



Next Ord:2113-26
Next Res:1181-26

CITY COUNCIL AGENDA

February 25, 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 - City Council Study Session - February 4, 2026
- 2. Minutes - Regular City Council Meeting - February 11, 2026
- 3. Check Register - Regular
- 4. Resolution 1180-26 - IT Equipment Surplus

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

- 1. NW Innovation Resource Center Executive Director Diane Kamionka

- g. **City Administrator Report**

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

- 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 Attn: 'Public Comment' until 4:30pm the day before the meeting.

- k. **Public Hearing(s)**

- l. **Unfinished Business**

- 1. Offer Acceptance - 900 McGarigle Road

- m. **New Business**

- 1. Climate Planning Grant Award
- 2. Contract Services Agreement - Amendment No. 3 - Facet
- 3. 2024-177-ILA - Skagit County - Amendment 1 Senior Services - 1st Read

- n. Information Only Items**
- o. Good of the Order**
- p. Executive Session**
- q. Adjournment**

Next Meetings -City Council Study Session Meeting - March 4, 2026, and Regular City Council Meeting on March 11, 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

Agenda Item No.: e.1.

Date: February 25, 2026

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - City Council Study Session - February 4, 2026

RECOMMENDED ACTION:

Motion to approve City Council meeting minutes for the study session held on February 4, 2026

BACKGROUND/SUMMARY INFORMATION:

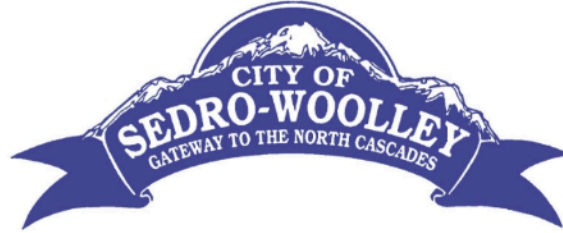
Minutes recorded from the City Council Study Session held on February 4, 2026.

FISCAL IMPACT, IF APPROPRIATE:

None.

ATTACHMENTS:

1. 2026.02.04 City Council Study Session Minutes



Study Session Meeting of the
February 4, 2026 - 6:00 PM Hybrid Meeting

a. Call to Order

Mayor Julia Johnson called the meeting to order at 6:02 P.M.

b. Roll Call

Present: Mayor Julia Johnson, Councilmembers JoEllen Kesti, Paul Cocke, Kevin Loy, Nora Pederson, Allan Henderson, and Nick Lavacca.

c. Unfinished Business

d. New Business

1. Park Project Update PowerPoint Presentation

Public Works Director Bill Bullock and Maintenance & Operations Division Supervisor Nathan Salseina presented the 2026 Sedro-Woolley parks project updates regarding the Olmsted Park construction project, phase 3, which includes the proposed children's playground and sports courts.

They also gave updates on the flood damage and suggested switching soccer fields from Winnie Houser to Riverfront Park and moving baseball fields from Riverfront Park to Winnie Houser. Due to the damage to the chain link fences and backstops, the goal was to move baseball fields out of the flood zone.

All council members were in agreement, although no formal vote was taken at the meeting.

2. Project Planning Framework

Public Works Director Bill Bullock and Maintenance & Operations Division Supervisor Nathan Salseina presented the project planning framework.

No formal vote was taken by City Council.

3. Small Works Project Priority Planning

Public Works Director Bill Bullock and Maintenance & Operations Division Supervisor Nathan Salseina presented the small works project priority planning, with a greater focus on sidewalks, consensus from the City Council.

No formal vote was taken by City Council.

e. Public Comment

A public comment period was held.

No public comment was made.

f. Adjournment

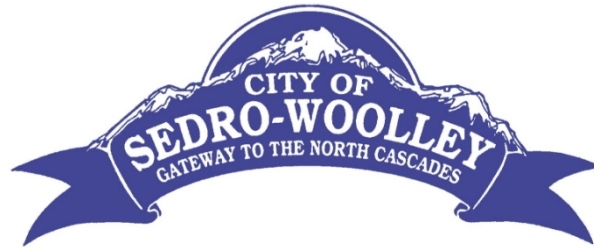
The meeting adjourned at 7:25pm.

ATTEST:

APPROVED:

Kelly Kohnken / City Clerk

Julia Johnson / Mayor



City Council Agenda Item

Agenda Item No.: e.2.

Date: February 25, 2026

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - Regular City Council Meeting - February 11, 2026

RECOMMENDED ACTION:

Motion to approve City Council meeting minutes for the regular meeting held on February 11, 2026.

BACKGROUND/SUMMARY INFORMATION:

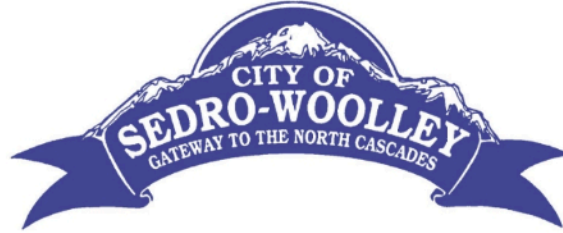
Minutes recorded for City Council Meeting held on February 11, 2026.

FISCAL IMPACT, IF APPROPRIATE:

None.

ATTACHMENTS:

1. 2026.02.11 City Council Meeting Minutes



Regular Meeting of the City Council
February 11, 2026 - 6:00 PM Hybrid Meeting

a. Call to Order

Mayor Julia Johnson called the meeting to order at 6:00 P.M.

b. Pledge of Allegiance

c. Roll Call

Present: Mayor Julia Johnson, Councilmembers JoEllen Kesti, Paul Cocke, Kevin Loy, Nora Pederson, Allan Henderson, and Nick Lavacca.

d. Approval of Agenda

Motion made by Councilmember Lavacca and seconded by Councilmember Henderson to approve the agenda. 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 Cocke and seconded by Councilmember Lavacca to approve the consent agenda. Motion carried (6-0).

1. Minutes - Special City Council Meeting - January 28, 2026
2. Minutes - Regular City Council Meeting - January 28, 2026
3. Check Register - Regular

f. Introduction of Special Guests and Presentation

1. Central Skagit Library Director Dan Owens and Board of Trustees Chair Heather Swenson

Central Skagit Library Director Dan Owens and Board of Trustees Chair Heather Swenson presented a PowerPoint to the City Council regarding the history of the library, offered programs and services, operating expenses and operating revenue for 2025, along with future plans looking ahead, then more discussion on the levy rate for 2026.

g. City Administrator Report

City Administrator Charlie Bush had nothing to report.

h. Councilmember and Mayor's Report

Councilmember Kesti stated the city will do what's right for our seniors, and they will be taken care of, and then mentioned the Sedro-Woolley basketball ball game is at 7pm, and encouraged people to come and support them.

Councilmember Loy shared that he had resigned from the Skagit Umpire Association and the Skagit County Parks and Recreation Advisory Board that he has been involved with for years.

Councilmember Henderson thanked the public works department for all the hard work they put in and shared. He also attended the county commissioners workshop regarding meals on wheels, the Senior Center nutrition program and stated the senior programs should not be interrupted.

Councilmember Pederson shared that she met with the Upper Skagit Indian Tribe to hear about their history and shared that she also attended the County Commissioners' meeting regarding the Senior Center nutrition program, and thanked those who sent in public comments.

Councilmember Cocke thanked Councilmember Loy for his service to the city, and shared that he had attended the meeting with the county commissioners regarding the Senior Center nutrition program. He stated that seniors need to be supported with the cost of living rising and affordability.

Councilmember Lavacca shared discussions he has had with residents regarding the Senior Centers and asked what the city's responsibility, financial impact and plan is and requested we put the information on our website. He shared information regarding a constituent who was concerned about our utility billing increases. He had heard positive feedback regarding the John Liner Rd roundabout.

Mayor Julia Johnson attended the listening work-session with County Commissioners regarding the Senior Center and nutrition program, and shared that there is more information to come and shared the ribbon-cutting for Family Promise that will take place on February 28th, 2025, from noon to 2pm, 14 short-term homes that they will be building. On the 23rd of February, from 10am to 1pm, there is a walk and roll at the library, hosted by the University of Washington.

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 Attn: 'Public Comment' until 4:30pm the day before the meeting.

A public comment period was held.

Karl de Jong and Joe Kunzler made public comment.

k. Public Hearing(s)

l. Unfinished Business

m. New Business

1. Site Host Agreement – Amperage Group - Electric Vehicle Chargers

Motion made by Councilmember Henderson and seconded by Councilmember Cocke to authorize the mayor, or designee, to approve the assignment (sale) documents of the EV charging equipment (ownership, maintenance, and operation) at the 900 Metcalf St EV charging site between EV Charging Solutions (EVCS) and the Amperage Group, LLC subject to any revisions recommended by the City Attorney. Motion carried (6-0).

n. Information Only Items

o. Good of the Order

Call for council members and staff to present items for discussion or for council members to make a motion to add an item to a future council agenda.

Good of the Order requested by Councilmember Lavacca to know the financial impact and timeline of the Senior Center nutrition program services. Councilmember Henderson would like to see if Talcott St and 4th St could possibly qualify for changing the designation of the streets, with options for eligible state funding for repairs. Councilmember Pederson wants the city to reach out to the school district for discussion in regard to the locked gate on Talcott St for Central Elementary and possible re-opening.

These items are to be brought forward on future council agendas.

p. Executive Session

q. Adjournment

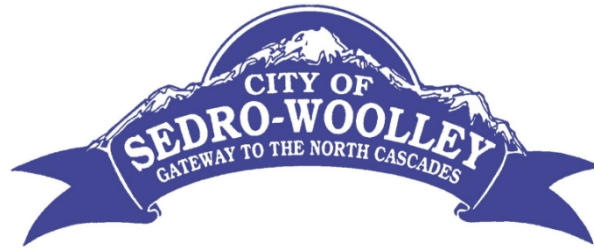
The meeting adjourned at 7:12pm.

ATTEST:

APPROVED:

Kelly Kohnken, City Clerk

Julia Johnson, Mayor



City Council Agenda Item

Agenda Item No.: e.3.

Date: February 25, 2026

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Check Register - Regular

RECOMMENDED ACTION:

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

BACKGROUND/SUMMARY INFORMATION:

Claims checks #206123 through #206207, plus EFTs. Additional surcharges not included on the check register. Payroll ACHs including associated benefit checks #61548 through #61554.

FISCAL IMPACT, IF APPROPRIATE:

Claims checks, plus EFTs, totaling \$457,977.54

Surcharges totaling \$418,184.29

Payroll totaling \$555,340.61

ATTACHMENTS:

1. 2026.02.25 Check Register
2. 2026.01_Monthly Ser Charges

CHECK REGISTER

City Of Sedro-Woolley

Time: 09:52:07 Date: 02/20/2026

02/19/2026 To: 02/25/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1552	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	109.48	
					101 - 576 80 47 052 - Bingham Caretaker	109.48	
1553	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	426.19	
					001 - 522 50 47 000 - Public Utilities	426.19	
1554	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	88.17	
					104 - 559 30 01 105 - Utility Payment on Redevelopm	88.17	
1555	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	379.40	
					412 - 537 80 47 000 - Public Utilities	379.40	
1556	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	27.96	
					401 - 535 80 47 000 - Public Utilities	27.96	
1557	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	613.40	
					103 - 542 63 47 000 - Public Utilities	613.40	
1558	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	109.48	
					101 - 576 80 47 050 - Hammer Square	109.48	
1559	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	526.40	
					101 - 576 80 47 020 - Senior Center	526.40	
1560	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	1,584.78	
					101 - 576 80 47 070 - City Hall	1,584.78	
1561	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	90.76	
					001 - 521 20 47 000 - Public Utilities	90.76	
1562	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	23.93	
					401 - 535 80 47 000 - Public Utilities	23.93	
1563	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	385.54	
					101 - 576 80 47 053 - Other Utilities	385.54	
1564	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	199.02	
					101 - 576 80 47 010 - Community Center	199.02	
1565	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	1,232.89	
					101 - 576 80 47 070 - City Hall	1,232.89	
1566	02/25/2026	Claims	2	EFT	Cascade Natural Gas Corp	549.11	
					401 - 535 80 47 000 - Public Utilities	549.11	
1567	02/25/2026	Claims	2	EFT	Pitney Bowes	1,200.00	
					001 - 512 50 42 010 - Postage	306.01	
					001 - 514 23 42 010 - Postage	533.09	
					001 - 521 20 42 010 - Postage	262.40	
					001 - 522 20 42 010 - Postage	5.96	
					001 - 522 20 42 010 - Postage	23.83	
					001 - 524 20 42 000 - Postage	31.52	
					425 - 531 50 42 010 - Postage	1.32	
					401 - 535 80 42 015 - Postage	16.94	
					102 - 536 20 42 010 - Postage	3.40	
					412 - 537 80 42 010 - Postage	7.82	
					001 - 558 60 42 010 - Postage	3.24	
					001 - 595 10 42 000 - Postage	4.47	
1568	02/25/2026	Claims	2	EFT	Skagit PUD	52.91	
					101 - 576 80 47 000 - Riverfront	52.91	
1569	02/25/2026	Claims	2	EFT	Skagit PUD	45.45	
					101 - 576 80 47 000 - Riverfront	45.45	
1570	02/25/2026	Claims	2	EFT	Skagit PUD	90.20	
					102 - 536 20 47 000 - Public Utilities	90.20	

CHECK REGISTER

City Of Sedro-Woolley

Time: 09:52:07 Date: 02/20/2026

02/19/2026 To: 02/25/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1571	02/25/2026	Claims	2	EFT	Skagit PUD	52.91	
			101 - 576 80 47 000 - Riverfront			52.91	
1572	02/25/2026	Claims	2	EFT	Skagit PUD	293.25	
			101 - 576 80 47 000 - Riverfront			293.25	
1573	02/25/2026	Claims	2	EFT	Skagit PUD	75.69	
			412 - 537 80 47 000 - Public Utilities			75.69	
1574	02/25/2026	Claims	2	EFT	Skagit PUD	255.96	
			401 - 535 80 47 000 - Public Utilities			255.96	
1575	02/25/2026	Claims	2	EFT	Skagit PUD	405.12	
			101 - 576 80 47 070 - City Hall			405.12	
1576	02/25/2026	Claims	2	EFT	Skagit PUD	247.21	
			101 - 576 80 47 053 - Other Utilities			247.21	
1577	02/25/2026	Claims	2	EFT	Skagit PUD	150.26	
			101 - 576 80 47 051 - Bingham / Memorial			150.26	
1578	02/25/2026	Claims	2	EFT	Skagit PUD	45.45	
			101 - 576 80 47 040 - Train			45.45	
1579	02/25/2026	Claims	2	EFT	Skagit PUD	41.30	
			101 - 576 80 47 070 - City Hall			41.30	
1580	02/25/2026	Claims	2	EFT	Skagit PUD	127.89	
			101 - 576 80 47 050 - Hammer Square			127.89	
1581	02/25/2026	Claims	2	EFT	Skagit PUD	45.45	
			401 - 535 80 47 000 - Public Utilities			45.45	
1582	02/25/2026	Claims	2	EFT	Skagit PUD	45.45	
			001 - 521 20 47 000 - Public Utilities			45.45	
1583	02/25/2026	Claims	2	EFT	Skagit PUD	75.69	
			401 - 535 80 47 000 - Public Utilities			75.69	
1584	02/25/2026	Claims	2	EFT	Skagit PUD	45.45	
			401 - 535 80 47 000 - Public Utilities			45.45	
1585	02/25/2026	Claims	2	EFT	Skagit PUD	241.05	
			101 - 576 80 47 000 - Riverfront			241.05	
1586	02/25/2026	Claims	2	EFT	Skagit PUD	173.31	
			101 - 576 80 47 053 - Other Utilities			173.31	
1587	02/25/2026	Claims	2	EFT	Skagit PUD	496.65	
			401 - 535 80 47 000 - Public Utilities			496.65	
1588	02/25/2026	Claims	2	EFT	US Bank -- Purchase Cards	12,837.87	
			001 - 369 91 00 000 - Miscellaneous Income			359.59	
			001 - 511 60 43 010 - Annual Retreat			208.94	
			001 - 511 60 49 000 - Training			293.55	
			001 - 511 60 49 000 - Training			274.25	
			001 - 513 10 49 000 - Tuition/Registration			21.00	
			001 - 513 10 49 000 - Tuition/Registration			5.45	
			001 - 513 10 49 000 - Tuition/Registration			5.45	
			001 - 513 10 49 000 - Tuition/Registration			5.45	
			001 - 513 10 49 010 - Dues & Subscriptions			25.00	
			001 - 513 10 49 010 - Dues & Subscriptions			400.40	
			001 - 514 23 31 000 - Supplies			61.98	
			001 - 514 23 31 000 - Supplies			94.62	
			001 - 514 23 43 001 - Meals/Travel - EMS Billing			326.80	
			001 - 514 23 49 010 - Misc-Dues/Subscriptions			75.00	

CHECK REGISTER

City Of Sedro-Woolley

Time: 09:52:07 Date: 02/20/2026

02/19/2026 To: 02/25/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 514 23 31 000		Supplies	26.52	
			001 - 521 20 26 000		Uniforms/Accessories	135.37	
			001 - 521 20 31 002		Office/Operating Supplies	234.28	
			001 - 521 20 31 002		Office/Operating Supplies	21.71	
			001 - 521 20 31 002		Office/Operating Supplies	19.54	
			001 - 521 20 31 002		Office/Operating Supplies	31.86	
			001 - 521 20 31 002		Office/Operating Supplies	122.51	
			001 - 521 20 31 002		Office/Operating Supplies	28.10	
			001 - 521 20 48 010		Repair & Maint - Auto	162.87	
			001 - 522 21 31 010		Office Supplies	16.83	
			001 - 524 20 31 000		Off/Oper Supps & Books	32.28	
			401 - 535 50 48 050		Maint Of General Equip	39.09	
			401 - 535 80 31 000		Office Supplies	24.49	
			401 - 535 80 31 000		Office Supplies	16.72	
			401 - 535 80 31 000		Office Supplies	26.98	
			412 - 537 50 48 000		Repairs/maint-equip	287.26	
			103 - 542 30 31 000		Operating Supplies	160.72	
			001 - 558 60 31 000		Supplies/Books	32.27	
			101 - 576 80 48 002		RV Park	74.14	
			001 - 595 10 31 000		Supplies	32.28	
			104 - 595 30 63 083		Const-SR 9-John Liner-McGariç	50.29	
1594	02/25/2026	Claims	2	206127	Bonner Electrical Contracting LLC	235.23	
					101 - 576 80 48 016 - City Hall	235.23	
1595	02/25/2026	Claims	2	206128	C.Hlth130, dba Cardinal Health 112 LLC	42.20	
					001 - 522 21 31 000 - Operating Supplies - Medical	42.20	
1596	02/25/2026	Claims	2	206129	Carl's Towing & Muffler	322.54	
					001 - 521 20 41 001 - Professional Services	322.54	
1597	02/25/2026	Claims	2	206130	Cummins Sales & Service	7,931.24	
					401 - 535 50 48 050 - Maint Of General Equip	7,931.24	
1598	02/25/2026	Claims	2	206131	DS Services of America, Inc.	11.92	
					103 - 542 30 31 000 - Operating Supplies	11.92	
1599	02/25/2026	Claims	2	206132	Databar, Inc	3,150.57	
					425 - 531 50 42 010 - Postage	126.02	
					401 - 535 80 42 015 - Postage	2,047.87	
					412 - 537 80 42 010 - Postage	976.68	
1600	02/25/2026	Claims	2	206133	David Evans & Assoc Inc	9,527.34	
					104 - 595 10 63 078 - Eng - Jones/John Liner BNSF U	9,527.34	
1601	02/25/2026	Claims	2	206134	Gregory Dixon	2,020.00	
					001 - 515 93 41 001 - Indigent Defense Conflict Cour	2,020.00	
1602	02/25/2026	Claims	2	206135	Donald Coggins	48.87	
					001 - 522 20 31 000 - Operating Supplies	48.87	
1603	02/25/2026	Claims	2	206136	E & E Lumber, Inc.	829.27	
					001 - 521 20 31 002 - Office/Operating Supplies	19.80	
					401 - 535 50 48 050 - Maint Of General Equip	60.79	
					401 - 535 50 48 050 - Maint Of General Equip	43.42	
					401 - 535 50 48 050 - Maint Of General Equip	10.72	
					103 - 542 30 31 000 - Operating Supplies	19.16	
					103 - 542 30 31 000 - Operating Supplies	53.00	
					103 - 542 30 31 000 - Operating Supplies	28.23	
					103 - 542 30 31 000 - Operating Supplies	47.89	
					103 - 542 30 31 000 - Operating Supplies	51.07	
					101 - 576 80 31 025 - Operating Sup - Olmsted Park	9.73	
					101 - 576 80 48 001 - Riverfront	105.85	

