplies	Office Depot	18.87
31584	03/10/2016	GENERAL FUND	Office/Operating Supplies	Office Depot	75.46
31585	03/10/2016	GENERAL FUND	Communication	Pitney Bowes Inc	52.18
31585	03/10/2016	STREET FUND	Communication	Pitney Bowes Inc	27.18
31585	03/10/2016	UTILITY WATER FUND	Communication	Pitney Bowes Inc	36.97
31585	03/10/2016	UTILITY SEWER FUND	Communication	Pitney Bowes Inc	36.96
31585	03/10/2016	UTILITY GARBAGE FUND	Communication	Pitney Bowes Inc	36.96
31585	03/10/2016	GENERAL FUND	Communication	Pitney Bowes Inc	27.18
31586	03/10/2016	UTILITY SEWER FUND	Utilities	PUD	3,990.24
31586	03/10/2016	GENERAL FUND	Utilities	PUD	72.50
31586	03/10/2016	GENERAL FUND	Utilities	PUD	36.75
31586	03/10/2016	GENERAL FUND	Utilities	PUD	53.78
31586	03/10/2016	UTILITY SEWER FUND	Utilities	PUD	353.84
31586	03/10/2016	GENERAL FUND	Utilities	PUD	16.29
31586	03/10/2016	UTILITY WATER FUND	Utilities	PUD	1,313.39
31586	03/10/2016	GENERAL FUND	Utilities	PUD	149.46
31586	03/10/2016	GENERAL FUND	Utilities	PUD	38.32
31586	03/10/2016	STREET FUND	Utilities	PUD	16.85
31587	03/10/2016	STREET FUND	Miscellaneous	PUD	49.40
31587	03/10/2016	UTILITY WATER FUND	Repair and Maintenance	PUD	148.20
31587	03/10/2016	UTILITY SEWER FUND	Repair and Maintenance	PUD	148.20
31587	03/10/2016	UTILITY GARBAGE FUND	Repair and Maintenance	PUD	148.20
31588	03/10/2016	GENERAL FUND	Office/Operating Supplies	QualityBusiness Systems Inc	9.06
31588	03/10/2016	STREET FUND	Office Supplies	QualityBusiness Systems Inc	9.06
31588	03/10/2016	UTILITY WATER FUND	Office Supplies	QualityBusiness Systems Inc	9.07
31588	03/10/2016	UTILITY SEWER FUND	Office Supplies	QualityBusiness Systems Inc	9.06
31588	03/10/2016	UTILITY GARBAGE FUND	Office Supplies	QualityBusiness Systems Inc	9.06
31589	03/10/2016	UTILITY GARBAGE FUND	Intergovernmental - Recycle	Republic Services	12,611.25
31590	03/10/2016	UTILITY WATER FUND	Professional Service - General	RH2 Engineering, Inc.	424.10
31590	03/10/2016	UTILITY SEWER FUND	Professional Service	RH2 Engineering, Inc.	424.09
31590	03/10/2016	UTILITY WATER FUND	Professional Service - General	RH2 Engineering, Inc.	1,184.26
31590	03/10/2016	UTILITY SEWER FUND	Professional Service	RH2 Engineering, Inc.	1,184.26
31590	03/10/2016	UTILITY WATER FUND	Professional Service - General	RH2 Engineering, Inc.	1,800.00
31590	03/10/2016	UTILITY SEWER FUND	Professional Service	RH2 Engineering, Inc.	1,800.01
31590	03/10/2016	UTILITY WATER FUND	Professional Service - General	RH2 Engineering, Inc.	1,338.91



