

## **CITY COUNCIL AGENDA**

**August 12, 2026**

**6:00 PM**

**Sedro-Woolley Municipal Building**

**Council Chambers**

**325 Metcalf Street**

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

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

- 1. Minutes - Regular City Council Meeting - July 8, 2026
- 2. Minutes - Regular City Council Meeting - July 22, 2026
- 3. Check Register - Regular
- 4. Change Order No. 1 - Fisher Construction Group Inc. - Wastewater Treatment Plant Repair
- 5. Settlement Agreement - Rodriguez - Action Requested

- f. Introduction of Special Guests and Presentation**

- 1. Swearing In - Firefighter / EMT Natalie Baker
- 2. Skagit County EMS Director Josh Pelonio Honoring Justin Miller and Dominic McGuire

- g. City Administrator Report**

- 1. Public Works Open House

- h. Councilmember and Mayor's Report**

- i. Proclamation(s)**

- j. Public Hearing(s)**

- k. Public Comments**

Please keep comments to three minutes or less. Because State law prohibits the use of city facilities for the purpose of supporting or opposing a campaign or ballot proposition, we respectfully request that public comment not make reference to such matters.

Written comments will be accepted by letter or via email at [finance@sedro-woolley.gov](mailto:finance@sedro-woolley.gov) Attn: 'Public Comment' until 4:30pm the day before the meeting.

- l. Unfinished Business**

1. Reallocation of 1590 Funds - RJ Group to Home Trust of Skagit - Creekside Commons Project

**m. New Business**

1. Purchase - NEOGOV - Human Resources Information System - 1st Read

**n. Information Only Items**

**o. Good of the Order**

**p. Executive Session**

**q. Adjournment**

Next Meeting - Regular - City Council - August 26, 2026

The City of Sedro-Woolley complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, limited English proficiency, age, disability, or sex. The City of Sedro-Woolley doesn't exclude people or treat them differently because of race, color, national origin, limited English proficiency, age, disability, or sex.

The City of Sedro-Woolley also complies with applicable state laws and doesn't discriminate on the basis of creed, gender, gender expression or identity, sexual orientation, marital status, religion, honorably discharged veteran or military status, or the use of a trained dog guide or service animal by a person with a disability.

**Join Zoom Meeting:**

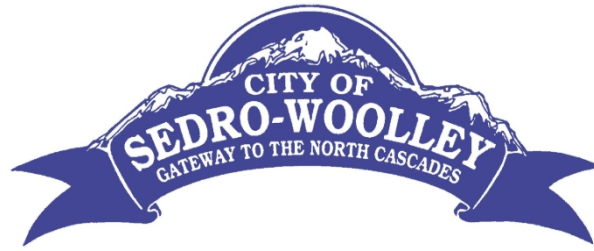
<https://zoom.us/j/91786850179?pwd=Vys0Y29XalZmQTRmemJBM2txVDIUQT09>

or dial by location at:

- +1 253 215 8782 US (Tacoma)
- +1 669 900 6833 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)

Meeting ID: 917 8685 0179

Passcode: 091845



## City Council Agenda Item

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**Agenda Item No.:** e.1.

**Date:** August 12, 2026

**From:** Kelly Kohnken, Finance Director / City Clerk

**Subject:** Minutes - Regular City Council Meeting - July 8, 2026

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**RECOMMENDED ACTION:**

Motion to approve the City Council meeting minutes for the regular meeting held on July 8, 2026.

**BACKGROUND/SUMMARY INFORMATION:**

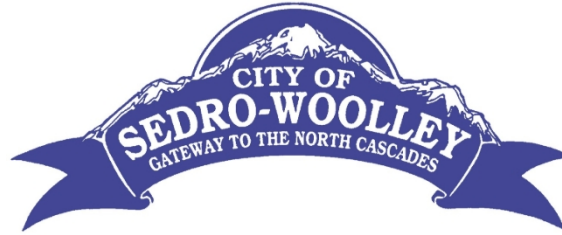
Minutes recorded from the Regular City Council Meeting held on July 8, 2026.

**FISCAL IMPACT, IF APPROPRIATE:**

None.

**ATTACHMENTS:**

1. 2026.07.08 REVISED\_City Council Meeting Minutes



Regular Meeting of the City Council  
July 8, 2026 - 6:00 PM Hybrid Meeting

**a. Call to Order**

Mayor JoEllen Kesti called the meeting to order at 6:00 P.M.

**b. Pledge of Allegiance**

**c. Roll Call**

Present: Mayor JoEllen Kesti, Councilmembers Paul Cocke, Kevin Loy, Nora Pederson, Allan Henderson, Karl de Jong, and James Cox. Councilmember Nick Lavacca was absent.

**d. Approval of Agenda**

Motion made by Councilmember Pederson and seconded by Councilmember Cocke to move item number 5 from the consent agenda to new business for further discussion. Motion carried (4-2). Councilmember de Jong and Councilmember Cox opposed.

Motion made by Councilmember Henderson and seconded by Councilmember Pederson to approve the agenda with moving item number 5, Resolution 1189-26, adoption of the Skagit County Hazard Mitigation Plan and Annex 8 to New Business. Motion carried (6-0).

**e. Consent Agenda**

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

Motion made by Councilmember Henderson and seconded by Councilmember Pederson to approve the consent agenda items 1 through 4. Motion carried (6-0).

1. Minutes - Regular City Council Meeting - June 10, 2026
2. Check Register - Regular
3. ERR Purchase - Front Mount Mower
4. Resolution 1184-26 - Master Fee Schedule Update - 2nd Read
5. Resolution 1189-26 - Adoption of the Skagit County Hazard Mitigation Plan and Annex 8 - 2nd Read

**f. Introduction of Special Guests and Presentation**

1. Sedro-Woolley Housing Authority



Current Chair Debra Landcaster of the Sedro-Woolley Housing Authority, Commissioners Daniel Hasenoehrl and Danielle Fontaine, along with Senior VP of Housing Management of the King County Housing Authority Penny Bradley presented an overview and future direction of the Sedro-Woolley Housing Authority.

**g. City Administrator Report**

City Administrator Charlie Bush introduced intern George Cox and noted he is a Public Relations major that walked for his graduation at Western University and said he is doing amazing work for us and stated to council that we have a huge need for communication assistance. George has also been doing website work and working on other projects with our senior management team.

**h. Councilmember and Mayor's Report**

Councilmember Cocke wanted to acknowledge the 4th of July activities and said they turned out great and gave thanks to the many selfless volunteers and staff members that made these events take place. He attended the county commissioners' public comment and work session discussion of the city's proposal to build ball fields at the county-owned Northern State Recreation Area.

Councilmember Cocke spoke about the tragic loss of 19-year-old Anahi Rose Mendoza, a pedestrian struck by a car on July 4, 2026. Sedro-Woolley Police quickly tracked down the driver who, according to their police Facebook page, is facing vehicular homicide. His appreciation goes out to first responders who had to respond to this very tough situation and his heart goes out to Anahi Rose Mendoza's family and friends.

Councilmember Cox thanked the police and fire for their quick response to the accident that happened on July 4, 2026, and wanted to thank them for all they do. He said the Loggerodeo was wonderful and thanked all the volunteers and stated it was a wonderful festive weekend.

Councilmember Lavacca was absent

Councilmember Henderson shared that he really enjoyed the 4th of July activities. He attended the parade and some of the other celebrations. He stated it was really cool seeing the woodcarvings this year, lots of good stuff down there, and thanked the police, fire and public works departments for their hard work and professionalism.

Councilmember Pederson also spoke about the tragic loss on July 4, 2026, and wanted to thank our first responders who do a great job every day and said she was thankful that the police caught the perpetrator involved in this tragic accident.

Councilmember Pederson thanked the volunteers for participating and making this a successful Fourth of July.

Councilmember Pederson shared that she was able to get out, meet constituents and have lunch with a few. She was able to get out and see a lot of friendly faces.

Councilmember Pederson attended a North Star Housing Task Force Meeting and one of their Community Recovery Forums. She met with Finance Director Kelly Kohnken to study up for the upcoming Budget Workshop in Leavenworth.

Councilmember Loy had nothing to report.

Councilmember de Jong reiterated the tragic loss on July 4, 2026, and said his heart goes out to the family and friends who were affected by the loss. He also wanted to recognize the police, fire and public works and all the volunteers that attended the 4th of July activities.

Councilmember de Jong represented the City of Sedro-Woolley at the Association of Washington Cities Annual Conference in Spokane. He was Sedro-Woolley's voting delegate, and he recognized City Administrator Charlie Bush for his participation in the Association of Washington Cities Annual Conference and stated he did a great job representing Sedro-Woolley.

Councilmember de Jong shared that the Sedro-Woolley Concert Series begins Sunday, July 19, 2026, and encouraged everyone to come out and enjoy these events.

Mayor JoEllen Kesti said her thoughts and prayers go out to Anahi Rose Mendoza's family and friends and thanked the police and fire for this 4th of July and said she is so grateful for everything they do as well as the public works, Loggerodeo and all the volunteers. Mayor Kesti thanked the staff, Councilmember de Jong and everyone who took time to show up and support what she calls the Veterans Plaza Playfields Project, and also thanked the Sedro-Woolley School District, the Upper Skagit Tribe, Sedro-Woolley Little League, Sedro-Woolley Mammoths, Louis Requa, Dan Sims and State Senator Keith Wagoner and the majority of council who were instrumental in the Veterans Plaza and support this.

**i. Proclamation(s)**

**j. Public Comments**

Please keep comments to three minutes or less. Because State law prohibits the use of city facilities for the purpose of supporting or opposing a campaign or ballot proposition, we respectfully request that public comment not make reference to such matters.

Written comments will be accepted by letter or via email at [finance@sedro-woolley.gov](mailto:finance@sedro-woolley.gov) Attn: 'Public Comment' until 4:30pm the day before the meeting.

A public comment period was held.

Chester Allshouse made public comment.

**k. Public Hearing(s)**

**l. Unfinished Business**

**m. New Business**

**1. Grant Agreement - Washington State Military Department - Flood Recovery**

Public Works Director Bill Bullock shared information regarding a grant agreement with Washington State Military Department, and Flood Recovery.

Motion made by Councilmember Cocke and seconded by Councilmember Henderson to authorize the mayor or designee to execute a grant agreement with the Washington State Military Department for the December 2025 flood recovery and authorize the mayor and city staff to execute contracts, certify project completion, request payments, and other activities to obtain reimbursement from the Washington State Military Department and FEMA. Motion carried (6-0).

**2. Ordinance 2124-26 - Intent to Annex and Join the Central Skagit Library District - 1st Read**

Finance Director Kelly Kohnken shared Ordinance 2124-26 with information on the Intent to annex and join the Central Library District.

No action was taken.

**3. Resolution 1191-26 - Ballot Proposition for Library District Annexation - 1st Read**

Finance Director Kelly Kohnken shared Resolution 1191-26, the ballot proposition for library district annexation, and gave an explanation about Resolution 1191-26 being the language used on the ballot proposition in November.

No action was taken.

**4. Purchase Agreement- Braun Northwest - Ambulance Replacement**

Fire Chief Frank Wagner spoke about the purchase agreement with Braun Northwest, for an ambulance replacement.

Motion made by Councilmember Henderson and seconded by Councilmember de Jong to allow staff to sign an agreement and allow remount of the current ambulance box onto a new chassis. Motion carried (6-0).

**5. Moved from Consent: Resolution 1189-26 - Adoption of the Skagit County Hazard Mitigation Plan and Annex 8 - 2nd Read**

Moved from Consent Agenda to the first item discussed in New Business.

Motion made by Councilmember de Jong and seconded by Councilmember Henderson to approve Resolution 1189-26 adopting the 2026 Skagit County Hazard Mitigation Plan including Annex 8 Sedro-Woolley as written. Motion carried (4-2). Councilmember

Pederson and Councilmember Cox opposed.

**n. Information Only Items**

1. TIB Application Certification Form - 2027 Metcalf Sidewalk Improvements
2. TIB Application Certification Form - 2027 Township Street
3. Public Works Director Signing Authority Record for 2025
4. Public Works Director Signing Authority Record for 2026

**o. Good of the Order**

**p. Executive Session**

**q. Adjournment**

Motion made by Councilmember de Jong and seconded by Councilmember Cox to adjourn the July 8, 2026, City Council meeting at 7:33pm. Motion carried (6-0).

ATTEST:

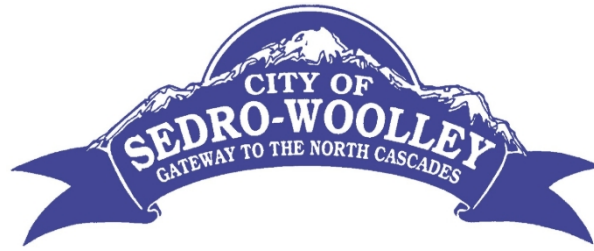
APPROVED:

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Kelly Kohnken, City Clerk

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JoEllen Kesti, Mayor



## City Council Agenda Item

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**Agenda Item No.:** e.2.

**Date:** August 12, 2026

**From:** Kelly Kohnken, Finance Director / City Clerk

**Subject:** Minutes - Regular City Council Meeting - July 22, 2026

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**RECOMMENDED ACTION:**

Motion to approve the City Council meeting minutes for the regular meeting held on July 22, 2026.

**BACKGROUND/SUMMARY INFORMATION:**

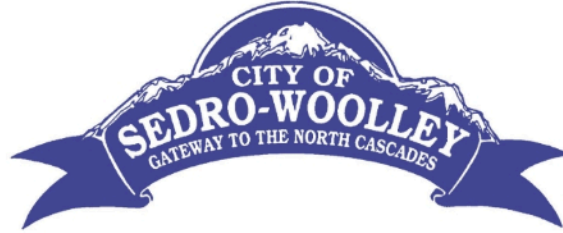
Minutes recorded from the Regular City Council Meeting held on July 22, 2026.

**FISCAL IMPACT, IF APPROPRIATE:**

None.

**ATTACHMENTS:**

1. 2026.07.22 City Council Meeting Minutes



Regular Meeting of the City Council  
July 22, 2026 - 6:00 PM Hybrid Meeting

**a. Call to Order**

Mayor JoEllen Kesti called the meeting to order at 6:00 P.M.

**b. Pledge of Allegiance**

**c. Roll Call**

Present: Mayor JoEllen Kesti, Councilmembers Paul Cocke, Kevin Loy, Nora Pederson, Allan Henderson, James Cox and Nick Lavacca. Councilmember de Jong joined online.

**d. Approval of Agenda**

Motion made by Councilmember Henderson and seconded by Councilmember Lavacca to approve the agenda. Motion carried (7-0).

**e. Consent Agenda**

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

Motion made by Councilmember Henderson and seconded by Councilmember Cocke to approve the consent agenda by moving item number 6, the purchase agreement, Braun Northwest, ambulance replacement to new business, and remove item 3 the regular city council meeting minutes July 8, 2026, for a correction regarding the hazard mitigation vote from the consent agenda. Motion carried (7-0).

1. Minutes - Special Meeting with Skagit County and the Port of Skagit - June 1, 2026
2. Minutes - Regular City Council Meeting - June 24, 2026
3. Minutes - Regular City Council Meeting - July 8, 2026
4. Check Register - Regular
5. Purchase - 2026 Solid Waste Toters
6. Purchase Agreement - Braun Northwest - Ambulance Replacement

**f. Introduction of Special Guests and Presentation**

**g. City Administrator Report**

1. North Trail Bridge Update

City Engineer Peter Lane shared updates and options to assist with cost increases for the North Trail Bridge project.

Peter spoke about an interlocal agreement with the City of Mount Vernon for truck shares when breakdowns happen, and shared with the city council that Mount Vernon is going to be surplussing the garbage truck the city has been borrowing recently. Public Works will come back to council with a negotiated price to get authorization on the possible purchase of the much-needed additional garbage truck.

#### **h. Councilmember and Mayor's Report**

Councilmember Henderson asked Police Chief Dan McIlraith for an updated timeline on a Code Enforcement Officer staff member and said he has recently had two very serious code violations reported and said the chief will follow up next week regarding the violations.

Councilmember Henderson said the summer concert series is wonderful and encouraged everyone to attend.

Councilmember Loy shared the close of the skateboard competition.

Councilmember Cocke said he appreciates the summer concert series at Riverfront Park, and then shared Public History Day at Northern State will be on Saturday, July 25, 2026. The Swift Center will be having their first of three summer concerts of the year. All are free to attend. The last one is scheduled for September 12, 2026 and will include the Skagit Symphony.

Councilmember Cocke spoke with a woman who lives on Fruitdale Rd and said the speeding is in the upwards of 70–80 mph, vehicles going up and down the street, especially at night, and shared concerns because 10 new houses are being built on Fruitdale Rd, and this will add to the congestion.

Councilmember Cox is excited about the summer concert series and has received great feedback from constituents. He congratulated Councilmember de Jong on his AWC Certificate of Municipal Leadership, and said he is excited to join Councilmember de Jong and Pederson at the Association of Washington Cities Municipal Budgeting and Fiscal Management workshop in August.

Councilmember Cox visited with constituents about the library and said it was fun to talk with people that work at the library.

Councilmember Cox spoke about concerns regarding speeding on Sapp Rd and is hearing from constituents that this is an issue, so he is glad we are thinking about safety.

Councilmember Lavacca shared the feedback of excitement regarding the Senior Center Coordinator interviews. He visited the Innovation Resource Center at the Swift Center and

said there are lots of opportunities there right in our own backyard.

Councilmember Lavacca shared with the City Council that he is stepping down as Mayor Pro Tem due to his personal work schedule.

Councilmember Lavacca spoke about the mixed feelings and feedback he has received regarding the ballfields at Northern State.

Councilmember Pederson thanked the Rotary and the Eagles for the really fun summer concert series and said she is looking forward to visiting the Swift Center too.

Councilmember Pederson suggested possible winter concerts as soon as the new HUB building is completed and thanked Mayor Kesti and Councilmember Cocke for all their hard work making this project happen.

Councilmember Pederson was looking at the Road to Housing Act, which became law on July 11, 2026, which is sweeping bipartisan housing legislation that includes a lot of programs that could potentially benefit Sedro-Woolley. She is excited to bring some of those opportunities home here in Sedro-Woolley. She has reached out to constituents about the text of the library annexation ballot.

Councilmember Pederson attended an AWC session on community development and the role of elected leaders. This is part of that Municipal Leadership Program and congratulated Councilmember de Jong on his completion of the training program, and she will be hosting a Ward 3 Open House at the library on August 15, 2026, from 4pm to 6pm, and said this is an opportunity for constituents and members of the public to provide input to her as a council member.

Councilmember de Jong attended the Skagit Transit Board meeting and provided a brief update from Sedro-Woolley. He mentioned the Sedro-Woolley summer concert series and said he and his wife are proud to support this free family event with live music, children's activities, food and craft vendors.

Councilmember de Jong shared that on August 5th and 6th he will be attending the Association of Washington Cities Municipal Budgeting and Fiscal Management Workshop with Councilmember's Pederson and Cox, along with City Administrator Charlie Bush. He thanked the city for recognizing he had completed the AWC Certificate of Municipal Leadership.

Councilmember de Jong shared the primary ballots are due August 4, 2026, and encouraged constituents to use the ballot dropbox at the post office.

Mayor Kesti congratulated Wastewater Supervisor Ralph Kennedy and the treatment plant that earned the 2025 Wastewater Treatment Plant Outstanding Performance Award for Compliance.



Mayor Kesti welcomed and congratulated Senior Center Coordinator, Jackie Cress, to the City of Sedro-Woolley.

1. Appointment - Mayor Pro Tem

Councilmember Lavacca shared with the council that he is stepping down as Mayor Pro Tem due to his personal work schedule.

Councilmember Lavacca nominated Councilmember Henderson as Mayor Pro Tem. Councilmember de Jong seconded the nomination.

Councilmember Pederson nominated Councilmember Cocke as Mayor Pro Tem and Councilmember Cocke seconded the nomination.

A majority vote was taken in favor of Councilmember Henderson being appointed as Mayor Pro Tem. The motion carried (5-2). Councilmember Pederson and Councilmember Cocke opposed.

**i. Proclamation(s)**

**j. Public Comments**

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Written comments will be accepted by letter or via email at [finance@sedro-woolley.gov](mailto:finance@sedro-woolley.gov) Attn: 'Public Comment' until 4:30pm the day before the meeting.

A public comment period was held.

City of Sedro-Woolley Senior Center Coordinator Jackie Cress introduced herself to council and city staff during the public comment period.

Beverly Lauder milk and Sally Carlson made public comments.

**k. Public Hearing(s)**

**l. Unfinished Business**

1. Ordinance 2124-26 - Intent to Annex and Join the Central Skagit Library District - 2nd Read

Finance Director Kelly Kohnken shared Ordinance 2124-26, with the intent to annex and join the Central Skagit Library District.

Motion made by Councilmember de Jong and seconded by Councilmember Pederson to approve Ordinance 2124-26 declaring the city's intent to join and be annexed into the Central Skagit Rural Partial -County Library District. Motion carried (7-0).

## 2. Resolution 1191-26 - Ballot Proposition for Library District Annexation - 2nd Read

Finance Director Kelly Kohnken shared Resolution 1191-26, Ballot Proposition for Library District Annexation.

Motion made by Councilmember Henderson and seconded by Councilmember Lavacca to change the explanatory statement language as read by City Attorney Dan Curtis, noted below. Motion carried (7-0).

If approved, City residents would remain eligible for library services and, beginning January 1, 2027, would be eligible to vote on library district ballot propositions. Because taxing district boundaries for the following tax year are set on August 1, the library district could begin levying property taxes within the city limits in 2028. The City would continue paying for library services through 2027. The City estimates that in 2028 the library district levy rate would be \$0.2320 per \$1,000 of assessed value and that the district would collect approximately \$517,255 from property within the City. Therefore, the City shall reduce its budgeted property tax levy by up to \$474,115 in 2028 to offset most of the new library district property tax. Based on current estimates, a home with an assessed value of \$519,450 would pay approximately \$11.00 more in property tax in 2028. If the proposition is rejected, the City would remain outside the library district and library services would continue to be governed by the interlocal agreement, unless changed by the City and the district. If rejected, City residents would be ineligible to vote on library district ballot propositions, including library district property tax propositions (levy lid lifts).

Motion made by Councilmember Lavacca and seconded by Councilmember Cocke to change language on the ballot to include Councilmember Pederson's recommendations with fees tied to the Central Skagit Library levy rate, as noted below. Motion carried (7-0).

The City Council of Sedro-Woolley adopted Resolution Number 1191-26 concerning annexation into the Central Skagit Rural Partial-County Library District. The Central Skagit Rural Partial-County Library District (Central Skagit Library) covers the surrounding rural areas within the Sedro-Woolley School District boundaries but does not include Sedro-Woolley city limits. Library service provided to Sedro-Woolley residents is based on an agreement between the City and the Central Skagit Library with fees tied to the Central Skagit Library levy rate. Voter approval of Proposition 1 will result in Sedro-Woolley becoming a part of the Central Skagit Library.

Motion made by Councilmember Pederson and seconded by Councilmember Cocke to approve Resolution 1191-26 providing for a ballot proposition annexing the City of Sedro-Woolley into the Central Skagit Rural Partial-County Library District as amended. Motion carried (7-0).

## 3. Ordinance 2125-26 - Library District Pre-Annexation Agreement - Action Requested

City Attorney Dan Curtis shared Ordinance 2125-26, Library District Pre-Annexation Agreement.

Motion made by Councilmember Cocke and seconded by Councilmember Henderson to approve Ordinance 2125-26 amending the current interlocal agreement with the Central Skagit Rural Partial-County Library District by approving the library district pre-annexation agreement. Motion carried (7-0).

**m. New Business**

**1. Purchase Agreement - Braun Northwest - Ambulance Replacement**

Fire Chief Frank Wagner spoke with City Council regarding consent item number 6, the purchase agreement, Braun Northwest, for the ambulance replacement on the consent agenda moved from consent to new business.

Motion made by Councilmember Henderson and seconded by Councilmember Lavacca to approve and allow staff to sign an agreement to purchase a chassis for the ambulance that has already been approved by council for purchase. Motion carried (7-0).