CHECK REGISTER

City Of Sedro-Woolley

Time: 09:52:07 Date: 02/20/2026

02/19/2026 To: 02/25/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			101 - 576 80 48 003		Bingham Caretaker	108.14	
			101 - 576 80 48 005		Senior Center	33.33	
			101 - 576 80 48 005		Senior Center	-8.85	
			101 - 576 80 48 009		Hammer Square	9.58	
			101 - 576 80 48 013		Tesarik Park	22.93	
			101 - 576 80 48 016		City Hall	76.48	
			101 - 576 80 48 016		City Hall	106.43	
			101 - 576 80 48 016		City Hall	38.56	
			101 - 576 80 48 016		City Hall	-38.56	
			101 - 576 80 48 016		City Hall	31.57	
1604	02/25/2026	Claims	2	206137	Eurofins Enviro Testing	809.00	
			401 - 535 80 41 000		Professional Services	740.00	
			401 - 535 80 41 000		Professional Services	69.00	
1605	02/25/2026	Claims	2	206138	Exact Scientific Services, Inc.	213.00	
			401 - 535 80 41 000		Professional Services	213.00	
1606	02/25/2026	Claims	2	206139	FBI-LEEDA		Pay to the Order of needed to be changed to remove Attn: Membership
1607	02/25/2026	Claims	2	206140	Facet NW, Inc	7,060.75	
			001 - 558 60 41 001		Professional Svcs-Reimb	7,060.75	
1608	02/25/2026	Claims	2	206141	Family Promise of Skagit Valley	4,880.57	
			116 - 551 00 00 116		Public Housing Services	2,750.00	
			117 - 551 00 00 117		Affordable Housing - Operatio	2,130.57	
1609	02/25/2026	Claims	2	206142	Fastenal Company	240.05	
			103 - 542 30 31 000		Operating Supplies	240.05	
1610	02/25/2026	Claims	2	206143	Fisher Construction Group, Inc.	3,661.50	
			401 - 594 35 64 401		Machinery & Equip	3,661.50	
1611	02/25/2026	Claims	2	206144	Galls, LLC	346.30	
			001 - 522 20 26 000		Uniforms	210.14	
			001 - 522 20 26 000		Uniforms	127.48	
			001 - 522 20 42 010		Postage	8.68	
1612	02/25/2026	Claims	2	206145	GameTime	2,805.45	
			101 - 576 80 48 001		Riverfront	2,805.45	
1613	02/25/2026	Claims	2	206146	Gray & Osborne Inc	2,235.12	
			425 - 531 50 41 000		Professional Services	2,235.12	
1614	02/25/2026	Claims	2	206147	Guardian Alliance Technologies, Inc.	175.00	
			001 - 591 28 70 001		Lease + Subscription IT (SBITA)	175.00	
1615	02/25/2026	Claims	2	206148	Guardian Security Systems, Inc.	444.17	
			001 - 521 20 41 001		Professional Services	78.19	
			001 - 522 50 49 050		Fire/Theft Protection	45.61	
			401 - 535 50 48 000		Maintenance Contracts	56.47	
			101 - 576 80 41 010		Alarm Monitoring	263.90	
1616	02/25/2026	Claims	2	206149	Halo Protection Services LLC	847.08	
			001 - 512 50 41 050		Security Services	847.08	
1617	02/25/2026	Claims	2	206150	Heritage Bank	9,408.70	
			104 - 595 30 63 083		Const-SR 9-John Liner-McGariç	9,408.70	
1618	02/25/2026	Claims	2	206151	Humane Society Of Skagit	308.00	
			001 - 521 20 41 021		Humane Society	308.00	
1619	02/25/2026	Claims	2	206152	Insight Direct USA, Inc.	71,215.22	
			001 - 591 80 70 517		Leases + Subscription IT (SBITA)	71,215.22	

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1620	02/25/2026	Claims	2	206153	Intrepid Networks LLC	364.90	
					001 - 591 28 70 001 - Lease + Subscription IT (SBITA)	364.90	
1621	02/25/2026	Claims	2	206154	Peregrin Sorter Laminar Law	3,000.00	
					001 - 558 60 41 001 - Professional Svcs-Reimb	3,000.00	
1622	02/25/2026	Claims	2	206155	Language Exchange, Inc	1,560.19	
					001 - 512 50 41 040 - Language Interpreter	1,560.19	
1623	02/25/2026	Claims	2	206156	Les Schwab Tire Center	1,728.79	
					001 - 521 20 48 010 - Repair & Maint - Auto	1,728.79	
1624	02/25/2026	Claims	2	206157	Life Assist Inc.	1,778.87	
					001 - 522 21 31 000 - Operating Supplies - Medical	295.71	
					001 - 522 21 31 000 - Operating Supplies - Medical	587.53	
					001 - 522 21 31 000 - Operating Supplies - Medical	234.58	
					001 - 522 21 31 000 - Operating Supplies - Medical	587.53	
					001 - 522 21 31 000 - Operating Supplies - Medical	73.52	
1625	02/25/2026	Claims	2	206158	Lou's Gloves Inc.	396.00	
					401 - 535 80 31 010 - Operating Supplies	396.00	
1626	02/25/2026	Claims	2	206159	Miles Sand & Gravel Co.	608.16	
					103 - 542 30 48 002 - Crushed Aggregate	608.16	
1627	02/25/2026	Claims	2	206160	Motorola Solutions	1,602.39	
					001 - 521 20 26 000 - Uniforms/Accessories	1,602.39	
1628	02/25/2026	Claims	2	206161	Walter E Nelson Co. of N. WA	443.17	
					401 - 535 80 31 000 - Office Supplies	265.29	
					101 - 576 80 31 006 - Operating Sup - City Hall	177.88	
1629	02/25/2026	Claims	2	206162	Nelson Dist, Inc. Nelson-Reisner	786.99	
					001 - 522 20 32 000 - Auto Fuel/Diesel	33.67	
					425 - 531 50 32 000 - Vehicle Fuel	19.94	
					401 - 535 80 32 000 - Auto Fuel/Diesel	9.81	
					412 - 537 80 32 000 - Auto Fuel/Diesel	364.22	
					103 - 542 30 32 000 - Auto Fuel/Diesel	7.85	
					501 - 548 30 31 000 - Operating Supplies	351.50	
1630	02/25/2026	Claims	2	206163	Nordic Temperature Control	2,689.32	
					001 - 522 50 48 020 - Repair/Maint-Garage	2,689.32	
1631	02/25/2026	Claims	2	206164	North Hill Resources Inc	243.00	
					412 - 537 60 47 020 - Site Yard Waste Disposal	243.00	
1632	02/25/2026	Claims	2	206165	Northwest Safety Clean	403.53	
					001 - 522 20 31 000 - Operating Supplies	273.45	
					001 - 522 20 31 000 - Operating Supplies	130.08	
1633	02/25/2026	Claims	2	206166	Oliver-Hammer, Inc	618.83	
					412 - 537 80 31 000 - Operating Supplies	211.73	
					103 - 542 30 35 010 - Safety Equipment	141.05	
					101 - 576 80 35 010 - Safety Equipment	266.05	
1634	02/25/2026	Claims	2	206167	PROCUM LLC	78.00	
					001 - 522 20 41 010 - Prof Service-Medical Exams	78.00	
1635	02/25/2026	Claims	2	206168	Pacific Power Batteries	746.48	
					401 - 535 50 48 050 - Maint Of General Equip	497.65	
					401 - 535 50 48 050 - Maint Of General Equip	248.83	
1636	02/25/2026	Claims	2	206169	Parker Corporate Svcs, Inc.	125.00	
					101 - 576 80 49 030 - Misc-Permits & Licenses	125.00	
1637	02/25/2026	Claims	2	206170	Pumpstech Inc	6,777.73	

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			401 - 535 50 48 050		Maint Of General Equip	6,777.73	
1638	02/25/2026	Claims	2	206171	Pye-Barker Fire & Safety, LLC	907.92	
			001 - 522 20 35 000		Small Tools & Minor Equip	59.74	
			101 - 576 80 48 004		Community Center	413.77	
			101 - 576 80 48 005		Senior Center	434.41	
1639	02/25/2026	Claims	2	206172	Quality Turf Renovation, LLC	20,040.00	
			101 - 576 80 35 000		Small Tools & Minor Equip	20,040.00	
1640	02/25/2026	Claims	2	206173	Reichhardt & Ebe	15,286.53	
			104 - 595 10 63 081		Eng - John Line Rd. Bike/Ped	2,058.39	
			104 - 595 10 63 089		Eng - John Liner Rd Arterial	5,879.62	
			104 - 595 30 63 083		Const-SR 9-John Liner-McGariç	7,348.52	
1641	02/25/2026	Claims	2	206174	Ricoh USA, Inc	502.50	
			001 - 514 23 31 000		Supplies	117.06	
			001 - 524 20 31 000		Off/Oper Supps & Books	105.52	
			001 - 558 60 31 000		Supplies/Books	105.52	
			101 - 591 80 70 101		Subscription IT (SBITA) - Parks	68.88	
			001 - 595 10 31 000		Supplies	105.52	
1642	02/25/2026	Claims	2	206175	Ricoh USA, Inc	233.21	
			001 - 591 23 70 001		Lease + Subscription IT (SBITA)	233.21	
1643	02/25/2026	Claims	2	206176	Heather Romano	204.75	
			001 - 521 20 41 001		Professional Services	204.75	
1644	02/25/2026	Claims	2	206177	San Diego Police Equip Co. Inc.	731.33	
			001 - 521 20 31 015		Ammunition	731.33	
1645	02/25/2026	Claims	2	206178	Seattle Pump & Equip Co	7,730.15	
			401 - 535 50 48 010		Maintenance Of Lines	7,730.15	
1646	02/25/2026	Claims	2	206179	Sedro-Woolley Auto Parts Inc	326.27	
			001 - 522 20 48 000		Repairs/Maint-Equip	80.57	
			001 - 522 20 48 000		Repairs/Maint-Equip	79.83	
			401 - 535 50 48 040		Maintenance Of Vehicles	27.38	
			412 - 537 50 48 000		Repairs/maint-equip	1.52	
			412 - 537 50 48 000		Repairs/maint-equip	3.54	
			412 - 537 80 31 000		Operating Supplies	88.14	
			103 - 542 30 31 000		Operating Supplies	12.36	
			501 - 548 30 31 000		Operating Supplies	32.93	
1647	02/25/2026	Claims	2	206180	Sedro-Woolley Automotive	824.04	
			001 - 521 20 48 010		Repair & Maint - Auto	87.10	
			001 - 521 20 48 010		Repair & Maint - Auto	279.50	
			101 - 576 80 48 021		Equipment	457.44	
1648	02/25/2026	Claims	2	206181	Sheepdog Microphones	2,754.00	
			001 - 521 20 26 000		Uniforms/Accessories	2,754.00	
1649	02/25/2026	Claims	2	206182	Skagit Cnty Cattlemens Assoc	100.00	
			631 - 389 90 03 631		Unapplied Park and Facility Res	-100.00	
1650	02/25/2026	Claims	2	206183	Skagit Cnty Dept of Emerg Mgmt	22,753.29	
			001 - 525 10 41 000		Dept Of Emerg Management	10,147.19	
			001 - 525 10 41 000		Dept Of Emerg Management	12,606.10	
1651	02/25/2026	Claims	2	206184	Skagit Cnty Public Health	888.53	
			001 - 566 00 41 000		Skagit Co Public Health-2% Liq	888.53	
1652	02/25/2026	Claims	2	206185	Skagit Cnty Public Works	90,690.25	
			412 - 537 60 47 000		Solid Waste Disposal	90,690.25	
1653	02/25/2026	Claims	2	206186	Skagit Cnty Treasurer	359.46	

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			425 - 531 50 44 000		- Taxes & Assessments	20.60	
			425 - 531 50 44 000		- Taxes & Assessments	20.60	
			401 - 535 80 44 010		- Taxes & Assessments	20.60	
			401 - 535 80 44 010		- Taxes & Assessments	23.50	
			102 - 536 20 44 010		- Taxes And Assessments	20.60	
			102 - 536 20 44 010		- Taxes And Assessments	176.60	
			102 - 536 20 44 010		- Taxes And Assessments	20.60	
			103 - 542 65 44 000		- Taxes & Assessments	20.60	
			101 - 576 80 48 025		- Olmsted Park	20.60	
			635 - 589 30 05 635		- County Crime Victim Witness P	15.16	
1654	02/25/2026	Claims	2	206187	Skagit Farmers Supply	739.83	
			001 - 521 20 41 023		- Canine	18.45	
			001 - 522 20 31 000		- Operating Supplies	19.50	
			001 - 522 20 48 000		- Repairs/Maint-Equip	18.45	
			401 - 535 50 48 010		- Maintenance Of Lines	33.64	
			401 - 535 50 48 010		- Maintenance Of Lines	73.83	
			401 - 535 50 48 020		- Maint Of Pumping Equip	-28.19	
			401 - 535 50 48 040		- Maintenance Of Vehicles	73.25	
			401 - 535 50 48 050		- Maint Of General Equip	-32.25	
			401 - 535 50 48 050		- Maint Of General Equip	108.59	
			401 - 535 50 48 050		- Maint Of General Equip	23.88	
			401 - 535 80 35 000		- Small Tools & Minor Equip	-40.73	
			401 - 535 80 35 000		- Small Tools & Minor Equip	-43.11	
			401 - 535 80 35 000		- Small Tools & Minor Equip	-29.29	
			401 - 535 80 35 000		- Small Tools & Minor Equip	-243.17	
			401 - 535 80 35 000		- Small Tools & Minor Equip	-282.38	
			401 - 535 80 35 000		- Small Tools & Minor Equip	-100.87	
			401 - 535 80 35 000		- Small Tools & Minor Equip	65.15	
			401 - 535 80 35 000		- Small Tools & Minor Equip	16.22	
			401 - 535 80 35 000		- Small Tools & Minor Equip	20.40	
			103 - 542 30 31 000		- Operating Supplies	-71.62	
			103 - 542 30 31 000		- Operating Supplies	22.01	
			103 - 542 30 31 000		- Operating Supplies	77.06	
			103 - 542 30 31 000		- Operating Supplies	46.69	
			103 - 542 30 31 000		- Operating Supplies	51.52	
			103 - 542 30 31 010		- Operating Supplies-Propane	-25.99	
			103 - 542 30 31 010		- Operating Supplies-Propane	-57.32	
			103 - 542 30 31 010		- Operating Supplies-Propane	-19.74	
			103 - 542 30 31 020		- Operating Supplies - Herbicide	-180.42	
			103 - 542 30 31 020		- Operating Supplies - Herbicide	-98.80	
			103 - 542 30 31 020		- Operating Supplies - Herbicide	12.81	
			103 - 542 30 35 000		- Small Tools/Minor Equip	9.76	
			103 - 542 30 35 000		- Small Tools/Minor Equip	28.23	
			101 - 576 80 31 001		- Operating Sup - Riverfront	57.80	
			101 - 576 80 31 001		- Operating Sup - Riverfront	81.44	
			101 - 576 80 31 001		- Operating Sup - Riverfront	55.31	
			101 - 576 80 31 001		- Operating Sup - Riverfront	29.30	
			101 - 576 80 31 001		- Operating Sup - Riverfront	30.39	
			101 - 576 80 31 001		- Operating Sup - Riverfront	33.41	
			101 - 576 80 35 000		- Small Tools & Minor Equip	97.73	
			101 - 576 80 48 001		- Riverfront	20.62	
			101 - 576 80 48 001		- Riverfront	24.27	
			101 - 576 80 48 001		- Riverfront	47.76	
			101 - 576 80 48 001		- Riverfront	229.99	
			101 - 576 80 48 001		- Riverfront	105.31	
			101 - 576 80 48 009		- Hammer Square	19.54	
			101 - 576 80 48 012		- Harry Osborne	21.71	
			101 - 576 80 48 012		- Harry Osborne	178.02	
			101 - 576 80 48 012		- Harry Osborne	2.76	
			101 - 576 80 48 013		- Tesarik Park	282.35	
			101 - 576 80 48 014		- Winnie Houser Park	-39.07	
			101 - 576 80 48 014		- Winnie Houser Park	-28.23	
			401 - 594 35 64 001		- Portable Equipment	23.86	

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1655	02/25/2026	Claims	2	206188	Smarsh Inc.	2,782.95	
					001 - 591 80 70 517 - Leases + Subscription IT (SBITA	2,782.95	
1656	02/25/2026	Claims	2	206189	Standing Offhand	1,236.00	
					001 - 521 40 49 000 - Tuition/Registration	1,236.00	
1657	02/25/2026	Claims	2	206190	Stiles & Lehr Law Inc., PS	4,727.25	
					001 - 512 50 41 010 - Municipal Court Judge	4,727.25	
1658	02/25/2026	Claims	2	206191	SuperHawk Truck dba SuperHawk Canopies	6,107.85	
					501 - 594 21 64 501 - Equip & Vehicles - Police	6,107.85	
1659	02/25/2026	Claims	2	206192	Systems Design West, LLC	3,943.18	
					001 - 522 21 41 000 - EMS Professional Services-Sys I	3,943.18	
1660	02/25/2026	Claims	2	206193	Thompson, Guildner & Assoc, Inc P.S.	15,542.10	
					001 - 515 41 41 000 - Ext Legal-City Attorney	13,116.80	
					001 - 515 45 41 000 - Legal - Litigation	2,425.30	
1661	02/25/2026	Claims	2	206194	Town of La Conner	2,441.67	
					412 - 537 60 47 021 - Curbside Yard Waste Disposal	2,441.67	
1662	02/25/2026	Claims	2	206195	Traffic Safety Supply Co, Inc	325.44	
					103 - 542 30 31 000 - Operating Supplies	325.44	
1663	02/25/2026	Claims	2	206196	Uline, Inc.	8,434.16	
					101 - 576 80 31 003 - Operating Sup - Parks Shop	1,067.64	
					101 - 576 80 48 007 - Bingham Park	1,666.49	
					101 - 594 76 61 003 - Miscellaneous Park Upgrades	5,700.03	
1664	02/25/2026	Claims	2	206197	Utilities Underground Location Ctr.	62.40	
					401 - 535 80 31 010 - Operating Supplies	62.40	
1665	02/25/2026	Claims	2	206198	Vestis	66.51	
					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	8.91	
					412 - 537 80 49 000 - Misc-Laundry	8.91	
					412 - 537 80 49 000 - Misc-Laundry	8.91	
					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	
1666	02/25/2026	Claims	2	206199	WA St Dept of Ecology	19,286.00	
					401 - 535 80 41 060 - DOE Discharge Permit	19,286.00	
1667	02/25/2026	Claims	2	206200	WA St Dept of Enterprise Svcs.	400.00	
					001 - 521 20 49 010 - Dues/Subscriptions	400.00	
1668	02/25/2026	Claims	2	206201	WA St Dept of Labor & Indus	185.40	
					101 - 576 80 48 016 - City Hall	185.40	
1669	02/25/2026	Claims	2	206202	WA St Off of Treasurer	2,532.14	
					635 - 586 30 00 635 - State Court Fees Remittance	2,532.14	
1670	02/25/2026	Claims	2	206203	Waste Management of WA Inc.	25,070.50	
					412 - 537 60 47 010 - Curbside Recycling Disposal	25,070.50	
1671	02/25/2026	Claims	2	206204	Whatcom Electric Company Inc.	812.42	
					001 - 522 20 48 000 - Repairs/Maint-Equip	398.78	
					001 - 522 20 48 000 - Repairs/Maint-Equip	413.64	