31599	03/10/2016	UTILITY WATER FUND	Communication	Verizon Wireless	7.49
31599	03/10/2016	UTILITY SEWER FUND	Communication	Verizon Wireless	7.50
31599	03/10/2016	UTILITY GARBAGE FUND	Communication	Verizon Wireless	7.49
31599	03/10/2016	GENERAL FUND	Communication	Verizon Wireless	7.50
31599	03/10/2016	STREET FUND	Communication	Verizon Wireless	7.49
31599	03/10/2016	GENERAL FUND	Communication	Verizon Wireless	55.63
31600	03/10/2016	STREET FUND	Travel and Seminars	Visa	-8.50
31600	03/10/2016	UTILITY WATER FUND	Travel and Seminars	Visa	-25.50
31600	03/10/2016	UTILITY SEWER FUND	Travel and Seminars	Visa	-25.50
31600	03/10/2016	STORMWATER UTILITY FUND	Travel and Seminars	Visa	-25.50
31600	03/10/2016	STREET FUND	Travel and Seminars	Visa	17.00
31600	03/10/2016	UTILITY WATER FUND	Travel and Seminars	Visa	51.00
31600	03/10/2016	UTILITY SEWER FUND	Travel and Seminars	Visa	51.00
31600	03/10/2016	STORMWATER UTILITY FUND	Travel and Seminars	Visa	51.00
31601	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	254.30
31601	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	50.79
31601	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	4.50
31601	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	20.01
31601	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	5.47
31601	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	2.00
31601	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	57.29
31602	03/10/2016	UTILITY WATER FUND	Travel and Seminars	Visa	8.33
31602	03/10/2016	UTILITY SEWER FUND	Travel and Seminars	Visa	8.34
31602	03/10/2016	UTILITY GARBAGE FUND	Travel and Seminars	Visa	8.33
31603	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	83.99
31603	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	3.00
31603	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	21.17
31603	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	508.60
31603	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	68.70
31603	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	37.25
31603	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	21.45
31603	03/10/2016	GENERAL FUND	Travel and Seminars	Visa	9.00
31604	03/10/2016	UTILITY WATER FUND	Vehicle Repair	Wagley Creek Automotive, Inc	2,686.47
31605	03/10/2016	UTILITY SEWER FUND	Travel and Seminars	WETRC - Green River Community College	225.00
31605	03/10/2016	UTILITY WATER FUND	Travel and Seminars	WETRC - Green River Community College	225.00
31606	03/10/2016	UTILITY WATER FUND	Miscellaneous	Matthew Wood	98.00
				TOTAL	<u>203,730.82</u>

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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**ITEM NO:** A - 1  
**DATE:** March 10, 2016  
**SUBJECT:** Buno Construction Sewer Repair – Final Acceptance  
**CONTACT PERSON:** Mick Matheson, P.E., Public Works Director 

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**ISSUE:**

The issue before the City Council is final acceptance of the emergency sewer repair completed by Buno Construction, LLC.

**STAFF RECOMMENDATION:**

Staff recommends accepting the emergency sewer repair completed by Buno Construction, LLC.

**SUMMARY:**

The council authorized the Mayor to sign a contract with Buno Construction, LLC not to exceed \$26,326.20 to repair the existing sewer main located between 3rd Street and 4th Street on the north side of US 2 on February 11, 2016. There were no change orders issued for this project.

**FISCAL IMPACT:**

The project was completed for \$26,326.20. The project was funded with Sewer Capital funds.

**RECOMMENDED ACTION:**

A motion to accept the emergency sewer repair completed by Buno Construction, LLC.

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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**ITEM NO:** A - 2  
**DATE:** March 10, 2016  
**SUBJECT:** Michels Corporation Sewer Rehabilitation--Final Acceptance  
**CONTACT PERSON:** Mick Matheson, P.E., Public Works Director 

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**ISSUE:**

The issue before the City Council is final acceptance of the emergency sewer rehabilitation completed by Michels Corporation.

**STAFF RECOMMENDATION:**

Staff recommends accepting the emergency sewer rehabilitation completed by Michels Corporation.

**SUMMARY:**

The council authorized the Mayor to sign a contract with Michels Corporation not to exceed \$25,482.99 to rehabilitate the existing sewer main located between 3rd Street and 4th Street on the north side of US 2 on February 11, 2016. There were no change orders issued for this project.

**FISCAL IMPACT:**

The project was completed for \$25,482.99. The project was funded with Sewer Capital funds.

**RECOMMENDED ACTION:**

A motion to accept the emergency sewer rehabilitation completed by Michels Corporation.

CITY OF SULTAN  
AGENDA ITEM COVER SHEET

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ITEM NO: A-3  
DATE: March 10, 2016  
SUBJECT: WSDOT Pedestrian and Bicycle Grant Program  
CONTACT PERSON: Donna Murphy Grants and Volunteer Coordinator



**ISSUE:** The issue before the Council is to authorize the Mayor to sign the necessary documents to submit a grant application requesting approximately \$3,500,000 to fund construction of the US 2 Pedestrian/Bicycle Bridge crossing the Sultan River.