**2. Resolution 1192 - Appointment of For / Against Committees for Library Annexation Proposition - Action Requested**

Finance Director Kelly Kohnken shared Resolution 1192-26, Appointment of For / Against Committees for the Library Annexation Proposition.

Motion made by Councilmember Pederson and seconded by Councilmember de Jong to approve Resolution 1192-26 appointing members to the "For" and "Against" committees for the ballot measure regarding the City of Sedro-Woolley annexing into the Central Skagit Rural Partial-County Library District. Motion carried (7-0).

**3. Resolution 1190-26 Police Vehicle and Equipment Surplus - Action Requested**

Police Chief Dan McIlraith spoke to council regarding Resolution 1190-26 Police Vehicle and Equipment Surplus.

Motion made by Councilmember Henderson and seconded by Councilmember Cocke to approve Resolution 1190-26 surplussing police vehicles and equipment. Motion carried (7-0).

**4. Procedures Update - Right of Way**

Fire Chief Frank Wagner and City Engineer Peter Lane spoke about the right of way procedures update.

Motion made by Councilmember Henderson and seconded by Councilmember Pederson to authorize the mayor to execute the right of way procedures, with any minor corrections as may be required by WSDOT. Motion carried (7-0).

**5. Change Order No. 1 - Huber Technologies - WWTP Screw Press Conveyor**

City Engineer Peter Lane spoke about Change Order No. 1, Huber Technologies, WWTP Screw Press Conveyor.

Motion made by Councilmember de Jong and seconded by Councilmember Henderson to authorize the mayor, or designee, to execute the purchase of a conveyor from Huber Technologies through a change order to the dewatering screw press purchase for an amount not to exceed \$85,471.25 (including tax) with the correction of expense fund from 104 to 401 the sewer operations fund. Motion carried (7-0).

**n. Information Only Items**

1. Public Works Capital Projects Open House

City Engineer Peter Lane announced a Public Works Capital Projects Open House scheduled for August 13, 2026, from 6pm to 7:30pm in the council chambers and encourages everyone to come.

**o. Good of the Order**

**p. Executive Session**

1. Discussion with Legal Counsel About Current or Potential Litigation (RCW 42.30.110(1)(i))

At 7:49pm, Mayor Kesti announced the City Council, along with City Attorney Dan Curtis, would be in executive session to discuss with legal counsel about current or potential litigation (RCW 42.30.110(1)(i)) for 15 minutes to return at 8:04pm.

No action was taken.

**q. Adjournment**

The meeting adjourned at 8:05pm.

ATTEST:

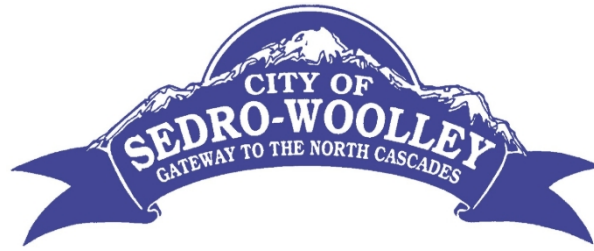
APPROVED:

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Kelly Kohnken, City Clerk

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JoEllen Kesti, Mayor



## City Council Agenda Item

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**Agenda Item No.:** e.3.

**Date:** August 12, 2026

**From:** Kelly Kohnken, Finance Director / City Clerk

**Subject:** Check Register - Regular

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**RECOMMENDED ACTION:**

Motion to approve check register, EFTs, and payroll as described.

**BACKGROUND/SUMMARY INFORMATION:**

Claims checks #207281 through #207445, plus EFTs. Additional surcharges not included on the check register. Payroll ACHs including associated benefit checks #61659 through #61669.

**FISCAL IMPACT, IF APPROPRIATE:**

Claims checks, plus EFTs, totaling \$984,211.74

Payroll totaling \$347,754.41

**ATTACHMENTS:**

1. 2026.07.23 Check Register
2. 2026.08.12 Check Register

# CHECK REGISTER

City Of Sedro-Woolley

Time: 10:33:15 Date: 07/23/2026

07/23/2026 To: 07/23/2026

Page: 1

| Trans | Date       | Type   | Acct # | Chk #  | Claimant                                | Amount                          | Memo             |
|-------|------------|--------|--------|--------|-----------------------------------------|---------------------------------|------------------|
| 7796  | 07/23/2026 | Claims | 2      | EFT    | Comcast Holdings Corp                   | 71.95                           |                  |
|       |            |        |        |        | 101 - 576 80 47 020 - Senior Center     | 71.95                           |                  |
| 7797  | 07/23/2026 | Claims | 2      | EFT    | NW Fiber LLC, dba Ziply Fiber           | 155.80                          |                  |
|       |            |        |        |        | 101 - 576 80 47 070 - City Hall         | 155.80                          |                  |
| 7798  | 07/23/2026 | Claims | 2      | EFT    | NW Fiber LLC, dba Ziply Fiber           | 236.31                          |                  |
|       |            |        |        |        | 001 - 518 80 42 021 - Internet Services | 236.31                          |                  |
| 7799  | 07/23/2026 | Claims | 2      | EFT    | NW Fiber LLC, dba Ziply Fiber           | 480.34                          |                  |
|       |            |        |        |        | 401 - 535 80 42 020 - Telephone         | 480.34                          |                  |
| 7800  | 07/23/2026 | Claims | 2      | EFT    | NW Fiber LLC, dba Ziply Fiber           | 900.32                          |                  |
|       |            |        |        |        | 001 - 512 50 42 020 - Telephone         | 54.02                           |                  |
|       |            |        |        |        | 001 - 513 10 42 020 - Telephone         | 81.03                           |                  |
|       |            |        |        |        | 001 - 514 23 42 020 - Telephone         | 81.03                           |                  |
|       |            |        |        |        | 001 - 515 31 42 001 - Telephone         | 36.01                           |                  |
|       |            |        |        |        | 001 - 518 80 42 020 - Telephone         | 27.01                           |                  |
|       |            |        |        |        | 001 - 521 20 42 020 - Telephone         | 270.10                          |                  |
|       |            |        |        |        | 001 - 522 20 42 020 - Telephone         | 99.04                           |                  |
|       |            |        |        |        | 001 - 524 20 42 020 - Telephone         | 27.01                           |                  |
|       |            |        |        |        | 401 - 535 80 42 020 - Telephone         | 72.02                           |                  |
|       |            |        |        |        | 412 - 537 80 42 020 - Telephone         | 36.01                           |                  |
|       |            |        |        |        | 103 - 542 30 42 020 - Telephone         | 9.00                            |                  |
|       |            |        |        |        | 001 - 558 60 42 020 - Telephone         | 27.01                           |                  |
|       |            |        |        |        | 101 - 576 80 42 020 - Telephone         | 18.01                           |                  |
|       |            |        |        |        | 001 - 595 10 42 020 - Telephone         | 63.02                           |                  |
| 7801  | 07/23/2026 | Claims | 2      | 207277 | Skagit Shooting Sports Inc.             | 469.41                          |                  |
|       |            |        |        |        | 001 - 521 20 31 015 - Ammunition        | 469.41                          |                  |
| 7802  | 07/23/2026 | Claims | 2      | 207278 | United States Treasurer                 | 1,054.35                        |                  |
|       |            |        |        |        | 001 - 514 23 49 000 - Miscellaneous     | 1,054.35                        |                  |
| 7803  | 07/23/2026 | Claims | 2      | 207279 | United States Treasurer                 | 466.50                          |                  |
|       |            |        |        |        | 001 - 514 23 49 000 - Miscellaneous     | 466.50                          |                  |
|       |            |        |        |        |                                         | 001 Current Expense Fund        | 2,991.85         |
|       |            |        |        |        |                                         | 101 Parks & Facilities Fund     | 245.76           |
|       |            |        |        |        |                                         | 103 Street Fund                 | 9.00             |
|       |            |        |        |        |                                         | 401 Sewer Operations Fund       | 552.36           |
|       |            |        |        |        |                                         | 412 Solid Waste Operations Fund | 36.01            |
|       |            |        |        |        |                                         | 3,834.98                        | Claims: 3,834.98 |

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|-------|------|------|--------|-------|----------|--------|------|
|-------|------|------|--------|-------|----------|--------|------|

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

APPROVED

By *kkohnken* at 10:44 am, Jul 22, 2026

Finance Committee Member

Date

Finance Committee Member

Date

Finance Committee Member

Date

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City Of Sedro-Woolley

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|-------|------------|--------|--------|-------|----------------------------------------------------|-----------|------|
| 8287  | 08/12/2026 | Claims | 2      | EFT   | City of Sedro-Woolley                              | 15.65     |      |
|       |            |        |        |       | 101 - 576 80 47 053 - Other Utilities              | 15.65     |      |
| 8288  | 08/12/2026 | Claims | 2      | EFT   | City of Sedro-Woolley                              | 15.65     |      |
|       |            |        |        |       | 104 - 595 20 63 082 - RW Trail Road Extension      | 15.65     |      |
| 8289  | 08/12/2026 | Claims | 2      | EFT   | City of Sedro-Woolley                              | 15.65     |      |
|       |            |        |        |       | 104 - 595 20 63 082 - RW Trail Road Extension      | 15.65     |      |
| 8290  | 08/12/2026 | Claims | 2      | EFT   | City of Sedro-Woolley                              | 101.92    |      |
|       |            |        |        |       | 101 - 576 80 47 025 - Olmsted Park                 | 101.92    |      |
| 8291  | 08/12/2026 | Claims | 2      | EFT   | City of Sedro-Woolley                              | 42.43     |      |
|       |            |        |        |       | 001 - 558 60 49 041 - Miscellaneous - Planning And | 42.43     |      |
| 8292  | 08/12/2026 | Claims | 2      | EFT   | Comcast Holdings Corp                              | 71.95     |      |
|       |            |        |        |       | 101 - 576 80 47 020 - Senior Center                | 71.95     |      |
| 8293  | 08/12/2026 | Claims | 2      | EFT   | Comcast Holdings Corp                              | 675.09    |      |
|       |            |        |        |       | 001 - 518 80 42 021 - Internet Services            | 675.09    |      |
| 8294  | 08/12/2026 | Claims | 2      | EFT   | Cellco Partnership dba Verizon Wireless            | 560.30    |      |
|       |            |        |        |       | 001 - 521 20 42 020 - Telephone                    | 440.27    |      |
|       |            |        |        |       | 001 - 522 20 42 020 - Telephone                    | 40.01     |      |
|       |            |        |        |       | 101 - 576 80 42 020 - Telephone                    | 40.01     |      |
|       |            |        |        |       | 001 - 595 10 42 025 - Cell Phones                  | 40.01     |      |
| 8295  | 08/12/2026 | Claims | 2      | EFT   | Cellco Partnership dba Verizon Wireless            | 4,598.75  |      |
|       |            |        |        |       | 001 - 513 10 42 020 - Telephone                    | 170.52    |      |
|       |            |        |        |       | 001 - 514 23 42 020 - Telephone                    | 138.26    |      |
|       |            |        |        |       | 001 - 518 80 42 020 - Telephone                    | 138.26    |      |
|       |            |        |        |       | 001 - 521 20 42 020 - Telephone                    | 2,024.99  |      |
|       |            |        |        |       | 001 - 524 20 42 020 - Telephone                    | 99.02     |      |
|       |            |        |        |       | 401 - 535 80 42 030 - Cell Phones                  | 479.50    |      |
|       |            |        |        |       | 102 - 536 20 42 020 - Telephone                    | 139.03    |      |
|       |            |        |        |       | 412 - 537 80 42 025 - Cell Phones                  | 412.94    |      |
|       |            |        |        |       | 103 - 542 30 42 020 - Telephone                    | 242.52    |      |
|       |            |        |        |       | 001 - 558 60 42 020 - Telephone                    | 99.02     |      |
|       |            |        |        |       | 101 - 576 80 42 020 - Telephone                    | 437.95    |      |
|       |            |        |        |       | 001 - 595 10 42 025 - Cell Phones                  | 216.74    |      |
| 8296  | 08/12/2026 | Claims | 2      | EFT   | WA St Dept of Revenue                              | 27,032.20 |      |
|       |            |        |        |       | 425 - 531 50 44 000 - Taxes & Assessments          | 1,912.43  |      |
|       |            |        |        |       | 401 - 535 80 44 010 - Taxes & Assessments          | 10,370.20 |      |
|       |            |        |        |       | 102 - 536 20 44 010 - Taxes And Assessments        | 261.49    |      |
|       |            |        |        |       | 106 - 536 30 44 010 - Taxes and Assessments        | 8.40      |      |
|       |            |        |        |       | 412 - 537 80 44 001 - Taxes & Assessments          | 14,224.37 |      |
|       |            |        |        |       | 101 - 576 80 44 010 - Taxes And Assessments        | 83.48     |      |
|       |            |        |        |       | 102 - 589 30 11 102 - DO NOT USE - Sales Tax Remit | 171.83    |      |
| 8297  | 08/12/2026 | Claims | 2      | EFT   | NW Fiber LLC, dba Ziply Fiber                      | 236.31    |      |
|       |            |        |        |       | 001 - 518 80 42 021 - Internet Services            | 236.31    |      |
| 8298  | 08/12/2026 | Claims | 2      | EFT   | NW Fiber LLC, dba Ziply Fiber                      | 484.06    |      |
|       |            |        |        |       | 401 - 535 80 42 020 - Telephone                    | 484.06    |      |
| 8468  | 08/12/2026 | Claims | 2      | EFT   | WEX Bank                                           | 17,079.01 |      |
|       |            |        |        |       | 001 - 518 20 32 000 - Auto Fuel                    | 338.72    |      |
|       |            |        |        |       | 001 - 521 20 32 000 - Auto Fuel                    | 8,396.14  |      |
|       |            |        |        |       | 001 - 522 20 32 000 - Auto Fuel/Diesel             | 5,024.97  |      |
|       |            |        |        |       | 425 - 531 50 32 000 - Vehicle Fuel                 | 205.53    |      |
|       |            |        |        |       | 401 - 535 80 32 000 - Auto Fuel/Diesel             | 230.97    |      |
|       |            |        |        |       | 102 - 536 20 32 000 - Auto Fuel/Diesel             | 126.74    |      |



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|-------|------------|--------|----------------------------------------------------|--------|------------------------------|-----------|------|
|       |            |        | 412 - 537 80 32 000 - Auto Fuel/Diesel             |        |                              | 945.16    |      |
|       |            |        | 103 - 542 30 32 000 - Auto Fuel/Diesel             |        |                              | 841.55    |      |
|       |            |        | 501 - 548 30 31 001 - Auto Fuel                    |        |                              | 54.31     |      |
|       |            |        | 101 - 576 80 32 000 - Auto Fuel/Diesel             |        |                              | 914.92    |      |
| 8299  | 08/12/2026 | Claims | 2                                                  | 207281 | A-1 Safety Tree Service, LLC | 23,587.90 |      |
|       |            |        | 101 - 576 80 48 001 - Riverfront                   |        |                              | 6,587.90  |      |
|       |            |        | 101 - 576 80 48 025 - Olmsted Park                 |        |                              | 17,000.00 |      |
| 8300  | 08/12/2026 | Claims | 2                                                  | 207282 | A-1 Shredding                | 45.00     |      |
|       |            |        | 001 - 524 20 41 000 - Professional Services        |        |                              | 15.00     |      |
|       |            |        | 001 - 558 60 41 000 - Professional Services        |        |                              | 15.00     |      |
|       |            |        | 001 - 595 10 41 000 - Professional Services        |        |                              | 15.00     |      |
| 8301  | 08/12/2026 | Claims | 2                                                  | 207283 | Amazon Capital Svcs, Inc     | 3,074.29  |      |
|       |            |        | 001 - 514 23 31 000 - Supplies                     |        |                              | 53.78     |      |
|       |            |        | 001 - 514 23 31 000 - Supplies                     |        |                              | 75.43     |      |
|       |            |        | 001 - 518 80 35 000 - Small Tools/Minor Equip      |        |                              | 119.35    |      |
|       |            |        | 001 - 521 20 26 000 - Uniforms/Accessories         |        |                              | 171.70    |      |
|       |            |        | 001 - 521 20 26 000 - Uniforms/Accessories         |        |                              | 152.18    |      |
|       |            |        | 001 - 521 20 26 000 - Uniforms/Accessories         |        |                              | 9.77      |      |
|       |            |        | 001 - 521 20 26 000 - Uniforms/Accessories         |        |                              | 174.45    |      |
|       |            |        | 001 - 521 20 26 000 - Uniforms/Accessories         |        |                              | 92.83     |      |
|       |            |        | 001 - 521 20 26 000 - Uniforms/Accessories         |        |                              | -86.94    |      |
|       |            |        | 001 - 521 20 31 002 - Office/Operating Supplies    |        |                              | 49.93     |      |
|       |            |        | 001 - 521 20 31 002 - Office/Operating Supplies    |        |                              | 41.30     |      |
|       |            |        | 001 - 521 20 31 002 - Office/Operating Supplies    |        |                              | 87.62     |      |
|       |            |        | 001 - 521 20 31 002 - Office/Operating Supplies    |        |                              | 121.72    |      |
|       |            |        | 001 - 521 20 31 002 - Office/Operating Supplies    |        |                              | 26.40     |      |
|       |            |        | 001 - 521 20 41 023 - Canine                       |        |                              | 57.03     |      |
|       |            |        | 001 - 522 21 31 000 - Operating Supplies - Medical |        |                              | 45.63     |      |
|       |            |        | 001 - 522 21 31 010 - Office Supplies              |        |                              | 116.26    |      |
|       |            |        | 001 - 522 21 31 010 - Office Supplies              |        |                              | 38.20     |      |
|       |            |        | 001 - 522 21 31 010 - Office Supplies              |        |                              | 38.60     |      |
|       |            |        | 001 - 522 21 35 011 - EMS Minor Equipment          |        |                              | 21.08     |      |
|       |            |        | 001 - 524 20 31 000 - Off/Oper Supps & Books       |        |                              | 30.21     |      |
|       |            |        | 001 - 524 20 31 000 - Off/Oper Supps & Books       |        |                              | 43.99     |      |
|       |            |        | 001 - 524 20 31 000 - Off/Oper Supps & Books       |        |                              | 27.20     |      |
|       |            |        | 001 - 524 20 31 000 - Off/Oper Supps & Books       |        |                              | 42.70     |      |
|       |            |        | 001 - 524 20 31 000 - Off/Oper Supps & Books       |        |                              | 2.86      |      |
|       |            |        | 401 - 535 50 48 020 - Maint Of Pumping Equip       |        |                              | 65.68     |      |
|       |            |        | 401 - 535 50 48 050 - Maint Of General Equip       |        |                              | 107.57    |      |
|       |            |        | 401 - 535 80 31 000 - Office Supplies              |        |                              | 26.89     |      |
|       |            |        | 401 - 535 80 31 000 - Office Supplies              |        |                              | 82.59     |      |
|       |            |        | 401 - 535 80 31 010 - Operating Supplies           |        |                              | 175.98    |      |
|       |            |        | 103 - 542 30 31 000 - Operating Supplies           |        |                              | 24.77     |      |
|       |            |        | 001 - 558 60 31 000 - Supplies/Books               |        |                              | 30.20     |      |
|       |            |        | 001 - 558 60 31 000 - Supplies/Books               |        |                              | 44.00     |      |
|       |            |        | 001 - 558 60 31 000 - Supplies/Books               |        |                              | 27.20     |      |
|       |            |        | 001 - 558 60 31 000 - Supplies/Books               |        |                              | 42.71     |      |
|       |            |        | 001 - 558 60 31 000 - Supplies/Books               |        |                              | 2.86      |      |
|       |            |        | 501 - 594 22 64 501 - Vehicles - Fire              |        |                              | 724.01    |      |
|       |            |        | 001 - 595 10 31 000 - Supplies                     |        |                              | 30.21     |      |
|       |            |        | 001 - 595 10 31 000 - Supplies                     |        |                              | 44.00     |      |
|       |            |        | 001 - 595 10 31 000 - Supplies                     |        |                              | 27.21     |      |
|       |            |        | 001 - 595 10 31 000 - Supplies                     |        |                              | 42.71     |      |
|       |            |        | 001 - 595 10 31 000 - Supplies                     |        |                              | 19.56     |      |
|       |            |        | 001 - 595 10 31 000 - Supplies                     |        |                              | 2.86      |      |
| 8302  | 08/12/2026 | Claims | 2                                                  | 207284 | Angel Armor LLC              | 1,698.49  |      |
|       |            |        | 001 - 521 20 26 020 - Ballistic Vests              |        |                              | 1,698.49  |      |
| 8303  | 08/12/2026 | Claims | 2                                                  | 207285 | Bay City Supply              | 2,428.57  |      |
|       |            |        | 101 - 576 80 31 000 - Operating Sup - Tesarik Park |        |                              | 1,000.00  |      |
|       |            |        | 101 - 576 80 31 001 - Operating Sup - Riverfront   |        |                              | 1,063.12  |      |

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|-------|------------|--------|-------------------------------------------------------|--------|----------------------------------------|-----------|------|
|       |            |        | 101 - 576 80 31 001 - Operating Sup - Riverfront      |        |                                        | 57.47     |      |
|       |            |        | 101 - 576 80 31 002 - Operating Sup - RV Park         |        |                                        | 525.38    |      |
|       |            |        | 101 - 576 80 31 006 - Operating Sup - City Hall       |        |                                        | -217.40   |      |
| 8304  | 08/12/2026 | Claims | 2                                                     | 207286 | Beaver Lake Quarry                     | 582.31    |      |
|       |            |        | 401 - 535 50 48 010 - Maintenance Of Lines            |        |                                        | 582.31    |      |
| 8305  | 08/12/2026 | Claims | 2                                                     | 207287 | Berg Vault Company                     | 256.20    |      |
|       |            |        | 101 - 576 80 48 001 - Riverfront                      |        |                                        | 256.20    |      |
| 8306  | 08/12/2026 | Claims | 2                                                     | 207288 | Teri Bever                             | 100.00    |      |
|       |            |        | 631 - 389 90 03 631 - Unapplied Park and Facility Res |        |                                        | -100.00   |      |
| 8307  | 08/12/2026 | Claims | 2                                                     | 207289 | Bio Bug Pest Management                | 199.96    |      |
|       |            |        | 101 - 576 80 48 005 - Senior Center                   |        |                                        | 113.08    |      |
|       |            |        | 101 - 576 80 48 016 - City Hall                       |        |                                        | 86.88     |      |
| 8308  | 08/12/2026 | Claims | 2                                                     | 207290 | Birch Equipment Rental & Sales         | 1,234.83  |      |
|       |            |        | 103 - 542 30 31 000 - Operating Supplies              |        |                                        | 1,779.13  |      |
|       |            |        | 103 - 542 30 45 000 - Rental-Equipment                |        |                                        | 0.49      |      |
|       |            |        | 104 - 559 30 00 104 - Redevelopment of Property for   |        |                                        | -544.79   |      |
| 8309  | 08/12/2026 | Claims | 2                                                     | 207291 | Bonner Electrical Contracting LLC      | 1,481.50  |      |
|       |            |        | 001 - 569 00 49 011 - Start-Up Costs (2026)           |        |                                        | 1,481.50  |      |
| 8310  | 08/12/2026 | Claims | 2                                                     | 207292 | Boulder Park Inc                       | 11,026.50 |      |
|       |            |        | 401 - 535 80 35 020 - Solids Handling                 |        |                                        | 11,026.50 |      |
| 8311  | 08/12/2026 | Claims | 2                                                     | 207293 | Bound Tree Medical LLC                 | 40.31     |      |
|       |            |        | 001 - 522 21 31 000 - Operating Supplies - Medical    |        |                                        | 40.31     |      |
| 8312  | 08/12/2026 | Claims | 2                                                     | 207294 | Bridge Coordination Services           | 1,693.13  |      |
|       |            |        | 001 - 521 20 41 001 - Professional Services           |        |                                        | 1,693.13  |      |
| 8313  | 08/12/2026 | Claims | 2                                                     | 207295 | C.Hlth130, dba Cardinal Health 112 LLC | 37.12     |      |
|       |            |        | 001 - 522 21 31 000 - Operating Supplies - Medical    |        |                                        | 37.12     |      |
| 8314  | 08/12/2026 | Claims | 2                                                     | 207296 | Carl's Towing & Muffler                | 322.84    |      |
|       |            |        | 001 - 521 20 41 001 - Professional Services           |        |                                        | 322.84    |      |
| 8315  | 08/12/2026 | Claims | 2                                                     | 207297 | Central Welding Supply                 | 160.43    |      |
|       |            |        | 001 - 522 21 31 000 - Operating Supplies - Medical    |        |                                        | 160.43    |      |
| 8316  | 08/12/2026 | Claims | 2                                                     | 207298 | Cities Insurance Assoc                 | 1,000.00  |      |
|       |            |        | 412 - 537 80 46 000 - Insurance                       |        |                                        | 1,000.00  |      |
| 8317  | 08/12/2026 | Claims | 2                                                     | 207299 | CivicPlus, LLC                         | 6,782.17  |      |
|       |            |        | 001 - 591 23 70 001 - Lease + Subscription IT (SBITA) |        |                                        | 6,782.17  |      |
| 8318  | 08/12/2026 | Claims | 2                                                     | 207300 | Code Publishing LLC                    | 392.00    |      |
|       |            |        | 001 - 511 60 31 001 - Legal Publications              |        |                                        | 392.00    |      |
| 8319  | 08/12/2026 | Claims | 2                                                     | 207301 | Communications Northwest               | 8,434.91  |      |
|       |            |        | 501 - 594 21 64 501 - Equip & Vehicles - Police       |        |                                        | 5,774.13  |      |
|       |            |        | 501 - 594 22 64 501 - Vehicles - Fire                 |        |                                        | 2,660.78  |      |
| 8320  | 08/12/2026 | Claims | 2                                                     | 207302 | Costco Membership                      | 130.00    |      |
|       |            |        | 001 - 514 23 49 010 - Misc-Dues/Subscriptions         |        |                                        | 43.34     |      |
|       |            |        | 001 - 521 20 49 010 - Dues/Subscriptions              |        |                                        | 43.33     |      |
|       |            |        | 001 - 522 20 49 010 - Misc-Dues                       |        |                                        | 43.33     |      |
| 8321  | 08/12/2026 | Claims | 2                                                     | 207303 | Crye Precision LLC                     | 233.06    |      |
|       |            |        | 001 - 521 20 26 000 - Uniforms/Accessories            |        |                                        | 233.06    |      |