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1672	02/25/2026	Claims	2	206205	Woods Logging	84.44	
					401 - 535 50 48 010 - Maintenance Of Lines	84.44	
1673	02/25/2026	Claims	2	206206	World Kinect Energy Services	4,707.06	
					001 - 523 20 32 000 - Auto Fuel	64.42	
					425 - 531 50 32 000 - Vehicle Fuel	175.36	
					425 - 531 50 32 000 - Vehicle Fuel	339.66	
					401 - 535 80 32 000 - Auto Fuel/Diesel	52.16	
					102 - 536 20 32 000 - Auto Fuel/Diesel	75.36	
					412 - 537 80 32 000 - Auto Fuel/Diesel	1,957.15	
					412 - 537 80 32 000 - Auto Fuel/Diesel	1,495.35	
					103 - 542 30 32 000 - Auto Fuel/Diesel	140.87	
					103 - 542 30 32 000 - Auto Fuel/Diesel	261.32	
					103 - 542 30 32 000 - Auto Fuel/Diesel	145.41	
1674	02/25/2026	Claims	2	206207	Zoll Medical Corporation	11,012.95	
					001 - 522 21 35 000 - Small Tools & Minor Equipmer	11,012.95	
1795	02/19/2026	Claims	2	206208	FBI-LEEDA	50.00	
					001 - 521 20 49 010 - Dues/Subscriptions	50.00	

001 Current Expense Fund	183,724.38		
101 Parks & Facilities Fund	42,430.83		
102 Cemetery Fund	386.76		
103 Street Fund	3,437.24		
104 Arterial Street Fund	34,361.03		
116 Affordable Housing - HB 1406	2,750.00		
117 Housing and Related Services	2,130.57		
401 Sewer Operations Fund	52,191.75		
412 Solid Waste Operations Fund	124,486.78		
425 Stormwater Operations	2,938.62		
501 Equipment Replacement Fund	6,492.28		
631 Suspense Fund	100.00		
635 Custodial Fund	2,547.30		
	457,977.54	Claims:	457,977.54
* Transaction Has Mixed Revenue And Expense Accounts			457,977.54

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 9:59 am, Feb 20, 2026

Finance Committee Member	Date
Finance Committee Member	Date
Finance Committee Member	Date

TRANSACTION JOURNAL

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
6	01/02/2026	01/31/2026	1		Ser Chge		Bresnan, Lynn & Lori		Wrong date used
156	01/02/2026	01/31/2026	1		Ser Chge		Banner Bank	0.78	BANNER BANK PRIOR MONTH EXCESS CURR/COIN FEE
		514 23 41 010 Bank Fees		001	Current Expense Fund			0.78	
157	01/02/2026	01/31/2026	1		Ser Chge		US Bank -- Merchant Fees	253.60	JANUARY 2026 US BANK MERCHANT FEES -#1
		535 80 41 020 Collection Services		401	Sewer Operations Fund			126.80	
		514 23 41 010 Bank Fees		001	Current Expense Fund			63.40	
		537 80 41 020 Collection Services		412	Solid Waste Operations Fund			63.40	
158	01/02/2026	01/31/2026	1		Ser Chge		US Bank -- Merchant Fees	77.99	JANUARY 2026 US BANK MERCHANT FEES - #2
		535 80 41 020 Collection Services		401	Sewer Operations Fund			38.99	
		514 23 41 010 Bank Fees		001	Current Expense Fund			19.50	
		537 80 41 020 Collection Services		412	Solid Waste Operations Fund			19.50	
159	01/02/2026	01/31/2026	1		Ser Chge		Authorize.Net	8.66	AUTHORIZE.NET/GOVEQA PAYMENT PROCESSOR FEE
		514 23 41 010 Bank Fees		001	Current Expense Fund			8.66	
208	01/05/2026	01/31/2026	1		Ser Chge		Payment Tech -- Service Charge	4,947.27	JANUARY 2026 PAYMENT TECH SERVICE CHARGE - GENERAL
		535 80 41 020 Collection Services		401	Sewer Operations Fund			2,473.65	
		514 23 41 010 Bank Fees		001	Current Expense Fund			1,236.81	
		537 80 41 020 Collection Services		412	Solid Waste Operations Fund			1,236.81	
209	01/05/2026	01/31/2026	1		Ser Chge		Payment Tech -- Service Charge	56.72	JANUARY 2026 PAYMENT TECH SERVICE CHARGE - GENERAL #2 NON-UTILITY
		514 23 41 010 Bank Fees		001	Current Expense Fund			56.72	
210	01/05/2026	01/31/2026	1		Ser Chge		Payment Tech -- Service Charge	37.18	JANUARY 2026 PAYMENT TECH SERVICE CHARGE - BINGHAM
		576 80 41 000 Professional Services		101	Parks & Facilities Fund			37.18	
211	01/05/2026	01/31/2026	1		Ser Chge		Payment Tech -- Service Charge	30.10	JANUARY 2026 PAYMENT TECH SERVICE CHARGE - RIVERFRONT
		576 80 41 000 Professional Services		101	Parks & Facilities Fund			30.10	
226	01/06/2026	01/31/2026	1		Ser Chge		Xpress Bill Pay - Service Fees	2,534.28	JANUARY 2026 XPRESS BILL PAY SERVICE CHARGE
		535 80 41 020 Collection Services		401	Sewer Operations Fund			1,267.14	
		537 80 41 020 Collection Services		412	Solid Waste Operations Fund			633.57	
		514 23 41 010 Bank Fees		001	Current Expense Fund			633.57	

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
235	01/05/2026	01/31/2026	2		Ser Chge		Deferred compensation payment taken	-160.00	Deferred compensation payment taken out of 1.05.2026 pay check but unable to pay until 1.20.2026. Another entry on that date.
						521 20 23 001 PERS Retirement	001 Current Expense Fund	-100.00	
						542 30 23 001 PERS Retirement	103 Street Fund	-60.00	
263	01/07/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	12.77	CIVICREC SERVICE FEE FOR \$412.00 - ITEM TRACE#- 091000012316576
						514 23 41 008 Bank Fees - Park and F	001 Current Expense Fund	12.77	
310	01/09/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	3.99	CIVICREC SERVICE FEE FOR \$128.75 - ITEM TRACE#- 091000018489649
						514 23 41 008 Bank Fees - Park and F	001 Current Expense Fund	3.99	
363	01/13/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	12.77	CIVICREC SERVICE FEE FOR \$412.00 - ITEM TRACE#- 091000014188405
						514 23 41 008 Bank Fees - Park and F	001 Current Expense Fund	12.77	
388	01/14/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	4.86	CIVICREC SERVICE FEE FOR \$156.85 - ITEM TRACE#- 091000010131507
						514 23 41 008 Bank Fees - Park and F	001 Current Expense Fund	4.86	
694	01/22/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	22.35	CIVICREC SERVICE FEE FOR \$721.00 - ITEM TRACE#- 091000013460100
						514 23 41 008 Bank Fees - Park and F	001 Current Expense Fund	22.35	
696	01/20/2026	01/31/2026	2		Ser Chge		WA St Dept of Retirement	320.00	Deferred comp payment taken out of 12.19.2025 and 1.05.2026 pay checks but unable to pay to DRS until 1.20.2026.
						521 20 23 001 PERS Retirement	001 Current Expense Fund	200.00	
						542 30 23 001 PERS Retirement	103 Street Fund	120.00	
719	01/23/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	12.77	CIVICREC SERVICE FEE FOR \$412.00 - ITEM TRACE#- 091000018290154
						514 23 41 008 Bank Fees - Park and F	001 Current Expense Fund	12.77	
791	01/26/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	50.29	CIVICREC SERVICE FEE FOR \$1622.25 - ITEM TRACE#- 091000014474642
						514 23 41 008 Bank Fees - Park and F	001 Current Expense Fund	50.29	
792	01/26/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	0.04	CIVICREC SERVICE FEE FOR \$1.18 - ITEM TRACE#- 091000019493315
						514 23 41 008 Bank Fees - Park and F	001 Current Expense Fund	0.04	

TRANSACTION JOURNAL

City Of Sedro-Woolley

Time: 14:28:01 Date: 02/12/2026

01/01/2026 To: 01/31/2026

Page: 3

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
814	01/27/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	11.18	CIVICREC SERVICE FEE FOR \$360.50 - ITEM TRACE#- 091000011766006
	514 23 41 008	Bank Fees - Park and F	001		Current Expense Fund			11.18	
818	01/28/2026	01/31/2026	1		Ser Chge		Olsen, Terry	128.70	Returned EFT payment - Insufficient Funds
	343 50 00 000	Sewer Service Charges	401		Sewer Operations Fund			-75.94	
	343 50 00 010	Utility Tax Collected	401		Sewer Operations Fund			-7.97	
	343 70 00 000	Garbage/Solid Waste F	412		Solid Waste Operations Fund			-15.67	
	343 75 00 000	Fuel Surcharge	412		Solid Waste Operations Fund			-2.09	
	343 73 00 000	Curbside Recycling Fee	412		Solid Waste Operations Fund			-9.28	
	343 70 00 010	Utility Tax Collected	412		Solid Waste Operations Fund			-2.84	
	343 10 00 000	Stormwater Fees	425		Stormwater Operations			-13.49	
	343 10 00 010	Utility Tax Collected	425		Stormwater Operations			-1.42	
846	01/29/2026	01/31/2026	1		Ser Chge		Riley, William	128.70	Returned payment - Insufficient Funds
	343 50 00 000	Sewer Service Charges	401		Sewer Operations Fund			-75.94	
	343 50 00 010	Utility Tax Collected	401		Sewer Operations Fund			-7.97	
	343 70 00 000	Garbage/Solid Waste F	412		Solid Waste Operations Fund			-15.67	
	343 75 00 000	Fuel Surcharge	412		Solid Waste Operations Fund			-2.09	
	343 73 00 000	Curbside Recycling Fee	412		Solid Waste Operations Fund			-9.28	
	343 70 00 010	Utility Tax Collected	412		Solid Waste Operations Fund			-2.84	
	343 10 00 000	Stormwater Fees	425		Stormwater Operations			-13.49	
	343 10 00 010	Utility Tax Collected	425		Stormwater Operations			-1.42	
850	01/28/2026	01/31/2026	1		Ser Chge		Fiserv., dba Cardpointe	12.77	CIVICREC SERVICE FEE - ITEM TRACE#- 091000019260469
	514 23 41 008	Bank Fees - Park and F	001		Current Expense Fund			12.77	
892	01/30/2026	02/28/2026	2		Ser Chge		Excavation West Inc	404,029.41	Invoice 68400 \$304,757.76 and Invoice 68401 \$99,271.65, totaling \$404,029.41. On AP check register for 12/31/2025, but should be 2026 expense.
	594 76 63 025	Olmsted Park	101		Parks & Facilities Fund			404,029.41	
1328	01/31/2026	01/31/2026	99		Ser Chge		Municipal Court	5,647.11	January 2026, total court disbursements.
	586 00 01 635	Court Disbursements	635		Custodial Fund			5,647.11	

TRANSACTION JOURNAL

City Of Sedro-Woolley

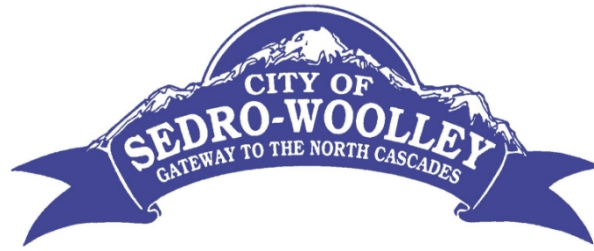
Time: 14:28:01 Date: 02/12/2026

01/01/2026 To: 01/31/2026

Page: 4

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund # Vendor	Amount	Memo	
		Records Printed:	26					Adjustments:	0.00
								Beginning Balance:	0.00
								Revenues:	0.00
								Warrant Expenditures:	0.00
								Non Warrant Expenditures:	418,184.29
								Interfund Transfers:	0.00
								Redemptions:	0.00
								Deposits:	0.00
								Withdrawals:	0.00
								Stop Payments:	0.00

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 Current Expense Fund	0.00	0.00	0.00	0.00	2,263.23	0.00	0.00	0.00
101 Parks & Facilities Fund	0.00	0.00	0.00	0.00	404,096.69	0.00	0.00	0.00
103 Street Fund	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00
401 Sewer Operations Fund	0.00	0.00	0.00	0.00	3,738.76	0.00	0.00	0.00
412 Solid Waste Operations Fund	0.00	0.00	0.00	0.00	1,893.52	0.00	0.00	0.00
425 Stormwater Operations	0.00	0.00	0.00	0.00	-29.82	0.00	0.00	0.00
635 Custodial Fund	0.00	0.00	0.00	0.00	5,647.11	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	417,669.49	0.00	0.00	0.00



City Council Agenda Item

Agenda Item No.: e.4.

Date: February 25, 2026

From: Woody Tovar Cano, IT Director

Subject: Resolution 1180-26 - IT Equipment Surplus

RECOMMENDED ACTION:

Motion to approve Resolution 1180-26 IT Equipment Surplus.

BACKGROUND/SUMMARY INFORMATION:

Equipment listed in the surplus resolution is no longer needed and/or able to be used by the city. All equipment components of value have been removed.

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. Surplus_Resolution_1180-26

RESOLUTION NO. 1180-26

**A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY DECLARING CERTAIN
PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION**

WHEREAS, the equipment identified and listed below has been determined by the Director of Information Technology to no longer be critical to the City of Sedro-Woolley’s needs or operational use, and

WHEREAS, the City Council of the City of Sedro-Woolley has determined that it is in the best interest of City to declare as surplus the equipment, and

WHEREAS, The City Council is authorized to declare as surplus those items no longer deemed to be necessary to the City’s service requirements under RCW 35.22.280 (B), and

WHEREAS, the City Council delegates to the Director of Information Technology the authority to dispose of the property by auction, private sale, sealed bid, through a broker or agent, or other lawful means.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY AS FOLLOWS:

Section 1. The City Council does hereby declare the following to be surplus:

ITEM	TAG	SERIAL	MAKE	MODEL	DESCRIPTION
1	Na	9D001708	SHARP	COMPET QS-2760H	Electronic calculator
2	**58	CNU8102T0C	HP	COMPAQ 6515	LAPTOP
3	NA	TSR144180018	VIEWSONIC	VA2445M-LED	MONITOR
4	NA	TSR144180017	VIEWSONIC	VA2445M-LED	MONITOR
5	NA	AVADC3297	MITEL	5212 IP	DESK PHONE
6	NA	1WDFW14240DW	MITEL	5330E IP	DESK PHONE
7	NA	1WDUC1516AXK	MITEL	5330E IP	DESK PHONE
8	NA	1TTUC1422CQK	MITEL	5360 IP	DEKS PHONE
9	003782	3W2NL72	DELL	LATITUDE E5570	LAPTOP
10	003674	6XSB462	DELL	LATITUDE E5550	LAPTOP
11	003691	422SJV1	DELL	LATITUDE E5530	LAPTOP
12	003599	7SLWSX1	DELL	INSPIRON 3050 D12U	SFF DESKTOP
13	003531	33800003JEB3	AoPEN	MP65-UI	SFF DESKTOP
14	003326	93800087JEB5	AOPEN	MP45-D	SFF DESKTOP
15	NA	Q3AF275BDQ4866	SCEPTRE	F27	MONITOR
16	NA	BZS0H4ZN400672D	SAMSUNG	LC24F396FHNXZA	MONITOR
17	NA	BZS0H4ZN502848E	SAMSUNG	LC24F396FHNXZA	MONITOR
18	003788	2BH49Y1	DELL	OPTIPLEX 7010	DESKTOP
19	003760	9GW6W52	DELL	OPTIPLEX3020	DESKTOP
20	003662	2UA2011YJZ	HP	COMPAQ 6200	DESKTOP
21	003814	S1521030472	FUSION 5	S15	LAPTOP

22	003723	D07VRW1	DELL	OPTIPLEX 9010	DESKTOP
23	003708	MXL416031J	HP	PRODESK 600GI	DESKTOP
24	003761	JBN3T12	DELL	OPTIPLEX 3020	DESKTOP
25	003806	S1521030356	FUSION5	S15	LAPTOP
26	003809	S1521030502	FUSION5	S15	LAPTOP
27	003812	S1521030505	Fusion5	S15	Laptop
28	003328	93800273JEB5	AOpen	MP45-D	desktop
30	003501	3CE24511NF	HP	ENVY	LAPTOP
31	003735	PB-WV46K	LENOVO	T430	LAPTOP

PASSED by majority vote of the members of the Sedro-Woolley City Council this 25th day of February 2026

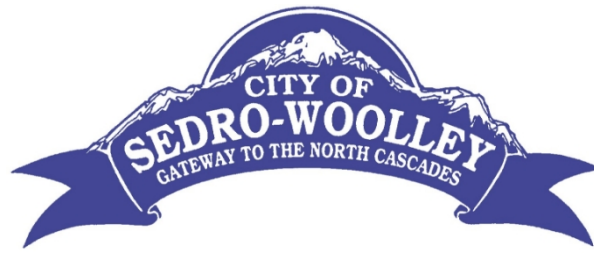
Julia Johnson, Mayor

Attest:

Kelly Kohnken, Finance Director

Approved as to form:

Nikki Thompson, City Attorney



City Council Agenda Item

Agenda Item No.: f.1.

Date: February 25, 2026

From: Julia Johnson, Mayor

Subject: NW Innovation Resource Center Executive Director Diane Kamionka

RECOMMENDED ACTION:

Information item, no recommended action.

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. Woolley Council Feb 2026

NW Innovation Resource Center

Innovation in Sedro-Woolley

Diane Kamionka

DianeK@nwirc.com

360-739-2968

NWIRC – Brief Background

- Independent 501c3 with partnership relationships with government, industry, post secondary education
- Objective to support innovative entrepreneurs in northwest Washington and establish ecosystem of resources
- Industry agnostic with focus on local priorities
- Integrating technologies in regional industries of Aerospace/Maritime/CleanTech/Agriculture



Expanding the ecosystem for Innovation in Washington. Providing opportunity to participate in the digital economy of the future.







Activities at the IRC Lab-SWIFT





2026 Events at IRC Lab-SWIFT



- **Skagit AI Meetup**
 - Monthly meeting.
- **Entrepreneur Founders**
- **Sustainable Aviation Fuel**
 - March 24, 2026
 - Partnership with Forestry
- **Fusion**
 - May 6, 2026
 - Partnership with CleanTech Alliance



Mobility with meaning.


Rides are missing for those who need it most.