**STAFF RECOMMENDATION:**

Direct Staff to proceed with submitting the grant application to WSDOT to request \$3,500,000 to fund construction of the US 2 Pedestrian/Bicycle Bridge crossing the Sultan River. Authorize the Mayor to sign the application documents.

**SUMMARY:**

Construction of a stand-alone pedestrian and bicycle bridge crossing the Sultan River is identified in the City of Sultan's Comprehensive Plan and will provide safe passage for pedestrians and bicyclists. The bridge will connect Sportsmen and River Park providing an opportunity for recreationalists who are fishing, rafting, swimming, and picnicking on either side of the river to safely cross the Sultan River and access essential needs and the opportunity to purchase lunch, groceries and miscellaneous sundries. The bridge will also provide an alternate safe crossing for residents.

In 2010 The City of Sultan submitted a grant application to Puget Sound Regional Council Transportation Enhancement Grant Program to fund the Planning and Design Phases as well as the construction phase for a total request of \$4 million. The grant was not funded.

Since that time, the City of Sultan has been successful in securing \$100,000 from the Washington State Legislature to partially fund the planning and design phase of the Pedestrian/Bicycle Bridge crossing the Sultan River.

On April 27, 2012 the City of Sultan submitted a grant application to Snohomish County Infrastructure Coordinating Committee (ICC) for a Surface Transportation Program (STP) Grant requesting \$417,229 to go toward funding the final phase of Planning and Design of the Pedestrian/Bicycle Bridge. That grant was funded.

In 2013 The City of Sultan approved funding \$138,329 needed for design of the sanitary sewer and water transmission lines that will be hung beneath the bridge. With that design element, the planning and design for the bridge is fully funded. *\*Note, transportation grants do not fund sanitary sewer and water transmission lines.*

In 2012 and 2014 the City of Sultan submitted a grant application to Puget Sound Regional Council Pedestrian/Bicycle Grant Program for construction of the bridge. The grant was not funded.

The WSDOT Pedestrian and Bicycle Grant Application is due on May 6, 2016. City staff recommends submitting the grant application to the WSDOT Pedestrian and Bicycle Program to fund construction of the bridge in the amount of \$3,500,000.

FISCAL IMPACT:

There is no match requirement for this grant program, however it will not fund construction of the sanitary sewer and water transmission lines in the amount of \$372,000. Funding for the sanitary sewer and water elements of the bridge will either be funded through a separate grant, or water and sewer Capital Account Funds.

MOTION:

I move to direct staff to apply for a WSDOT Pedestrian and Bicycle Grant Program in the amount of \$3,500,000 to fund construction of the US 2 Pedestrian/Bicycle Bridge and authorize the Mayor to sign all necessary documents.

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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ITEM NO: A-4

DATE: March 10, 2016

SUBJECT: The Blueline Group, LLC Professional Services Contract –  
Gohr Road Water Main Project

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

**ISSUE:**

The issue before the city council is to authorize the mayor to sign a contract with The Blueline Group to assist the City in preparing construction drawings, plan specifications, bid documents, and construction management for the Gohr Road Waterline Completion Project.

**STAFF RECOMMENDATION:**

Authorize the Mayor to sign a contract with The Blueline Group to provide professional engineering services in the amount not to exceed \$26,600 without prior authorization by the City Council.

**SUMMARY:**

The City was awarded a Snohomish County Community Development Block Grant (CDBG) of \$76,990 for the design and construction of the Gohr Road Water Main Project. In addition, the City committed \$25,000 in City water funds to complete the project.

The initial scope of work includes the design of approximately 500 lineal feet of new 8-inch ductile iron water main from the intersection of Gohr Road and 135th Street SE to a connection point located northeast. Additionally the project includes replacement of water services in the corridor and a new fire hydrant.

A Request for Qualifications was posted in THE HERALD, a daily newspaper printed and published in the City of Everett on February 1 and February 8, 2016 with a deadline for submission of 4:00 PM on February 19, 2016.

The City received Statements of Qualifications from three consulting engineering firms. The firms in alphabetical order were Blueline, Gray & Osborne, and Harmsen & Associates.

City staff reviewed the Statements of Qualifications based on the timeline, consultant selection and evaluation process advertised for the project. City staff selected The Blueline Group. Their references were checked and all responded with outstanding recommendations.