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|-------|------------|--------|--------|--------|-------------------------------------------------------|-----------|------|
| 8322  | 08/12/2026 | Claims | 2      | 207304 | Tech Data Corp. dba DLT Solutions LLC                 | 5,968.78  |      |
|       |            |        |        |        | 001 - 591 10 70 520 - Leases + Subscription IT (SBIT) | 5,968.78  |      |
| 8323  | 08/12/2026 | Claims | 2      | 207305 | Daily Journal Of Commerce                             | 676.50    |      |
|       |            |        |        |        | 104 - 595 10 63 077 - Eng-SR20 Cascade Trail Phase :  | 676.50    |      |
| 8324  | 08/12/2026 | Claims | 2      | 207306 | David Evans & Assoc Inc                               | 76,253.65 |      |
|       |            |        |        |        | 104 - 595 10 63 078 - Eng - Jones/John Liner BNSF U   | 56,077.37 |      |
|       |            |        |        |        | 104 - 595 20 63 086 - RW - Jones/John Liner BNSF U    | 20,176.28 |      |
| 8325  | 08/12/2026 | Claims | 2      | 207307 | Karl De Jong                                          | 986.34    |      |
|       |            |        |        |        | 001 - 511 60 43 000 - Travel                          | 986.34    |      |
| 8326  | 08/12/2026 | Claims | 2      | 207308 | Dell Marketing LP                                     | 327.99    |      |
|       |            |        |        |        | 001 - 518 80 35 000 - Small Tools/Minor Equip         | 327.99    |      |
| 8327  | 08/12/2026 | Claims | 2      | 207309 | Dobbs Heavy Duty Holdings, LLC                        | 445.24    |      |
|       |            |        |        |        | 412 - 537 50 48 000 - Repairs/maint-equip             | 103.76    |      |
|       |            |        |        |        | 412 - 537 50 48 000 - Repairs/maint-equip             | 52.85     |      |
|       |            |        |        |        | 412 - 537 50 48 000 - Repairs/maint-equip             | 288.63    |      |
| 8328  | 08/12/2026 | Claims | 2      | 207310 | Donald Coggins                                        | 13.04     |      |
|       |            |        |        |        | 001 - 569 00 31 000 - Supplies                        | 13.04     |      |
| 8329  | 08/12/2026 | Claims | 2      | 207311 | E & E Lumber, Inc.                                    | 1,159.78  |      |
|       |            |        |        |        | 425 - 531 50 31 000 - Operating Supplies              | 28.14     |      |
|       |            |        |        |        | 425 - 531 50 31 000 - Operating Supplies              | 28.39     |      |
|       |            |        |        |        | 401 - 535 50 48 010 - Maintenance Of Lines            | 128.14    |      |
|       |            |        |        |        | 401 - 535 50 48 050 - Maint Of General Equip          | 11.20     |      |
|       |            |        |        |        | 102 - 536 20 31 010 - Operating Supplies              | 19.17     |      |
|       |            |        |        |        | 102 - 536 20 31 010 - Operating Supplies              | 86.76     |      |
|       |            |        |        |        | 103 - 542 30 31 000 - Operating Supplies              | 41.73     |      |
|       |            |        |        |        | 101 - 576 80 31 004 - Operating Sup - Comm Center     | 10.00     |      |
|       |            |        |        |        | 101 - 576 80 31 006 - Operating Sup - City Hall       | 7.05      |      |
|       |            |        |        |        | 101 - 576 80 31 025 - Operating Sup - Olmsted Park    | 22.81     |      |
|       |            |        |        |        | 101 - 576 80 35 000 - Small Tools & Minor Equip       | 35.86     |      |
|       |            |        |        |        | 101 - 576 80 35 000 - Small Tools & Minor Equip       | 24.99     |      |
|       |            |        |        |        | 101 - 576 80 48 001 - Riverfront                      | 16.97     |      |
|       |            |        |        |        | 101 - 576 80 48 001 - Riverfront                      | 28.12     |      |
|       |            |        |        |        | 101 - 576 80 48 001 - Riverfront                      | 75.88     |      |
|       |            |        |        |        | 101 - 576 80 48 001 - Riverfront                      | 9.59      |      |
|       |            |        |        |        | 101 - 576 80 48 004 - Community Center                | 51.90     |      |
|       |            |        |        |        | 101 - 576 80 48 005 - Senior Center                   | 57.61     |      |
|       |            |        |        |        | 101 - 576 80 48 005 - Senior Center                   | 99.74     |      |
|       |            |        |        |        | 101 - 576 80 48 014 - Winnie Houser Park              | 55.83     |      |
|       |            |        |        |        | 101 - 576 80 48 016 - City Hall                       | 9.38      |      |
|       |            |        |        |        | 101 - 576 80 48 016 - City Hall                       | 40.30     |      |
|       |            |        |        |        | 101 - 576 80 48 025 - Olmsted Park                    | 75.93     |      |
|       |            |        |        |        | 101 - 576 80 48 025 - Olmsted Park                    | 194.29    |      |
| 8330  | 08/12/2026 | Claims | 2      | 207312 | Exact Scientific Services, Inc.                       | 820.00    |      |
|       |            |        |        |        | 401 - 535 80 41 000 - Professional Services           | 213.00    |      |
|       |            |        |        |        | 401 - 535 80 41 000 - Professional Services           | 607.00    |      |
| 8331  | 08/12/2026 | Claims | 2      | 207313 | Facet NW, Inc                                         | 10,395.37 |      |
|       |            |        |        |        | 001 - 558 60 41 001 - Professional Svcs-Reimb         | 5,278.50  |      |
|       |            |        |        |        | 001 - 558 60 41 001 - Professional Svcs-Reimb         | 5,116.87  |      |
| 8332  | 08/12/2026 | Claims | 2      | 207314 | FirstNET/AT&T Mobility                                | 784.99    |      |
|       |            |        |        |        | 001 - 522 20 42 020 - Telephone                       | 718.13    |      |
|       |            |        |        |        | 401 - 535 80 41 000 - Professional Services           | 66.86     |      |
| 8333  | 08/12/2026 | Claims | 2      | 207315 | Ruben Fortuna                                         | 489.90    |      |

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|-------|------------|--------|--------------------------------------------------------|--------|--------------------------------------|------------|------|
|       |            |        | 001 - 521 40 43 000 - Travel                           |        |                                      | 489.90     |      |
| 8334  | 08/12/2026 | Claims | 2                                                      | 207316 | Galls, LLC                           | 167.81     |      |
|       |            |        | 001 - 522 20 26 000 - Uniforms                         |        |                                      | 167.81     |      |
| 8335  | 08/12/2026 | Claims | 2                                                      | 207317 | Judy Garcia                          | 100.00     |      |
|       |            |        | 001 - 342 60 00 000 - Fire Transport Fees              |        |                                      | -100.00    |      |
| 8336  | 08/12/2026 | Claims | 2                                                      | 207318 | Glen Gardner dba Gardner Electronics | 326.10     |      |
|       |            |        | 001 - 521 20 41 001 - Professional Services            |        |                                      | 326.10     |      |
| 8337  | 08/12/2026 | Claims | 2                                                      | 207319 | Gateway Village, LLC                 | 311,045.10 |      |
|       |            |        | 001 - 558 70 00 513 - Economic Development             |        |                                      | 311,045.10 |      |
| 8338  | 08/12/2026 | Claims | 2                                                      | 207320 | Genuine Parts Co. Inc                | 30.72      |      |
|       |            |        | 101 - 576 80 31 007 - Operating Sup - Library          |        |                                      | 30.72      |      |
| 8339  | 08/12/2026 | Claims | 2                                                      | 207321 | Good to Go!                          | 4.50       |      |
|       |            |        | 001 - 521 40 43 000 - Travel                           |        |                                      | 4.50       |      |
| 8340  | 08/12/2026 | Claims | 2                                                      | 207322 | Gordon Truck Centers, Inc            | 16,009.42  |      |
|       |            |        | 425 - 531 50 48 000 - Repairs/Maintenance              |        |                                      | 58.53      |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip              |        |                                      | 14,265.93  |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip              |        |                                      | 1,438.40   |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip              |        |                                      | 246.56     |      |
| 8341  | 08/12/2026 | Claims | 2                                                      | 207323 | Guardian Alliance Technologies, Inc. | 190.00     |      |
|       |            |        | 001 - 521 20 41 001 - Professional Services            |        |                                      | 190.00     |      |
| 8342  | 08/12/2026 | Claims | 2                                                      | 207324 | Guardian Security Systems, Inc.      | 1,477.46   |      |
|       |            |        | 001 - 521 20 41 001 - Professional Services            |        |                                      | 78.26      |      |
|       |            |        | 001 - 522 50 49 050 - Fire/Theft Protection            |        |                                      | 45.65      |      |
|       |            |        | 001 - 522 50 49 050 - Fire/Theft Protection            |        |                                      | 72.27      |      |
|       |            |        | 401 - 535 50 48 000 - Maintenance Contracts            |        |                                      | 56.52      |      |
|       |            |        | 401 - 535 50 48 000 - Maintenance Contracts            |        |                                      | 89.67      |      |
|       |            |        | 401 - 535 50 48 000 - Maintenance Contracts            |        |                                      | 85.68      |      |
|       |            |        | 101 - 576 80 41 010 - Alarm Monitoring                 |        |                                      | 264.16     |      |
|       |            |        | 101 - 576 80 48 000 - Repairs/Maintenance              |        |                                      | 72.08      |      |
|       |            |        | 101 - 576 80 48 004 - Community Center                 |        |                                      | 66.64      |      |
|       |            |        | 101 - 576 80 48 004 - Community Center                 |        |                                      | 85.68      |      |
|       |            |        | 101 - 576 80 48 004 - Community Center                 |        |                                      | 39.11      |      |
|       |            |        | 101 - 576 80 48 004 - Community Center                 |        |                                      | 66.64      |      |
|       |            |        | 101 - 576 80 48 005 - Senior Center                    |        |                                      | 81.60      |      |
|       |            |        | 101 - 576 80 48 005 - Senior Center                    |        |                                      | 135.21     |      |
|       |            |        | 101 - 576 80 48 005 - Senior Center                    |        |                                      | 81.60      |      |
|       |            |        | 101 - 576 80 48 016 - City Hall                        |        |                                      | 156.69     |      |
| 8343  | 08/12/2026 | Claims | 2                                                      | 207325 | Heston Door Service, Inc.            | 375.06     |      |
|       |            |        | 401 - 535 50 48 050 - Maint Of General Equip           |        |                                      | 375.06     |      |
| 8344  | 08/12/2026 | Claims | 2                                                      | 207326 | Huber Technology LLC                 | 41,394.26  |      |
|       |            |        | 401 - 594 35 63 011 - Const - WWTP Upgrade             |        |                                      | 41,394.26  |      |
| 8345  | 08/12/2026 | Claims | 2                                                      | 207327 | ICONIX Waterworks (US) Inc           | 1,314.94   |      |
|       |            |        | 401 - 535 50 48 010 - Maintenance Of Lines             |        |                                      | 1,314.94   |      |
| 8346  | 08/12/2026 | Claims | 2                                                      | 207328 | IWorQ Systems Inc.                   | 13,057.00  |      |
|       |            |        | 401 - 591 28 70 401 - Leases + Subscription IT (SBITA) |        |                                      | 5,975.00   |      |
|       |            |        | 501 - 591 30 70 501 - Lease + Subscription IT (SBITA)  |        |                                      | 4,832.00   |      |
|       |            |        | 425 - 591 50 70 425 - Leases + Subscription IT (SBITA) |        |                                      | 2,250.00   |      |
| 8347  | 08/12/2026 | Claims | 2                                                      | 207329 | Ideal Rent-All                       | 108.99     |      |
|       |            |        | 103 - 542 30 31 000 - Operating Supplies               |        |                                      | 108.99     |      |
| 8348  | 08/12/2026 | Claims | 2                                                      | 207330 | Judd & Black Electric, Inc           | 330.17     |      |

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|       |            |        |        |        | 001 - 522 50 48 010 - Repairs/Maint-Dorm              | 330.17    |      |
| 8349  | 08/12/2026 | Claims | 2      | 207331 | Kelley Create                                         | 478.20    |      |
|       |            |        |        |        | 001 - 591 80 70 517 - Leases + Subscription IT (SBIT) | 478.20    |      |
| 8350  | 08/12/2026 | Claims | 2      | 207332 | Kodex, Inc                                            | 245.00    |      |
|       |            |        |        |        | 001 - 521 20 41 001 - Professional Services           | 245.00    |      |
| 8351  | 08/12/2026 | Claims | 2      | 207333 | Lakeside Industries, Inc.                             | 1,259.11  |      |
|       |            |        |        |        | 103 - 542 30 48 003 - Asphalt Materials               | 1,259.11  |      |
| 8352  | 08/12/2026 | Claims | 2      | 207334 | Language Exchange, Inc                                | 154.00    |      |
|       |            |        |        |        | 001 - 595 10 41 010 - Advertising                     | 154.00    |      |
| 8353  | 08/12/2026 | Claims | 2      | 207335 | Lauts Inc dba Lautenbach Industries                   | 640.90    |      |
|       |            |        |        |        | 412 - 537 60 47 015 - Construction Demolition Land    | 640.90    |      |
| 8354  | 08/12/2026 | Claims | 2      | 207336 | Les Schwab Tire Center                                | 4,048.06  |      |
|       |            |        |        |        | 001 - 521 20 48 010 - Repair & Maint - Auto           | 1,442.75  |      |
|       |            |        |        |        | 001 - 522 20 48 000 - Repairs/Maint-Equip             | 1,993.53  |      |
|       |            |        |        |        | 425 - 531 50 31 000 - Operating Supplies              | 38.02     |      |
|       |            |        |        |        | 412 - 537 50 48 000 - Repairs/maint-equip             | 388.46    |      |
|       |            |        |        |        | 412 - 537 60 47 011 - Site Recycling Disposal         | 185.30    |      |
| 8355  | 08/12/2026 | Claims | 2      | 207337 | Life-Assist Inc.                                      | 2,606.02  |      |
|       |            |        |        |        | 001 - 522 21 31 000 - Operating Supplies - Medical    | 123.92    |      |
|       |            |        |        |        | 001 - 522 21 31 000 - Operating Supplies - Medical    | 291.17    |      |
|       |            |        |        |        | 001 - 522 21 31 000 - Operating Supplies - Medical    | 121.32    |      |
|       |            |        |        |        | 001 - 522 21 31 000 - Operating Supplies - Medical    | 1,739.42  |      |
|       |            |        |        |        | 001 - 522 21 31 000 - Operating Supplies - Medical    | 330.19    |      |
| 8356  | 08/12/2026 | Claims | 2      | 207338 | Lithtex NW                                            | 1,654.31  |      |
|       |            |        |        |        | 001 - 512 50 31 000 - Supplies                        | 991.27    |      |
|       |            |        |        |        | 001 - 514 23 31 000 - Supplies                        | 432.97    |      |
|       |            |        |        |        | 412 - 537 80 31 010 - Office Supplies                 | 230.07    |      |
| 8357  | 08/12/2026 | Claims | 2      | 207339 | Lyndale Glass                                         | 733.73    |      |
|       |            |        |        |        | 101 - 576 80 48 016 - City Hall                       | 733.73    |      |
| 8358  | 08/12/2026 | Claims | 2      | 207340 | MES Service Company LLC                               | 3,500.85  |      |
|       |            |        |        |        | 001 - 522 20 26 000 - Uniforms                        | 837.70    |      |
|       |            |        |        |        | 001 - 522 20 35 000 - Small Tools & Minor Equip       | 2,663.15  |      |
| 8359  | 08/12/2026 | Claims | 2      | 207341 | Ruth Medina                                           | 1,000.00  |      |
|       |            |        |        |        | 631 - 389 90 03 631 - Unapplied Park and Facility Res | -1,000.00 |      |
| 8360  | 08/12/2026 | Claims | 2      | 207342 | Motorola Solutions                                    | 28,504.48 |      |
|       |            |        |        |        | 001 - 522 20 35 000 - Small Tools & Minor Equip       | 3,180.39  |      |
|       |            |        |        |        | 001 - 522 20 35 000 - Small Tools & Minor Equip       | 2,413.49  |      |
|       |            |        |        |        | 501 - 594 21 64 501 - Equip & Vehicles - Police       | 22,044.98 |      |
|       |            |        |        |        | 501 - 594 22 64 501 - Vehicles - Fire                 | 865.62    |      |
| 8361  | 08/12/2026 | Claims | 2      | 207343 | NC Machinery Co.                                      | 550.36    |      |
|       |            |        |        |        | 401 - 535 50 48 040 - Maintenance Of Vehicles         | -47.24    |      |
|       |            |        |        |        | 401 - 535 50 48 050 - Maint Of General Equip          | -11.61    |      |
|       |            |        |        |        | 412 - 537 50 48 000 - Repairs/maint-equip             | 677.06    |      |
|       |            |        |        |        | 103 - 542 30 48 010 - Repair/Maintenance-Equip        | -67.85    |      |
| 8362  | 08/12/2026 | Claims | 2      | 207344 | Nelson Dist, Inc. Nelson-Reisner                      | 595.02    |      |
|       |            |        |        |        | 001 - 522 20 32 000 - Auto Fuel/Diesel                | 31.78     |      |
|       |            |        |        |        | 425 - 531 50 32 000 - Vehicle Fuel                    | 27.12     |      |
|       |            |        |        |        | 401 - 535 80 31 010 - Operating Supplies              | 143.83    |      |
|       |            |        |        |        | 412 - 537 80 32 000 - Auto Fuel/Diesel                | 373.66    |      |
|       |            |        |        |        | 103 - 542 30 32 000 - Auto Fuel/Diesel                | 18.63     |      |

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|-------|------------|---------------------------------------------|--------|--------|-----------------------------|-----------|------------------------------------------|
| 8363  | 08/12/2026 | Claims                                      | 2      | 207345 | Nordic Temperature Control  | 227.01    |                                          |
|       |            | 001 - 522 50 48 010 - Repairs/Maint-Dorm    |        |        |                             | 227.01    |                                          |
| 8364  | 08/12/2026 | Claims                                      | 2      | 207346 | North County Public Defense | 23,394.28 |                                          |
|       |            | 001 - 515 93 41 000 - Indigent Defender     |        |        |                             | 23,394.28 |                                          |
| 8365  | 08/12/2026 | Claims                                      | 2      | 207347 | Northwest Safety Clean      | 106.33    |                                          |
|       |            | 001 - 522 20 31 000 - Operating Supplies    |        |        |                             | 106.33    |                                          |
| 8366  | 08/12/2026 | Claims                                      | 2      | 207348 | Oliver-Hammer, Inc          | 796.82    |                                          |
|       |            | 425 - 531 50 31 000 - Operating Supplies    |        |        |                             | 151.95    |                                          |
|       |            | 101 - 576 80 35 010 - Safety Equipment      |        |        |                             | 644.87    |                                          |
| 8367  | 08/12/2026 | Claims                                      | 2      | 207349 | Peters Towing LLC           | 276.61    |                                          |
|       |            | 001 - 521 20 41 001 - Professional Services |        |        |                             | 276.61    |                                          |
| 8368  | 08/12/2026 | Claims                                      | 2      | 207350 | Polydyne Inc.               | 3,913.20  |                                          |
|       |            | 401 - 535 80 35 020 - Solids Handling       |        |        |                             | 3,913.20  |                                          |
| 8369  | 08/12/2026 | Claims                                      | 2      | 207351 | Public Safety Testing, Inc  | 3,114.41  |                                          |
|       |            | 001 - 521 20 41 001 - Professional Services |        |        |                             | 3,114.41  |                                          |
| 8370  | 08/12/2026 | Claims                                      | 2      | 207352 | Puget Sound Energy, Inc.    | 11,168.38 |                                          |
|       |            | 103 - 542 63 47 000 - Public Utilities      |        |        |                             | 11,168.38 |                                          |
| 8371  | 08/12/2026 | Claims                                      | 2      | 207353 | Puget Sound Energy, Inc.    | 50.18     |                                          |
|       |            | 103 - 542 63 47 000 - Public Utilities      |        |        |                             | 50.18     |                                          |
| 8372  | 08/12/2026 | Claims                                      | 2      | 207354 | Puget Sound Energy, Inc.    | 389.20    |                                          |
|       |            | 001 - 521 20 47 000 - Public Utilities      |        |        |                             | 389.20    |                                          |
| 8373  | 08/12/2026 | Claims                                      | 2      | 207355 | Puget Sound Energy, Inc.    | 61.52     |                                          |
|       |            | 401 - 535 80 47 000 - Public Utilities      |        |        |                             | 61.52     |                                          |
| 8374  | 08/12/2026 | Claims                                      | 2      | 207356 | Puget Sound Energy, Inc.    |           | Check got jammed and printed incorrectly |
| 8375  | 08/12/2026 | Claims                                      | 2      | 207357 | Puget Sound Energy, Inc.    |           | Check got jammed and printed incorrectly |
| 8376  | 08/12/2026 | Claims                                      | 2      | 207358 | Puget Sound Energy, Inc.    | 173.25    |                                          |
|       |            | 101 - 576 80 47 000 - Riverfront            |        |        |                             | 173.25    |                                          |
| 8377  | 08/12/2026 | Claims                                      | 2      | 207359 | Puget Sound Energy, Inc.    | 11.70     |                                          |
|       |            | 101 - 576 80 47 000 - Riverfront            |        |        |                             | 11.70     |                                          |
| 8378  | 08/12/2026 | Claims                                      | 2      | 207360 | Puget Sound Energy, Inc.    | 96.14     |                                          |
|       |            | 103 - 542 63 47 000 - Public Utilities      |        |        |                             | 96.14     |                                          |
| 8379  | 08/12/2026 | Claims                                      | 2      | 207361 | Puget Sound Energy, Inc.    | 185.56    |                                          |
|       |            | 101 - 576 80 47 052 - Bingham Caretaker     |        |        |                             | 185.56    |                                          |
| 8380  | 08/12/2026 | Claims                                      | 2      | 207362 | Puget Sound Energy, Inc.    | 426.84    |                                          |
|       |            | 101 - 576 80 47 010 - Community Center      |        |        |                             | 426.84    |                                          |
| 8381  | 08/12/2026 | Claims                                      | 2      | 207363 | Puget Sound Energy, Inc.    | 52.88     |                                          |
|       |            | 102 - 536 20 47 000 - Public Utilities      |        |        |                             | 52.88     |                                          |
| 8382  | 08/12/2026 | Claims                                      | 2      | 207364 | Puget Sound Energy, Inc.    | 93.02     |                                          |
|       |            | 103 - 542 63 47 000 - Public Utilities      |        |        |                             | 93.02     |                                          |
| 8383  | 08/12/2026 | Claims                                      | 2      | 207365 | Puget Sound Energy, Inc.    | 98.22     |                                          |
|       |            | 103 - 542 63 47 000 - Public Utilities      |        |        |                             | 98.22     |                                          |
| 8384  | 08/12/2026 | Claims                                      | 2      | 207366 | Puget Sound Energy, Inc.    | 192.13    |                                          |
|       |            | 401 - 535 80 47 000 - Public Utilities      |        |        |                             | 192.13    |                                          |
| 8385  | 08/12/2026 | Claims                                      | 2      | 207367 | Puget Sound Energy, Inc.    | 10.87     |                                          |