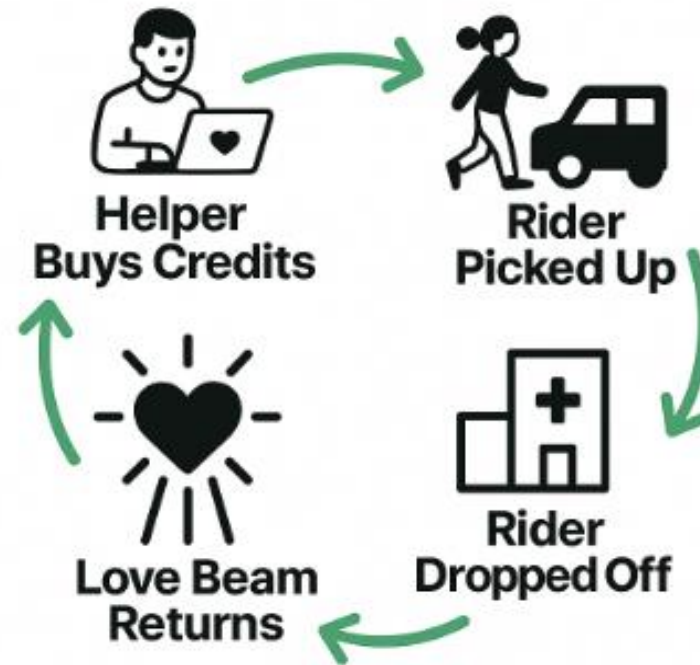
- Patients need follow-up care after medical procedures.
- Families need rides to food banks, shelters, and services.
- Current ride hailing underserves these communities due to affordability.
- ~5.7% of U.S. adults lacked reliable transportation in the past year (CDC, 2022)

Connect Riders with Providers



- First Provider customer signed up. 
 - Local affiliate of the national non-profit serving homeless families.
- Andiamo meets the transportation needs for underserved communities as well as traditional ride hailing users.

Helper Credits and Love Beams




- Helper Credits = Prepaid money that fund essential rides.
- Love Beams = Gratitude sent back to Helpers for each ride.

First Zone Launch – Sedro-Woolley

Users in Sedro-Woolley

 Public

 Friends

 Private

Willowherb



 1st

TheMachoNach0



 2nd

Woffie



 3rd

Brendone



 4

vivimaeee



Nashdecker



Swag Shop

- Coming March 2026!
- Each swag item will be limited so get yours while they last!
- Help fund a local startup and spread the word while also getting a shirt and a point in-game.

Swag Shop



The Helper



Flip

Sold: 0 Max: 1000

\$35

Buy Now

Thank you for your time and consideration!

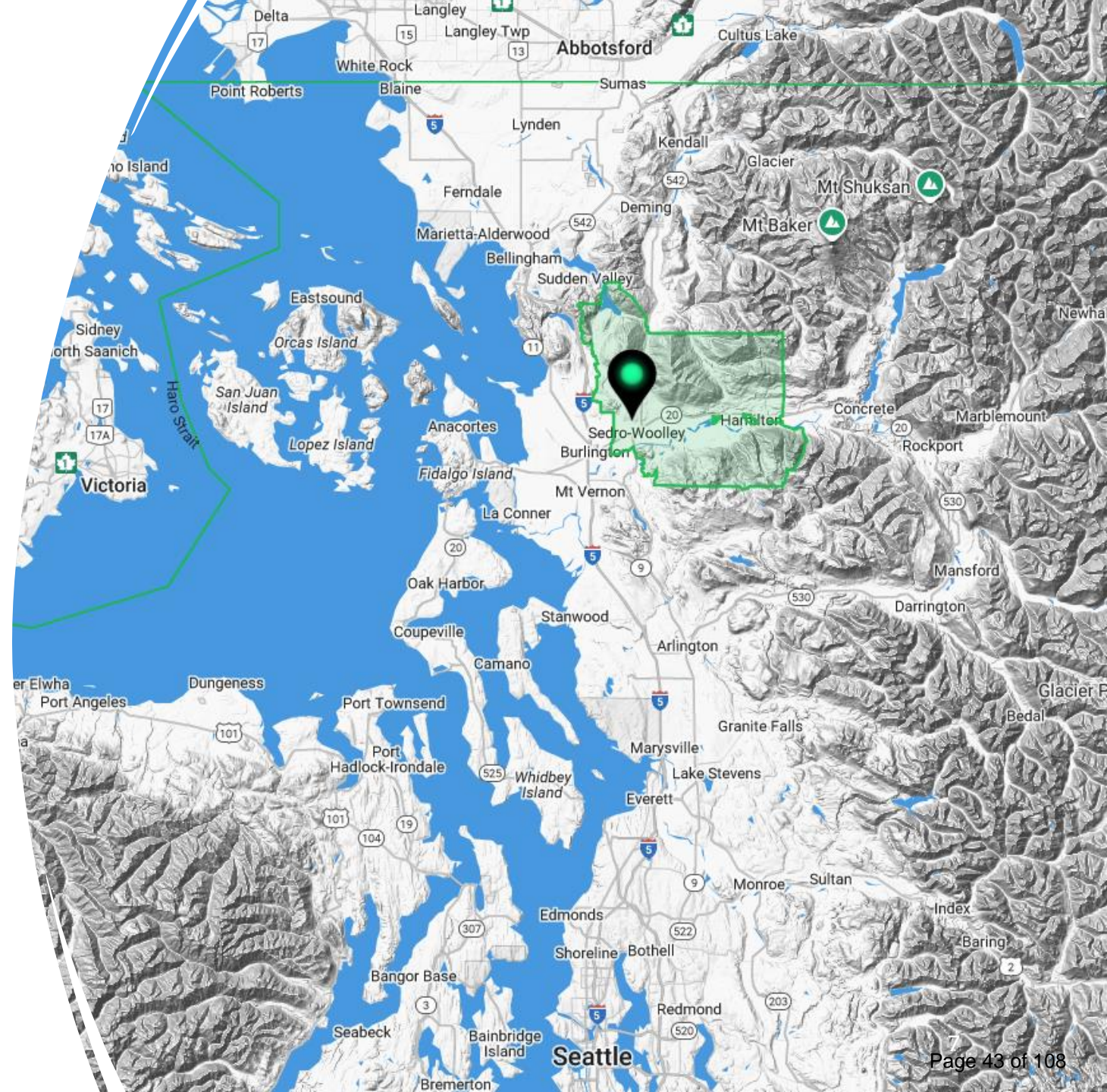
Andiamo Tech

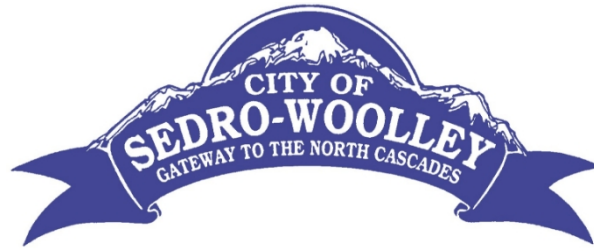
Brendan.mcgoffin@andiamo.tech

https://x.com/Andiamo_Tech

(360)-333-8783

MVP Live Here: <https://andiamo.tech>





City Council Agenda Item

Agenda Item No.: 1.1.

Date: February 25, 2026

From: Peter Lane, City Engineer

Subject: Offer Acceptance - 900 McGarigle Road

RECOMMENDED ACTION:

Motion to accept offer for sale of 900 McGarigle Road and authorize the Mayor to execute all documents to close the transaction, with any minor corrections to documents necessary.

BACKGROUND/SUMMARY INFORMATION:

In Resolution No. 1164-25, the Council authorized the sale of 827 John Liner on Southwest corner and 900 McGarigle on the northeast corner of the roundabout at Township Street (SR 9) and John Liner Rd/McGarigle Rd. The City listed both properties for sale on 2/19/2026.

A full price \$135,000, all cash offer came in on 2/20/2026 for 900 McGarigle Road. The offer has a two-week feasibility contingency for the buyer. After review of the offer, the City's Realtor and City Attorney recommend acceptance.

There are a couple of minor corrections needed in the sale agreement for the utilities the City is representing are on site.

FISCAL IMPACT, IF APPROPRIATE:

The City will not need to reimburse the Transportation Improvement Board (TIB) for the ROW funding that was used to purchase the properties if the City uses the proceeds for arterial transportation projects. The City will need to pay for the closing and selling costs out of the offer amount.

ATTACHMENTS:

1. 900 McGarigle offer

Form 25
Vacant Land PSA
Rev. 8/24
Page 1 of 6

VACANT LAND PURCHASE AND SALE AGREEMENT
Specific Terms

©Copyright 2024
Northwest Multiple Listing Service
ALL RIGHTS RESERVED

1. **Date:** February 20, 2026 **MLS No.:** 2479189 **Offer Expiration Date:** 2/21/2026
2. **Buyer:** Alejandro C Rosas Hernandez
Buyer Buyer Status
3. **Seller:** City Of Sedro-Woolley
Seller Seller
4. **Property:** Legal Description attached as Exhibit A. Tax Parcel No(s): P39302, _____, _____,
900 N McGarigle Road Sedro Woolley Skagit WA 98284
Address City County State Zip
5. **Purchase Price:** \$ 135,000.00 One Hundred Thirty-Five Thousand U.S. Dollars
6. **Earnest Money:** \$ 3,000.00 U.S. Dollars; Delivery Date 2 days after mutual acceptance
To be held by Buyer Brokerage Firm; Closing Agent; In the form of a Promissory Note (included as an Addendum)
7. **Default:** (check only one) Forfeiture of Earnest Money; Seller's Election of Remedies
8. **Title Insurance Company:** Chicago Title Mount Vernon
9. **Closing Agent:** Chicago Title Mount Vernon Teresa Varnes
Company Individual (optional)
10. **Closing Date:** 3/11/2026; **Possession Date:** on Closing; Other _____
11. **Services of Closing Agent for Payment of Utilities:** Requested (attach NWMLS Form 22K); Waived
12. **Charges/Assessments Levied Before but Due After Closing:** assumed by Buyer; prepaid in full by Seller at Closing
13. **Seller Citizenship (FIRPTA):** Seller is; is not a foreign person for purposes of U.S. income taxation
14. **Subdivision:** The Property: must be subdivided before _____; is not required to be subdivided
15. **Feasibility Contingency:** Expires 14 days after mutual acceptance; Satisfied/Waived
16. **Information Verification Period:** Expires _____ days after mutual acceptance; Satisfied/Waived
17. **Agency Disclosure:** Buyer represented by: Buyer Broker; Buyer/Listing Broker (limited dual agent); unrepresented
Seller represented by: Listing Broker; Listing/Buyer Broker (limited dual agent); unrepresented
18. **Buyer Brokerage Compensation:** % 2.5 ; 2.5 Addendum for Buyer Credit
(a) Seller's Offer (if any) (b) Amount to be Paid by Seller
19. **Addenda:** 22D(Optional Clauses) 22EF(Funds Evidence) 22T(Title Contingency) 35F(Feasibility)

Authentisign
Alejandro C Rosas Hernandez
Buyer Signature

02/20/2026
Date

Seller Signature

Date

Buyer Signature

Date

Seller Signature

Date

Buyer Address

Seller Address

City, State, Zip

City, State, Zip

Buyer Phone No.

Fax No.

(000) 000-0000
Seller Phone No.

Fax No.

Buyer E-mail Address

Seller E-mail Address

Muljat Group

9838

Buyer Brokerage Firm

MLS Office No.

Jed Holmes

141839

Buyer Broker (Print)

MLS LAG No.

(360) 733-3030

(360) 255-1458

(360) 752-4286

Firm Phone No.

Broker Phone No.

Firm Fax No.

NextHome 365 Realty

7783

Listing Brokerage Firm

MLS Office No.

Chad Paulsen

101118

Listing Broker (Print)

MLS LAG No.

(360) 770-3557

(360) 770-3557

Firm Phone No.

Broker Phone No.

Firm Fax No.

frontdesk@muljatgroup.com

Firm Document E-mail Address

jed@muljatgroup.com

Buyer Broker E-mail Address

chadpaulsenrealty@gmail.com

Firm Document E-mail Address

chadpaulsenrealty@gmail.com

Listing Broker E-mail Address

22016861

805

Buyer Broker DOL License No.

Firm DOL License No.

23000368

22019179

Listing Broker DOL License No.

Firm DOL License No.

VACANT LAND PURCHASE AND SALE AGREEMENT
General Terms

a. Purchase Price. Buyer shall pay to Seller the Purchase Price, including the Earnest Money, in cash at Closing, unless otherwise specified in this Agreement. Buyer represents that Buyer has sufficient funds to close this sale in accordance with this Agreement and is not relying on any contingent source of funds, including funds from loans, the sale of other property, gifts, retirement, or future earnings, except to the extent otherwise specified in this Agreement. The parties shall use caution when wiring funds to avoid potential wire fraud. Before wiring funds, the party wiring funds shall take steps to confirm any wire instructions via an independently verified phone number and other appropriate measures.

b. Earnest Money. Buyer shall deliver the Earnest Money by the Delivery Date listed in Specific Term No. 6 (2 days after mutual acceptance if not filled in) to the party holding the Earnest Money (Buyer Brokerage Firm or Closing Agent). If sent by mail, the Earnest Money must arrive at Buyer Brokerage Firm or Closing Agent by the Delivery Date. If the Earnest Money is held by Buyer Brokerage Firm and is over \$10,000.00 it shall be deposited into an interest bearing trust account in Buyer Brokerage Firm's name provided that Buyer completes an IRS Form W-9. Interest, if any, after deduction of bank charges and fees, will be paid to Buyer. Buyer shall reimburse Buyer Brokerage Firm for bank charges and fees in excess of the interest earned, if any. If the Earnest Money held by Buyer Brokerage Firm is over \$10,000.00 Buyer has the option to require Buyer Brokerage Firm to deposit the Earnest Money into the Housing Trust Fund Account, with the interest paid to the State Treasurer, if both Seller and Buyer so agree in writing. If Buyer does not complete an IRS Form W-9 before Buyer Brokerage Firm must deposit the Earnest Money or the Earnest Money is \$10,000.00 or less, the Earnest Money shall be deposited into the Housing Trust Fund Account. Buyer Brokerage Firm may transfer the Earnest Money to Closing Agent at Closing. If all or part of the Earnest Money is to be refunded to Buyer and any such costs remain unpaid, the Buyer Brokerage Firm or Closing Agent may deduct and pay them therefrom. The parties instruct Closing Agent to provide written verification of receipt of the Earnest Money and notice of dishonor of any check to the parties and Brokers at the addresses and/or fax numbers provided herein.

Upon termination of this Agreement, a party or the Closing Agent may deliver a form authorizing the release of Earnest Money to the other party or the parties. The party(s) shall execute such form and deliver the same to the Closing Agent. If either party fails to execute the release form, a party may make a written demand to the Closing Agent for the Earnest Money. Pursuant to RCW 64.04.220, Closing Agent shall deliver notice of the demand to the other party within 15 days. If the other party does not object to the demand within 20 days of Closing Agent's notice, Closing Agent shall disburse the Earnest Money to the party making the demand within 10 days of the expiration of the 20 day period. If Closing Agent timely receives an objection or an inconsistent demand from the other party, Closing Agent shall commence an interpleader action within 60 days of such objection or inconsistent demand, unless the parties provide subsequent consistent instructions to Closing Agent to disburse the earnest money or refrain from commencing an interpleader action for a specified period of time. Pursuant to RCW 4.28.080, the parties consent to service of the summons and complaint for an interpleader action by first class mail, postage prepaid at the party's usual mailing address or the address identified in this Agreement. If the Closing Agent complies with the preceding process, each party shall be deemed to have released Closing Agent from any and all claims or liability related to the disbursement of the Earnest Money. If either party fails to authorize the release of the Earnest Money to the other party when required to do so under this Agreement, that party shall be in breach of this Agreement. For the purposes of this section, the term Closing Agent includes a Buyer Brokerage Firm holding the Earnest Money. The parties authorize the party commencing an interpleader action to deduct up to \$750.00 for the costs thereof. The parties acknowledge that RCW 64.04.220 requires the court to award the Closing Agent its reasonable attorneys' fees and costs associated with an interpleader action.

c. Condition of Title. Unless otherwise specified in this Agreement, title to the Property shall be marketable at Closing. The following shall not cause the title to be unmarketable: rights, reservations, covenants, conditions and restrictions, presently of record and general to the area; easements and encroachments, not materially affecting the value of or unduly interfering with Buyer's reasonable use of the Property; and reserved oil and/or mining rights. Seller shall not convey or reserve any oil and/or mineral rights after mutual acceptance without Buyer's written consent. Monetary encumbrances or liens not assumed by Buyer, shall be paid or discharged by Seller on or before Closing. Title shall be conveyed by a Statutory Warranty Deed. If this Agreement is for conveyance of a buyer's interest in a Real Estate Contract, the Statutory Warranty Deed shall include a buyer's assignment of the contract sufficient to convey after acquired title. If the Property has been short platted, the Short Plat number is in the Legal Description.

d. Title Insurance. Seller authorizes Buyer's lender or Closing Agent, at Seller's expense, to apply for the then-current ALTA form of standard form owner's policy of title insurance from the Title Insurance Company. If Seller previously received a preliminary commitment from a Title Insurance Company that Buyer declines to use, Buyer shall pay any cancellation fees owing to the original Title Insurance Company. Otherwise, the party applying for title insurance shall pay any title cancellation fee, in the event such a fee is assessed. The Title Insurance Company shall send a copy of the preliminary commitment to Seller, Listing Broker, Buyer and Buyer Broker. The preliminary commitment, and the title policy to be issued, shall contain no exceptions other than the General Exclusions and Exceptions in said standard form and Special Exceptions consistent with the Condition of Title herein provided. If title cannot be made so insurable prior

AC 02/20/2026

Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date

VACANT LAND PURCHASE AND SALE AGREEMENT
General Terms

to the Closing Date, then as Buyer's sole and exclusive remedy, the Earnest Money shall, unless Buyer elects to waive such defects or encumbrances, be refunded to Buyer, less any unpaid costs described in this Agreement, and this Agreement shall thereupon be terminated. Buyer shall have no right to specific performance or damages as a consequence of Seller's inability to provide insurable title.

e. Closing and Possession. This sale shall be closed by the Closing Agent on the Closing Date. "Closing" means the date on which all documents are recorded and the sale proceeds are available to Seller. If the Closing Date falls on a Saturday, Sunday, legal holiday as defined in RCW 1.16.050, or day when the county recording office is closed, the Closing Agent shall close the transaction on the next day that is not a Saturday, Sunday, legal holiday, or day when the county recording office is closed. Buyer shall be entitled to possession at 9:00 p.m. on the Possession Date. Seller shall maintain the Property in its present condition, normal wear and tear excepted, until Buyer is provided possession. Buyer reserves the right to walk through the Property within 5 days of Closing to verify that Seller has maintained the Property as required by this paragraph. Seller shall not enter into or modify existing leases or rental agreements, service contracts, or other agreements affecting the Property which have terms extending beyond Closing without first obtaining Buyer's consent, which shall not be unreasonably withheld.

f. Section 1031 Like-Kind Exchange. If either Buyer or Seller intends for this transaction to be a part of a Section 1031 like-kind exchange, then the other party shall cooperate in the completion of the like-kind exchange so long as the cooperating party incurs no additional liability in doing so, and so long as any expenses (including attorneys' fees and costs) incurred by the cooperating party that are related only to the exchange are paid or reimbursed to the cooperating party at or prior to Closing. Notwithstanding the Assignment paragraph of this Agreement, any party completing a Section 1031 like-kind exchange may assign this Agreement to its qualified intermediary or any entity set up for the purposes of completing a reverse exchange.

g. Closing Costs and Prorations and Charges and Assessments. Seller and Buyer shall each pay one-half of the escrow fee unless otherwise required by applicable FHA or VA regulations. Taxes for the current year, rent, interest, and lienable homeowner's association dues shall be prorated as of Closing. Buyer shall pay Buyer's loan costs, including credit report, appraisal charge and lender's title insurance, unless provided otherwise in this Agreement. If any payments are delinquent on encumbrances which will remain after Closing, Closing Agent is instructed to pay such delinquencies at Closing from money due, or to be paid by, Seller. Buyer shall pay for remaining fuel in the fuel tank if, prior to Closing, Seller obtains a written statement from the supplier as to the quantity and current price and provides such statement to the Closing Agent. Seller shall pay all utility charges, including unbilled charges. Unless waived in Specific Term No. 11, Seller and Buyer request the services of Closing Agent in disbursing funds necessary to satisfy unpaid utility charges in accordance with RCW 60.80 and Seller shall provide the names and addresses of all utilities providing service to the Property and having lien rights (attach NWMLS Form 22K Identification of Utilities or equivalent).