Blueline subsequently prepared Exhibit A dated February 24, 2016 that outlines the proposed scope of work and fees:

- Task 001 – Survey Base Mapping – \$1,600
- Task 002 – Design – \$16,400

Task 003 – Bidding & Construction Assistance – \$6,900  
Task 005 – Expenses – \$600  
Task 006 – Unassigned Services Reserve –\$1,100

**ALTERNATIVES:**

1. Authorize the Mayor to sign a contract with The Blueline Group to provide professional engineering services in the amount not to exceed \$26,600 without prior written authorization by the City Council.
2. Do not authorize the Mayor to sign a contract with Blueline and direct staff to areas of concern.

**FISCAL IMPACT:**

The consultant's fee is covered entirely by the \$76,990 Community Development Block Grant.

**RECOMMENDED ACTION:**

Authorize the Mayor to sign a contract with The Blueline Group to provide professional engineering services in the amount not to exceed \$26,600 without prior written authorization by the City Council.

**ATTACHMENTS:**

Attachment A – Agreement for Services

**AGREEMENT FOR SERVICES  
BETWEEN THE CITY OF SULTAN AND  
THE BLUELINE GROUP, LLC**

THIS AGREEMENT, is made this 10th day of March, 2016, by and between the City of Sultan (hereinafter referred to as “City”), a Washington Municipal Corporation, and The Blueline Group, LLC (hereinafter referred to as “Service Provider”), doing business at 25 Central Way, Suite 400, Kirkland, WA 98033.

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

WHEREAS, the City desires to contract with Service Provider for the provision of such services for preparing engineering plans, specifications, bid documents and construction support for the 6<sup>th</sup> Street Water Main Completion Project, and Service Provider agrees to contract with the City for same;

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

**T E R M S**

1. **Description of Work.** Service Provider shall perform work as described in Exhibit A, Scope of Work, which is attached hereto and incorporated herein by this reference, according to the existing standard of care for such services. Service Provider shall not perform any additional services without the express permission of the City.
2. **Payment.**
  - A. The City shall pay Service Provider at the rates set forth in Exhibit B, but not more than a total of twenty six thousand six hundred dollars (\$26,600) for the services described in this Agreement. This is the maximum amount to be paid under this Agreement.
  - B. It is expressly understood that the maximum allowable budget for consulting services is \$26,600.00. The Service Provider’s total compensation to be paid by the City for services provided under terms of this Agreement is \$26,600.00, less any unused unassigned services reserve amounts, to be paid on the following basis:
    - 68% of total, less unused unassigned services reserve amount – Due upon acceptance of Base Mapping, and Design (Tasks 1 and 2)
    - 32% of total, less unused unassigned services reserve amount – Due upon completion of Bidding and Construction Assistance and Expenses (Tasks 3 and 4).
    - 100% of Total Fee

Each invoice submitted for work performed shall detail the hours worked, a description of the tasks performed, and shall separate all charges for clerical work and reimbursable expenses.

- C. If the City objects to all or any portion of any invoice, it shall so notify Service Provider of the same within five (5) days from the date of receipt and shall pay that portion of the invoice not in dispute. The parties shall immediately make every effort to settle the disputed portion.
3. **Relationship of Parties.** The parties intend that an independent contractor – client relationship will be created by this Agreement. As Service Provider is customarily engaged in an independently established trade which encompasses the specific service provided to the City hereunder, no agent, employee, representative or subcontractor of Service Provider shall be or shall be deemed to be the employee, agent, representative or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance and unemployment insurance, are available from the City to the Service Provider or his employees, agents, representatives or subcontractors. Service Provider will be solely and entirely responsible for his acts and for the acts of Service Provider's agents, employees, representatives and subcontractors during the performance of this Agreement. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that Service Provider performs hereunder.
4. **Project Name.** Gohr Road Water Main Project.
5. **Duration of Work.** Service Provider shall complete the work described in Exhibit A on or before October 31, 2016.
6. **Termination.**
- A. Termination Upon the City's Option. The City shall have the option to terminate this Agreement at any time. Termination shall be effective upon ten (10) days written notice to the Service Provider.
- B. Termination for Cause. If Service Provider refuses or fails to complete the tasks described in Exhibit A, or to complete such work in a manner unsatisfactory to the City, then the City may, by written notice to Service Provider, give notice of its intention to terminate this Agreement. After such notice, Service Provider shall have ten (10) days to cure, to the satisfaction of the City or its representative. If Service Provider fails to cure to the satisfaction of the City, the City shall send Service Provider a written termination letter which shall be effective upon deposit in the United States mail to Service Provider's address as stated below.