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|       |            |        | 101 - 576 80 47 053 - Other Utilities    |        |                          | 10.87     |      |
| 8386  | 08/12/2026 | Claims | 2                                        | 207368 | Puget Sound Energy, Inc. | 31.36     |      |
|       |            |        | 425 - 531 50 47 000 - Public Utilities   |        |                          | 31.36     |      |
| 8387  | 08/12/2026 | Claims | 2                                        | 207369 | Puget Sound Energy, Inc. | 16.91     |      |
|       |            |        | 101 - 576 80 47 040 - Train              |        |                          | 16.91     |      |
| 8388  | 08/12/2026 | Claims | 2                                        | 207370 | Puget Sound Energy, Inc. | 124.33    |      |
|       |            |        | 412 - 537 80 47 000 - Public Utilities   |        |                          | 124.33    |      |
| 8389  | 08/12/2026 | Claims | 2                                        | 207371 | Puget Sound Energy, Inc. | 17,938.19 |      |
|       |            |        | 401 - 535 80 47 000 - Public Utilities   |        |                          | 17,938.19 |      |
| 8390  | 08/12/2026 | Claims | 2                                        | 207372 | Puget Sound Energy, Inc. | 15.13     |      |
|       |            |        | 101 - 576 80 47 000 - Riverfront         |        |                          | 15.13     |      |
| 8391  | 08/12/2026 | Claims | 2                                        | 207373 | Puget Sound Energy, Inc. | 175.50    |      |
|       |            |        | 401 - 535 80 47 000 - Public Utilities   |        |                          | 175.50    |      |
| 8392  | 08/12/2026 | Claims | 2                                        | 207374 | Puget Sound Energy, Inc. | 502.45    |      |
|       |            |        | 401 - 535 80 47 000 - Public Utilities   |        |                          | 502.45    |      |
| 8393  | 08/12/2026 | Claims | 2                                        | 207375 | Puget Sound Energy, Inc. | 107.90    |      |
|       |            |        | 425 - 531 50 47 000 - Public Utilities   |        |                          | 107.90    |      |
| 8394  | 08/12/2026 | Claims | 2                                        | 207376 | Puget Sound Energy, Inc. | 47.89     |      |
|       |            |        | 101 - 576 80 47 030 - Museum Apartments  |        |                          | 47.89     |      |
| 8395  | 08/12/2026 | Claims | 2                                        | 207377 | Puget Sound Energy, Inc. | 10.16     |      |
|       |            |        | 101 - 576 80 47 030 - Museum Apartments  |        |                          | 10.16     |      |
| 8396  | 08/12/2026 | Claims | 2                                        | 207378 | Puget Sound Energy, Inc. | 167.90    |      |
|       |            |        | 401 - 535 80 47 000 - Public Utilities   |        |                          | 167.90    |      |
| 8397  | 08/12/2026 | Claims | 2                                        | 207379 | Puget Sound Energy, Inc. | 30.52     |      |
|       |            |        | 101 - 576 80 47 030 - Museum Apartments  |        |                          | 30.52     |      |
| 8398  | 08/12/2026 | Claims | 2                                        | 207380 | Puget Sound Energy, Inc. | 165.40    |      |
|       |            |        | 101 - 576 80 47 050 - Hammer Square      |        |                          | 165.40    |      |
| 8399  | 08/12/2026 | Claims | 2                                        | 207381 | Puget Sound Energy, Inc. | 4,942.22  |      |
|       |            |        | 101 - 576 80 47 070 - City Hall          |        |                          | 4,942.22  |      |
| 8400  | 08/12/2026 | Claims | 2                                        | 207382 | Puget Sound Energy, Inc. | 105.20    |      |
|       |            |        | 401 - 535 80 47 000 - Public Utilities   |        |                          | 105.20    |      |
| 8401  | 08/12/2026 | Claims | 2                                        | 207383 | Puget Sound Energy, Inc. | 709.80    |      |
|       |            |        | 101 - 576 80 47 020 - Senior Center      |        |                          | 709.80    |      |
| 8402  | 08/12/2026 | Claims | 2                                        | 207384 | Puget Sound Energy, Inc. | 303.20    |      |
|       |            |        | 401 - 535 80 47 000 - Public Utilities   |        |                          | 303.20    |      |
| 8403  | 08/12/2026 | Claims | 2                                        | 207385 | Puget Sound Energy, Inc. | 228.53    |      |
|       |            |        | 401 - 535 80 47 000 - Public Utilities   |        |                          | 228.53    |      |
| 8404  | 08/12/2026 | Claims | 2                                        | 207386 | Puget Sound Energy, Inc. | 331.45    |      |
|       |            |        | 401 - 535 80 47 000 - Public Utilities   |        |                          | 331.45    |      |
| 8405  | 08/12/2026 | Claims | 2                                        | 207387 | Puget Sound Energy, Inc. | 41.85     |      |
|       |            |        | 001 - 521 20 47 000 - Public Utilities   |        |                          | 41.85     |      |
| 8406  | 08/12/2026 | Claims | 2                                        | 207388 | Puget Sound Energy, Inc. | 892.83    |      |
|       |            |        | 001 - 522 50 47 000 - Public Utilities   |        |                          | 892.83    |      |
| 8407  | 08/12/2026 | Claims | 2                                        | 207389 | Puget Sound Energy, Inc. | 165.40    |      |
|       |            |        | 101 - 576 80 47 051 - Bingham / Memorial |        |                          | 165.40    |      |

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|-------|------------|--------|--------|--------|--------------------------------------------------------|-----------|---------------------------------------------|
| 8408  | 08/12/2026 | Claims | 2      | 207390 | Puget Sound Energy, Inc.                               | 1,159.04  |                                             |
|       |            |        |        |        | 401 - 535 80 47 000 - Public Utilities                 | 1,159.04  |                                             |
| 8409  | 08/12/2026 | Claims | 2      | 207391 | Puget Sound Energy, Inc.                               | 150.43    |                                             |
|       |            |        |        |        | 101 - 576 80 47 053 - Other Utilities                  | 150.43    |                                             |
| 8410  | 08/12/2026 | Claims | 2      | 207392 | Puget Sound Energy, Inc.                               | 76.38     |                                             |
|       |            |        |        |        | 101 - 576 80 47 051 - Bingham / Memorial               | 76.38     |                                             |
| 8411  | 08/12/2026 | Claims | 2      | 207393 | Quiring Monuments Inc                                  | 300.00    |                                             |
|       |            |        |        |        | 102 - 536 20 31 010 - Operating Supplies               | 300.00    |                                             |
| 8412  | 08/12/2026 | Claims | 2      | 207394 | RH2 Engineering Inc                                    | 62,423.46 |                                             |
|       |            |        |        |        | 401 - 594 35 63 000 - Engineering Services             | 40,667.98 |                                             |
|       |            |        |        |        | 401 - 594 35 63 000 - Engineering Services             | 21,755.48 |                                             |
| 8413  | 08/12/2026 | Claims | 2      | 207395 | Reichhardt & Ebe                                       | 12,756.58 |                                             |
|       |            |        |        |        | 104 - 595 10 63 081 - Eng - John Line Rd. Bike/Ped     | 4,781.47  |                                             |
|       |            |        |        |        | 104 - 595 10 63 089 - Eng - John Liner Rd Arterial     | 5,425.72  |                                             |
|       |            |        |        |        | 104 - 595 30 63 083 - Const-SR 9-John Liner-McGariç    | 2,549.39  |                                             |
| 8414  | 08/12/2026 | Claims | 2      | 207396 | Ricoh USA, Inc                                         | 114.58    |                                             |
|       |            |        |        |        | 101 - 591 80 70 101 - Subscription IT (SBITA) - Parks  | 114.58    |                                             |
| 8415  | 08/12/2026 | Claims | 2      | 207397 | Rodda Paint Co                                         | 341.29    |                                             |
|       |            |        |        |        | 103 - 542 64 31 001 - Painting & Striping Supplies     | 308.20    |                                             |
|       |            |        |        |        | 103 - 542 64 31 001 - Painting & Striping Supplies     | 33.09     |                                             |
| 8416  | 08/12/2026 | Claims | 2      | 207398 | Heather Romano                                         | 1,795.50  |                                             |
|       |            |        |        |        | 001 - 521 20 41 001 - Professional Services            | 708.75    |                                             |
|       |            |        |        |        | 001 - 521 20 41 001 - Professional Services            | 330.75    |                                             |
|       |            |        |        |        | 001 - 521 20 41 001 - Professional Services            | 756.00    |                                             |
| 8417  | 08/12/2026 | Claims | 2      | 207399 | SBA Structures, LLC                                    | 671.74    |                                             |
|       |            |        |        |        | 001 - 591 28 70 001 - Lease + Subscription IT (SBITA)  | 335.87    |                                             |
|       |            |        |        |        | 401 - 591 28 70 401 - Leases + Subscription IT (SBITA) | 335.87    |                                             |
| 8418  | 08/12/2026 | Claims | 2      | 207400 | SIRENNET.COM                                           | 7,371.67  |                                             |
|       |            |        |        |        | 501 - 594 21 64 501 - Equip & Vehicles - Police        | 1,882.69  |                                             |
|       |            |        |        |        | 501 - 594 21 64 501 - Equip & Vehicles - Police        | 1,882.69  |                                             |
|       |            |        |        |        | 501 - 594 21 64 501 - Equip & Vehicles - Police        | 1,882.69  |                                             |
|       |            |        |        |        | 501 - 594 22 64 501 - Vehicles - Fire                  | 122.23    |                                             |
|       |            |        |        |        | 501 - 594 22 64 501 - Vehicles - Fire                  | 1,601.37  |                                             |
| 8419  | 08/12/2026 | Claims | 2      | 207401 | SWS Equipment, Inc.                                    | 5,601.17  |                                             |
|       |            |        |        |        | 412 - 537 50 48 000 - Repairs/maint-equip              | 1,697.91  |                                             |
|       |            |        |        |        | 412 - 537 50 48 000 - Repairs/maint-equip              | 1,584.93  |                                             |
|       |            |        |        |        | 412 - 537 50 48 000 - Repairs/maint-equip              | 2,318.33  |                                             |
| 8420  | 08/12/2026 | Claims | 2      | 207402 | San Diego Police Equip Co. Inc.                        | 1,453.72  |                                             |
|       |            |        |        |        | 001 - 521 20 31 015 - Ammunition                       | 1,453.72  |                                             |
| 8421  | 08/12/2026 | Claims | 2      | 207403 | Ashton Sandoval Oaks                                   | 323.00    | Reissue for Check #203230 due to lost check |
|       |            |        |        |        | 001 - 558 60 43 000 - Travel                           | 323.00    |                                             |
| 8422  | 08/12/2026 | Claims | 2      | 207404 | Seattle Pump & Equip Co                                | 3,135.39  |                                             |
|       |            |        |        |        | 425 - 531 50 48 000 - Repairs/Maintenance              | 3,135.39  |                                             |
| 8423  | 08/12/2026 | Claims | 2      | 207405 | Sedgwick Claims                                        | 4,655.73  |                                             |
|       |            |        |        |        | 001 - 511 60 21 001 - Industrial Insurance             | 3.38      |                                             |
|       |            |        |        |        | 001 - 512 50 21 001 - Industrial Insurance             | 4.17      |                                             |
|       |            |        |        |        | 001 - 513 10 21 001 - Industrial Insurance             | 7.94      |                                             |
|       |            |        |        |        | 001 - 514 23 21 001 - Industrial Insurance             | 33.75     |                                             |
|       |            |        |        |        | 001 - 518 80 21 001 - Industrial Insurance             | 11.32     |                                             |
|       |            |        |        |        | 001 - 521 10 21 001 - Industrial Insurance             | 85.77     |                                             |



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|       |            |        | 001 - 521 20 21 001 - Industrial Insurance            |        |                              | 1,145.55  |      |
|       |            |        | 001 - 522 20 21 001 - Industrial Insurance            |        |                              | 808.04    |      |
|       |            |        | 001 - 522 21 21 001 - Industrial Insurance            |        |                              | 768.33    |      |
|       |            |        | 001 - 522 22 21 001 - Industrial Insurance            |        |                              | 119.12    |      |
|       |            |        | 001 - 522 23 21 001 - Industrial Insurance            |        |                              | 615.88    |      |
|       |            |        | 001 - 524 20 21 001 - Industrial Insurance            |        |                              | 39.70     |      |
|       |            |        | 425 - 531 50 21 001 - Industrial Insurance            |        |                              | 101.25    |      |
|       |            |        | 401 - 535 80 21 001 - Industrial Insurance            |        |                              | 236.26    |      |
|       |            |        | 102 - 536 20 21 001 - Industrial Insurance            |        |                              | 37.72     |      |
|       |            |        | 412 - 537 80 21 001 - Industrial Insurance            |        |                              | 234.27    |      |
|       |            |        | 103 - 542 30 21 001 - Industrial Insurance            |        |                              | 107.21    |      |
|       |            |        | 501 - 548 30 21 001 - Industrial Insurance            |        |                              | 49.48     |      |
|       |            |        | 001 - 558 60 21 001 - Industrial Insurance            |        |                              | 9.93      |      |
|       |            |        | 101 - 576 80 21 001 - Industrial Insurance            |        |                              | 150.89    |      |
|       |            |        | 001 - 595 10 21 001 - Industrial Insurance            |        |                              | 85.77     |      |
| 8424  | 08/12/2026 | Claims | 2                                                     | 207406 | Sedro-Woolley Auto Parts Inc | 2,267.31  |      |
|       |            |        | 001 - 521 20 31 002 - Office/Operating Supplies       |        |                              | 8.04      |      |
|       |            |        | 001 - 521 20 31 002 - Office/Operating Supplies       |        |                              | 48.26     |      |
|       |            |        | 001 - 522 20 48 000 - Repairs/Maint-Equip             |        |                              | 674.66    |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip             |        |                              | 366.12    |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip             |        |                              | 164.05    |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip             |        |                              | 44.52     |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip             |        |                              | 8.89      |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip             |        |                              | -43.48    |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip             |        |                              | 121.61    |      |
|       |            |        | 412 - 537 50 48 000 - Repairs/maint-equip             |        |                              | 412.20    |      |
|       |            |        | 412 - 537 80 31 000 - Operating Supplies              |        |                              | 44.88     |      |
|       |            |        | 412 - 537 80 31 000 - Operating Supplies              |        |                              | 45.07     |      |
|       |            |        | 103 - 542 30 31 000 - Operating Supplies              |        |                              | 78.16     |      |
|       |            |        | 103 - 542 30 31 000 - Operating Supplies              |        |                              | 181.18    |      |
|       |            |        | 103 - 542 30 48 010 - Repair/Maintenance-Equip        |        |                              | 43.22     |      |
|       |            |        | 103 - 542 30 48 010 - Repair/Maintenance-Equip        |        |                              | 69.93     |      |
| 8425  | 08/12/2026 | Claims | 2                                                     | 207407 | Sedro-Woolley Automotive     | 213.97    |      |
|       |            |        | 001 - 521 20 48 010 - Repair & Maint - Auto           |        |                              | 96.35     |      |
|       |            |        | 001 - 521 20 48 010 - Repair & Maint - Auto           |        |                              | 117.62    |      |
| 8426  | 08/12/2026 | Claims | 2                                                     | 207408 | Sedro-Woolley Museum         | 5,000.00  |      |
|       |            |        | 108 - 557 30 41 015 - S-W Museum                      |        |                              | 5,000.00  |      |
| 8427  | 08/12/2026 | Claims | 2                                                     | 207409 | The Sherwin-Williams Co.     | 142.56    |      |
|       |            |        | 101 - 576 80 48 005 - Senior Center                   |        |                              | 142.56    |      |
| 8428  | 08/12/2026 | Claims | 2                                                     | 207410 | Sirchie Acquisition Co LLC   | 199.76    |      |
|       |            |        | 001 - 521 20 31 002 - Office/Operating Supplies       |        |                              | 131.52    |      |
|       |            |        | 001 - 521 20 31 002 - Office/Operating Supplies       |        |                              | 68.24     |      |
| 8429  | 08/12/2026 | Claims | 2                                                     | 207411 | Skagit 911                   | 4,031.83  |      |
|       |            |        | 001 - 591 20 70 522 - Leases + Subscription IT (SBIT) |        |                              | 4,031.83  |      |
| 8430  | 08/12/2026 | Claims | 2                                                     | 207412 | Skagit Cnty Central Svcs     | 11,792.63 |      |
|       |            |        | 001 - 521 20 41 050 - Spillman System                 |        |                              | 11,792.63 |      |
| 8431  | 08/12/2026 | Claims | 2                                                     | 207413 | Skagit Cnty Public Works     | 8,346.45  |      |
|       |            |        | 425 - 531 50 41 002 - Contracted Services             |        |                              | 7,658.78  |      |
|       |            |        | 103 - 542 64 31 004 - Street Sign Materials           |        |                              | 270.32    |      |
|       |            |        | 001 - 595 10 31 001 - Address & Street Signs-Reimb    |        |                              | 417.35    |      |
| 8432  | 08/12/2026 | Claims | 2                                                     | 207414 | Skagit Cnty Treasurer        | 67,760.81 |      |
|       |            |        | 114 - 523 60 41 022 - Jail Sales Tax Pass Through 2/1 |        |                              | 67,760.81 |      |
| 8433  | 08/12/2026 | Claims | 2                                                     | 207415 | Skagit Conservation District | 1,658.16  |      |
|       |            |        | 425 - 531 50 41 002 - Contracted Services             |        |                              | 639.67    |      |
|       |            |        | 425 - 531 50 41 002 - Contracted Services             |        |                              | 1,018.49  |      |

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| 8434  | 08/12/2026 | Claims                                                | 2      | 207416 | Skagit Council Of Governments           | 1,292.57  |      |
|       |            | 001 - 558 60 41 050 - SCOG                            |        |        |                                         | 1,292.57  |      |
| 8435  | 08/12/2026 | Claims                                                | 2      | 207417 | Skagit DV & SA Services                 | 1,942.70  |      |
|       |            | 001 - 565 50 41 000 - Sk Domestic Violence            |        |        |                                         | 1,942.70  |      |
| 8436  | 08/12/2026 | Claims                                                | 2      | 207418 | Skagit Farmers Supply                   | 457.51    |      |
|       |            | 001 - 521 20 31 002 - Office/Operating Supplies       |        |        |                                         | 52.17     |      |
|       |            | 001 - 522 20 31 000 - Operating Supplies              |        |        |                                         | 21.16     |      |
|       |            | 401 - 535 50 48 050 - Maint Of General Equip          |        |        |                                         | 38.51     |      |
|       |            | 401 - 535 50 48 060 - Maintenance Of Buildings        |        |        |                                         | 50.69     |      |
|       |            | 103 - 542 30 31 000 - Operating Supplies              |        |        |                                         | 13.03     |      |
|       |            | 101 - 576 80 31 003 - Operating Sup - Parks Shop      |        |        |                                         | 21.17     |      |
|       |            | 101 - 576 80 31 007 - Operating Sup - Library         |        |        |                                         | 111.94    |      |
|       |            | 101 - 576 80 31 025 - Operating Sup - Olmsted Park    |        |        |                                         | 20.64     |      |
|       |            | 101 - 576 80 31 025 - Operating Sup - Olmsted Park    |        |        |                                         | 41.28     |      |
|       |            | 101 - 576 80 31 100 - Fertilizer/Herbicide            |        |        |                                         | 86.92     |      |
| 8437  | 08/12/2026 | Claims                                                | 2      | 207419 | Skagit PUD                              | 253.65    |      |
|       |            | 101 - 576 80 47 053 - Other Utilities                 |        |        |                                         | 253.65    |      |
| 8438  | 08/12/2026 | Claims                                                | 2      | 207420 | Skagit PUD                              | 91.63     |      |
|       |            | 401 - 535 80 47 000 - Public Utilities                |        |        |                                         | 91.63     |      |
| 8439  | 08/12/2026 | Claims                                                | 2      | 207421 | Skagit PUD                              | 91.63     |      |
|       |            | 401 - 535 80 47 000 - Public Utilities                |        |        |                                         | 91.63     |      |
| 8440  | 08/12/2026 | Claims                                                | 2      | 207422 | PNG Media LLC, dba Skagit Publishing    | 1,431.08  |      |
|       |            | 001 - 511 60 31 001 - Legal Publications              |        |        |                                         | 102.22    |      |
|       |            | 001 - 511 60 31 001 - Legal Publications              |        |        |                                         | 96.84     |      |
|       |            | 001 - 558 60 41 010 - Advertising                     |        |        |                                         | 96.84     |      |
|       |            | 001 - 558 60 41 011 - Advertising Reimbuseable        |        |        |                                         | 269.00    |      |
|       |            | 001 - 558 60 41 011 - Advertising Reimbuseable        |        |        |                                         | 156.02    |      |
|       |            | 001 - 558 60 41 011 - Advertising Reimbuseable        |        |        |                                         | 236.72    |      |
|       |            | 001 - 558 60 41 011 - Advertising Reimbuseable        |        |        |                                         | 274.38    |      |
|       |            | 001 - 558 60 41 011 - Advertising Reimbuseable        |        |        |                                         | 199.06    |      |
| 8441  | 08/12/2026 | Claims                                                | 2      | 207423 | Acct #600000958 Skagit Regional Health  | 220.00    |      |
|       |            | 401 - 535 80 41 000 - Professional Services           |        |        |                                         | 110.00    |      |
|       |            | 412 - 537 80 31 000 - Operating Supplies              |        |        |                                         | 110.00    |      |
| 8442  | 08/12/2026 | Claims                                                | 2      | 207424 | Smarsh Inc.                             | 126.84    |      |
|       |            | 001 - 591 80 70 517 - Leases + Subscription IT (SBITA |        |        |                                         | 126.84    |      |
| 8443  | 08/12/2026 | Claims                                                | 2      | 207425 | Snohomish County Public Def Association | 1,231.00  |      |
|       |            | 001 - 515 93 41 000 - Indigent Defender               |        |        |                                         | 1,231.00  |      |
| 8444  | 08/12/2026 | Claims                                                | 2      | 207426 | Stericycle                              | 10.36     |      |
|       |            | 001 - 521 20 41 001 - Professional Services           |        |        |                                         | 10.36     |      |
| 8445  | 08/12/2026 | Claims                                                | 2      | 207427 | Tacoma Screw Products Inc.              | 72.59     |      |
|       |            | 412 - 537 80 31 000 - Operating Supplies              |        |        |                                         | 72.59     |      |
| 8446  | 08/12/2026 | Claims                                                | 2      | 207428 | Thompson, Guildner & Assoc, Inc P.S.    | 31,527.89 |      |
|       |            | 001 - 515 41 41 000 - Ext Legal-City Attorney         |        |        |                                         | 22,846.40 |      |
|       |            | 001 - 515 45 41 000 - Legal - Litigation              |        |        |                                         | 8,681.49  |      |
| 8447  | 08/12/2026 | Claims                                                | 2      | 207429 | West Pub. dba Thomson Reuters - West    | 641.33    |      |
|       |            | 001 - 521 20 41 001 - Professional Services           |        |        |                                         | 641.33    |      |
| 8448  | 08/12/2026 | Claims                                                | 2      | 207430 | Tri-Tec Communications Inc              | 1,126.13  |      |