Buyer is advised to verify the existence and amount of any local improvement district, capacity or impact charges or other assessments that may be charged against the Property before or after Closing. Seller will pay such charges that are or become due on or before Closing. Charges levied before Closing, but becoming due after Closing shall be paid as agreed in Specific Term No.12.

h. Sale Information. Listing Broker and Buyer Broker are authorized to report this Agreement (including price and all terms) to the Multiple Listing Service that published it and to its members, financing institutions, appraisers, and anyone else related to this sale. Buyer and Seller expressly authorize all Closing Agents, appraisers, title insurance companies, and others related to this Sale, to furnish the Listing Broker and/or Buyer Broker, on request, any and all information and copies of documents concerning this sale.

i. Seller Citizenship and FIRPTA. Seller warrants that the identification of Seller's citizenship status for purposes of U.S. income taxation in Specific Term No. 13 is correct. Seller shall execute a certification (NWMLS Form 22E or equivalent) under the Foreign Investment In Real Property Tax Act ("FIRPTA") and provide the certification to the Closing Agent within 10 days of mutual acceptance. If Seller is a foreign person for purposes of U.S. income taxation, and this transaction is not otherwise exempt from FIRPTA, Closing Agent is instructed to withhold and pay the required amount to the Internal Revenue Service. Seller shall pay any fees incurred by Buyer related to such withholding and payment.

If Seller fails to provide the FIRPTA certification to the Closing Agent within 10 days of mutual acceptance, Buyer may give notice that Buyer may terminate the Agreement at any time 3 days thereafter (the "Right to Terminate Notice"). If Seller has not earlier provided the FIRPTA certification to the Closing Agent, Buyer may give notice of termination of this Agreement (the "Termination Notice") any time following 3 days after delivery of the Right to Terminate Notice. If Buyer gives the Termination Notice before Seller provides the FIRPTA certification to the Closing Agent, this Agreement is terminated and the Earnest Money shall be refunded to Buyer.



02/20/2026

Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date

VACANT LAND PURCHASE AND SALE AGREEMENT
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j. Notices and Delivery of Documents. Any notice related to this Agreement (including revocations of offers or counteroffers) must be in writing. Notices to Seller must be signed by at least one Buyer and shall be deemed delivered only when the notice is received by Seller, by Listing Broker, or at the licensed office of Listing Broker. Notices to Buyer must be signed by at least one Seller and shall be deemed delivered only when the notice is received by Buyer, by Buyer Broker, or at the licensed office of Buyer Broker. Documents related to this Agreement, such as NWMLS Form 17C, Information on Lead-Based Paint and Lead-Based Paint Hazards, Public Offering Statement or Resale Certificate, and all other documents shall be delivered pursuant to this paragraph. Buyer and Seller must keep Buyer Broker and Listing Broker advised of their whereabouts in order to receive prompt notification of receipt of a notice.

Facsimile transmission of any notice or document shall constitute delivery. E-mail transmission of any notice or document (or a direct link to such notice or document) shall constitute delivery when: (i) the e-mail is sent to both Buyer Broker and Buyer Brokerage Firm or both Listing Broker and Listing Brokerage Firm at the e-mail addresses specified on page one of this Agreement; (ii) Buyer Broker or Listing Broker provide written acknowledgment of receipt of the e-mail (an automatic e-mail reply does not constitute written acknowledgment); or (iii) if a party is unrepresented, the e-mail is sent directly to the party's e-mail address specified on page one of this Agreement. At the request of either party, or the Closing Agent, the parties will confirm facsimile or e-mail transmitted signatures by signing an original document.

k. Computation of Time. Unless otherwise specified in this Agreement, any period of time measured in days and stated in this Agreement shall start on the day following the event commencing the period and shall expire at 9:00 p.m. of the last calendar day of the specified period of time. Except for the Possession Date, if the last day is a Saturday, Sunday or legal holiday as defined in RCW 1.16.050, the specified period of time shall expire on the next day that is not a Saturday, Sunday or legal holiday. Any specified period of 5 days or less, except for any time period relating to the Possession Date, shall not include Saturdays, Sundays or legal holidays. If the parties agree that an event will occur on a specific calendar date, the event shall occur on that date, except for the Closing Date, which, if it falls on a Saturday, Sunday, legal holiday as defined in RCW 1.16.050, or day when the county recording office is closed, shall occur on the next day that is not a Saturday, Sunday, legal holiday, or day when the county recording office is closed. When counting backwards from Closing, any period of time measured in days shall start on the day prior to Closing and if the last day is a Saturday, Sunday or legal holiday as defined in RCW 1.16.050, the specified period of time shall expire on the next day, moving forward, that is not a Saturday, Sunday or legal holiday (e.g. Monday or Tuesday). If the parties agree upon and attach a legal description after this Agreement is signed by the offeree and delivered to the offeror, then for the purposes of computing time, mutual acceptance shall be deemed to be on the date of delivery of an accepted offer or counteroffer to the offeror, rather than on the date the legal description is attached. Time is of the essence of this Agreement.

l. Integration and Electronic Signatures. This Agreement constitutes the entire understanding between the parties and supersedes all prior or contemporaneous understandings and representations. No modification of this Agreement shall be effective unless agreed in writing and signed by Buyer and Seller. The parties acknowledge that a signature in electronic form has the same legal effect and validity as a handwritten signature.

m. Assignment. Buyer may not assign this Agreement, or Buyer's rights hereunder, without Seller's prior written consent, unless the parties indicate that assignment is permitted by the addition of "and/or assigns" on the line identifying the Buyer on the first page of this Agreement.


n. Default. In the event Buyer fails, without legal excuse, to complete the purchase of the Property, then the following provision, as identified in Specific Term No. 7, shall apply:

i. Forfeiture of Earnest Money. That portion of the Earnest Money that does not exceed five percent (5%) of the Purchase Price shall be forfeited to the Seller as the sole and exclusive remedy available to Seller for such failure.

ii. Seller's Election of Remedies. Seller may, at Seller's option, (a) keep the Earnest Money as liquidated damages as the sole and exclusive remedy available to Seller for such failure, (b) bring suit against Buyer for Seller's actual damages, (c) bring suit to specifically enforce this Agreement and recover any incidental damages, or (d) pursue any other rights or remedies available at law or equity.

o. Professional Advice and Attorneys' Fees. Buyer and Seller are advised to seek the counsel of an attorney and a certified public accountant to review the terms of this Agreement. Buyer and Seller shall pay their own fees incurred for such review. However, if Buyer or Seller institutes suit against the other concerning this Agreement, or if the party holding the Earnest Money commences an interpleader action, the prevailing party is entitled to reasonable attorneys' fees and expenses.

p. Offer. This offer must be accepted by 9:00 p.m. on the Offer Expiration Date, unless sooner withdrawn. Acceptance shall not be effective until a signed copy is received by the other party, by the other party's broker, or at the licensed

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Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date

VACANT LAND PURCHASE AND SALE AGREEMENT
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office of the other party's broker pursuant to General Term j. If this offer is not so accepted, it shall lapse and any Earnest Money shall be refunded to Buyer. 162
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q. Counteroffer. Any change in the terms presented in an offer or counteroffer, other than the insertion of or change to Seller's name and Seller's warranty of citizenship status, shall be considered a counteroffer. If a party makes a counteroffer, then the other party shall have until 9:00 p.m. on the counteroffer expiration date to accept that counteroffer, unless sooner withdrawn. Acceptance shall not be effective until a signed copy is received by the other party, the other party's broker, or at the licensed office of the other party's broker pursuant to General Term j. If the counteroffer is not so accepted, it shall lapse and any Earnest Money shall be refunded to Buyer. 164
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r. Offer and Counteroffer Expiration Date. If no expiration date is specified for an offer/counteroffer, the offer/counteroffer shall expire 2 days after the offer/counteroffer is delivered by the party making the offer/counteroffer, unless sooner withdrawn. 170
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s. Agency Disclosure. Buyer Brokerage Firm, Buyer Brokerage Firm's Designated Broker, Buyer Broker's Branch Manager (if any) and Buyer Broker's Managing Broker (if any) represent the same party that Buyer Broker represents. Listing Brokerage Firm, Listing Brokerage Firm's Designated Broker, Listing Broker's Branch Manager (if any), and Listing Broker's Managing Broker (if any) represent the same party that the Listing Broker represents. All parties acknowledge receipt of the pamphlet entitled "Real Estate Brokerage in Washington." 173
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t. Brokerage Firm Compensation. Seller and Buyer shall pay compensation in accordance with any listing or compensation agreement to which they are a party. The Listing Brokerage Firm's compensation shall be paid as specified in the listing agreement. The compensation offered by Seller to the Buyer Brokerage Firm, if any, is set forth in Specific Term No. 18(a), and if there is any inconsistency between the Buyer Brokerage Firm compensation offered and the description of the offered compensation stated in Specific Term No. 18(a), the terms shall be as set forth in the published offer. Seller shall pay the Buyer Brokerage Firm compensation set forth in Specific Term No. 18(b). Seller and Buyer hereby consent to Listing Brokerage Firm or Buyer Brokerage Firm receiving compensation from more than one party. Seller and Buyer hereby assign to Listing Brokerage Firm and Buyer Brokerage Firm, as applicable, a portion of their funds in escrow equal to such compensation and irrevocably instruct the Closing Agent to disburse the compensation directly to the Firm(s). In any action by Listing or Buyer Brokerage Firm to enforce this paragraph, the prevailing party is entitled to court costs and reasonable attorneys' fees. Seller and Buyer agree that the Firms are intended third-party beneficiaries under this Agreement. 178
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u. Subdivision. If the Property must be subdivided, Seller represents that there has been preliminary plat approval for the Property and this Agreement is conditioned on the recording of the final plat containing the Property on or before the date specified in Specific Term No. 14. If the final plat is not recorded by such date, this Agreement shall terminate and the Earnest Money shall be refunded to Buyer. 190
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v. Feasibility Contingency. Unless satisfied/waived, Buyer shall have the time period set forth in Specific Term No. 15 to verify the suitability of the Property for Buyer's intended use, including whether the Property can be platted, developed and/or built on (now or in the future) and what it will cost to do so. Buyer should not rely on any oral statements concerning this made by Seller, Listing Broker or Buyer Broker. Buyer should inquire at the city or county, and water, sewer or other special districts in which the Property is located. Buyer's inquiry should include, but not be limited to: building or development moratoriums applicable to or being considered for the Property; any special building requirements, including setbacks, height limits or restrictions on where buildings may be constructed on the Property; whether the Property is affected by a flood zone, wetlands, shorelands or other environmentally sensitive areas; road, school, fire and any other growth mitigation or impact fees that must be paid; the procedure and length of time necessary to obtain plat approval and/or a building permit; sufficient water, sewer and utility and any service connection charges; and all other charges that must be paid. Buyer and Buyer's agents, representatives, consultants, architects and engineers shall have the right, from time to time during and after the feasibility contingency, to enter onto the Property and to conduct any tests or studies that Buyer may need to ascertain the condition and suitability of the Property for Buyer's intended purpose. Buyer shall restore the Property and all improvements on the Property to the same condition they were in prior to the inspection. Buyer shall be responsible for all damages resulting from any inspection of the Property performed on Buyer's behalf. Seller shall cooperate with Buyer in obtaining permits or other approvals Buyer may reasonably require for Buyer's intended use of the Property; provided that Seller shall not be required to incur any liability or expenses in doing so. If Buyer does not give notice of disapproval on or before the time period set forth in Specific Term No. 15, this feasibility contingency shall conclusively be deemed satisfied. If Buyer gives timely notice of disapproval, then this Agreement shall terminate and the Earnest Money shall be refunded to Buyer. The Feasibility Contingency Addendum (NWMLS Form 35F), if included in the Agreement, supersedes the Feasibility Contingency in Specific Term No. 15 and this General Term v. 194
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02/20/2026

Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date

VACANT LAND PURCHASE AND SALE AGREEMENT
General Terms

- w. Information Verification Period.** Unless satisfied/waived, Buyer shall have the time period set forth in Specific Term 216
 No.16 (10 days after mutual acceptance if not filled in) to verify all information provided from Seller or Listing Brokerage 217
 Firm related to the Property. This contingency shall be deemed satisfied unless Buyer gives notice identifying the 218
 materially inaccurate information within the time period set forth in Specific Term No. 16. If Buyer gives timely notice 219
 under this section, then this Agreement shall terminate and the Earnest Money shall be refunded to Buyer. 220
- x. Property Condition Disclaimer.** Buyer and Seller agree, that except as provided in this Agreement, all representations 221
 and information regarding the Property and the transaction are solely from Seller or Buyer, and not from any Broker. 222
 The parties acknowledge that the Brokers are not responsible for assuring that the parties perform their obligations 223
 under this Agreement and that none of the Brokers has agreed to independently investigate or confirm any matter 224
 related to this transaction except as stated in this Agreement, or in a separate writing signed by such Broker. In 225
 addition, Brokers do not guarantee the value, quality or condition of the Property and some properties may contain 226
 building materials, including siding, roofing, ceiling, insulation, electrical, and plumbing, that have been the subject of 227
 lawsuits and/or governmental inquiry because of possible defects or health hazards. Some properties may have other 228
 defects arising after construction, such as drainage, leakage, pest, rot and mold problems. In addition, some properties 229
 may contain soil or other contamination that is not readily apparent and may be hazardous. Brokers do not have the 230
 expertise to identify or assess defective or hazardous products, materials, or conditions. Buyer is urged to use due 231
 diligence to inspect the Property to Buyer's satisfaction and to retain inspectors qualified to identify the presence of 232
 defective or hazardous materials and conditions and evaluate the Property as there may be defects and hazards that 233
 may only be revealed by careful inspection. Buyer is advised to investigate whether the Property is suitable for Buyer's 234
 intended use and to ensure the water supply is sufficient to meet Buyer's needs. Buyer is advised to investigate the cost 235
 of insurance for the Property, including, but not limited to homeowner's, fire, flood, earthquake, landslide, and other 236
 available coverage. Buyer acknowledges that local ordinances may restrict short term rentals of the Property. Brokers 237
 may assist the parties with locating and selecting third-party service providers, such as inspectors or contractors, but 238
 Brokers cannot guarantee or be responsible for the services provided by those third parties. The parties shall exercise 239
 their own judgment and due diligence regarding third-party service providers. 240
- y. Fair Housing.** Seller and Buyer acknowledge that local, state, and federal fair housing laws prohibit discrimination 241
 based on sex, marital status, sexual orientation, gender identity, race, creed, color, religion, caste, national origin, 242
 citizenship or immigration status, families with children status, familial status, honorably discharged veteran or military 243
 status, the presence of any sensory, mental, or physical disability, or the use of a support or service animal by a person 244
 with a disability. 245



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Buyer's Initials

Date

Buyer's Initials

Date

Seller's Initials

Date

Seller's Initials

Date

**OPTIONAL CLAUSES ADDENDUM TO
PURCHASE & SALE AGREEMENT**

The following is part of the Purchase and Sale Agreement dated February 20, 2026 1
between Alejandro C Rosas Hernandez ("Buyer") 2
Buyer Buyer
and City Of Sedro-Woolley ("Seller") 3
Seller Seller
concerning 900 N McGarigle Road Sedro Woolley WA 98284 (the "Property"). 4
Address City State Zip

CHECK IF INCLUDED: 5

1. **Square Footage/Lot Size/Encroachments.** The Listing Broker and Buyer Broker make no representations 6
concerning: (a) the lot size or the accuracy of any information provided by the Seller; (b) the square footage of 7
any improvements on the Property; (c) whether there are any encroachments (fences, rockeries, buildings) on 8
the Property, or by the Property on adjacent properties. Buyer is advised to verify lot size, square footage and 9
encroachments to Buyer's own satisfaction. 10

2. **Title Insurance.** The Title Insurance clause in the Agreement provides Seller is to provide the then-current ALTA 11
form of Homeowner's Policy of Title Insurance. The parties have the option to provide less coverage by selecting 12
a Standard Owner's Policy or more coverage by selecting an Extended Coverage Policy: 13

Standard Owner's Coverage. Seller authorizes Buyer's lender or Closing Agent, at Seller's expense, to 14
apply for the then-current ALTA form of Owner's Policy of Title Insurance, together with homeowner's 15
additional protection and inflation protection endorsements, if available at no additional cost, rather than 16
the Homeowner's Policy of Title Insurance. 17

Extended Coverage. Seller authorizes Buyer's lender or Closing Agent, at Seller's expense to apply for 18
an ALTA or comparable Extended Coverage Policy of Title Insurance, rather than the Homeowner's 19
Policy of Title Insurance. Buyer shall pay the increased costs associated with the Extended Coverage 20
Policy, including the excess premium over that charged for Homeowner's Policy of Title Insurance and 21
the cost of any survey required by the title insurer. 22

3. **Seller Cleaning.** Seller shall clean the interiors of any structures and remove all trash, debris and rubbish 23
from the Property prior to Buyer taking possession. 24

4. **Personal Property.** Unless otherwise agreed, Seller shall remove all personal property from the Property 25
not later than the Possession Date. Any personal property remaining on the Property thereafter shall become 26
the property of Buyer, and may be retained or disposed of as Buyer determines. 27

5. **Utilities.** To the best of Seller's knowledge, Seller represents that the Property is connected to: 28
 public water main; public sewer main; septic tank; well (specify type) _____; 29
 irrigation water (specify provider) _____; natural gas; telephone; electricity; 30
 cable (specify provider) _____; internet (specify provider) _____; 31
 other _____ . 32

6. **Insulation - New Construction.** If this is new construction, Federal Trade Commission Regulations require 33
the following to be filled in. If insulation has not yet been selected, FTC regulations require Seller to furnish 34
Buyer the information below in writing as soon as available: 35

WALL INSULATION: TYPE: _____ THICKNESS: _____ R-VALUE: _____ 36

CEILING INSULATION: TYPE: _____ THICKNESS: _____ R-VALUE: _____ 37

OTHER INSULATION DATA: _____ 38



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Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date

**OPTIONAL CLAUSES ADDENDUM TO
PURCHASE & SALE AGREEMENT**

Continued

- 7. **Leased Property Review Period and Assumption.** Buyer acknowledges that Seller leases the following items of personal property that are included with the sale: propane tank; security system; satellite dish and operating equipment; other _____ .
 Seller shall provide Buyer a copy of the lease for the selected items within _____ days (5 days if not filled in) of mutual acceptance. If Buyer, in Buyer's sole discretion, does not give notice of disapproval within _____ days (5 days if not filled in) of receipt of the lease(s) or the date that the lease(s) are due, whichever is earlier, then this lease review period shall conclusively be deemed satisfied (waived) and at Closing, Buyer shall assume the lease(s) for the selected item(s) and hold Seller harmless from and against any further obligation, liability, or claim arising from the lease(s), if the lease(s) can be assumed. If Buyer gives timely notice of disapproval, then this Agreement shall terminate and the Earnest Money shall be refunded to Buyer.
- 8. **Homeowners' Association Review Period.** If the Property is subject to a homeowners' association or any other association, then Seller shall, at Seller's expense, provide Buyer a copy of the following documents (if available from the Association) within _____ days (10 days if not filled in) of mutual acceptance:
 - a. Association rules and regulations, including, but not limited to architectural guidelines;
 - b. Association bylaws and covenants, conditions, and restrictions (CC&Rs);
 - c. Association meeting minutes from the prior two (2) years;
 - d. Association Board of Directors meeting minutes from the prior six (6) months; and
 - e. Association financial statements from the prior two (2) years and current operating budget.
 If Buyer, in Buyer's sole discretion, does not give notice of disapproval within _____ days (5 days if not filled in) of receipt of the above documents or the date that the above documents are due, whichever is earlier, then this homeowners' association review period shall conclusively be deemed satisfied (waived). If Buyer gives timely notice of disapproval, then this Agreement shall terminate and the Earnest Money shall be refunded to Buyer.
- 9. **Homeowners' Association Transfer Fee.** If there is a transfer fee imposed by the homeowners' association or any other association (e.g. a "move-in" or "move-out" fee), the fee shall be paid by the party as provided for in the association documents. If the association documents do not provide which party pays the fee, the fee shall be paid by Buyer; Seller (Seller if not filled in).
- 10. **Excluded Item(s).** The following item(s), that would otherwise be included in the sale of the Property, is excluded from the sale ("Excluded Item(s)"). Seller shall repair any damage to the Property caused by the removal of the Excluded Item(s). Excluded Item(s): _____
- 11. **Home Warranty.** Buyer and Seller acknowledge that home warranty plans are available which may provide additional protection and benefits to Buyer and Seller. Buyer shall order a one-year home warranty as follows:
 - a. Home warranty provider: _____
 - b. Seller shall pay up to \$ _____ (\$0.00 if not filled in) of the cost for the home warranty, together with any included options, and Buyer shall pay any balance.
 - c. Options to be included: _____ (none, if not filled in).
 - d. Other: _____
- 12. **Other.**

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02/20/2026

Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date

FIRPTA CERTIFICATION

The Foreign Investment in Real Property Tax Act ("FIRPTA"), 26 U.S.C. 1445, provides that a buyer of a U.S. real property interest must withhold tax if Seller is a foreign person, unless one of the exceptions in the Act applies. The following will inform Buyer and Closing Agent whether tax withholding is required.