- C. Rights upon Termination. In the event of termination, the City shall only be responsible to pay for all services satisfactorily performed by Service Provider to the effective date of termination, as described in the final invoice to the City. The Mayor or Mayor's designee shall make the final determination about what services have been satisfactorily performed.

7. **Equal Opportunity Provisions.**

A. **Section 109 of the Housing and Community Development Act of 1974**

No person in the United States shall on the grounds of race, color, national origin, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

B. **"Section 3" Compliance in the Provision of Training, Employment and Business Opportunities**

1. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
2. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
3. The Service Provider agrees to send each labor organization or representative of workers with which the Service Provider has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the Service Providers commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for employment for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
4. The Service Provider agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take

appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The Service Provider will not subcontract with any subcontractor where the Service Provider has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

5. The Service Provider will certify that any vacant employment positions, including training positions, that are filled (1) after the Service Provider is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the Service Provider's obligations under 24 CFR part 135.
6. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of the contract for default, and debarment or suspension from future HUD assisted contracts.

8. **Indemnification / Hold Harmless.** The Service Provider shall defend, indemnify and hold the City, its officers, employees and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

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

9. **Insurance.** The Service Provider shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, their agents, representatives, employees or subcontractors.
  - A. **Minimum Scope of Insurance.** Service Provider shall obtain insurance of the types described below:
    1. *Automobile Liability* insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA

00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The City shall be named as an insured under the Service Provider's Commercial General Liability insurance policy with respect to the work performed for the City using ISO additional insured endorsement GC 20 10 10 01 and GC 20 37 10 01 or substitute endorsements providing equivalent coverage.
  3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
  4. Professional Liability Insurance appropriate to the Contractor's profession.
- B. Minimum Amounts of Insurance. Service Provider shall maintain the following insurance limits:
1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
  2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.
  3. Professional Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, and \$1,000,000 policy limit.
- C. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:
1. The Service Provider's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Service Provider's insurance and shall not contribute with it.
  2. The Service Provider's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
- D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

- E. **Verification of Coverage.** Service Provider shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Service Provider before commencement of the work.
  - F. **Subcontractors.** Service Provider shall include each subcontractor as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage shall be subject to all of the same insurance requirements as stated herein for the Service Provider.
- 10. Entire Agreement.** The written provisions and terms of this Agreement, together with all documents attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of, or altering in any manner whatsoever, this Agreement.
- 11. City's Right of Supervision, Limitation of Work Performed by Service Provider.** Even though Service Provider works as an independent contractor in the performance of his duties under this Agreement, the work must meet the approval of the City and be subject to the City's general right of inspection and supervision to secure the satisfactory completion thereof. In the performance of work under this Agreement, Service Provider shall comply with all federal, state and municipal laws, ordinances, rules and regulations that are applicable to Service Provider's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.
- 12. Work Performed at Service Provider's Risk.** Service Provider shall be responsible for the safety of its employees, agents, representatives, and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at Service Provider's own risk, and Service Provider shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.
- 13. Ownership of Products and Premises Security.**
- A. All reports, plans, specifications, data maps, and documents produced by the Service Provider in the performance of services under this Agreement, whether in draft or final form and whether written, computerized, or in other form, shall be the property of the City.
  - B. While working on the City's premises, the Service Provider agrees to observe and support the City's rules and policies relating to maintaining physical security of the City's premises.
- 14. Modification.** No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Service Provider.

15. **Assignment.** Any assignment of this Agreement by Service Provider without the written consent of the City shall be void.
16. **Written Notice.** All communications regarding this Agreement shall be sent to the parties at the addresses listed below, unless notified to the contrary. Any written notice hereunder shall become effective as of the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.
17. **Non-Waiver of Breach.** The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements or options, and the same shall be and remain in full force and effect.
18. **Resolution of Disputes, Governing Law.** Should any dispute, misunderstanding or conflict arise as to the terms and conditions contained in this Agreement, the matter shall be referred to the City Manager, whose decision shall be final. In the event of any litigation arising out of this Agreement, the prevailing party shall be reimbursed for its reasonable attorney fees from the other party. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.
19. **Access to Books/Records.** Representatives from the City, Snohomish County, or HUD may, at reasonable times, inspect the books and records of the Service Provider relating to performance of this contract.
20. **Compliance with Laws.** The Service Provider shall comply with all applicable federal, state and local laws in performing this contract.
21. **Subcontracting.** The Service Provider shall comply with part IV. "Subcontracting" of the Basic Terms and Conditions Agreement between Snohomish County and the City of Sultan -HSD-2015-151-248 maintained on file at the Snohomish County Human Services Department.