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|       |            |        | 001 - 518 80 42 020 - Telephone                      |        |                                | 1,126.13   |                                             |
| 8449  | 08/12/2026 | Claims | 2                                                    | 207431 | Uline, Inc.                    | 991.52     |                                             |
|       |            |        | 101 - 576 80 31 025 - Operating Sup - Olmsted Park   |        |                                | 991.52     |                                             |
| 8450  | 08/12/2026 | Claims | 2                                                    | 207432 | Vestis                         | 88.76      |                                             |
|       |            |        | 425 - 531 50 31 000 - Operating Supplies             |        |                                | 4.85       |                                             |
|       |            |        | 401 - 535 80 49 000 - Laundry                        |        |                                | 8.41       |                                             |
|       |            |        | 401 - 535 80 49 000 - Laundry                        |        |                                | 8.41       |                                             |
|       |            |        | 401 - 535 80 49 000 - Laundry                        |        |                                | 8.41       |                                             |
|       |            |        | 401 - 535 80 49 000 - Laundry                        |        |                                | 8.41       |                                             |
|       |            |        | 412 - 537 80 49 000 - Misc-Laundry                   |        |                                | 8.93       |                                             |
|       |            |        | 412 - 537 80 49 000 - Misc-Laundry                   |        |                                | 8.93       |                                             |
|       |            |        | 412 - 537 80 49 000 - Misc-Laundry                   |        |                                | 8.93       |                                             |
|       |            |        | 412 - 537 80 49 000 - Misc-Laundry                   |        |                                | 8.93       |                                             |
|       |            |        | 103 - 542 30 49 000 - Misc-Laundry                   |        |                                | 4.85       |                                             |
|       |            |        | 103 - 542 30 49 000 - Misc-Laundry                   |        |                                | 4.85       |                                             |
|       |            |        | 103 - 542 30 49 000 - Misc-Laundry                   |        |                                | 4.85       |                                             |
| 8451  | 08/12/2026 | Claims | 2                                                    | 207433 | WA St Dept of Ecology          | 5,615.00   |                                             |
|       |            |        | 425 - 531 50 41 010 - DOE NPDES Permit               |        |                                | 5,615.00   |                                             |
| 8452  | 08/12/2026 | Claims | 2                                                    | 207434 | WA St Patrol                   | 148.00     |                                             |
|       |            |        | 001 - 521 20 41 040 - Intergov Svc-Gun Permits       |        |                                | 88.00      |                                             |
|       |            |        | 001 - 521 20 41 040 - Intergov Svc-Gun Permits       |        |                                | 60.00      |                                             |
| 8453  | 08/12/2026 | Claims | 2                                                    | 207435 | WEX Bank                       |            | Transaction was supposed to be paid via EFT |
| 8454  | 08/12/2026 | Claims | 2                                                    | 207436 | WSI Polygraph Service          | 1,363.75   |                                             |
|       |            |        | 001 - 521 20 41 001 - Professional Services          |        |                                | 1,363.75   |                                             |
| 8455  | 08/12/2026 | Claims | 2                                                    | 207437 | WW Grainger Inc                | 165.63     |                                             |
|       |            |        | 401 - 535 50 48 020 - Maint Of Pumping Equip         |        |                                | 54.46      |                                             |
|       |            |        | 401 - 535 80 31 010 - Operating Supplies             |        |                                | 111.17     |                                             |
| 8456  | 08/12/2026 | Claims | 2                                                    | 207438 | West Coast Code Consultants    | 120.00     |                                             |
|       |            |        | 001 - 558 60 41 001 - Professional Svcs-Reimb        |        |                                | 120.00     |                                             |
| 8457  | 08/12/2026 | Claims | 2                                                    | 207439 | Whatcom Electric Company Inc.  | 138.87     |                                             |
|       |            |        | 001 - 522 20 48 000 - Repairs/Maint-Equip            |        |                                | 161.37     |                                             |
|       |            |        | 001 - 522 20 48 000 - Repairs/Maint-Equip            |        |                                | -22.50     |                                             |
| 8458  | 08/12/2026 | Claims | 2                                                    | 207440 | Widener & Associates           | 2,664.00   |                                             |
|       |            |        | 104 - 595 10 63 077 - Eng-SR20 Cascade Trail Phase I |        |                                | 2,664.00   |                                             |
| 8459  | 08/12/2026 | Claims | 2                                                    | 207441 | Woods Logging                  | 319.01     |                                             |
|       |            |        | 001 - 522 20 48 000 - Repairs/Maint-Equip            |        |                                | 177.97     |                                             |
|       |            |        | 401 - 535 80 31 010 - Operating Supplies             |        |                                | 84.52      |                                             |
|       |            |        | 101 - 576 80 32 000 - Auto Fuel/Diesel               |        |                                | 28.26      |                                             |
|       |            |        | 101 - 576 80 32 000 - Auto Fuel/Diesel               |        |                                | 28.26      |                                             |
| 8460  | 08/12/2026 | Claims | 2                                                    | 207442 | Daniel York                    | 150.00     |                                             |
|       |            |        | 001 - 342 60 00 000 - Fire Transport Fees            |        |                                | -150.00    |                                             |
| 8461  | 08/12/2026 | Claims | 2                                                    | 207443 | Zachor, Stock & Krepps, Inc PS | 9,575.00   |                                             |
|       |            |        | 001 - 515 41 41 001 - Ext Legal-Prosecutor           |        |                                | 9,575.00   |                                             |
| 8462  | 08/12/2026 | Claims | 2                                                    | 207444 | Puget Sound Energy, Inc.       | 107.99     |                                             |
|       |            |        | 101 - 576 80 47 053 - Other Utilities                |        |                                | 107.99     |                                             |
| 8463  | 08/12/2026 | Claims | 2                                                    | 207445 | Puget Sound Energy, Inc.       | 517.83     |                                             |
|       |            |        | 101 - 576 80 47 000 - Riverfront                     |        |                                | 517.83     |                                             |
|       |            |        | 001 Current Expense Fund                             |        |                                | 486,285.85 |                                             |
|       |            |        | 101 Parks & Facilities Fund                          |        |                                | 41,169.44  |                                             |
|       |            |        | 102 Cemetery Fund                                    |        |                                | 1,195.62   |                                             |

# CHECK REGISTER

City Of Sedro-Woolley

Time: 08:28:15 Date: 08/12/2026

08/12/2026 To: 08/12/2026

Page: 13

| Trans | Date | Type                                                 | Acct # | Chk # | Claimant | Amount     | Memo               |
|-------|------|------------------------------------------------------|--------|-------|----------|------------|--------------------|
|       |      | 103 Street Fund                                      |        |       |          | 16,873.90  |                    |
|       |      | 104 Arterial Street Fund                             |        |       |          | 91,837.24  |                    |
|       |      | 106 Cemetery Endowment Fund                          |        |       |          | 8.40       |                    |
|       |      | 108 Lodging Tax Fund                                 |        |       |          | 5,000.00   |                    |
|       |      | 114 Law Enforcement Sales Tax                        |        |       |          | 67,760.81  |                    |
|       |      | 401 Sewer Operations Fund                            |        |       |          | 162,774.71 |                    |
|       |      | 412 Solid Waste Operations Fund                      |        |       |          | 42,815.99  |                    |
|       |      | 425 Stormwater Operations                            |        |       |          | 23,012.80  |                    |
|       |      | 501 Equipment Replacement Fund                       |        |       |          | 44,376.98  |                    |
|       |      | 631 Suspense Fund                                    |        |       |          | 1,100.00   |                    |
|       |      |                                                      |        |       |          |            |                    |
|       |      |                                                      |        |       |          |            | Claims: 984,211.74 |
|       |      | * Transaction Has Mixed Revenue And Expense Accounts |        |       |          | 984,211.74 |                    |

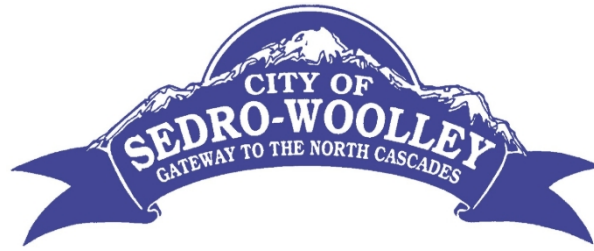
CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment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

\_\_\_\_\_  
Finance Director Date

\_\_\_\_\_  
Finance Committee Member Date

\_\_\_\_\_  
Finance Committee Member Date

\_\_\_\_\_  
Finance Committee Member Date



## City Council Agenda Item

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**Agenda Item No.:** e.4.

**Date:** August 12, 2026

**From:** Carrie Weyand, Wastewater Operator Lead

**Subject:** Change Order No. 1 - Fisher Construction Group Inc. - Wastewater Treatment Plant Repair

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### **RECOMMENDED ACTION:**

Motion to authorize the Public Works Director to sign and execute Change Order No. 1 for Public Works Agreement 2025-PW-20 with Fisher Construction Group Inc.

### **BACKGROUND/SUMMARY INFORMATION:**

Multi-year Agreement No. 2025-PW-20 was executed on June 1, 2025. One task order relating to rotor No. 2 was issued in the first year of the agreement in 2025. Unfortunately, this rotor shaft has failed a second time in late July and staff needs to issue another task order for the same rotor for additional repairs in 2026. The two repairs together exceed the current not to exceed amount of \$50,000 and will require additional funds to complete the project as required.

Fisher Construction's existing small works roster contract with the City is for Unit Priced Wastewater Treatment Plant and Sewer Lift Station Equipment Repairs falls within the MRSC threshold of \$350,000 or less (for small works projects) and a maximum payable contract sum of \$50,000.00, as stated above. To preserve the capacity for the City to respond to other future needs for wastewater treatment plant equipment repairs, staff is recommending the contract be modified to increase the contract sum to \$100,000.00. This is enough to make the new repairs and have some additional capacity to address other needs through the remainder of the contract term in first quarter of 2026.

### **FISCAL IMPACT, IF APPROPRIATE:**

Costs relating to Wastewater Treatment Plant and Sewer Lift Station Equipment Repairs would be paid out of Sewer Operations Fund 401.

The additional capacity of contract 2025-PW-20 has no negative fiscal impact to Fund 401.

Future task orders on this contract will be funded out of the appropriate budget item and subject to the approval authorities as outlined in Sedro-Woolley's Procurement Policy & Procedures.

### **ATTACHMENTS:**

1. 2025-PW-20 Fisher CO1





## CHANGE ORDER NO. 1

To the SMALL PUBLIC WORKS AGREEMENT (Contract) No. **2025-PW-20**

Dated June 1, 2025

Between The City of Sedro-Woolley, Washington

And Fisher Construction Group Inc

### **Change Description**

Proposed Change Order No. 1

|                                   |                     |
|-----------------------------------|---------------------|
| Original Contract Not to Exceed   | \$50,000.00         |
| <b>New Contract Not to Exceed</b> | <b>\$100,000.00</b> |

This Change Order revises the above contract as follows:

#### **5. Payment for Project.**

A. **Total Contract Sum for Project.** Excluding approved changes orders, the City shall pay the Contractor for satisfactory completion of the Project under the Contract a total Contract Sum not to exceed ~~\$50,000.00~~ **\$100,000.00** (~~Thirty-Five Thousand Dollars and no/100~~ **(One-Hundred thousand dollars and no/100)**) in accordance with the Contractors rate schedule, bid price in the bid Proposal or proposal price in the Proposal and including all applicable Washington State Sales Tax. The total Contract Sum includes all expenses and costs incurred in planning, designing and constructing the Project, including, but not limited to, applicable sales and use taxes, costs and expenses for overhead, profit, labor, materials, supplies, permits, subcontractors, consultants, and professional services necessary to construct and complete the Project.

All other terms and conditions remain as per the original agreement.

DATED 12th day of August 2026.

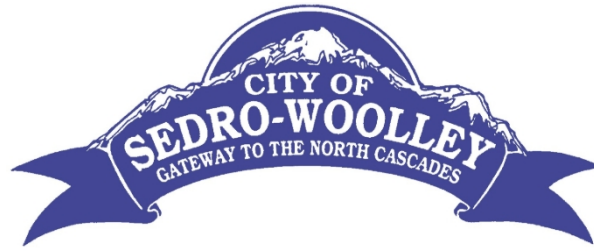
CITY OF SEDRO-WOOLLEY  
A Washington municipal corporation

By: \_\_\_\_\_  
Public Works Director

CONTRACTOR:

Fisher Construction Group Inc

By: \_\_\_\_\_



## City Council Agenda Item

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**Agenda Item No.:** e.5.

**Date:** August 12, 2026

**From:** Dan Curtis, City Attorney

**Subject:** Settlement Agreement - Rodriguez - Action Requested

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### **RECOMMENDED ACTION:**

Motion to authorize Mayor Kesti to execute/sign Stanwood and Sedro-Woolley v. Jose Rodriguez, Settlement and Release in Full Agreement with Jose Rodriguez for \$40,000.

### **BACKGROUND/SUMMARY INFORMATION:**

The proposed agreement presents a bargained-for conclusion to the declaratory judgment action by the City of Sedro-Woolley against Jose Rodriguez and Mr. Rodriguez's Public Records Act lawsuit against the City. Mr. Rodriguez had requested public records related to Automated License Plate Reader (ALPR) camera images and data. The City filed a declaratory judgment action against Mr. Rodriguez for a declaration that the records requested were not public records, or in the alternative, that they are public records but exempt from disclosure under the Public Records Act. Mr. Rodriguez also filed a separate lawsuit against the City alleging violations of the Public Records Act in relation to the public records request at issue. In the meantime, the state legislature passed Senate Bill 6002, known as the Driver Privacy Act, which went into law on March 30, 2026. The Act declared the category of information requested by Rodriguez to be exempt from public disclosure under the Public Records Act (PRA). Nonetheless, the PRA provides for potential monetary penalties applicable from the date of the request and which may apply to this case but which penalty amount has not yet been determined or assessed against the City. It is in the best interest of all parties to the lawsuit to settle the matter and all related claims rather than continue a court case in a matter in which the state legislature has since weighed in and changed the legal landscape.

### **FISCAL IMPACT, IF APPROPRIATE:**

\$40,000

### **ATTACHMENTS:**

1. Stanwood SW v. Rodriguez Settlement Agreement



## SETTLEMENT AGREEMENT AND RELEASE IN FULL

### *STANWOOD AND SEDRO-WOOLLEY V. JOSE RODRIGUEZ*

This Settlement Agreement (“**Agreement**”) is entered into and effective as of July 30, 2026, (the “**Effective Date**”), between the Cities of Stanwood and Sedro-Woolley on the one hand, and Jose Rodriguez on the other hand. Each of the foregoing individually is referred to herein as a “**Party**” and collectively as the “**Parties**.”

NOW, THEREFORE, for good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, each of the Parties hereby agrees as follows:

#### 1. SETTLEMENT AMOUNT.

The Cities shall pay the total sum of \$80,000.00 (eighty thousand) (hereinafter the “**Settlement Amount**”) to Defendant no later than August 20, 2026. Each City is responsible for half the Settlement Amount. Within ten (10) business days of Defendant’s receipt of the \$80,000.00, Defendant’s counsel shall deliver to Thompson, Guildner & Associates, Counsel for the Cities, a fully executed Stipulation and Order for Dismissal with prejudice in *Stanwood/ Sedro-Woolley v Jose Rodriguez*, Skagit County Superior Court Cause No. 25-2-00717-29, and related consolidated cases, *Jose Rodriguez v. City of Sedro-Woolley*, Skagit County Superior Court Cause No. 25-2-00806-29, and *Jose Rodriguez v. City of Stanwood*, Snohomish County Superior Court Cause No. 25-2-07244-31, (collectively the “**Lawsuit**”). **The settlement check shall be made out to the Trust Account of Hall and Gilliland PLLC and the settlement payment shall be sent to 1111 West Yakima Avenue, Yakima Wa. 98902. Payment shall be mailed by Defendant’s counsel no later than August 20, 2026. Dismissal shall not be entered until after Defendant’s attorney receives the settlement payment. Once payment is received, Defendant waives appearance for entry of the stipulated order of dismissal. Plaintiffs shall bear the burden of entering the stipulated order of dismissal once payment is received by Defendant’s counsel.** The parties agree that if the settlement payment is not mailed by August 20, 2026, that there shall be a \$500 per day penalty for each day the payment is not mailed after August 20, 2026. Parties also agree that final approval for this settlement is Sedro-Woolley City Council approval on August 12, 2026, and Stanwood City council approval on August 13, 2026. The Parties shall each bear their own attorneys’ fees and costs with respect to the Lawsuit.

#### 2. RELEASE OF CLAIMS AND STIPULATION AND ORDER FOR DISMISSAL.

In consideration of the Settlement Amount noted above, Jose Rodriguez releases and forever discharges each City, its insurers, affiliates, agents, principals, employees, officers, elected officials, representatives, predecessors, successors, and assigns from any and all claims, demands, debts, liabilities, damages (including attorneys’ fees and costs), equitable relief, and causes of action of whatever kind or nature, known or unknown, past, present or future, arising out of or in any way connected with Defendant’s public records request submitted to the City of Sedro-



Woolley on or about May 29, 2025, and the public records request made to the eCity of Stanwood on April 10, 2025, including any claims or allegations in the Lawsuit.

Without limiting the generality of the foregoing, this release includes all matters, claims, demands, liabilities, obligations, damages, equitable relief, causes of action, or suits, including all claims for any and all statutory penalties, fees, and costs under Chapter 42.56 RCW, and any related equitable or declaratory relief, whether known or unknown, whether suspected or unsuspected, arising out of or in any way connected with the above-entitled claims, allegations, or the Lawsuit.

Release of claims by Defendant is effective upon execution of this Agreement by the Parties. The City will provide to Defendant's counsel a proposed Stipulation and Order for Dismissal with prejudice of the Lawsuit, with the Parties to bear their own attorneys' fees and costs.

3. WITHDRAWAL AND CLOSURE OF PUBLIC RECORDS REQUEST(S);  
NO FURTHER RECORDS.

In consideration of the Settlement Amount noted above, Defendant agrees to withdraw all public records requests he has submitted to the Cities including any that are currently pending; this includes, without limitation, Defendant's requests submitted on May 29, 2025, and April 10, 2025. This Agreement constitutes Defendant's formal, irrevocable withdrawal of his pending Public Records Act request(s), and no further communication confirming this withdrawal is required from Defendant to effectuate the withdrawal. The Parties agree that the Cities will therefore close Defendant's May 29, 2025, and April 10, 2025, records request and any other requests pending that have been made by Defendant or Defendant's Counsel upon the Parties' execution of this Agreement. Additionally, Defendant further agrees that the Cities have satisfied its obligations under the Public Records Act, RCW 42.56 et. seq. with regard to any and all of the public records requests he has submitted to the Cities.

4. REPRESENTATIONS AND AUTHORITY TO SIGN THE AGREEMENT.

Each of the Parties that is a signatory to this Agreement specifically represents and warrants to the other Parties that: (i) he/she/it holds all right, title, and interest to all claims, demands, choses in action, or causes of action covered by the terms of this Agreement; (ii) he/she/it has not sold, assigned, granted, transferred, or encumbered to any person, firm, or entity any interest in any claim, demand, choses in action, or cause of action covered by the terms of this Agreement, or any part hereof; (iii) he/she/it is authorized and has the right to surrender, compromise, settle, and cancel the claims, demands, choses in action, and causes of action covered by the terms of this Agreement, or any part hereof; (iv) he/she/it has had the opportunity to consult with independent legal counsel with respect to the advisability of making the settlement provided herein and the advisability of executing this Agreement; (v) he/she/it has made such investigation of the facts pertaining to this settlement, this Agreement, and all the matters pertaining hereto as he/she/it deems necessary; and (vi) in executing this Agreement, he/she/it does not rely on any inducements, promises, representations, or omissions of the other Parties, other than the terms and conditions

specifically set forth in this Agreement. Each signatory warrants that he/she/it has full authority to bind the Party on whose behalf the signatory executes this Agreement.

5. SUCCESSORS AND ASSIGNS.

This Agreement shall be binding upon and shall inure to the benefit of the Parties and their heirs, successors, and assigns.

6. MODIFICATION, WAIVER, AMENDMENT OR TERMINATION.

No provision of this Agreement may be modified, amended, waived, or terminated except by an instrument in writing signed by all of the Parties.

7. CONSTRUCTION.

The Parties agree that this Agreement was fully negotiated, that the language used in this Agreement is the language chosen by the Parties to express their mutual intent, and that this Agreement shall not be interpreted against any Party as the drafter of this Agreement. The Parties agree and acknowledge that they have retained separate legal counsel, or had an opportunity to retain separate legal counsel, to review this Agreement and provide them with legal advice prior to the execution of this Agreement.

8. SECTION HEADLINES.

The section headings used in this Agreement are for convenience of reference only and do not constitute a part of this Agreement and shall not be deemed to limit, characterize, or in any way affect any provision of this Agreement, and all provisions of this Agreement shall be enforced and construed as if no section heading had been used in this Agreement.

9. NO ADMISSION OF FAULT OR LIABILITY.

This is a compromise of a disputed claim. Liability is and remains denied by the City. Nothing in this Agreement shall be taken to reflect an acknowledgement by any of the Parties of any fault, wrongdoing, or liability of the City. The Parties consent to the exclusive jurisdiction and venue of the state courts located in Snohomish County, Washington, for any action arising out of or relating to this Agreement.

10. APPLICABLE LAW.

This Agreement shall be governed by the laws of the State of Washington.

11. ENTIRE AGREEMENT.



This Agreement sets forth the entire understanding and agreement among the Parties with respect to the subject matter hereof and supersedes all prior negotiations, representations, understandings, agreements, or arrangements between the Parties, whether written or oral, with respect to the subject matter hereof. The Parties acknowledge that they are not relying upon any statement, representation, or promise not expressly set forth in this Agreement.

12. SEVERABILITY.

Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law, but, if any provision of this Agreement is held to be invalid, illegal, or unenforceable under any applicable law or rule, the validity, legality, and enforceability of the other provisions of this Agreement will not be affected or impaired thereby.

13. COUNTERPARTS AND FACSIMILE/EMAIL.

The Parties agree that this Agreement may be executed in multiple counterparts and, upon such execution, all the counterparts taken together shall constitute one and the same Agreement. Counterparts and signatures transmitted by facsimile or email shall be valid and effective as originals.

BY EXECUTING THIS AGREEMENT, EACH PARTY ACKNOWLEDGES THAT IT HAS CAREFULLY READ AND FULLY UNDERSTANDS ALL PROVISIONS OF THIS AGREEMENT; THAT IT HAS NOT RELIED ON ANY PROMISE OR STATEMENT NOT SET FORTH HEREIN; AND THAT IT EXECUTES THIS AGREEMENT VOLUNTARILY AND OF ITS OWN FREE WILL.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the respective dates indicated below.

**ACCEPTED AND AGREED:**

  
Jose Rodriguez (Jul 30, 2026 14:20:02 PDT)

Jose Rodriguez

07/30/2026

Date

Sid Roberts, Stanwood Mayor

Date

---

JoEllen Kesti, Sedro-Woolley Mayor

Date

# Settlement Agreement Stanwood-Sedro-Woolle y v. Rodriguez

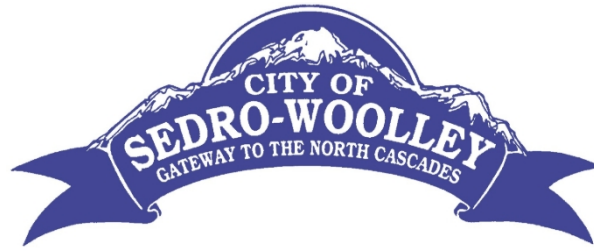
Final Audit Report

2026-07-30

|                 |                                              |
|-----------------|----------------------------------------------|
| Created:        | 2026-07-30                                   |
| By:             | Gretchen Hall (g.hall@handglegal.com)        |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAAROFikV_2sTScJyyHaJpBqWPmasTKEyH5 |

## "Settlement Agreement Stanwood-Sedro-Woolley v. Rodriguez" History

-  Document created by Gretchen Hall (g.hall@handglegal.com)  
2026-07-30 - 8:58:32 PM GMT
-  Document emailed to Jose Rodriguez (jlrodriguezjr1990@gmail.com) for signature  
2026-07-30 - 8:58:41 PM GMT
-  Email viewed by Jose Rodriguez (jlrodriguezjr1990@gmail.com)  
2026-07-30 - 9:18:12 PM GMT
-  Document e-signed by Jose Rodriguez (jlrodriguezjr1990@gmail.com)  
Signature Date: 2026-07-30 - 9:20:02 PM GMT - Time Source: server - Signature Appearance Selected: MOBILE\_DRAW
-  Agreement completed.  
2026-07-30 - 9:20:02 PM GMT



## City Council Agenda Item

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**Agenda Item No.:** g.1.