Note: The above law applies to foreign corporations, partnerships, trusts, estates and other foreign entities, as well as to foreign individuals. If Seller is a corporation, partnership, trust, estate or other entity, the terms "I" and "my" as used below means the corporation or other entity. A "real property interest" includes full or part ownership of land and/or improvements thereon; leaseholds; options to acquire any of the foregoing; and an interest in foreign corporations, partnerships, trusts or other entities holding U.S. real estate.

SELLER CERTIFICATION. Seller hereby certifies the following:

PROPERTY. I am the Seller of real property at:

900 McGarigle Sedro Woolley WA 98284
Address City State Zip

or (if no street address) legally described on the attached.

CITIZENSHIP STATUS. I AM AM NOT a non-resident alien (or a foreign corporation, foreign partnership, foreign trust, foreign estate or other foreign business entity) for purposes of U.S. income taxation.

TAXPAYER I.D. NUMBER.

My U.S. taxpayer identification number (e.g. social security number) is _____
(Tax I.D. number to be provided by Seller at Closing)

ADDRESS.

My home address is 325 Metcalf St Sedro Woolley WA 98284-9226
Address City State Zip

Under penalties of perjury, I declare that I have examined this Certification and to the best of my knowledge and belief it is true, correct and complete. I understand that this Certification may be disclosed to the Internal Revenue Service (IRS) and that any false statement I have made here could be punished by fine, imprisonment, or both.

Julia Johnson 02/11/2026
Seller Date Seller Date

BUYER CERTIFICATION (Only applicable if Seller is a non-resident alien).

If Seller is a non-resident alien, and has not obtained a release from the IRS, then Closing Agent must withhold 15% of the amount realized from the sale and pay it to the IRS, unless Buyer certifies that the selected statement below is correct:

Amount Realized (\$300,000 or less) and Family Residence = No Tax. (a) I certify that the total price that I am to pay for the property, including liabilities assumed and all other consideration to Seller, does not exceed \$300,000; and (b) I certify that I or a member of my family* have definite plans to reside on the property for at least 50% of the time that the property is used by any person during each of the first two twelve month periods following the date of this sale. If Buyer certifies these statements, there is no tax.

Amount Realized (more than \$300,000, but not exceeding \$1,000,000) and Family Residence = 10% Tax. (a) I certify that the total price that I am to pay for the property, including liabilities assumed and all other consideration to Seller, exceeds \$300,000, but does not exceed \$1,000,000; and (b) I certify that I or a member of my family* have definite plans to reside on the property for at least 50% of the time that the property is used by any person during each of the first two twelve month periods following the date of this sale. If Buyer certifies these statements, then Closing Agent must withhold 10% of the amount realized from the sale and pay it to the IRS.

* (Defined in 11 U.S.C. 267(c)(4). It includes brothers, sisters, spouse, ancestors and lineal descendants).

Under penalties of perjury, I declare that I have examined this Certification and to the best of my knowledge and belief both statements are true, correct and complete. I understand that this Certification may be disclosed to the IRS and that any false statement I have made here could be punished by fine, imprisonment, or both.

Buyer Date Buyer Date

**EVIDENCE OF FUNDS ADDENDUM
TO PURCHASE & SALE AGREEMENT**

The following is part of the Purchase and Sale Agreement dated February 20, 2026 1
between Alejandro C Rosas Hernandez ("Buyer") 2
Buyer Buyer
and City Of Sedro-Woolley ("Seller") 3
Seller Seller
concerning 900 N McGarigle Road Sedro Woolley WA 98284 (the "Property"). 4
Address City State Zip

1. DEFINITIONS. 5

- a. "Evidence" means document(s) from a financial institution(s) in the United States showing that Buyer has sufficient cash or cash equivalent in United States funds. 6
- b. "Non-Contingent Funds" means funds that Buyer currently has in its possession and for which there is no contingency, such as financing (NWMLS Form 22A or equivalent), sale of Buyer's property (NWMLS Form 22B or equivalent), or pending sale of Buyer's property (NWMLS Form 22Q or equivalent). 8
- c. "Contingent Funds" means funds that Buyer does not currently have, but expects to receive from another source prior to Closing, and for which there is no contingency, such as a loan, proceeds from the sale of other property or stock, retirement funds, foreign funds, a gift, or future earnings. 11

2. EVIDENCE OF NON-CONTINGENT FUNDS. Buyer is relying on Non-Contingent Funds for payment of the Purchase Price. Buyer shall provide Evidence to Seller of such funds within 0 days (3 days if not filled in) of mutual acceptance. Unless Buyer discloses other sources of funds for the payment of the Purchase Price, Buyer represents that the Non-Contingent Funds are sufficient to pay the Purchase Price. Buyer shall not use such Non-Contingent Funds for any purpose other than the purchase of the Property without Seller's prior written consent. If Buyer fails to timely provide such Evidence, Seller may give notice terminating this Agreement any time before such Evidence is provided. Upon Seller's notice of termination under this Addendum, the Earnest Money shall be refunded to Buyer. 14

3. DISCLOSURE OF CONTINGENT FUNDS. Buyer is relying on Contingent Funds for the Purchase Price: 22

- Loan: _____ 23
- Sale of the following owned by Buyer: _____ 24
- Gift of \$ _____ from _____ 25
- Funds not readily convertible to liquid US funds: _____ 26
- Down Payment Program: _____ 27
- Other (describe): _____ 28

Buyer shall provide Evidence to Seller _____ days (10 days if not filled in) prior to Closing that the funds relied upon in Section 3 have been received or are immediately available to Buyer. If Buyer fails to timely provide such Evidence, Seller may give notice terminating this Agreement any time before such Evidence is provided. Buyer shall provide Seller with additional information about such funds as may be reasonably requested by Seller from time to time. Upon Seller's notice of termination under this Addendum, the Earnest Money shall be refunded to Buyer. 29

If Buyer disclosed that Buyer is obtaining a loan, Seller shall permit an appraisal of the Property and inspections required by lender, including but not limited to structural, pest, heating, plumbing, roof, electrical, septic, and well inspections. Seller is not obligated to pay for such inspections unless otherwise agreed. 35

4. BUYER DEFAULT. If Buyer fails to timely close because the Contingent Funds identified in Section 3 are not available by Closing, Buyer shall be in default and Seller shall be entitled to remedies as provided for in the Agreement. 38

AC 02/20/2026 _____
Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date

**TITLE CONTINGENCY ADDENDUM TO
PURCHASE & SALE AGREEMENT**

The following is part of the Purchase and Sale Agreement dated February 20, 2026 1
between Alejandro C Rosas Hernandez ("Buyer") 2
Buyer Buyer
and City Of Sedro-Woolley ("Seller") 3
Seller Seller
concerning 900 N McGarigle Road Sedro Woolley WA 98284 (the "Property"). 4
Address City State Zip

1. Title Contingency. This Agreement is subject to Buyer's review of a preliminary commitment for title insurance, 5
together with any easements, covenants, conditions and restrictions of record. Buyer shall have _____ 6
days (5 days if not filled in) from the date of Buyer's receipt of the preliminary commitment for title insurance; 7
or mutual acceptance (from the date of Buyer's receipt, if neither box checked) to give notice of Buyer's 8
disapproval of exceptions contained in the preliminary commitment. If Buyer receives the preliminary 9
commitment before mutual acceptance, Buyer's time to review shall begin on mutual acceptance. The 10
preliminary commitment delivered for review under this contingency need not identify Buyer as the insured. 11

Seller shall have _____ days (5 days if not filled in) after Buyer's notice of disapproval to give Buyer 12
notice that Seller will clear all disapproved exceptions. Seller shall have until the Closing Date to clear all 13
disapproved exceptions. 14

If Seller does not give timely notice that Seller will clear all disapproved exceptions, Buyer may terminate this 15
Agreement within 3 days after the deadline for Seller's notice. In the event Buyer elects to terminate the 16
Agreement, the Earnest Money shall be returned to Buyer. If Buyer does not timely terminate the Agreement, 17
Buyer shall be deemed to have waived all objections to title, which Seller did not agree to clear. 18

2. Supplemental Title Reports. If supplemental title reports disclose new exception(s) to the title commitment, 19
then the above time periods and procedures for notice, correction, and termination for those new exceptions 20
shall apply to the date of Buyer's receipt of the supplemental title report. The Closing date shall be extended as 21
necessary to accommodate the foregoing times for notices. 22

3. Marketable Title. This Addendum does not relieve Seller of the obligation to provide marketable title at Closing 23
as provided for in the Agreement. 24




02/20/2026

Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date

FEASIBILITY CONTINGENCY ADDENDUM

The following is part of the Purchase and Sale Agreement dated February 20, 2026 1
between Alejandro C Rosas Hernandez ("Buyer") 2
Buyer Buyer
and City Of Sedro-Woolley ("Seller") 3
Seller Seller
concerning 900 N McGarigle Road Sedro Woolley WA 98284 (the "Property"). 4
Address City State Zip

1. **FEASIBILITY CONTINGENCY.** Buyer shall verify within 14 days (20 days if not filled in) after mutual acceptance (the "Feasibility Contingency Expiration Date") the suitability of the Property for Buyer's intended use. This feasibility contingency shall conclusively be deemed waived unless Buyer gives notice of disapproval on or before the Feasibility Contingency Expiration Date. If Buyer gives a timely notice of disapproval, then this Agreement shall terminate and the Earnest Money shall be refunded to Buyer. 5-9
2. **BUYER DUE DILIGENCE.** Buyer should not rely on any oral statements concerning the Property made by the Seller, Listing Broker or Buyer Broker. Buyer should inquire at the city or county, and water, sewer or other special districts in which the Property is located. Buyer's inquiry shall include, but not be limited to: whether the Property can be platted, developed and/or built on (now or in the future) and the related costs; building or development moratoria applicable to or being considered for the Property; any special building requirements, including setbacks, height limits or restrictions on where buildings may be constructed on the Property; whether the Property is affected by a flood zone, wetlands, shorelands or other environmentally sensitive area; road, school, fire and any other growth mitigation or impact fees that must be paid; the procedure and length of time necessary to obtain plat approval and/or a building permit; sufficient water, sewer and utility and any services connection charges; all other charges that must be paid. 10-19
3. **PROPERTY ACCESS.** Buyer and Buyer's agents, representatives, consultants, architects and engineers shall have the right, from time to time during the feasibility contingency, to enter onto the Property and to conduct any tests or studies that Buyer may need to ascertain the condition and suitability of the Property for Buyer's intended purpose. Buyer shall restore the Property and all improvements on the Property to the same condition they were in prior to the inspection. Buyer shall be responsible for all damages resulting from any inspection of the Property performed on Buyer's behalf. Seller shall cooperate with Buyer in obtaining permits or other approvals Buyer may reasonably require for Buyer's intended use of the Property; provided that Seller shall not be required to incur any liability or expense in doing so. 20-27
4. **AGREEMENT TERMINATED IF NOTICE OF SATISFACTION NOT TIMELY PROVIDED.** If checked, this Agreement shall terminate and Buyer shall receive a refund of the Earnest Money unless Buyer gives notice to Seller on or before the Feasibility Contingency Expiration Date that the Property is suitable for Buyer's intended purpose. 28-31

 02/20/2026

Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date

WARRANTY DEED

EXHIBIT A

The land in the County of Skagit, State of Washington, described as follows:
 That portion of Government Lot 4, Section 18, Township 35 North, Range 5 East, W.M.,
 described as follows:
 Beginning at the Southwest corner of Government Lot 4;
 thence North 1°44'33" West along the West line of said Government Lot 4, 135.04 feet;
 thence South 89°51'11" East 110.02 feet;
 thence South 1°44'33" East 135.04 feet to the North right of way margin of McGargile Road;
 thence North 89°51'11" West along the North right of way margin of McGargile Road 110.02
 feet to the point of beginning,

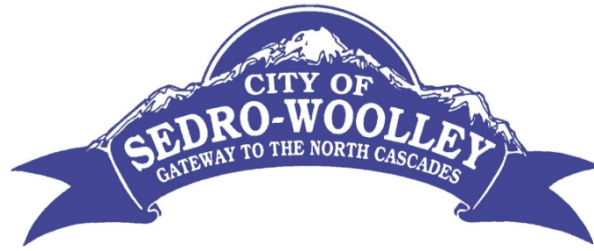
EXCEPT the South 5 feet thereof,

AND EXCEPT the West 30 feet thereof for road purposes.

Situate in the County of Skagit, State of Washington.

Authentisign
AC 02/20/26

Authentisign
JJ 02/11/26



City Council Agenda Item

Agenda Item No.: m.1.

Date: February 25, 2026

From: Thomas Glover, Community Development Director

Subject: Climate Planning Grant Award

RECOMMENDED ACTION:

Staff requests Council to authorize Mayor Johnson to sign the Contract with the Dept. of Commerce

BACKGROUND/SUMMARY INFORMATION:

The Washington State Department of Commerce re-opened the climate grant application period to distribute the remaining \$7.5 million of grant funding to support communities conducting comprehensive planning for climate change (first attachment - NOFO).

Background: For the 2024–2025 planning period, the City received a Climate Planning Grant award in the amount of \$500,000, per Contract No. 24-63610-156. Of that total amount awarded, the City used \$282,865.06 or 57% of it to prepare the Climate Element of our Comprehensive Plan, Chapter 9.

Through this next grant award the City is now able to use the **remainder** of the grant award to complete the work on the Climate Element, including all activities that were on the original Scope of Work conducted by the City since the initial grant closed on June 30, 2025, complete the SEPA analysis, and implement activities that advance the goals and policies of the Climate Element (second attachment - grant contract, including the Scope of Work and budget).

FISCAL IMPACT, IF APPROPRIATE:

Grant award: \$217,134 will require a budget amendment showing revenue and matching expense.

ATTACHMENTS:

1. Climate Grant NOFO Jan 2026
2. 2026 Climate Planning Grant Contract incl Scope of Work & Budget

Climate planning grant reopens, \$7.5 million available

Opportunity Type: Notice of Funding Opportunity (NOFO)

Important Dates: Application period opens: 10 a.m. Jan. 6

<https://www.commerce.wa.gov/funding/climate-planning-grant-reopens-7-5-million-available/>

1/4

Update (1/6/26): We have received more applications than current funds can cover. We will still accept applications, but awards will only be made if additional funding is secured.

The Department of Commerce will reopen the climate planning grant application period to distribute the remaining \$7.5 million of grant funding to support communities conducting comprehensive planning for climate change.

We will award grant funding for eligible activities in the order received until all available funds have been distributed. Eligible activities include climate element development and implementation activities.

The application period re-opened at 10 a.m. on Tuesday, Jan. 6, 2026. Commerce will award eligible applications for climate element development and implementation activities **in the order received** until all available funds are committed.

Pre-application webinar

Commerce hosted a pre-application webinar on Wednesday, Dec. 10.

- [Watch a recording of the pre-application webinar \(Vimeo\)](#)
- [View/download the webinar slides \(PDF\)](#)

Questions?

Contact the Growth Management Services climate team at GMSClimate@commerce.wa.gov for more information.

Climate Planning Grant 2025-2027

Frequently asked questions (FAQs)

Funding Overview

The Washington State Legislature added planning for climate change and resiliency as the 14th goal to the Growth Management Act (GMA) in 2023 (RCW 36.70A.020 (14)). The GMA now requires comprehensive plans to have a Climate Change and Resiliency Element including:

- The Resiliency Subelement, which includes **goals and policies** to improve climate preparedness as well as response and recovery efforts, is mandatory for all counties and cities fully planning under the GMA and is encouraged for others.
- The Greenhouse Gas (GHG) Emissions Reduction Subelement, which includes **goals and policies** to reduce GHG emissions and vehicle miles traveled, is mandatory only for the state's 11 largest counties and the cities with populations greater than 6,000 within those counties.

The Legislature directed the Department of Commerce (Commerce) to administer grants and provide technical assistance to counties and cities to [plan for climate change](#). Planning for climate change is required as part of the Growth Management Act (GMA) [periodic update process](#). We developed the climate planning grant program to support counties and cities with this work. Funding is available during the 2023-25, 2025-27 and 2027-29 biennials (as appropriated).

Commerce previously made \$17.5 million available at the beginning of the 2025-27 funding biennium for the climate planning grant. **After concluding the initial application period, approximately \$7.5 million remains for the 2025-27 funding biennium. We are reopening the climate planning grant application period to distribute the remaining funds.**

This document provides answers to frequently asked questions about the climate planning grants administered by Commerce.

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The Climate Planning Grants are supported with funding from Washington's Climate Commitment Act. The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs, and improving public health. Information about the CCA is available at www.climate.wa.gov.

How much grant funding is available?

Commerce has **\$7.5 million available** during this application period.

What is the maximum grant award my jurisdiction may apply for?

Your request for grant funds **may not exceed your remaining grant allocation**. We calculated a total grant allocation for each fully planning county and city to support climate planning through the state's periodic update cycle that ends June 30, 2029 (see table below). Funding amounts are based on jurisdiction population and the number of GMA mandatory comprehensive plan elements the jurisdiction must update in accordance with RCW 36.70A.095.

If you previously received a climate planning grant, then your available funding for this period is reduced by any previous award. For example, if a city had an original allocation of \$500,000 and previously received a \$150,000 climate planning grant, then the city would still have up to \$350,000 of funding available to request for this period or in the future. You may confirm your remaining allocation by emailing gmsclimate@commerce.wa.gov.

Required Subelements	Counties	Cities 50k and over population	Cities 6k-49k population	Cities under 6k population
Both: GHG Emissions Reduction & Climate Resiliency Subelements	\$800,000	\$700,000	\$500,000	N/A
Only: Climate Resiliency Subelement	\$300,000	\$242,500	\$150,000	\$100,000

Who is eligible for climate planning grants?