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

**CITY OF SULTAN**

By: \_\_\_\_\_  
Carolyn Eslick, Mayor

**SERVICE PROVIDER**

By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Taxpayer ID #: \_\_\_\_\_

**CITY PROJECT MANGER**

Mick Matheson, Public Works Director  
City of Sultan  
319 Main Street, Suite 200  
Sultan, WA 98294  
Phone: 360.793.2231  
Fax: 360.793.3344

**SERVICE PROVIDER CONTACT**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_

**ATTEST/AUTHENTICATED**

By: \_\_\_\_\_  
City Clerk

**APPROVED AS TO FORM**

By: \_\_\_\_\_  
Office of the City Attorney

Exhibit 'A' to the Contract Agreement for Professional Services  
between The City of Sultan and The Blueline Group, LLC  
for the Gohr Road Water Main Project – dated February 24, 2016

**PROJECT DESCRIPTION**

The Blueline Group, LLC (“Blueline”) will provide engineering services for the City of Sultan’s Gohr Road Water Main Project (“Project”) generally consisting of the following:

- Water Main Design.
- Associated Survey, Bidding, and Construction Administration services.

The Project area generally includes the following area:

- Intersection of Gohr Road and 135<sup>th</sup> Street SE northeast approximately 500 lineal feet to a connection point.

As outlined herein, Blueline will provide topographic base mapping, design drawings, specifications, engineer’s estimates (PS&E), and provide bidding and construction administration services.

**PROJECT SCHEDULE**

Blueline shall begin work immediately upon receipt of Notice to Proceed from the City and proceed according to the following Project Schedule. This schedule reflects the City’s desire to complete design as soon as possible and complete construction in 2016. Key dates include:

Notice to Proceed.....	Mid March 2016
Survey & Base Mapping .....	Late March 2016
75% Design Submittal .....	early April 2016
Final Design Submittal.....	early May 2016
Bidding & Award.....	late may/early June 2016
Construction Begins.....	July 2016
Construction Ends.....	August 2016
As-Builts & Project Close-out.....	September 2016

**SCOPE OF WORK**

Blueline’s scope of work for the Project is detailed below.

**Task 001 – SURVEY BASE MAPPING .....Fixed Fee: \$1,600**

Axis Survey and Mapping will prepare base mapping for the area specified in the Project Description above. AutoCad drawings will be prepared at a scale of 1”=20’. Services will include the following:

- Establish rights-of-ways and roadway centerlines within above-described area as available from Snohomish County Parcel GIS lines and further compared to recorded plats and public records.
- Contour lines shown utilizing LiDAR mapping sources.
- Show known utilities as provided by utility purveyors, municipalities other public records and as-built or as-constructed files.

**Assumptions:** *Due to project budget constraints, this task has been reduced from a full topographic survey to a computer effort based on the available information referenced above. As such, the following assumptions are made. Additional work beyond what is described herein will require a scope/fee change:*

- *No field survey work will be completed.*

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- *Utility information will be assumed from above information provided by others and will not be verified.*
- *Utility locates are not included and Blueline design documents will indicate this is the Contractor's responsibility to locate and avoid.*
- *Existing as-built information will be included if provided by the City of Sultan.*

**Task 002 – DESIGN ..... Fixed Fee: \$16,400**

Using the base map prepared in Task 001. Blueline will provide the design, plans, and specifications for the Project. The services under this task will include:

- **Water Main Design:** Blueline will prepare a plan sheet for the design of 8-inch (approximately 500 lineal feet) ductile iron water main from the intersection of Gohr Road and 135<sup>th</sup> Street SE, northeast to a connection point. This will include:
  - Water main connections to existing at each end of the 500 lineal feet replacement.
  - Water services replacement (to the existing water meter) in the corridor if applicable.
  - Fittings and other associated appurtenances as necessary.
- **Water Main plans prepared as follows:**
  - Proposed alignments shown in plan view only (no profiles) per City standards.
  - City standard water details cross-referenced where applicable and specialized details developed as necessary.
  - 22"x34" sheets with roughly an 18"x28" drawing area.
  - 1"=20' horizontal scale.
- Technical specifications for Water Main design, including Proposal, Contract Forms, General Conditions, and Measurement and Payment in WSDOT format, using City-provided standard specifications when available.
- Engineer's Estimates of probable construction costs.
- 75% Design and Final Design stage submittals.
- Incorporation of City comments into the next submittal.
- Constructability review and QA/QC.
- Community Development Block Grant (CDBG) coordination with the Snohomish County Planning and Development Services' Office of Housing and Community Development.