**Date:** August 12, 2026

**From:**

**Subject:** Public Works Open House

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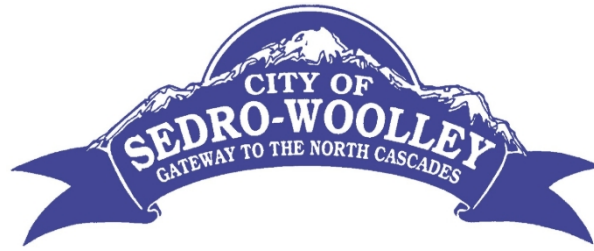
**RECOMMENDED ACTION:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

None



## City Council Agenda Item

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**Agenda Item No.:** 1.1.

**Date:** August 12, 2026

**From:** Charlie Bush, City Administrator, Thomas Glover, Community Development Director

**Subject:** Reallocation of 1590 Funds - RJ Group to Home Trust of Skagit - Creekside Commons Project

---

### **RECOMMENDED ACTION:**

Motion to authorize Mayor Kesti or her designee to execute a 1590 capital funding agreement with Home Trust of Skagit, instead of RJ Group, for \$611,000.

### **BACKGROUND/SUMMARY INFORMATION:**

The policy question for this Council item is whether the City Council would be willing to switch the 1590 capital funding award of \$611,000 over to Home Trust of Skagit from the RJ Group. The City Council provided this award last fall at the conclusion of a request for proposals (RFP) process. In contract negotiations since, RJ Group and the City concluded that RJ Group cannot guarantee 20 years of affordability on the units since RJ Group will be out of the picture sooner. RJ Group and Home Trust of Skagit are partnering on the affordability of some units at Creekside Commons.

RJ Group's original RFP response and some additional information is attached.

Here is also a message from RJ Group:

*The RJ Group is requesting that the City Council authorize transferring the HB1590 award recipient from The RJ Group to Home Trust of Skagit. This change is necessary because Home Trust of Skagit will provide the long-term affordability stewardship required under the program. No other aspect of the previously approved project or grant will change. The awarded funds will continue to be used for down payment assistance at Creekside Commons.*

*Home Trust of Skagit will maintain the awarded funds in a segregated interest-bearing account and will disburse the appropriate grant funds directly to escrow at the closing of each qualified home sale in accordance with the HB1590 program requirements. Home Trust of Skagit will continue to administer the buyer qualification process, monitor long-term compliance with the affordability requirements, and ensure all funds are used solely for their intended purpose.*

*If funds remain after providing down payment assistance to qualified buyers, Home Trust of Skagit may seek reimbursement for eligible administrative expenses, not to exceed the limits permitted under the*



*HB1590 program. This administration is labor intensive and requires significant documentation and long-term compliance monitoring. Any reimbursement would occur only if funds remain available after the down payment assistance obligations have been fulfilled.*

For background, here is an excerpt from the original City Council item that provided funding to RJ Group:

*During the summer and early fall, the City of Sedro-Woolley conducted its first Request for Proposals (RFP) related to House Bill 1590 Capital (bricks and mortar) funding. The City received three proposals. Each is attached, along with the original RFP, guidance regarding spending options for 1590 funds, Committee scoring, and a report on fund balances for the City's 1590 funds.*

*On October 1, 2025, the City Council's Housing Advisory Committee, comprised of Council members Lavacca, Henderson, and Diamond, met to review the proposals. After presentations from each party, the Committee unanimously recommended funding a proposal by the RJ Group, in partnership with the Home Trust of Skagit. Their proposal would create three, and possibly up to 4, units of affordable housing at 60 percent of Area Median Income (AMI). The Committee expressed a desire to fulfill its upcoming Comprehensive Plan housing targets and voiced support of the private funds used to leverage affordability in the RJ Group project.*

**FISCAL IMPACT, IF APPROPRIATE:**

There is no additional fiscal impact. This action is simply shifting from one contract partner to another.

**ATTACHMENTS:**

1. 2025-08-28 Letter of Support for Sedro Application - Home Trust of Skagit
2. House Bill 1590 RFP - The RJ Group & Home Trust of Skagit
3. House Bill 1590 RFP - Supplemental Submission 300 Words - The RJ Group & Home Trust of Skagit
4. House Bill 1590 Funding Options

August 28, 2025

To Whom It May Concern:

I am Felicia Minto, current Executive Director of Home Trust of Skagit, and I am writing this letter to express our support for The RJ Group's utilization of Sedro-Woolley's funding from House Bill 1590 RFP. Utilization of these monies will make it possible to offer affordable housing in the Creekside Commons Development.

Home Trust of Skagit is a registered 501c3 Nonprofit Organization dedicated to providing affordable housing for qualified applicants at or below 80% AMI in Skagit County. As a Community Land Trust, we retain ownership of the land which allows the sale of homes with a fixed-rate resale formula to remain in the affordable market upon resale. We maintain an application process for new buyers and also administer a 99-year ground lease for the properties.

Home Trust of Skagit acquires homes in its portfolio in a number of ways, the most traditional way is we purchase the land, and contract with a builder. We also can acquire "fair market" homes through traditional purchase, and also through the donation of the land/home. Another way in which we add homes to our portfolio is through partnerships with for-profit developers, as such in this particular case for the proposed Creekside Commons Development in Sedro-Woolley.

Home Trust of Skagit is supportive of The RJ Group's development model Creekside Commons. It is our understanding and agreement with The RJ Group that we will be able to offer some of the homes in the Creekside Commons development at 80% AMI or less. Specifically, for grant monies awarded by the HB 1590 at 60% AMI. This is an important opportunity to make long-term affordable home ownership a real possibility for the local workforce in Sedro-Woolley.

The funds from this grant money are absolutely crucial in our partnerships' ability to offer these homes at an affordable rate to the local workforce. It is Home Trust of Skagit's perspective, that in order to provide long-term affordable homes to the local workforce, we have to utilize *all* available funding opportunities, as well as leveraging innovative partnerships with a shared vision. We are committed to a productive and positive partnership with The RJ Group, and any future developments allocating long-term affordable housing provided to the local workforce. Please receive this letter as Home Trust of Skagit's official and strong support in the utilization of Sedro-Woolley's House Bill 1590 RFP funding toward The RJ Group's Creekside Commons Development.

Sincerely,



Felicia Minto  
Executive Director, Home Trust of Skagit  
[director@htskagit.org](mailto:director@htskagit.org)



# Creekside Commons: Affordable & Workforce Housing

In Partnership With



*Building Community Through Housing*





|    |                            |
|----|----------------------------|
| 3  | HB 1590 Application        |
| 4  | Non-Profit Partnership     |
| 5  | Creekside Commons Overview |
| 6  | Courtyard Cluster          |
| 7  | Sample Unit Layouts        |
| 10 | Site Aerial                |
| 11 | Elevations                 |
| 21 | Example Specifications     |





Creekside Commons is a 68-unit townhome development in Sedro Woolley, WA, offering two- and three-bedroom for-sale homes designed for working families. Each home includes a private parking garage, with shared amenities such as landscaped courtyards, walking paths, a fenced dog park, and surplus guest parking. These homes are intentionally built for long-term homeownership and the creation of generational wealth—**not transitional or temporary housing**.

In partnership with **Home Trust of Skagit (HTS)**, a 501(c)(3) nonprofit Community Land Trust, we will permanently set aside homes for households earning at or below **60% of the Area Median Income (AMI)** for Skagit County. Affordability will be preserved for **99 years through recorded covenants** that run with the land, far exceeding the 25-year affordability retention minimum outlined in the application guidelines. These homes will be **indistinguishable from market-rate homes** in quality, design, and layout, and they will be distributed throughout the community to support inclusive, mixed-income neighborhoods. In alignment with the **City's Comprehensive Plan** and the intent of HB 1590 funding, Creekside Commons will serve income-qualified households that include working families, seniors, and veterans—populations identified as priorities in the City's RFP.

The RJ Group, a private developer, is funding the construction of this project in partnership with a private lender. **House Bill 1590 funding will be applied exclusively to down payment assistance**, enabling income-qualified buyers to achieve homeownership. This approach ensures that every public dollar is directly leveraged into private mortgage financing, significantly multiplying the impact of the investment.

Unlike costly and often inefficient stand-alone affordable housing developments, this model **benefits from conventional and agency-backed financing**, maximizing purchasing power for qualified households while preserving affordability for the long term. In addition, participating families will realize the full benefits of stable homeownership—**equity building through principal paydown and appreciation, tax advantages from interest deductions, and long-term security**—rather than the limitations of renting or temporary housing. The more grant funding secured, the greater the number of families who can attain quality, affordable ownership.

**Home Trust of Skagit** will oversee all compliance, including buyer income verification, resale enforcement, and down payment assistance facilitation. In addition, HTS will provide **annual reporting to the City** regarding compliance. A formal partnership agreement outlining this scope of responsibilities is in process. This stewardship model ensures the **long-term protection of public investment** and the continued availability of affordable homes for future generations.

The project is **fully consistent with the existing Sedro Woolley development code** and is near shovel-ready, with civil plans submitted and groundbreaking expected this year. **Site control is fully established**, as the developer owns the land outright and free of encumbrances. Creekside Commons will deliver homes in 2026. A **Homeowners Association** will maintain the property, with monthly HOA fees factored into the 60% AMI affordability analysis. This guarantees professional maintenance and long-term community stability. AMI thresholds used in this proposal are based on historical data to forecast 2026 affordability.

The attached Excel analysis demonstrates how varying levels of HB 1590 grant support translate into affordability outcomes. For example, based on today's market assumptions, an award of **\$712,932 will support 3 income-qualified households**; within the 2-bedroom homes, equating to **9 residents served**. The RJ Group is committed to setting aside as many homes as funding allows—up to the entirety of the project if resources are available.

**The need for support is immediate, and the impact will be lasting.** Creekside Commons directly advances the City of Sedro-Woolley's housing affordability goals and complies with all requirements of the HB 1590 RFP, including affordability term, qualifying populations, site control, and annual reporting.



was established in 2009 as a nonprofit community land trust [501(c)(3)] headquartered in Mount Vernon and Burlington, Washington. Its mission is to increase permanently affordable, owner-occupied homes and rental in Skagit County by balancing homeowner, neighborhood, and county interests. Home Trust of Skagit manages land and resale-restricted homes for individuals and families earning up to 80% of the area median income. It develops and stewards both owner-occupied and affordable rental housing through a transparent, community-driven process.

Primary funding sources include program service income and ground lease fees, augmented by

grants and donor support. Governance is provided by a 12-to-15-member Board of Directors, equally representing homeowner leaseholders, general community members, and public interest appointees—ensuring accountability and balanced oversight. HTS performs stewardship duties such as assembling land, monitoring income eligibility, managing ground leases, overseeing resales at formula-determined prices, ensuring property upkeep, and providing homeowner education and support.

Home Trust of Skagit has in its portfolio currently 3 scattered home sites in Mount Vernon, 11 homes in a development in Mount Vernon called Summerlynd, and 14 home-owned units in a development called Channel Cove in La Conner. Also in Channel Cove are 18 rental units which are restricted at 50% AMI per a current contract with the Department of Commerce. HTS goals for the next few years are to get a pipeline going, with new homeownership opportunities, and potential land acquisition and new builds in the future

[www.hometrustedskagit.org](http://www.hometrustedskagit.org)



August 28, 2025

To Whom It May Concern:

I am Felicia Minto, current Executive Director of Home Trust of Skagit, and I am writing this letter to express our support for The RJ Group's utilization of Sedro-Woolley's funding from House Bill 1590 RFP. Utilization of these monies will make it possible to offer affordable housing in the Creekside Commons Development.

Home Trust of Skagit is a registered 501c3 Nonprofit Organization dedicated to providing affordable housing for qualified applicants at or below 80% AMI in Skagit County. As a Community Land Trust, we retain ownership of the land which allows the sale of homes with a fixed-rate resale formula to remain in the affordable market upon resale. We maintain an application process for new buyers and also administer a 99-year ground lease for the properties.

Home Trust of Skagit acquires homes in its portfolio in a number of ways, the most traditional way is we purchase the land, and contract with a builder. We also can acquire "fair market" homes through traditional purchase, and also through the donation of the land/home. Another way in which we add homes to our portfolio is through partnerships with for-profit developers, as such in this particular case for the proposed Creekside Commons Development in Sedro-Woolley.

Home Trust of Skagit is supportive of The RJ Group's development model Creekside Commons. It is our understanding and agreement with The RJ Group that we will be able to offer some of the homes in the Creekside Commons development at 80% AMI or less. Specifically, for grant monies awarded by the HB 1590 at 60% AMI. This is an important opportunity to make long-term affordable home ownership a real possibility for the local workforce in Sedro-Woolley.

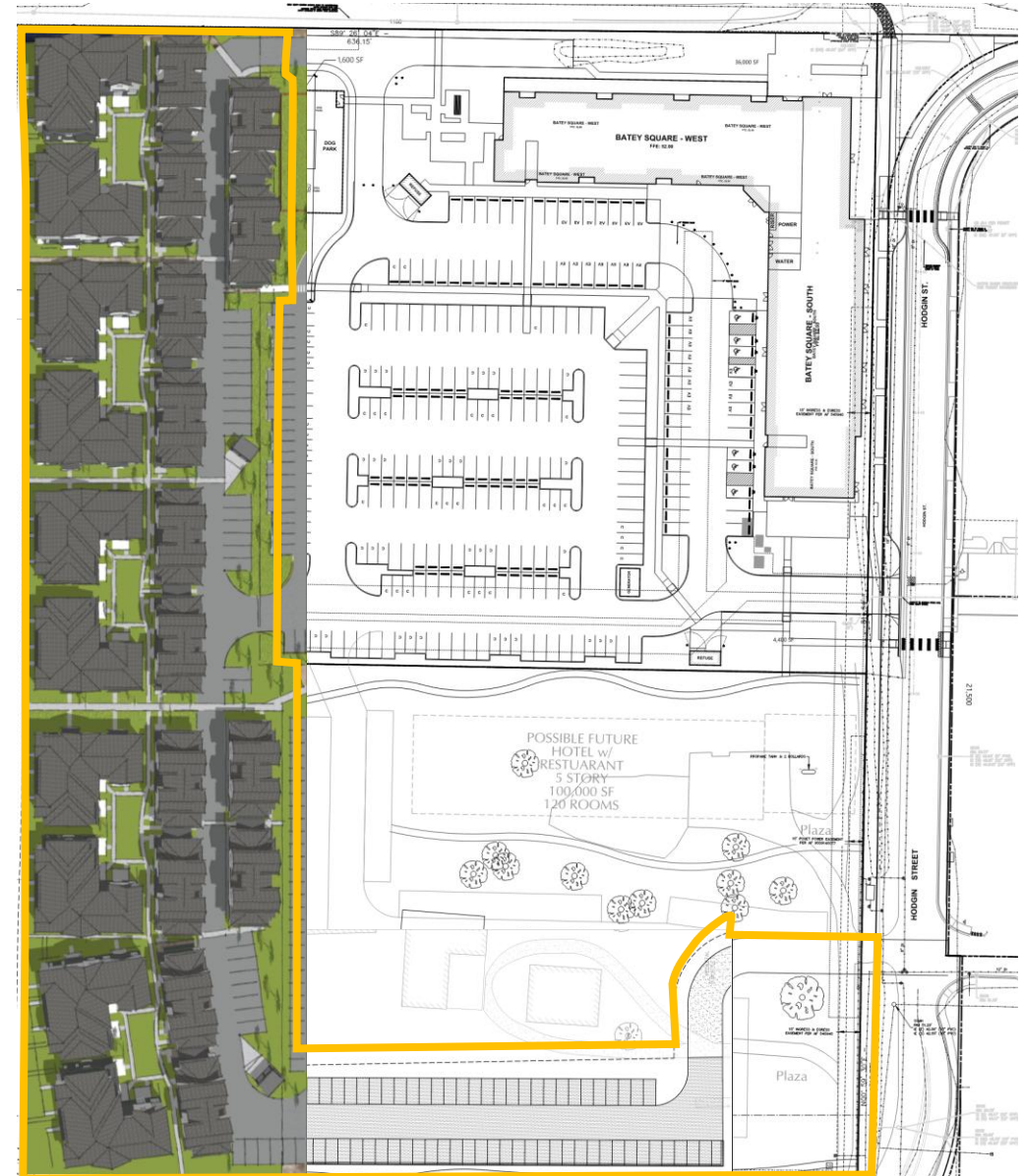
The funds from this grant money are absolutely crucial in our partnerships' ability to offer these homes at an affordable rate to the local workforce. It is Home Trust of Skagit's perspective, that in order to provide long-term affordable homes to the local workforce, we have to utilize *all* available funding opportunities, as well as leveraging innovative partnerships with a shared vision. We are committed to a productive and positive partnership with The RJ Group, and any future developments allocating long-term affordable housing provided to the local workforce. Please receive this letter as Home Trust of Skagit's official and strong support in the utilization of Sedro-Woolley's House Bill 1590 RFP funding toward The RJ Group's Creekside Commons Development.

Sincerely,

Felicia Minto  
Executive Director, Home Trust of Skagit  
[director@htskagit.org](mailto:director@htskagit.org)



- **Parcel Number:** P37206
- **Zoning:** Urban Village Mixed-Use (UVMU)
- **Townhome & Apartment Units: 68**
  - 10 four-unit townhome buildings
  - 7 four-unit apartment buildings
- **Amenities:** Garages, Shared Dog Park, Walking Paths, Landscaped Courtyards
- Extensive Street and Sidewalk Improvements