Counties and cities fully planning under [RCW 36.70A.040 \(4\)](#) can apply for climate planning grants within their remaining grant allocation.

How will Commerce select grantees?

Commerce will award eligible applications for climate element development and implementation activities **in the order received**, until all available funds have been exhausted. We will activate the [application form](#) for submissions at 10 a.m. on January 6, 2026.

Our climate element is due in 2029. Can we apply for our grant funding?

Yes, all fully planning jurisdictions are eligible regardless of Climate Element due date.

If we have a climate grant for the 2025-2027 biennium, can we apply for another?

Yes. Your jurisdiction can apply for any unused funds it was allocated; however, your scope of work and budget cannot duplicate work within the scope of work and budget for any contract with Commerce.

Must we claim a certain percentage of the allocation within a given period or fiscal year?

No, your budget should include a funding amount that accurately represents the amount of work you can complete within the contract period (July 1, 2025 - June 30, 2027). Please plan to invoice promptly after the completion of deliverables or at least quarterly during the contract period. We recommend structuring your SOW so that you stagger your deliverables throughout your SOW timeline (at least quarterly) rather than all due at the end. This approach allows you to submit invoices at more regular intervals as you complete your deliverables.

Can we use grant funds for local implementation activities?

Yes.

What is the difference between Climate Element updates and implementation activities?

- Studies, reports, assessments and outreach that inform the goals, policies and programs incorporated into a jurisdiction's comprehensive plan to address climate change and resiliency relate to the Climate Element.
- **Implementation activities advance those adopted goals or policies.** Examples of implementation activities include development of an EV infrastructure plan; municipal building decarbonization plan; urban heat resilience strategy; or native & climate-resilient planting plans for municipal projects. We also consider updating development regulations as implementation work.

Can we invoice for work that took place before the contract was signed?

Yes. You may invoice for any activities on your approved scope of work conducted by your jurisdiction on or after July 1, 2025. You may backdate your first invoice to July 1, 2025.

Can we submit the letter of commitment after we submit the grant application?

Yes. You can submit the letter after submitting the application, but we will need it in order to execute the final contract.

Can we use grant funds for **State Environmental Policy Act (SEPA)** work?

Yes. You may use grant funds to **prepare SEPA documents related to completing the GMA periodic update** and incorporate a climate element into your comprehensive plan. However, the SEPA work funded by this grant may not also be funded by another grant (for example, the Periodic Update Grant). Typically, a city or county will utilize a portion of their climate grant funding for the SEPA-related work, and the remaining portion of the work is funded by the Periodic Update Grant.

Can we use grant funds for subscriptions to software used to estimate and track GHG emissions?

Yes, if you use subscriptions to help develop a climate element. Jurisdictions should incorporate this cost within the relevant deliverables in the scope of work.

Should we submit one application for multiple eligible activities, or multiple applications?

A jurisdiction should submit one application for all the eligible work they intend to complete within this biennium. You must complete work between July 1, 2025 and June 30, 2027. We can adjust the SOW and budget during contract negotiation as needed. We can also adjust the scope and budget through a contract amendment later if necessary. We may reserve unused funds for future work.

Can we use the same consultant for our climate element and for broader updates to the comprehensive plan?

Yes. However, grantees must submit a separate invoice for each grant contract and each grant contract must have a unique scope of work and budget. Please remember that we cannot reimburse for duplicative work.

Can we use grant funds to compensate tribal staff for participating in this planning process?

Yes. However, the grant contract is between Commerce and the local government. You must document any contractor services or partnerships that contribute to the grant project in subcontracts or agreements between the local government and the other entity. For example, a city may choose to enter into an agreement with a tribe to collaborate on outreach and boost participation in the planning process. In this instance, Commerce would not be a party in the agreement, only the city and the tribe. Similarly, if the local government contracts with a private consulting firm, then the contract would be between the consultant and the city government.

Can we use grant funds to cover stipends or incentives for advisory group members?

Yes, you may use these grant funds for stipend and other incentives, but jurisdictions must follow the [Washington State Community Compensation Guidelines](#).

Can I preview the application questions?

Yes, a PDF printout of the application form is posted on the [GMA Grants - Washington State Department of Commerce](#) for use as you prepare to submit your application.

However, you must submit your application through [this Smartsheet form](#), which we will activate on January 6, 2026 at 10:00 a.m..

Who do we contact for help?

If you have questions or need help with developing your scope of work, please contact:

- Sarah Fox, Climate Program Manager, (360) 725-3114, sarah.fox@commerce.wa.gov, or
- Noelle Madera, Climate Operations Team Lead, (506) 818-1040, noelle.madera@commerce.wa.gov.

If you experience **technical difficulties** when submitting your [application via Smartsheet form](#), please promptly contact Melissa Johnston at 360-725-3065 or Deborah Jacobs at 360-725-2719. Reminder, we will not activate the form until 10 a.m. on January 6, 2026.

Supplemental Questions

December 11, 2025

Do allocations to cities within the county count against the county's total allocation?

No, each county has its own allocation separate from the cities within the county.

If we received an early climate planning grant in the 2021-2023 biennium, do those funds count towards our total allocation?

No, this is a separate grant program.

Is there any possibility of getting additional funds if we have already spent our allotment for this grant?

No, the established allotment for each city and county is the maximum that jurisdictions may receive for climate element and implementation work under this existing grant program.

Does funding availability for the 2027-2029 biennium depend on how many funds are allocated in this cycle?

No, we anticipate that the legislature will appropriate new funding for this work in the 2027-2029 biennium, though we have no guarantee.

Can we apply for grants now to extend through the 2027-2029 biennium.

No, we must work within the biennium budget years. This grant can only cover work from July 1, 2025, through June 30, 2027. Provided funding from the legislature, grant funding will open for the 2027-2029 biennium.

If we have a specific amount of funding from our formula funds that we can use and apply for this round, is there a chance that all of the funding will be committed and we won't have access to our formula funds?

Yes, potentially, since we are awarding grant funding in the order the applications are received until funds are exhausted for this round. However, if your jurisdiction isn't funded this biennium, you can apply to receive your allocated funds next biennium (again, with the caveat that the legislature appropriates the funding).

If we apply for half our allocation within the 2025-2027 biennium, is there an assurance that the other half will be available in the 2027-2029 biennium?

The remaining allocation stays with the jurisdiction. However, once again, it depends on legislative appropriation for the next biennium.

Can we use a draft climate element as our final deliverable in June 2027, even though we're not required to adopt until 2029?

Yes, a draft climate element is an allowed final deliverable regardless of periodic update due date.

Can this funding be used to update an already adopted climate element, not officially due until 2029.

Yes, and you can use it for climate element work, including making updates to existing climate elements, or implementation activities.

What is the best way to determine how much we should budget to have a consultant lead development of a climate element with both subelements?

Since this is a new planning requirement, Commerce doesn't have an estimate of what consultants will cost for this work. Please note that in our existing Intermediate Climate Element Planning Guidance there is an example RFP for just the greenhouse gas emissions reduction subelement. When our Final Climate Element Planning Guidance is finalized at the end of 2025, it will include an example RFP for the resilience and greenhouse gas reduction subelements.

Because you may not have time to get feedback from consultants by the time of application, please just make your best estimate in the budget. We can make contract amendments down the road if necessary. Please also reach out to other jurisdictions who may have already created similar contracts.

Is there flexibility in the budget line items for each deliverable? For example, if one comes in under budget and another comes in over.

Yes. The contract allows for budget line items modifications that do not exceed 20% without contract amendment. We can work with you on these modifications or, if needed, amend the contract.

Will commerce allow us to use these funds for implementation activities?

Yes. Grant funding can be used for climate element work and implementation activities. See the grant instructions for more information on eligible activities.

If a city has not yet developed a climate element, can we apply for both climate planning and implementation activities in this biennium?

Yes, you can apply for both element work and implementation work at the same time.

Could you give examples of deliverables for implementation activities?

Plans or studies that advance climate work such as electric vehicle programs, infrastructure plans, mapping, heat studies and tree canopy studies. Feel free to give us a call if you have an idea you want to check with us.

Is the climate element a third deliverable in addition to the resilience and greenhouse gas emissions subelements?

No, the climate element is made up of the two subelements.

What do you envision for the required submission regarding the involvement of tribes, vulnerable populations and overburdened communities in the selection of goals and policies and the overall climate element development process?

A short summary of these efforts and activities will suffice; one to two pages.

How do we know whether a tribe must be involved in our local planning?

You can reach out to GMS Tribal Coordination Manager, Bridget Ray (bridget.ray@commerce.wa.gov), for questions relating to tribal planning and inclusion.

How long will it take for the funds to be committed?

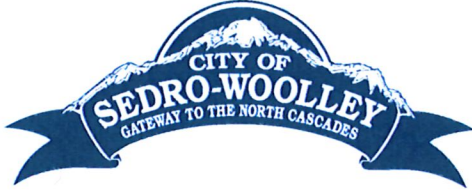
Our goal is to commit the funds as quickly as we can. We expect to work on contracting with you in January and February 2026.

Where can I find information about EV charging station installations?

Such grants would come from Commerce's Energy Division; please sign up for grant announcements via GovDelivery. Subscribe for updates on [Growth Management webpage](#). Find the subscription instructions on the right-hand side of the page.

During the 2023-2025 biennium, Commerce did not include building energy audits as eligible activities for this grant. Is this still true?

Answer coming soon.



325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-1661
Fax (360) 855-9923

Julia Johnson, Mayor
City of Sedro-Woolley

CITY OF SEDRO-WOOLLEY
Sedro-Woolley Municipal Building

December 23, 2025

To whom it may concern:

I, Julia Johnson, Mayor of the City of Sedro-Woolley, authorize the city to propose the attached scope of work and budget request for grant funding to prepare and adopt amendments to implement the requirements of the Growth Management Act (GMA) related to climate planning.

We understand that the GMA requires the adoption of goals and policies related to climate change. This additional grant would enable us to implement the goals and policies of the Climate Element, including the Resilience and Greenhouse Gas Emissions Reduction sub-elements, within the City's code and provide resources to our staff and community.

Sincerely,

Julia Johnson
Mayor

Tom E. Glover

From: Johnston, Melissa (COM) <melissa.johnston@commerce.wa.gov>
Sent: Wednesday, February 4, 2026 3:59 PM
To: Tom E. Glover; aplumb@facetnw.com
Cc: Madera, Noelle (COM)
Subject: Draft Climate Planning Grant Contract - Sedro-Woolley
Attachments: Sedro-Woolley_Climate_Contract_26-63330-285_draft.docx; Grantee signatures form.docx

CAUTION: This email originated from outside of the City of Sedro-Woolley mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

Attached is your draft 25-27 climate planning grant contract for review.

- **Draft Contract:** Please review the attached draft and use **track changes** for any edits (for example: updates to the face sheet, scope of work/budget attachments, or the special terms and conditions section). Note that we typically cannot modify the general terms and conditions section, but we're available to discuss any concerns.
- **Scope of Work & Budget:** These are attached to the draft contract and are re-formatted to our standard layout with unchanged content. Please notify me if you see any errors.
- **Grantee Signature Form:** Please complete the attached grantee signature form so we can prepare the contract for signatures. Also list anyone you'd like cc'd during the DocuSign process—this will help you stay informed of the document's status throughout the signature process.

Once you approve of the draft contract, I'll send the contract via DocuSign to the signatories as indicated on the grantee signatures form. Please let me know if you have any questions about the contract or signature process.

Melissa Johnston, AICP, CFM | SENIOR PLANNER
Growth Management Services | Washington State Department of Commerce
1011 Plum Street
Olympia, WA 98504-2525

Desk: 360-725-3065

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Email communications with state employees are public records and may be subject to disclosure, pursuant to Ch. 42.56 RCW.



Interagency Agreement with

City of Sedro-Woolley

through

Growth Management Services

Contract Number:

26-63330-285

For

2025-2027 Climate Planning Grant

Dated: Date of Execution

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Face Sheet

Contract Number: 26-63330-285

**Local Government Division
Growth Management Services
2025-2027 Climate Planning Grant**

1. Contractor City of Sedro-Woolley 325 Metcalf St. Sedro-Woolley, WA 99362		2. Contractor Doing Business As (as applicable) N/A	
3. Contractor Representative Thomas E. Glover Director (360) 855-9930 tglover@sedro-woolley.gov		4. COMMERCE Representative Noelle Madera Climate Operation Team Lead 509-818-1040 noelle.madera@commerce.wa.gov PO Box 42525 1011 Plum St. SE Olympia, WA 98504 	
5. Contract Amount \$217,134	6. Funding Source Federal: <input type="checkbox"/> State: <input checked="" type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/>	7. Start Date Date of Execution	8. End Date June 30, 2027
9. Federal Funds (as applicable) N/A	Federal Agency: N/A		<u>ALN</u> N/A
10. Tax ID # N/A	11. SWV # SWV001846291-00	12. UBI # 600-201-983	13. UEI # N/A
14. Contract Purpose To develop a Climate Element with a Resiliency Subelement and GHG Emissions Reduction Subelement and conduct a code gap analysis.			
COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work and Attachment "B" – Budget			
FOR CONTRACTOR DRAFT ONLY - DO NOT SIGN _____ <insert name>, <insert title> _____ Date		FOR COMMERCE _____ Mark K. Barkley, Assistant Director Local Government Division _____ Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE	

Special Terms and Conditions

1. AUTHORITY

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by Chapter 39.34 RCW.

2. ACKNOWLEDGEMENT OF CLIMATE COMMITMENT ACT FUNDING

This Agreement is funded in whole or in part by the Climate Commitment Act, Grantee agrees that any website, announcement, press release, and/or publication (written, visual, or sound) used for media-related activities, publicity, and public outreach issued by or on behalf of Grantee which reference programs or projects funded in whole or in part with Washington's Climate Commitment Act (CCA) funds under this Grant, shall contain the following statement:

"The WA Department of Commerce climate planning grant is supported with funding from Washington's Climate Commitment Act. The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs, and improving public health. Information about the CCA is available at www.climate.wa.gov."

The Grantee agrees to ensure coordinated Climate Commitment Act branding on work completed by or on behalf of the Grantee. The CCA logo must be used in the following circumstances, consistent with the branding guidelines posted at [CCA brand toolkit](#), including:

- A. Any project related website or webpage that includes logos from other funding partners;
- B. Any publication materials that include logos from other funding partners;
- C. Any on-site signage including pre-during Construction signage and permanent signage at completed project sites; and
- D. Any equipment purchased with CCA funding through a generally visible decal.

3. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

4. COMPENSATION

COMMERCE shall pay an amount not to exceed **\$217,134**, for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the Scope of Work.

5. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Contractor upon acceptance of deliverables and services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly nor less than quarterly.

The parties agree this is a performance-based contract intended to produce the deliverables identified in Scope of Work (Attachment A). Payment of any invoice shall be dependent upon COMMERCE'S acceptance of Contractor's performance and/or deliverable. The invoices and attachments shall describe and document, to COMMERCE's satisfaction, deliverables or a description of the work performed, the progress of the project, and fees. The invoice shall include the **Contract Number 26-63330-285**. Payment shall be considered timely if made by COMMERCE within thirty (30) calendar

days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Contract funds must be used only for work covered by this Agreement. All back-up documents such as consultant or subcontractor/subgrantee invoices, expense reports, and/or staff time and expenses related to contract work, should be provided if requested by Commerce.

Final Invoices

Commerce will provide notification of the end of contract due date.

Grant Timeline

COMMERCE will reimburse the Contractor beginning July 1, 2025, for costs paid performing work as described under this Agreement.

Allowable expenses for the performance of work and submission of completed deliverables to Commerce are eligible for reimbursement under this Contract from July 1, 2025, through the end date listed on the Face Sheet, subject to reimbursement requirements stated herein. Commerce shall not reimburse Grantee expenses for activities outside this period.

Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final deliverable (or completion of the project, final report, etc.).

Line Item Modification of Budget

- A. Notwithstanding any other provision of this Contract, the Grantee may, at its discretion, make one-time modification or modifications to line items in the Budget (Attachment B) that will not increase the line item by more than twenty percent (20%).
- B. The Grantee shall notify COMMERCE in writing (by email) when proposing any budget modification to the Budget (Attachments B). Conversely, Commerce may initiate the budget modification approval process if presented with a request for payment under this Contract that would cause reallocation of line item amount to exceed the twenty percent (20%) threshold increase described above.
- C. Any such budget modification or modifications as described above shall require the written approval of COMMERCE (by email), and such written approval shall amend the Budget. Each party to this contract will retain and make any and all documents related to such budget modifications a part of their respective contract file.
- D. Nothing in this section shall be construed to permit an increase in the amount of funds available as set forth in Section 4 of this Contract, nor does this section allow any proposed changes to

the Scope of Work, including Tasks/Work Items and Deliverables under Attachment A, without specific written approval from COMMERCE by amendment to this contract.

6. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

7. INSURANCE

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

8. FRAUD AND OTHER LOSS REPORTING

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

9. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget

General Terms and Conditions

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

3. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

- A. "Confidential Information" as used in this section includes:
 - i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
 - ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and

- iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.
- B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.
- C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. **COPYRIGHT**

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

7. **DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority

prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

15. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

18. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

20. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management

practices.