**Deliverables:**      *75% Design Submittals: 2 sets of 22"x34" Plans, PDF of Plans, 2 sets of Specifications, and a Preliminary Engineer's Estimate.*  
                                  *Final Design Submittal: 3 sets of 22"x34" Plans, PDF of Plans, 3 sets of Specifications, and an Engineer's Estimate, plus all documents in digital format (Word, PDF, & AutoCAD) on a CD.*  
                                  *Submittal of Contract Documents to CDBG Authority as required.*

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**Task 003 – BIDDING & CONSTRUCTION ASSISTANCE.....Fixed Fee: \$6,900**

Blueline will provide limited consulting services during the bidding process and construction period. Services under this task are anticipated to include:

- Uploading Contract Documents to Builder’s Exchange.
- Addressing questions from prospective bidders and generally assisting the City during the bidding process as needed.
- Attending and conducting the bid opening.
- Preparing the bid tabulation, reviewing apparent low bidder references, and preparing recommendation for contract award.
- Attending the pre-construction conference.
- Submittal review.
- General consultation and coordination on an as-needed basis. Address construction questions as they arise.
- Pay estimate preparation (up to 2 assumed).
- Preparing as-builts in AutoCad.

**Assumptions:** This proposal does not include Construction Staking or Inspection services but a separate fee proposal can be provided upon request.

This proposal does not include punch list assistance, attending construction meetings or monitoring construction progress but a separate fee proposal can be provided upon request.

**Deliverables:** Contract Documents uploaded to Builder’s Exchange.  
As-Builts on a CD.

**Task 004 – EXPENSES..... Not to Exceed: \$600**

The fees stated above do not include reimbursable expenses such as large format copies (larger than letter/legal size), mileage, and plots. These items will be billed under Task 004.

**Task 005 – UNASSIGNED SERVICES RESERVE .....Not to Exceed: \$1,100**

This task provides for unanticipated services deemed to be necessary during the course of the Project that are not specifically identified in the scope of work tasks defined above. Any additional work or funds under this item are not to be used unless explicitly authorized by the City. Fee estimate is based on ±5% of Tasks 002 – 003.

**Deliverables:** None yet identified.

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**GENERAL ASSUMPTIONS & NOTES**

- Scope and fees outlined above are based on the following information (any changes to these documents may result in changes to the fees):
  - City of Sultan's Request for Qualifications dated February 2016.
  - Scoping discussion with the City of Sultan on February 22, 2016.
- We do not anticipate that Geotechnical, traffic, Ground Penetrating Radar or Environmental Services will be necessary for this Project. If it is determined during the design phase that any of these are needed, we will provide an Additional Services Authorization request for that effort.
- Project stops/starts and significant changes to the Project Schedule may result in changes to the fees provided above and a separate fee proposal will be provided.
- Agency fees (if any) are not included as part of the fees outlined above.
- These fees stated above are valid if accepted within 30 days of the date of the proposal.
- Client revisions requested after the work is completed will be billed as Time and Expense under a new task called **Client Requested Revisions**. A fee estimate can be provided to the Client prior to proceeding with the revisions.

Exhibit 'B' to the Contract Agreement for Professional Services  
 between The City of Sultan and The Blueline Group, LLC  
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**Gohr Road Water Main Project**

Job Number: 16-030  
 Date: February 24, 2016

Prepared By: Deanna Martin  
 Checked By: Ken Lauzen, PE

Task #	Base Tasks	Principal Engineer		Project Manager		Engineering Designer		CAD Technician		Total Hours	Total Cost	Total Cost (Rounded)
		Hours	\$182/hr	Hours	\$166/hr	Hours	\$132/hr	Hours	\$105/hr			
001	Base Mapping										\$ 1,610	\$ 1,600
002	Design	10	\$ 1,820	34	\$ 5,644	36	\$ 4,752	40	\$ 4,200	120	\$ 16,416	\$ 16,400
003	Bidding & Construction Assistance	2	\$ 364	27	\$ 4,482	12	\$ 1,584	4	\$ 420	45	\$ 6,850	\$ 6,900
004	Expenses										\$ 575	\$ 600
005	Unassigned Services Reserve										\$ 1,165	\$ 1,100
<b>TOTAL</b>		12	\$ 2,184	61	\$ 10,126	48	\$ 6,336	44	\$ 4,620	165	\$ 26,616	\$ 26,600