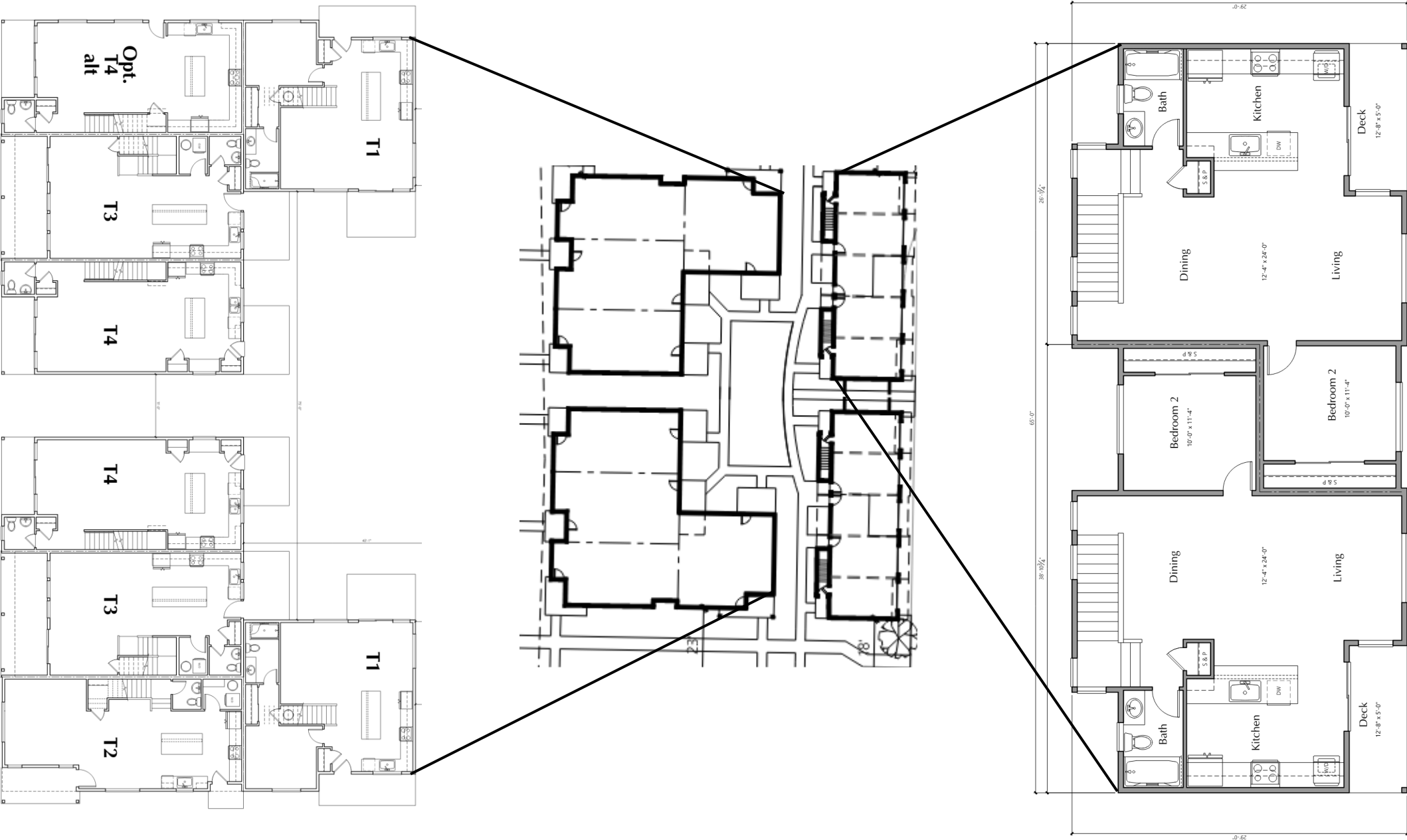


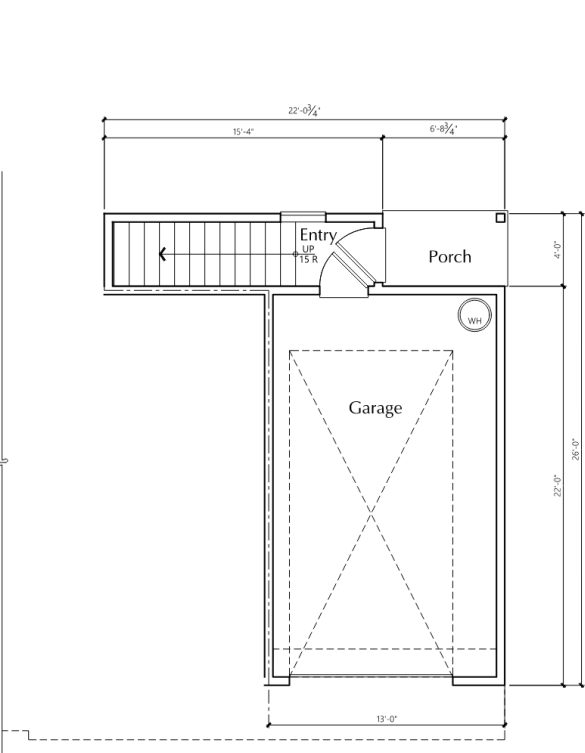




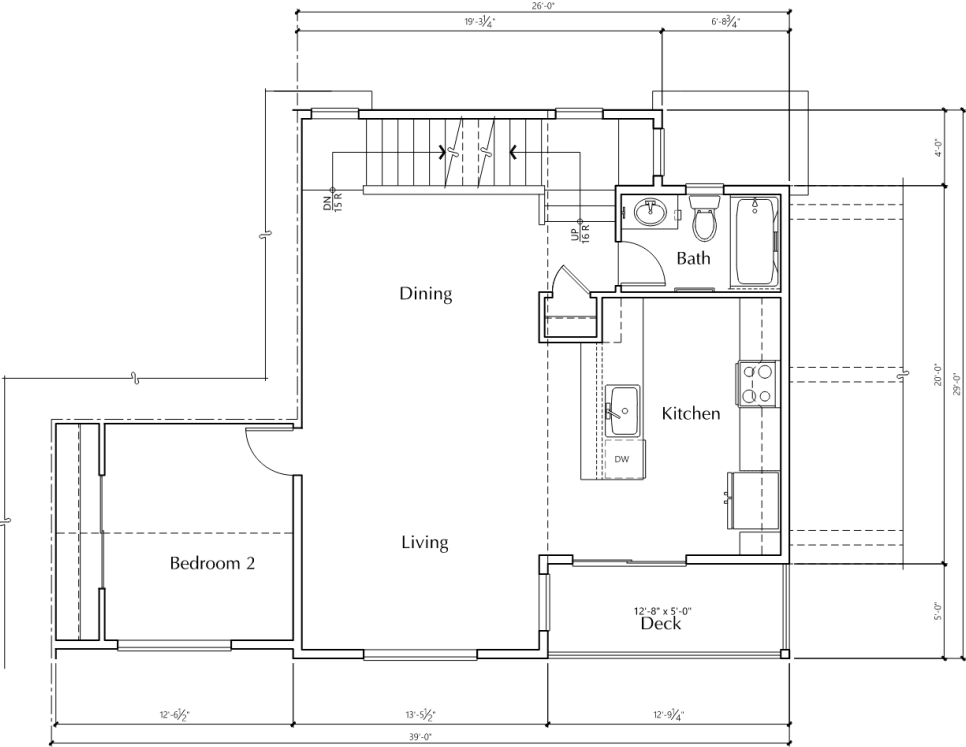
**Courtyard Cluster**



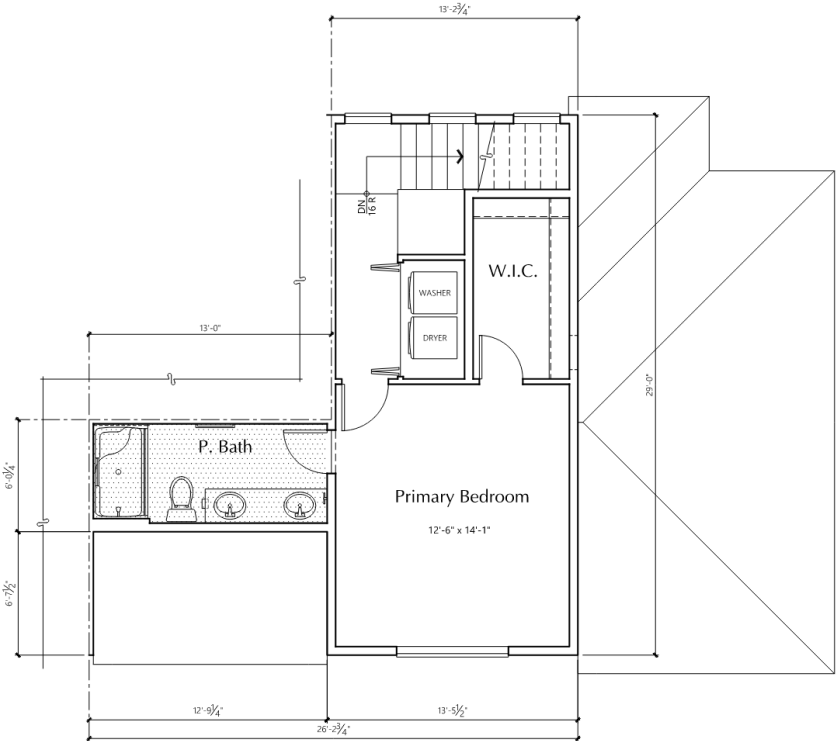




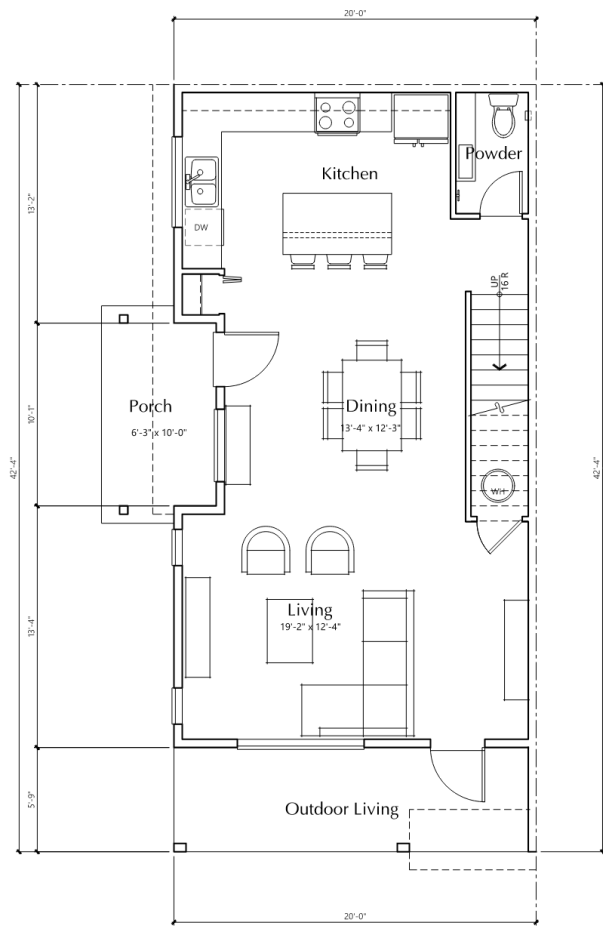
UNIT C2 LOWER LEVEL PLAN  
1/4" = 1'-0"



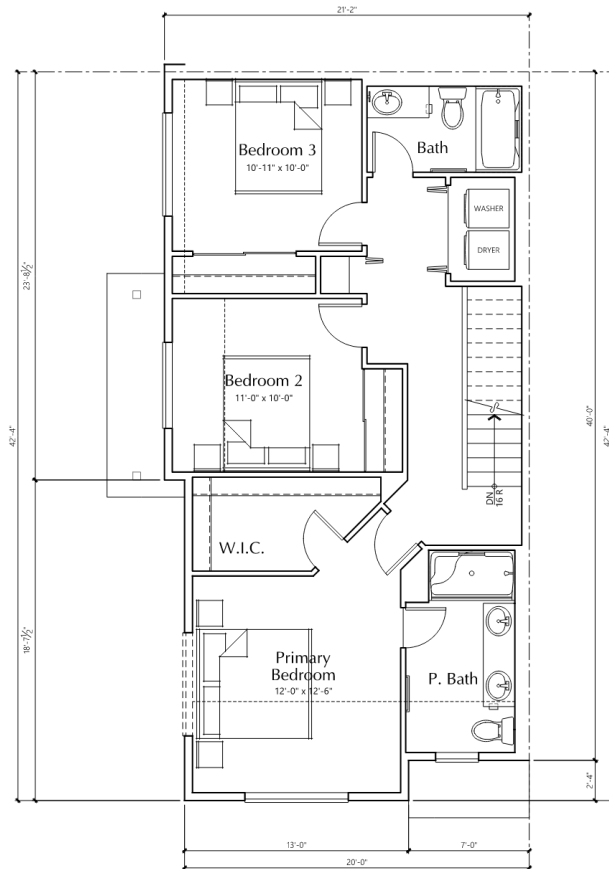
UNIT C2 MIDDLE LEVEL PLAN  
1/4" = 1'-0"



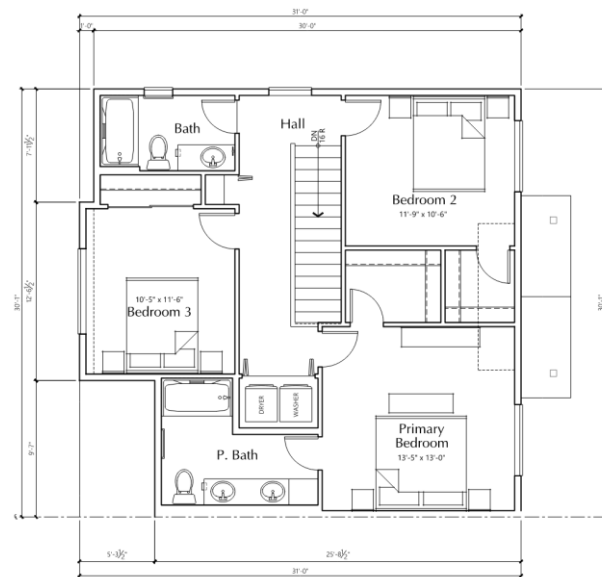
UNIT C2 UPPER LEVEL PLAN  
1/4" = 1'-0"



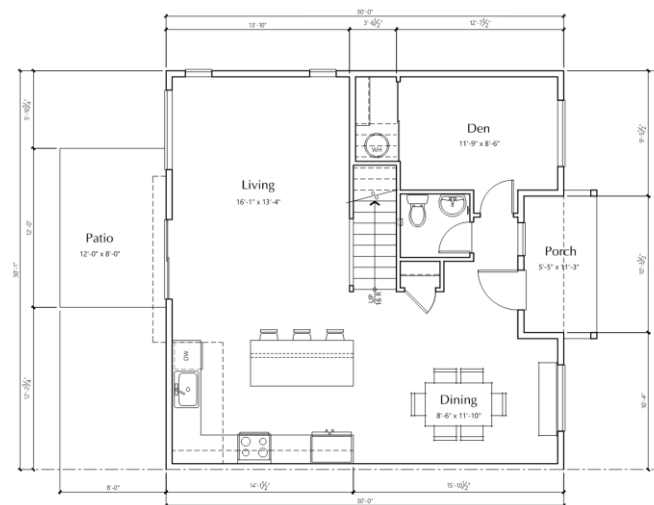
**UNIT T20** LOWER LEVEL PLAN  
1/4" = 1'-0"



**UNIT T20** UPPER LEVEL PLAN  
1/4" = 1'-0"



**UNIT T10** UPPER LEVEL PLAN  
1/4" = 1'-0"



**UNIT T10** LOWER LEVEL PLAN  
1/4" = 1'-0"























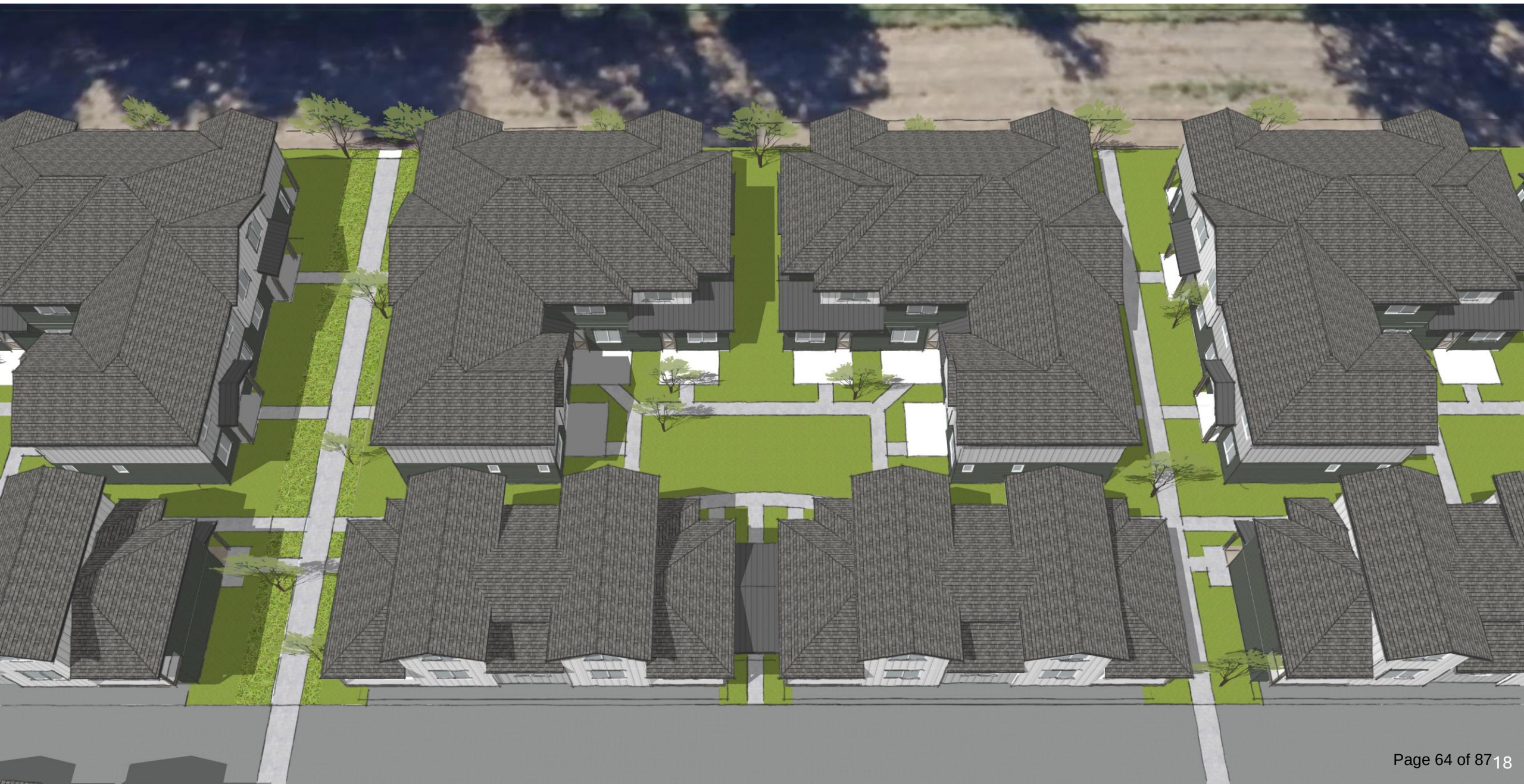




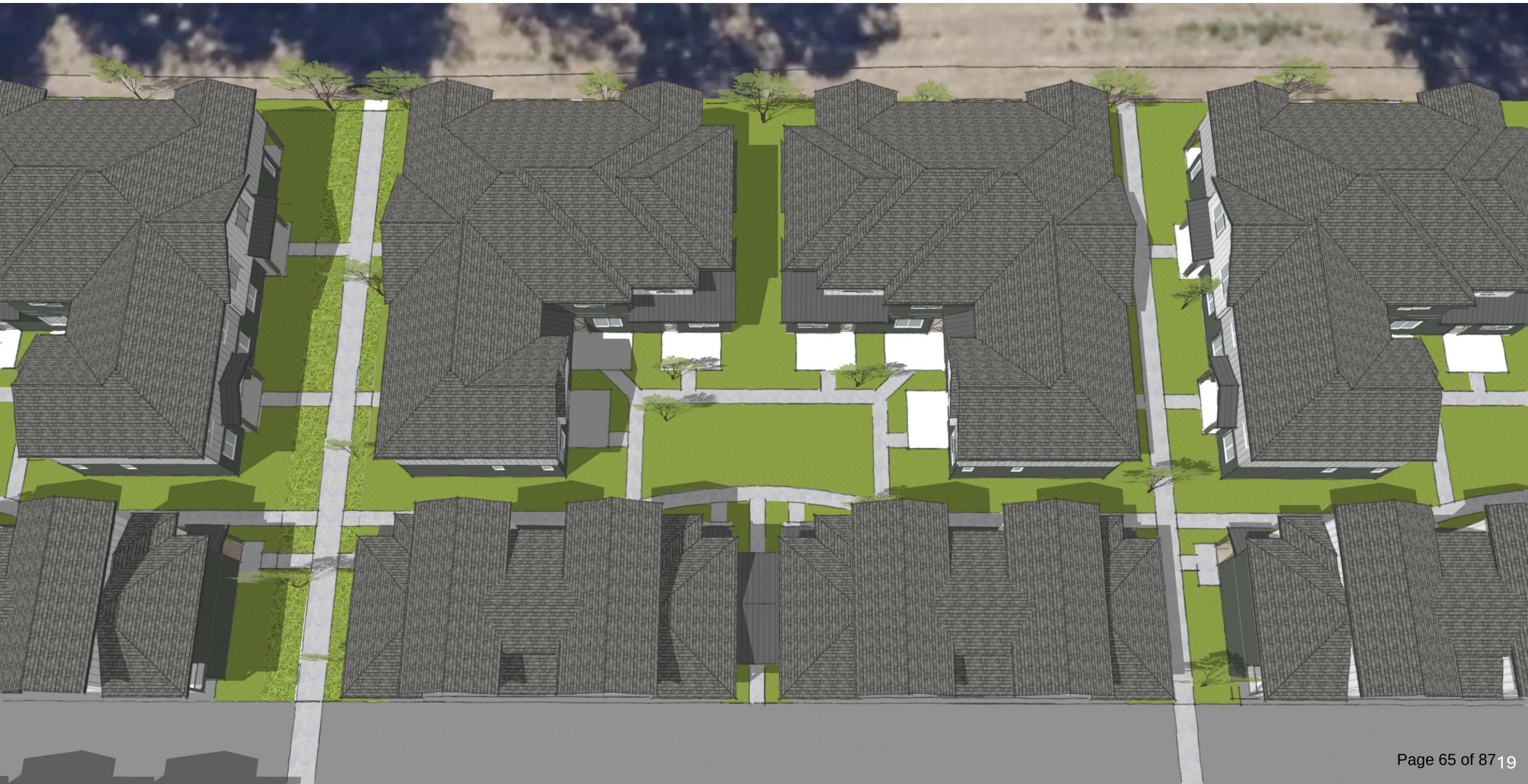
















| Specifications                                                                      | Product Name   | Color             | Location                |
|-------------------------------------------------------------------------------------|----------------|-------------------|-------------------------|
| Cabinets                                                                            |                |                   |                         |
|    | Arauco Prism   | Pelee Island Pear | Kitchen & Bath Vanities |
|    | Arauco Prism   | Karuna Ash-Velvet | Kitchen & Bath Vanities |
| LVT                                                                                 |                |                   |                         |
|    | Artisan Select | Croft Oak Natural | Main Floor, Bathrooms   |
|    | Artisan Select | State Rock Walnut | Main Floor, Bathrooms   |
| Carpet                                                                              |                |                   |                         |
|   | DuraSilk       | Dune-75903        | Bedrooms                |
| Countertops                                                                         |                |                   |                         |
|  | Luna Quartz    | Carrara Grey      | kitchen & bathrooms     |
|  | Luna Quartz    | Fools Gold        | kitchen & bathrooms     |

| Specifications                                                                        | Product Name                | Color       | Location     |
|---------------------------------------------------------------------------------------|-----------------------------|-------------|--------------|
|    | Hopewell                    | Flat Black  | All Drawers  |
| Cabinet Hardware                                                                      |                             |             |              |
|    | Versa Mushroom              | Flat Black  | All Cabinets |
| Plumbing Hardware                                                                     |                             |             |              |
|    | Antoni                      | Matte Black | Kitchen      |
| Plumbing Hardware                                                                     |                             |             |              |
|    | Trinsic Single Hole         | Matte Black | Bathroom     |
| Plumbing Hardware                                                                     |                             |             |              |
|    | Trinsic Monitor 14          | Matte Black | Bathroom     |
| Shower Insert                                                                         |                             |             |              |
|  | TSEA Plus                   | White       | Bathroom     |
| Commode                                                                               |                             |             |              |
|  | Windham Two-Piece Elongated | White       | Bathroom     |

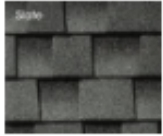


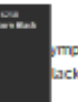
| Specifications                                                                      | Product Name                            | Color        | Location |
|-------------------------------------------------------------------------------------|-----------------------------------------|--------------|----------|
| <b>Bathroom Sink</b>                                                                |                                         |              |          |
|    | Pozzo Ceramic Vanity Undermount Sink    | White        | Bathroom |
| <b>Kitchen Sink</b>                                                                 |                                         |              |          |
|    | Pozzo Stainless Steel Sink              | Satin Finish | Kitchen  |
| <b>Garbage Disposal</b>                                                             |                                         |              |          |
|    | Badger 5 Food Waste Disposer            | TBD          | Kitchen  |
| <b>Water Heater</b>                                                                 |                                         |              |          |
|    | AeroTherm Series Heat Pump Water Heater | TBD          | TBD      |
| <b>Wall Faucet</b>                                                                  |                                         |              |          |
|   | Anti-Siphon Wall Faucet                 | TBD          | Patios   |
| <b>Bath Accessories</b>                                                             |                                         |              |          |
|  | 30" Towel Bar-Swirl                     | Matte Black  | Bathroom |
| <b>Bath Accessories</b>                                                             |                                         |              |          |
|  | Robe Hook-Swirl                         | Matte Black  | Bathroom |

| Specifications                                                                        | Product Name                                                | Color          | Location          |
|---------------------------------------------------------------------------------------|-------------------------------------------------------------|----------------|-------------------|
| <b>Bath Accessories</b>                                                               |                                                             |                |                   |
|    | TP Holder-Swirl                                             | Matte Black    | Bathroom          |
| <b>Bath Accessories</b>                                                               |                                                             |                |                   |
| <b>TBD</b>                                                                            | Towel Ring-Swirl                                            | Matte Black    | Bathroom          |
| <b>Bath Mirrors</b>                                                                   |                                                             |                |                   |
|    | Metal Frame Rectangular 24" x 36" Mirror                    | Black          | Bathroom          |
| <b>Lighting</b>                                                                       |                                                             |                |                   |
|    | Bryson 3 Light 24" Vintage Bronze Vanity Light              | Black & Bronze | Upstairs Bathroom |
| <b>Lighting</b>                                                                       |                                                             |                |                   |
|   | Bryson 2 Light 15" Vintage Bronze Vanity Light              | Black & Bronze | Powder Bath       |
| <b>Lighting</b>                                                                       |                                                             |                |                   |
|  | Bryson 1 Light 6" Vintage Bronze Mini Pendant Ceiling Light | Black & Bronze | Kitchen Island    |
| <b>Lighting</b>                                                                       |                                                             |                |                   |
|  | TBD                                                         | Black & Bronze | Bedrooms          |

| Specifications                                                                      | Product Name                                        | Color                     | Location              |
|-------------------------------------------------------------------------------------|-----------------------------------------------------|---------------------------|-----------------------|
| <b>Interior Door Hardware</b>                                                       |                                                     |                           |                       |
|    | Dummy Lever                                         | Black                     | Interior              |
| <b>Pocket Door Hardware</b>                                                         |                                                     |                           |                       |
|    | TBD                                                 | Black                     | Interior Pocket Doors |
| <b>Exterior Door</b>                                                                |                                                     |                           |                       |
|    | Smooth Fiberglass Door w/Low E Glass                | TBD                       | Front Door            |
| <b>Exterior Door Hardware</b>                                                       |                                                     |                           |                       |
|    | Modern Handleset                                    | Black                     | TBD                   |
| <b>Exterior Back Door Keypad</b>                                                    |                                                     |                           |                       |
|   | Samtech T Keyless Entry Smart Lock with Door Handle | Black                     | Tri-Plexes & 4-Plexes |
| <b>Exterior House Numbers</b>                                                       |                                                     |                           |                       |
|  | 5" Floating                                         | Gold Powder Coated Finish | Front Door            |
| <b>Appliances</b>                                                                   |                                                     |                           |                       |
|  | 36-inch Wide Side-by-Side -25 cu. Ft.               | Stainless                 | Kitchen               |

| Specifications                                                                        | Product Name                                               | Color     | Location     |
|---------------------------------------------------------------------------------------|------------------------------------------------------------|-----------|--------------|
| <b>Appliances</b>                                                                     |                                                            |           |              |
|    | Electric Range with Self Clean                             | Stainless | Kitchen      |
| <b>Appliances</b>                                                                     |                                                            |           |              |
|    | Microwave Hood Combo with Electronic Touch Controls        | Stainless | Kitchen      |
| <b>Appliances</b>                                                                     |                                                            |           |              |
|    | Quiet Dishwasher with Boost Cycle                          | Stainless | Kitchen      |
| <b>Appliances</b>                                                                     |                                                            |           |              |
|    | Front Load Washer w/Quick Wash Cycle                       | Stainless | Laundry      |
| <b>Appliances</b>                                                                     |                                                            |           |              |
|   | Electric Wrinkle Shield Dryer                              | Stainless | Laundry      |
| <b>Wallpaper</b>                                                                      |                                                            |           |              |
|  | Grass Vine- (Michele Norris): Spoonflower-Minimal Branches | TBD       | Powder Baths |
| <b>Wallpaper</b>                                                                      |                                                            |           |              |
|  | Ferns: Spoonflower-Ferns                                   | TBD       | Powder Baths |

| Specifications                                                                      | Product Name                                                  | Color        | Location                   |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------|--------------|----------------------------|
| <b>Wallpaper</b>                                                                    |                                                               |              |                            |
|    | Minimalist Foliage Herringbone Style: Spoonflower-Black Vines | TBD          | Powder Baths               |
| <b>Dumpster Enclosure</b>                                                           |                                                               |              |                            |
|    | Split-Face Colors                                             | Charcoal     | TBD                        |
| <b>Dumpster EnclosureRoofing</b>                                                    |                                                               |              |                            |
|    | Metal Roofing                                                 | Basalt       | TBD                        |
| <b>Roofing</b>                                                                      |                                                               |              |                            |
|    | Timberline-GAF                                                | Slate        | TBD                        |
| <b>Gutters &amp; Downspouts</b>                                                     |                                                               |              |                            |
|   | Aluminum Gutter                                               | Black        | TBD                        |
| <b>HardiePlank Siding</b>                                                           |                                                               |              |                            |
|  | Select Cedarmill                                              | TBD          | TBD                        |
| <b>HardiePlank Siding</b>                                                           |                                                               |              |                            |
|  | Rusticseries Hardi                                            | Summer Wheat | Front Porch Door Wall Only |

| Specifications                                                                        | Product Name                                                                                                                                                                                                                                                                                                                                        | Color                                            | Location                                                                    |
|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-----------------------------------------------------------------------------|
| <b>HardShingle</b>                                                                    |                                                                                                                                                                                                                                                                                                                                                     |                                                  |                                                                             |
|    | Staggered Edge Panel                                                                                                                                                                                                                                                                                                                                | TBD                                              | TBD                                                                         |
| <b>Windows</b>                                                                        |                                                                                                                                                                                                                                                                                                                                                     |                                                  |                                                                             |
|    | V300 Trinsic Series                                                                                                                                                                                                                                                                                                                                 | Black                                            | TBD                                                                         |
| <b>Window Treatments</b>                                                              |                                                                                                                                                                                                                                                                                                                                                     |                                                  |                                                                             |
| TBD                                                                                   | TBD                                                                                                                                                                                                                                                                                                                                                 | TBD                                              | TBD                                                                         |
| <b>Interior Paint</b>                                                                 |                                                                                                                                                                                                                                                                                                                                                     |                                                  |                                                                             |
|    | TBD                                                                                                                                                                                                                                                                                                                                                 | Alabaster White                                  | TBD                                                                         |
| <b>Exterior Paint</b>                                                                 |                                                                                                                                                                                                                                                                                                                                                     |                                                  |                                                                             |
| ProMar...                                                                             |     | Olympic Range, Charcoal Black Fox, Tricorn Black | TBD                                                                         |
| <b>Porch Lights</b>                                                                   |                                                                                                                                                                                                                                                                                                                                                     |                                                  |                                                                             |
|  | Resilience Lanterns                                                                                                                                                                                                                                                                                                                                 | Black/Frosted Glass                              | Front Porch (Small), Courtyard (Small), Garage (Medium), Back Door (Medium) |
| <b>Front Ceiling Porch Lights</b>                                                     |                                                                                                                                                                                                                                                                                                                                                     |                                                  |                                                                             |
|  | TBD                                                                                                                                                                                                                                                                                                                                                 | Black                                            | Front Porch                                                                 |