- C. If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E. All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

21. **WAIVER**

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

DRAFT

Attachment A: Scope of Work

Task	Description	End Date
Section 1	Explore Vulnerability and Risks	July 2025- January 2026
Task 1.1	Assess Sensitivity and Adaptive Capacity	July-December 2025
Task 1.2	Characterize Vulnerability and Composite Risk	July-December 2025
Task 1.3	Decide on Course of Action	July 2025- January 2026
Deliverable 1	Completed Climate Workbook	January 31, 2026
Section 2	Goals, Policies, & Co-Benefits	July – February 2026
Task 2.1	Draft goals and policies	July 2025 - February 2026
Task 2.2	Identify co-benefits	July 2025- February 2026
Deliverable 2	Final Climate Element and Resilience and GHG Emissions Reduction Sub-Elements	February 28, 2026
Section 3	GHG Emissions Reduction Implementation	January 2026- February 2026
Task 3.1	Review/Revise GHG Emissions Reduction Implementation Plan with the Planning Commission	January 2026
Task 3.2	Incorporate GHG Emissions Reduction Implementation Plan into draft Comprehensive Plan	February 2026
Deliverable 3	Final GHG Emissions Reduction Implementation Plan	February 28, 2026
Deliverable 4	Documentation of engagement efforts including survey results, meeting notes, agendas, and attendance.	March 31, 2026
Section 5	Local Adoption	February 2026 – March 2026
Task 5.1	Present final draft of the Comprehensive Plan, including the Climate Element and related sub-elements and GHG	February 2026

	Emissions Reduction Implementation Plan, to Planning Commission and City Council	
Task 5.2	Preparation of a SEPA Checklist	February 2026
Task 5.3	Incorporate final revisions based on Planning Commission, City Council and public comments.	March 2026
Deliverable 5	Adopted Comprehensive Plan	March 31, 2026
Section 6	Audit Development Regulations	January – March 2026
Task 6.1	Conduct an audit of development regulations, including the critical areas ordinance, to determine opportunities to align with the goals and policies of the Climate Element	January - February 2026
Task 6.2	Prepare a gap analysis to establish opportunities for code amendments	February - March 2026
Task 6.3	Present findings of the gap analysis to the Planning Commission and City Council	March 2026
Deliverable 6	Gap Analysis of Existing City Codes	March 31, 2026
Section 7	City Implementation Resources	March 2026- April 2026
Task 7.1	Develop a resources page to support the administration of the GHG Emissions Reduction Implementation Plan	March 2026
Task 7.2	Conduct a public information meeting to inform the community of the new resources page and identify gaps in implementation	April 2026
Task 7.3	Facilitate kickoff meeting with City staff identified in the GHG Emissions Reduction Implementation Plan	April 2026
Deliverable 7	City GHG Emissions Reduction and Climate Resilience Resources webpage with attendance meeting notes from public information meeting and internal city staff	April 30, 2026
Section 8	Amendments to City Codes	April – August 2026
Task 8.1	Prepare revisions to City Codes based on the Gap Analysis Results prepared in Task 2.2	April 2026

Task 8.2	Present draft revisions to the Planning Commission and City Council	May 2026
Task 8.3	Prepare revisions based on Planning Commission and City Council	May-June 2026
Task 8.4	Attend public hearing and adoption meeting for code amendments	June-August 2026
Deliverable 8 – Final Deliverable	Final amendments to City Codes including the Development Regulations and Critical Areas Ordinance	August 31, 2026

Attachment B: Budget

Deliverable	Commerce Grant Funding
Deliverable 1: Completed Climate Workbook	\$41,626
Deliverable 2: Final Climate Element	\$9,906
Deliverable 3: Final GHG Emissions Reduction Implementation Plan	\$14,466
Deliverable 4: Summary of Resilience Planning Results: Survey results, Meeting notes, agendas, and attendance	\$11,136
Deliverable 5: Adopted Comprehensive Plan	\$30,000
Deliverable 6: Gap Analysis of Existing City Codes	\$30,000
Deliverable 7: City GHG Emissions Reduction and Climate Resilience Resources webpage with attendance meeting notes from public information meeting and internal city staff	\$30,000
Deliverable 8: Final amendments to City Codes including the Development Regulations and Critical Areas Ordinance	\$50,000
Grant Total:	\$217,134

Grantee Signature Process

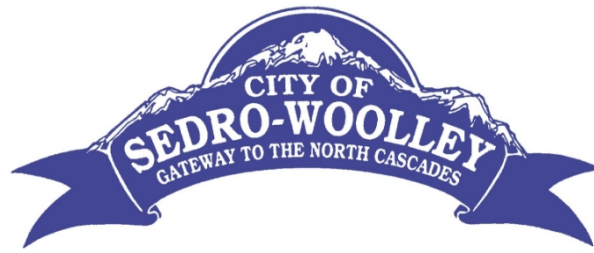
Contract signature information needed to route through DocuSign

- Please provide signature authority's name, work title, email address, and action they will be taking
 - If an approver needs to stamp the contract, please note that in the Action column along with the size of the stamp
- DocuSign will send the contract to signers in the order you provide us, with Commerce signing last
- If you would like for the contract (while in DocuSign) to be CC'd to yourself or others please approve their name, email address, and where in the process they need to be CC'd.

Order	Name	Work Title	Email Address	Action / Notes
1				
2				
3				
4				

Example:

Order	Name	Work Title	Email Address	Action / Notes
1	Akira Sato	Assistant City Attorney	Akira.sato@city	Signature Approves contract form
2	Kerry Smith	City Manager	Kerry.smith@city	Signature Main contract approver
3	Jesse Sanchez Garcia	City Clerk	Jesse.sanchezgarcia@city	Signature Attest other signatures
4	Jesse Sanchez Garcia	City Clerk	Jesse.sanchezgarcia@city	Stamp City Seal Stamp (2" diameter)
1	Sam Williams	Planner	Sam.williams@city	CC Send to at the same time as City Attorney
2	Jordan Brown	Planning Director	Jordan.brown@city	CC Send to at the same time as City Manager



City Council Agenda Item

Agenda Item No.: m.2.

Date: February 25, 2026

From: Thomas Glover, Community Development Director

Subject: Contract Services Agreement - Amendment No. 3 - Facet

RECOMMENDED ACTION:

Staff is requesting approval.

BACKGROUND/SUMMARY INFORMATION:

In 2024, the City was awarded \$500,000 from the Department of Commerce to develop the Climate Element and the related Resilience and Greenhouse Gas (GHG) Emissions Reduction sub-elements. By the end of the grant period in June 2025, the City had expended \$283,000 toward this effort.

Contract Amendment #2 with Facet included a \$49,900 increase to support new tasks, including a light update to the Critical Areas Ordinance (CAO). Following this amendment, Facet assisted the City in preparing a new grant application to secure the remaining \$217,000 in available funds connected to the original climate grant. As a result, funds associated with Amendment #2, which were originally expected to come from the City's general fund, will now be covered by this new grant award.

Both Contract Amendments #2 and #3 will be fully funded through Commerce grant funds. Amendment #3 will include retroactive billings to Commerce for work completed from July to the present, as well as new tasks such as a full periodic review of the CAO, updates to development regulations required for state compliance **following** Comprehensive Plan adoption, and implementation actions identified in the GHG Emissions Reduction strategy. These tasks will include development of a City resources webpage, public information meetings, and internal staff coordination meetings.

Beyond the implementation work, the CAO update and development regulation amendments are expected to satisfy remaining state requirements that would otherwise have required City funding.

FISCAL IMPACT, IF APPROPRIATE:

Grant funding, no contribution from the General Fund is required.

ATTACHMENTS:

1. Facet Contract - Amend No 3 Feb 2026



Formerly DCG/Watershed

Contract Amendment #3

Client:	City of Sedro-Woolley
Original Project Contract:	Sedro-Woolley Comprehensive Plan (Services Agreement No. 2024-PS-06)
Contract Amendment:	Sedro-Woolley Comprehensive Plan Amendment #3
Contract Date:	2/16/2026
Facet Project Number:	2401.0458.00

The City of Sedro-Woolley Comprehensive Plan (Services Agreement No. 2024-PS-06) “Original Project Contract” is amended for the Sedro-Woolley Comprehensive Plan, inclusive of a new Climate Element “Contract Amendment #3” as follows.

TERMS OF AMENDMENT:

Article II. SCOPE OF SERVICES. The scope of services included in Exhibit A is amended to include the following:

Task 14: Assess Vulnerability & Risk for Resilience Sub-Element

Additional tasks necessary to complete the Comprehensive Plan Update, including:

- Support for public process and local adoption
- Responding to public comments, as needed
- Finalize the Climate Workbook

Deliverables:

- Completed Climate Workbook

Assumptions

- Assumes Facet staff attendance at up to four additional in-person meetings and an additional two virtual meetings with Planning Commission and/or City Council
- Level of work to respond to public comments assumes a reasonable level of public comments are received

Task 17: Integrate Resilience Goals & Policies

The consultant will prepare draft goals and policies for the resilience and greenhouse gas emissions reduction sub-elements. Resilience and GHG emissions reduction goals and policies will be drafted after extensive public and stakeholder engagement to ensure the plan supports the resilience measures identified in previous phases of the project. This effort will include the identification of co-benefits. Additional tasks include:

- Present the final draft of the Comprehensive Plan, including the Climate Element and related sub-elements and GHG Emissions Reduction Implementation Plan, to Planning Commission and City Council

- Incorporate final revisions based on Planning Commission, City Council, Agency and public comments.

Deliverables:

- Final Climate and Resilience and GHG Emissions Reduction Sub-Elements

Task 18: Tracking VMT & GHG Reduction Progress

The Consultant will review and revise the Greenhouse Gas (GHG) Emissions Reduction Implementation Plan with the Planning Commission and City Council. Once reviewed, the Consultant will incorporate the revised GHG Implementation Plan into the draft Comprehensive Plan, including feedback from the Planning Commission and Councilmembers.

Deliverables:

- Final GHG Emissions Reduction Implementation Plan

Task 19: Summary

As a final task of the Climate Element development, the Consultant will prepare documentation of all engagement efforts including survey results, meeting notes, agendas, and attendance.

Deliverables:

- Documentation of engagement efforts including survey results, meeting notes, agendas, and attendance.

Task 22: Local Adoption

The consultant will present the final draft of the Comprehensive Plan, including the Climate Element and related sub-elements and GHG Emissions Reduction Implementation Plan, to Planning Commission and City Council and incorporate final revisions based on Planning Commission, City Council and public comments.

Deliverables:

- Final adopted Comprehensive Plan

Assumptions:

- Up to four in-person adoption meetings with the Planning Commission and City Council
- Level of work to respond to public comments assumes a reasonable level of comments are received from the public, Planning Commission and/or City Council

Task 23: Audit / Gap Analysis of Existing Development Regulations

The consultant will conduct an audit (gap analysis) of development regulations, including the critical areas ordinance, to determine opportunities to align with the goals and policies of the Climate Element.

Deliverables:

- Gap Analysis report of existing city codes
- Provide two (2) presentations of findings to the Planning Commission and City Council

Task 24: City Implementation Resources

The consultant will develop a resource page to support the administration of the GHG Emissions Reduction Implementation Plan and conduct a public information meeting to inform the community of the new resource page and identify gaps in implementation.

Deliverables:

- Facilitate kickoff meeting with City staff
- Facilitate a public information meeting
- Develop GHG Emissions Reduction and Climate Resilience webpage with attendance meeting notes from public information meeting and city staff

Task 25 Final Amendments to City Codes

The consultant will prepare proposed revisions to City Codes based on the Gap Analysis prepared in Task 23. The consultant will present the draft revisions to the Planning Commission and City Council and will prepare further revisions based on the input received.

Deliverables:

- Attend up to six (6) meetings with the Planning Commission and City Council
- Attend public hearing and adoptions meeting
- Final code amendments including the development regulations and Critical Areas Ordinance

Article III.3 TERM. The term of the agreement is amended to June 30, 2027.

Article IV.1 PAYMENTS. The total compensation shall be increased by \$186,451 for a total compensation as follows and as outlined in the Fee Schedule of Exhibit B:

Task	Increased Budget
Task 14 – Assess Vulnerability & Risk for Resilience Sub-Element	\$17,640
Task 17 - Integrate Resilience Goals & Policies	\$9,906.00
Task 18 - Tracking VMT & GHG Reduction Progress	\$14,466.00
Task 19 - Summary	\$11,136.00
Task 22 – Adopted Comprehensive Plan	\$30,000
Task 23 – Development Regulations Audit/Gap Analysis	\$23,303
Task 24 – City Implementation Resources	\$30,000
Task 25 – Final Code Amendments	\$50,000
Contract Amendment #3 Total:	\$186,451

Original Contract:	\$ 319,000
Amendment 1:	\$ 30,000
Amendment 2:	\$ 49,900
Amendment 3:	<u>\$ 186,451</u>

Total Contract: \$585,351

All other terms and conditions of the original contract and any amendments thereto remain in effect.

Accepted By:

Facet NW, Inc.



Authorized Signature

Dan Nickel

Printed Name

Executive Vice President

Title

February 16, 2026

Date

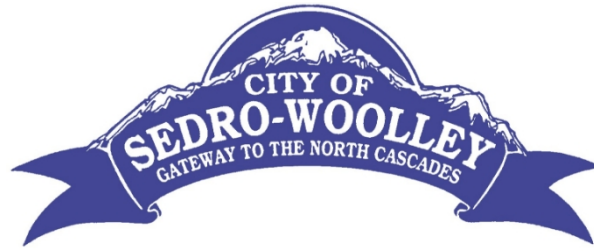
City of Sedro-Woolley

Authorized Signature

Printed Name

Title

Date



City Council Agenda Item

Agenda Item No.: m.3.

Date: February 25, 2026

From: Charlie Bush, City Administrator

Subject: 2024-177-ILA - Skagit County - Amendment 1 Senior Services - 1st Read

RECOMMENDED ACTION:

Motion to authorize Mayor or her designee to execute amendment 1 to 2024-177-ILA, an interlocal agreement amendment with Skagit County.

BACKGROUND/SUMMARY INFORMATION:

Current Situation

Skagit County, due to a significant budget shortfall, proposed an amendment (attached) to its interlocal agreement with the City of Sedro-Woolley (attached) through which it provides comprehensive senior services at the City's Senior Center building (715 Pacific). The amendment would terminate the agreement, effective June 30, 2026. It is important to note that the agreement has a termination clause of 30 days and it is likely that the County will unilaterally terminate the agreement using this clause if this amendment is not approved.

Through the current interlocal agreement, the City agreed to pay the County \$23,246 in 2026 for the provision of comprehensive senior services. This amount is in the City's 2026 budget. The attached proposed amendment would reduce the City's obligation to one-half of the amount, or \$11,623, as the County would only be contractually obligated to provide services for the first half of 2026. According to County staff, the County is open to a contract that would provide senior services for the second half of the year, minus the Meals on Wheels program (a portion of this amount). The contract for meal delivery is currently out for bid. The County is working with the Northwest Regional Council (NWRC) and NWRC representatives reached out to Mayor Johnson regarding funding availability to support a contract that would start on July 1, 2026. Funding in the current City budget would be available to support this contract. Funding in the City budget is also available to support a County contract for the second half of the year to ensure there is no disruption of services.

Long-Term Situation

While the County is open to contracting for the remainder of 2026 and staff recommends taking that step to buy some time and avoid a disruption in services, 2027 and beyond are uncertain. The County Commissioners convened a meeting with the Mayors of Anacortes, Burlington, Mount Vernon, and Sedro-Woolley on February 6th. At this meeting, the Mayors of Burlington, Mount Vernon, and Sedro-

Woolley began to talk about the possibility of jointly bidding and contracting these services with a new provider. There are presently many models and policy options that could be considered.

Staff are planning a follow-up conversation with the City Council at the March 4 study session to get deeper into the budget of the senior center and the City's options.

FISCAL IMPACT, IF APPROPRIATE:

If approved, the amendment would reduce the City's financial obligation to the County for 2026 by \$11,623. Staff recommends continuing senior services support through new contracts for the remainder of 2026 while the parties involved determine a new service delivery model for providing services in 2027 and beyond.

ATTACHMENTS:

1. City of Sedro-Woolley Amendment #1
2. 2024-177-ILA - Sedro-Woolley and SC Agmt - Senior Services

**AMENDMENT #1
ORIGINAL AGREEMENT # C20240714**

City of Sedro-Woolley, hereinafter called "City", and Skagit County, hereinafter called "County", agree to amend Agreement #C20240714 as set forth below under "Terms of Amendment".

TERMS OF AMENDMENT:

1) Page 2, Term of Agreement, item 3, shall be amended as follows:

A. The term of this agreement shall be from January 1st, 2025 through ~~December 31st, 2026,~~ **June 30th, 2026.**

2) Page 2, Matter of Financing, item 4, shall be amended as follows:

A. The City shall reimburse the County for services outlined in Responsibilities, a sum not to exceed ~~\$23,246.00~~ **\$11,623.00.**

All other terms and conditions of the original contract shall remain in effect.

IN WITNESS WHEREOF, the parties have executed this Agreement this _____ day of _____, 2025.

City of Sedro-Woolley

Julia Johnson, Mayor

Date _____

Mailing Address:
City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284

DATED this _____ day of _____, 2025.

**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Attest:

Peter Browning, Commissioner

Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

Recommended:

County Administrator

Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Amendment #1

Budget & Finance Director

Amendment #1

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN SKAGIT COUNTY
Skagit County Contract # C20240714
AND Page 1 of 4
The City of Sedro-Woolley

THIS AGREEMENT is made and entered into by and between City of Sedro-Woolley ("City") and Skagit County, Washington ("County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT.

1. PURPOSE: The County operates a Senior Services Program, within the Skagit County Public Health Department, and employs a staff of qualified and professional personnel to develop, direct and coordinate a comprehensive system for the delivery of services to seniors. For the purpose of this Agreement, a senior will be defined as any person 55 years of age or older. As a result of other contractual Agreements, some services may be limited to those over 60 years of age.

The City desires to enter into an Agreement whereby the County will provide to the City certain administrative and professional services and the City will pay for the services so performed. This Agreement is general in nature and reflects the broad responsibilities the County has for the provision of services to seniors.

2. RESPONSIBILITIES: It is agreed between the parties during the effective term of this Agreement, the County will provide administrative and professional services to the City; said services to consist primarily of the following Program Services for seniors:

A. Nutritional Services

- 1. Congregate meals: Hot, nutritionally balanced noon-time meals are served at the Senior Center.
2. Home-delivered meals: Individuals over the age of 60 who are homebound and unable to prepare meals for themselves or attend a Senior Center congregate meal service may have meals delivered to their homes.
3. Liquid Meal Supplement: The Skagit Nutrition Program has Ensure Plus available at the Skagit County Senior Centers available to older adults.

B. Senior Center Program Services

1. The County provides comprehensive Senior Service programs at community focal points where older adults can conveniently access services and activities which support their independence, enhance their dignity, and encourage their involvement in and with their community. As part of a comprehensive community strategy to meet the needs of older persons, coordinated Senior Services programs will take place within and emanate from this facility. The Coordinator shall utilize local Senior Advisory Boards to assess needs and interests of local senior citizens in the formulation of programs.

C. Senior Center Operating Hours: 8:00 a.m. - 4:00 p.m. (Monday - Friday)

3. **TERM OF AGREEMENT:** The term of this Agreement shall be from January 1st, 2025 through December 31st, 2026.

4. **MANNER OF FINANCING:** For the fiscal year 2025, the City shall pay for the services provided in this Agreement the sum of **twenty-two thousand, seven hundred and ninety-one dollars (\$22,791.00)**. For the fiscal year 2026, the City shall pay for the services provided in this Agreement the sum of **twenty-three thousand, two hundred and forty-six dollars (\$23,246.00)**. The County has established the following GL code(s) 118-various, and any other GL codes necessary, which shall be included on all billings or correspondence in connection therewith. One-fourth of the amount shall be due at the end of each quarter, that being March 31, June 30, September 30, December 31, and payable after submission of a voucher and processing in the manner provided by the City for processing voucher and issuing warrants thereon. The total amount may be paid at the first quarter as desired by the City.

5. **ADMINISTRATION:** The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

- 5.1 The County's representative shall be the Senior Program Manager.
- 5.2 City's representative shall be Charlie Bush.

6. **TREATMENT OF ASSETS AND PROPERTY:** No fixed assets or personal or real property will be jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.

7. **INDEMNIFICATION:** Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the County by reason of entering into this contract except as expressly provided herein.

8. **TERMINATION:** Any party hereto may terminate this Agreement upon thirty (30) days notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

9. **CHANGES, MODIFICATIONS, AMENDMENTS AND WAIVERS:** The Agreement may be changed, modified, amended or waived only by written agreement executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

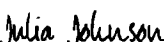
10. **SEVERABILITY:** In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

11. **ENTIRE AGREEMENT:** This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

12. **OTHER PROVISIONS:**

- A. **REPORTS:** County reports will be provided to the City on a quarterly basis. These reports will contain statistical information regarding the participation levels in senior service programs.
- B. **AUDITS:** The City may audit the records to assure that it will receive full value in services for the consideration of services recited herein.

City of Sedro-Woolley:

DocuSigned by:


 Julia Johnson, Mayor

Date November 26th, 2024

Julia Johnson

 Print Name

Mailing Address:

City of Sedro-Woolley
 325 Metcalf Street
 Sedro-Woolley, WA 98284

DATED this 26th day of November, 2024.

**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**



Peter Browning, Chair

ABSENT

Lisa Janicki, Commissioner



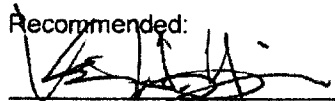
Ron Wesen, Commissioner

Attest:




Linda Hammar
Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

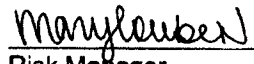
Recommended:


Department Head

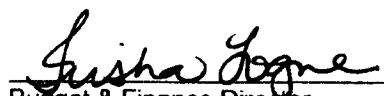
County Administrator

Approved as to form:


Civil Deputy Prosecuting Attorney

Approved as to indemnification:


Risk Manager

Approved as to budget:


Budget & Finance Director