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**Gohr Road Water Main Project**

001 Survey & Base Mapping		Total Cost (Per Axis)		Blueline Markup		TOTAL FEE		
Item #	Description			15%				
		Fixed Fee		Lump Sum				
1	Survey & Base Mapping	\$	1,400	\$	210	\$	1,610	
<b>Total</b>		\$	1,400	\$	210	\$	1,610	
		001 Fixed Fee						\$ 1,600

002 Design		Principal Engineer		Project Manager		Engineering Designer		CAD Technician		TOTAL FEE	
Item #	Description	\$182/hr		\$166/hr		\$132/hr		\$105/hr		TOTAL HRS	TOTAL FEE
		HRS	FEE	HRS	FEE	HRS	FEE	HRS	FEE		
1	CDBG Coordination	2.0	\$ 364	8.0	\$ 1,328	0.0	\$ -	0.0	\$ -	10.0	\$ 1,692
2	75% Design PS&E	4.0	\$ 728	16.0	\$ 2,656	20.0	\$ 2,640	24.0	\$ 2,520	64.0	\$ 8,544
3	Final Design Submittal	4.0	\$ 728	10.0	\$ 1,660	16.0	\$ 2,112	16.0	\$ 1,680	46.0	\$ 6,180
<b>Total</b>		10.0	\$ 1,820	34.0	\$ 5,644	36.0	\$ 4,752	40.0	\$ 4,200	120.0	\$ 16,416
								002 Fixed Fee:		\$	16,400

003 Bidding & Construction Assistance		Principal Engineer		Project Manager		Engineering Designer		CAD Technician		TOTAL FEE	
Item #	Description	\$182/hr		\$166/hr		\$132/hr		\$105/hr		TOTAL HRS	TOTAL FEE
		HRS	FEE	HRS	FEE	HRS	FEE	HRS	FEE		
1	Upload Contract Documents to Builder's Exchange	0.0	\$ -	2.0	\$ 332	0.0	\$ -	0.0	\$ -	2.0	\$ 332
2	Address Bidder Questions & General Assistance	0.0	\$ -	2.0	\$ 332	0.0	\$ -	0.0	\$ -	2.0	\$ 332
3	Attend & Conduct Bid Opening	0.0	\$ -	4.0	\$ 664	0.0	\$ -	0.0	\$ -	4.0	\$ 664
4	Prepare Bid Tab, Review References, Contract Award	0.0	\$ -	2.0	\$ 332	4.0	\$ 528	0.0	\$ -	6.0	\$ 860
5	Pre-Construction Conference	2.0	\$ 364	6.0	\$ 996	4.0	\$ 528	0.0	\$ -	12.0	\$ 1,888
6	Pre-Construction Conference	0.0	\$ -	3.0	\$ 498	0.0	\$ -	0.0	\$ -	3.0	\$ 498
7	Provide General Coordination/Consultation	0.0	\$ -	4.0	\$ 664	4.0	\$ 528	0.0	\$ -	8.0	\$ 1,192
8	As-Builts	0.0	\$ -	4.0	\$ 664	0.0	\$ -	4.0	\$ 420	8.0	\$ 1,084
<b>Total</b>		2.0	\$ 364	27.0	\$ 4,482	12.0	\$ 1,584	4.0	\$ 420	45.0	\$ 6,850
								003 Fixed Fee:		\$	6,900

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**Gohr Road Water Main Project**

004 Expenses		Estimated Total Cost	Blueline Markup		TOTAL FEE
Item #	Description		15%	Lump Sum	
1	Expenses	\$ 500		75	\$ 575
Total		\$ 500		75	\$ 575
004 Not to Exceed Fee: \$ 600					

005 Unassigned Services Reserve		Estimated Total Cost	Blueline Markup		TOTAL FEE
Item #	Description		5%	As Needed	
1	Unanticipated Services Reserve			1,165	\$ 1,165
Total					\$ 1,165
005 Not to Exceed Fee: \$ 1,200					