# Thank you!

**ROB JANICKI**

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**360-428-0014**



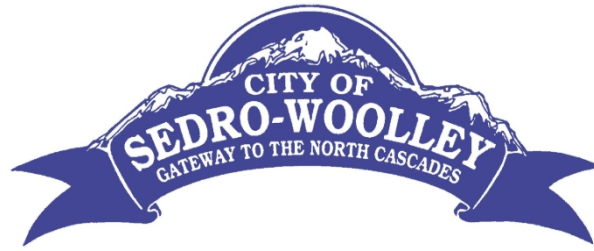
**Briefly summarize the project proposed or supported by your application. In a couple of paragraphs, include a general statement of the project's overall purpose, scope, and intent. (300 words or less)**

Creekside Commons is a 68-unit townhome development in Sedro Woolley, WA, offering two- and three-bedroom for-sale homes for working families. Each home includes a private garage, with shared amenities such as landscaped courtyards, walking paths, a fenced dog park, and guest parking. Designed for long-term ownership and generational wealth, these homes are not transitional or temporary housing. In partnership with Home Trust of Skagit (HTS), a 501(c)(3) Community Land Trust, homes will be permanently set aside for households earning at or below 60% of Skagit County's AMI. Affordability will be preserved for 99 years through recorded covenants, far exceeding the 25-year minimum, and homes will be distributed throughout the community to support inclusive, mixed-income neighborhoods. Creekside Commons will serve working families, seniors, and veterans, aligning with the City's Comprehensive Plan and HB 1590 priorities.

The RJ Group, with private lender financing, will fund construction, and HB 1590 funding will be applied exclusively to down payment assistance, leveraging every public dollar into private mortgages. This approach maximizes purchasing power while preserving long-term affordability, enabling families to build equity, enjoy tax advantages, and achieve stable homeownership. HTS will oversee compliance, including income verification, resale enforcement, down payment facilitation, and annual reporting to the City, ensuring protection of public investment. The project is consistent with Sedro Woolley development code, near shovel-ready, with site control fully established and delivery expected in 2026. A Homeowners Association will maintain the property, with fees included in affordability analysis. Excel modeling shows that \$712,932 in HB 1590 funding could support three income-qualified households (nine residents) within the 2-bedroom homes. Our request is the maximum available funding, with a scale outlined in supplemental documents. Creekside Commons is designed to set aside as many homes as funding allows, directly advancing the City's housing affordability goals with immediate and lasting impact.

## House Bill 1590 Funding Options

| Minimum of 60% of Funds Collected                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Remainder of funds collected (up to 40%) – these are the funds                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <p>Constructing affordable housing, which may include new units of affordable housing within an existing structure, and facilities providing housing-related services. Persons for which housing is constructed must be at or below 60% of the median income of the county. Persons must also be one of the following:</p> <ul style="list-style-type: none"> <li>• Persons with behavioral health disabilities</li> <li>• Veterans</li> <li>• Senior citizens</li> <li>• Homeless, or at risk of being homeless, families with children</li> <li>• Unaccompanied homeless youth or young adults</li> <li>• Persons with disabilities</li> <li>• Domestic violence survivors</li> </ul> | <p>Operation, delivery, or evaluation of mental and behavioral health treatment programs and services or housing-related services.</p> |
| <p>Constructing mental and behavioral health-related facilities</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                        |
| <p>Funding the operations and maintenance costs of new units of affordable housing and facilities where housing-related programs are provided, or newly constructed evaluation and treatment centers</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                        |



## City Council Agenda Item

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**Agenda Item No.:** m.1.

**Date:** August 12, 2026

**From:** Brandy Jensen, Human Resources Manager, Charlie Bush, City Administrator, Kelly Kohnken, Finance Director / City Clerk, Christina Adamson, Payroll Accounting Technician

**Subject:** Purchase - NEOGOV - Human Resources Information System - 1st Read

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### **RECOMMENDED ACTION:**

First read, no recommended action. Staff will eventually be seeking authorization for the Mayor to enter into a contract with NEOGOV.

### **BACKGROUND/SUMMARY INFORMATION:**

The City budgeted for a human resources information system to be implemented in 2026. After months of research, platform demonstrations and staff committee review, staff recommend moving forward with NEOGOV. The NEOGOV Human Resources Information Systems (HRIS) / Human Capital Management (HCM) Suite centralizes employee records, automates payroll and benefits administration, and ensures timekeeping accuracy.

The City of Sedro-Woolley currently relies on dedicated staff who manage complex municipal workflows, diverse bargaining agreements, and public safety operations across our city departments. However, our ability to support our workforce is severely constrained by fragmented systems, paper-based workflows, and manual data entry that consume staff capacity and introduce operational risk. NEOGOV will automate many of the city's current human resources-related functions, providing more efficiency, better accuracy, and a better customer experience for both external and internal human resources customers.

### **FISCAL IMPACT, IF APPROPRIATE:**

The fiscal impact of NEOGOV is accommodated within the City's approved budget. \$35,000 of the requested amount is in the current, approved budget for 2026. The remainder will be covered by under-budget cost-savings from the non-represented salary and compensation study currently underway.

The total cost is \$39,735.50 to acquire the NEOGOV HCM Platform (Core HR, Benefits, Payroll, Time & Attendance, Talent Acquisition, and Performance Management) for the City of Sedro-Woolley. Procurement was through Sourcewell Contract #030425-PDMS, which provides a competitively solicited, pre-negotiated procurement path that satisfies municipal purchasing rules and eliminates the need for a separate RFP.

**ATTACHMENTS:**

1. City of Sedro Woolley - Council Justification
2. Sedro Woolley - Return on Investment
3. Sedro Woolley - Cover Letter



## **Funding Request: HRIS, Payroll, Benefits, and Timekeeping Modernization**

**TO:** Mayor Kesti, City Council, and Kelly Kohnken, Finance Director

**FROM:** Brandy Jensen, Human Resources Manager

**DATE:** 8/26/2026

**RE:** Funding request — NEOGOV HRIS / HCM Suite to centralize employee records, automate payroll and benefits administration, and ensure timekeeping accuracy

### **1. The request**

We request \$39,735.50 to acquire NEOGOV HCM Platform (Core HR, Benefits, Payroll, Time & Attendance, Talent Acquisition, and Performance Management) for the City of Sedro-Woolley. This can be procured through Sourcewell Contract #030425-PDMS, which provides a competitively solicited, pre-negotiated procurement path that satisfies municipal purchasing rules and eliminates the need for a separate RFP.

\$35,000 of the requested amount is in the current, approved budget for 2026. The remainder of the shortfall for the year can be covered by the cost-savings of the budgeted vs. actual amount of the on-going salary and compensation study.

### **2. The problem we must solve**

The City of Sedro-Woolley relies on dedicated staff who manage complex municipal workflows, diverse bargaining agreements, and public safety operations across our city departments. However, our ability to support our workforce is severely constrained by fragmented systems, paper-based workflows, and manual data entry that consume staff capacity and introduce operational risk.

Today, the biggest constraints are:

- **Manual payroll and benefits administration.** Benefits administration is entirely manual, requiring extensive duplicate data entry across systems. Additionally, managing manual tax filings and verifying Department of Retirement Systems (DRS) eligibility during onboarding requires extensive staff overhead.
- **Inefficient, paper-driven timekeeping and approval delays.** Current time and attendance processes rely on paper forms and disparate systems (such as Springbrook). Employees frequently delay timesheet submissions, causing downstream payroll bottlenecks. Timesheets are frequently entered on the last day before they are due for payroll. This potentially results in inaccurate timekeeping when it's not done in real time. In the Fire Department, timecards are hand-entered

from handwritten timesheets and then re-entered into our current payroll software (Springbrook). This opens this up to more risk when it's being entered twice manually. Exception-based processing with NeoGov focuses payroll attention on flagged exceptions and changes, alerting us to discrepancies.

- **Paper-based open enrollment and accrual tracking.** Open enrollment is conducted entirely on paper, creating significant administrative backlogs. Leave accruals and anniversary-based updates lack automation, forcing manual calculations across different collective bargaining agreements (CBAs) and volunteer firefighter pay structures.
- **System fragmentation and fragile data integrations.** Maintaining multiple disconnected systems for access and timekeeping creates operational complexity, while legacy OCR and data tools are breaking down, complicating data maintenance.
- **Accurate Tax Updates.** Neo-Gov will streamline regular adjustments to state tax requirements, local rules and year-end reporting like W-2 forms. Most state programs such as PFMLA, etc. change their deduction percentage and wage cap annually. Currently these updates are all done manually. NeoGov also can electronically report to the IRS, our quarterly reporting is currently being done with mailed paper reporting. Paper reports take an average of 6-8 weeks for the IRS to process, while electronic reporting is processed immediately.
- **Union and State Rules.** Leave accruals and anniversary-based updates lack automation, forcing manual calculations across different collective bargaining agreements (CBAs) and volunteer firefighter pay structures. NeoGov instantly calculates split hours, shift differentials, and Fair Labor Standards Act (FLSA) requirements.
- **DRS retirement eligibility compliance.** Provides accurate tracking and reporting for comp time and retirement eligibility for full-time staff and volunteer firefighters.

The issue is not the effort of our city staff; it is that our current infrastructure forces Human Resources and Finance into manual data entry, paper processing, redundant verification, and processes that create liability and risk. This administrative burden pulls staff away from strategic city priorities, delays payroll processing, and increases exposure to costly record-keeping and compliance errors.

### 3. What the investment delivers

#### Risk avoided

- **Payroll and tax filing errors:** Replaces manual tax filing and hand-keyed paper timesheets with an integrated, automated workflow, reducing payroll miscalculations and tax reporting errors.
- **Benefits and enrollment gaps:** Eliminates paper-based open enrollment and manual benefits data entry, preventing coverage gaps or incorrect deduction processing.
- **Compliance and retirement tracking exposure:** Automates Department of Retirement Systems (DRS) eligibility tracking and comp-time calculations to ensure compliance with state reporting guidelines.

#### Mandates satisfied

- **Collective Bargaining Agreement (CBA) adherence:** Enforces complex, bargained pay rates, effective dates, step increases, and longevity rules automatically within payroll.
- **DRS retirement eligibility compliance:** Provides accurate tracking and reporting for comp time and retirement eligibility for full-time staff and volunteer firefighters.
- **Washington State Civil Service compliance:** Supports Civil Service–regulated employment processes. Automates civil service specific workflows such as candidate eligibility lists, rule based promotions, and time in class calculations.
- **FLSA Overtime Accuracy:** Automatically enforces FLSA requirements, including overtime eligibility determination, regular rate calculations, blended or weighted overtime for multiple pay rates, and correct handling of specialty pays, shift differentials, and holiday premium impacts. Ensures precise overtime calculations for law enforcement, fire, and other public safety roles with unique schedules, mitigating risk of wage and hour noncompliance.
- **Municipal Records Retention Obligations (WA State Archives):** Provides secure storage, retention, and access to HR and payroll records in accordance with Washington State Local Government Records Retention Schedule (LGELS). Supports mandated retention periods for payroll records, timecards, leave accruals, personnel actions, recruitment materials, and performance documentation. Delivers audit ready records, clear retention tagging, and reliable

disposal or archival workflows for compliance with RCW based municipal records requirements.

- **One Big Beautiful Bill Act – Overtime Transparency and Standardization:** Accommodates overtime transparency and consistent reporting requirements mandated under Washington State’s One Big Beautiful Bill Act. Automates detailed overtime tracking across bargaining units; standardizes overtime reason coding; enforces compliant overtime approval workflows; and ensures visibility into costs, trends, and usage. Supports public records obligations and audit readiness related to state mandated overtime reporting and standardized calculations.

#### Cover provided

- **Single auditable record of truth:** Establishes a centralized employee database from onboarding through retirement, giving Finance, Legal, and Auditors a clear audit trail.
- **Transparent time and accrual records:** Provides verifiable records for all timesheet approvals, leave accruals, and step increases if challenged during a union grievance, audit, or budget review.
- **Defensible onboarding and DRS verification:** Produces instant proof of employee eligibility, tax withholdings, and benefits elections upon hire.

#### 4. Why now

The City is currently facing operational friction caused by broken legacy OCR tools, delayed timesheets, and paper open enrollment processes that consume excessive administrative hours each month. Furthermore, evaluating this modernization now allows the City to leverage our preferred procurement path via Sourcewell and align software implementation with the upcoming fiscal budget cycle. Postponing this decision forces Human Resources and Finance to continue navigating manual processes, dealing with high-risk audits and liability, and managing complex CBA rules on paper while sacrificing employee-experience and internal customer service.

#### 5. Cost and funding source

| Line Item             | Detail                                                         |
|-----------------------|----------------------------------------------------------------|
| Total First-Year Cost | \$39,735.50— annual subscription, implementation, and training |



| Line Item                  | Detail                                                                                                                         |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Recurring Annual Cost      | Year 2 Cost – \$58,119.25<br>Year 3 Cost - \$63,941.40<br>*Renewals will reflect ~Year 3 Cost*                                 |
| Procurement Vehicle        | Sourcewell Contract #030425-PDMS                                                                                               |
| Primary Funding Source     | HR Budget, General Fund / City Modernization Budget                                                                            |
| Phased Implementation Path | Phase 1: Core HR, Payroll, Timekeeping<br>Phase 2: Talent Acquisition (Applicant Tracking, Onboarding), Performance Management |

## 6. Cost of doing nothing

Maintaining the status quo means city staff will continue spending hundreds of hours annually on manual data re-entry, paper open enrollment, and outdated, error-prone processes and record-keeping. The practical risk is not that city employees are failing; it is that manual-based systems and disconnected software leave the City exposed to delayed payroll approvals, benefits errors, tax errors and difficulty proving exact compliance with complex bargaining agreements, DRS rules, and tax filing rules and deadlines.

Additionally, relying on fragile, breaking OCR systems and manual record transfers increases staff burnout and diverts critical Human Resources and Finance resources away from serving internal customers and the citizens of Sedro-Woolley.

## 7. Alternatives considered

- **Status Quo (Springbrook & Manual Paper Processes):** Rejected due to high error risks, delayed timesheets, manual benefits tracking, and paper open enrollment.

- **Paylocity:** Evaluated but ruled out based on prior negative operating experiences regarding system reliability and support.
- **UKG:** Evaluated as an alternative; however, NEOGOV provides a purpose-built public sector suite specifically designed for local government workflows, civil service, and municipal payroll rules.

## **8. Recommendation**

We recommend approving \$39,735.50 to acquire the NEOGOV HRIS & Payroll Suite via Sourcewell. This is a low-procurement-risk, compliance-aligned investment that centralizes city employee records, eliminates manual paper workflows, and ensures accurate payroll and benefits administration while protecting the City and its employees with defensible, auditable records.

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## **Return on Investment (ROI) of NEOGOV's HCM Platform**

### **Increase Staff Productivity**

By automating repetitive HR and payroll processes, staff spend less time on administrative work and more time serving employees and residents.

Examples include:

- Paperless hiring and onboarding
- Automated personnel actions
- Electronic approvals
- Self-service for employees and managers
- Automated notifications and workflows

### **Potential Impact**

- Hundreds of administrative hours saved annually
- Reduced overtime spent processing HR transactions
- Faster completion of employee actions

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## **Reduce Hiring Time**

A streamlined recruitment process helps departments fill vacancies more quickly.

Benefits include:

- Online job applications
- Automated applicant screening
- Electronic interview scheduling
- Hiring workflow automation

### **Potential Impact**

- Shorter time-to-fill
- Lower recruiting costs

- Reduced vacancy-related overtime
- 

### **Improve Payroll Accuracy**

Integrated HR, Time & Attendance, Scheduling, and Payroll reduces duplicate data entry and manual calculations.

Benefits include:

- Automated pay calculations
- Fewer payroll corrections
- Improved compliance
- Better audit trails

### **Potential Impact**

- Reduced payroll errors
  - Lower compliance risk
  - Less administrative rework
- 

### **Eliminate Multiple Software Systems**

Many agencies maintain separate systems for:

- Recruiting
- HRIS
- Performance
- Timekeeping
- Scheduling
- Payroll

An integrated platform can reduce:

- Multiple software licenses
- Duplicate maintenance



- Integration costs
- Vendor management

### **Potential Impact**

- Lower total cost of ownership
  - Simplified IT support
  - Reduced cybersecurity exposure
- 

### **Better Decision Making**

Real-time dashboards allow leadership to understand:

- Vacancies
- Overtime
- Turnover
- Labor costs
- Workforce demographics
- Budget trends

### **Potential Impact**

- Better budgeting
  - Improved workforce planning
  - Data-driven policy decisions
- 

### **Lower Compliance Risk**

Government organizations face increasing regulatory requirements.

NEOGOV helps support compliance through:

- Electronic documentation
- Audit histories
- Required approvals

- Policy acknowledgements
- Standardized workflows

### Potential Impact

- Reduced legal exposure
- Improved audit readiness
- Consistent personnel practices

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### Improve Employee Retention

A better employee experience often contributes to higher retention.

Examples include:

- Modern employee self-service
- Easier onboarding
- Performance management
- Career development
- Training

Replacing an employee is often significantly more expensive than retaining one, especially for skilled public sector positions.

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### Typical Areas of Financial Return

| Area                      | Potential Benefit                            |
|---------------------------|----------------------------------------------|
| Administrative efficiency | Thousands of staff hours saved annually      |
| Hiring                    | Reduced vacancy costs and faster recruitment |
| Payroll                   | Fewer errors and corrections                 |
| Technology                | Reduced software and maintenance costs       |
| Compliance                | Lower audit and legal risk                   |

| Area               | Potential Benefit                       |
|--------------------|-----------------------------------------|
| Reporting          | Faster budgeting and workforce planning |
| Employee retention | Reduced turnover costs                  |

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### Value Beyond ROI

For many local governments, the greatest value isn't just cost savings—it's improving service delivery to employees and residents. An integrated HCM platform enables agencies to:

- Deliver faster and more efficient HR services
- Improve transparency and accountability
- Support informed workforce and budget decisions
- Enhance the employee experience
- Modernize operations with a scalable, secure platform

### Council-Friendly Summary

Investing in NEOGOV's HCM platform is an investment in operational efficiency, workforce modernization, and long-term fiscal responsibility. By consolidating critical HR functions into a single integrated platform, agencies can reduce administrative burden, improve compliance, accelerate hiring, enhance payroll accuracy, and provide leadership with better data to make informed decisions—all while delivering better service to employees and the community.



## NEOGOV HUMAN CAPITAL MANAGEMENT (HCM) PLATFORM

### Modernizing Workforce Management for Local Government

NEGGOV's integrated HCM platform streamlines the entire employee lifecycle—helping public sector organizations attract, develop, manage, and retain a high-performing workforce while improving efficiency, compliance, and transparency.



### BUILT EXCLUSIVELY FOR THE PUBLIC SECTOR

For more than 20 years, NEGGOV has partnered exclusively with public sector organizations. We understand the unique needs of local government and deliver solutions purpose-built to help you better serve your community.

### A COMPLETE EMPLOYEE LIFECYCLE SOLUTION



#### RECRUIT & HIRE

- Streamline job postings and applicant tracking
- Improve hiring speed and candidate experience
- Support structured hiring workflows and compliance



#### ONBOARD

- Paperless onboarding and new hire documentation
- Automated task management
- Faster time-to-productivity for new employees



#### HUMAN RESOURCES (HRIS)

- Centralized employee records
- Position and organizational management
- Benefits administration
- Employee and manager self-service



#### TIME, ATTENDANCE & SCHEDULING

- Time collection and approvals
- Leave management
- Complex scheduling for public safety and 24/7 operations
- Overtime and labor cost visibility



#### PERFORMANCE & DEVELOPMENT

- Performance evaluations
- Goal management
- Continuous feedback and coaching
- Employee development planning



#### PAYROLL

- Public sector payroll designed to support:
  - Multiple bargaining units
  - Complex pay rules
  - FLSA compliance
  - Position-based budgeting
  - Detailed reporting and audit trails

### BENEFITS TO THE CITY

- ✓ Reduce manual and paper-based processes
- ✓ Increase operational efficiency across departments
- ✓ Improve employee experience and self-service
- ✓ Strengthen compliance and audit readiness
- ✓ Enhance reporting for leadership and City Council
- ✓ Support data-driven workforce and budget decisions
- ✓ Replace multiple disconnected systems with one integrated platform

### EXPECTED OUTCOMES



Faster hiring and onboarding



Improved workforce visibility



Better payroll accuracy



Increased administrative efficiency



Greater accountability and transparency



Long-term technology investment that supports organizational growth



**ONE PLATFORM. ONE PARTNER.**  
**PURPOSE-BUILT FOR PUBLIC SERVICE.**

NEGGOV empowers public agencies with an integrated HCM platform that helps governments attract, develop, manage, and retain the workforce that serves their communities.

[neogov.com](https://neogov.com)