



CARNATION CITY COUNCIL AGENDA Regular Meeting

*Acting Mayor Gus Blegen, Mayor Jim Ribail, Deputy Mayor Tim Harris,
Ryan Burrell, Dustin Green, Adair Hawkins*

DATE: January 17th, 2023
TIME: 6:00 PM

JOIN ONLINE VIA ZOOM: <https://bit.ly/3xIFY9B>

Meeting ID: 976 1525 3648
Passcode: 894903
Dial by Location: (253) 215 - 8782

For inquiries and/or assistance regarding how to use the City's online meeting format please email clerk@carnationwa.gov, or call (425) 333-4192

1. **CALL TO ORDER:** Acting Mayor Gus Blegen
2. **PLEDGE OF ALLEGIANCE:** Acting Mayor Gus Blegen
3. **ROLL CALL:** City Clerk Lora Wilmes
4. **APPROVAL OF AGENDA:** Mayor and Council

5. **EXECUTIVE SESSION: RCW 42.30.110(ii)**
Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity;

6. **PROCLAMATION:** Mayor for a Day

7. **CONSENT AGENDA:**
 - a) Approval of Minutes for the following date(s):
 - i. Regular Session: January 3rd, 2023
 - b) Approval of Claims:
 - i. Already Paid:
 1. Batch #1: \$57,095.02

2. Batch #2: \$8,732.01
- ii. Approval to Claim for the following amount(s):
 1. Batch #1: \$68,022.76

8. COUNCIL REPORTS AND REQUESTS: *Council & Council Committees*

9. STAFF REPORTS:

- a) External Services: City Manager Ana Cortez
 - i. Staff Retreat
 - ii. Union Negotiation Update
 - iii. Schefer Property
- b) Capital Improvement Project Update: Administrative Services Manager Lora Wilmes
- c) Financial Updates: Chief Financial Officer Nitish Sharma
- d) Community Economic Development Update: CED Principal Rhonda Ender
 - i. Small Business Summit

10. PUBLIC COMMENT & REQUESTS: *Public comment on meeting items or other issues of note or concern*

11. PRESENTATIONS:

- a) Carnation Community Center – Architecture Resource Collaborative (ARC)
- b) Encompass Northwest Presentation – Nela Cumming
 - i. Carnation Fund

12. AGENDA BILLS:

- a) AB23-11 Entering into Contract with Gray and Osborne
- b) AB23G-01 Friday Night Extra Homework

13. DISCUSSION ITEMS:

14. FUTURE AGENDAS:

- a) Tentative agenda for the meeting of January 21st, 2023
- b) Tentative agenda for the meeting of February 7th, 2023
- c) Public Notice for Action Days – February 15th and 16th, 2023
- d) Tentative agenda for the meeting of February 21st, 2023

15. ADJOURNMENT: Acting Mayor Gus Blegen

CITY OF CARNATION



OFFICIAL PROCLAMATION

Whereas, Carnation Elementary PTSA held a fundraising event for the school,

Whereas, An auction item awarded one lucky student to become the Mayor of Carnation for one day,

Whereas, Gus Blegen of the City of Carnation was granted the duty of serving as Mayor,

Whereas, Mayor Gus Blegen has requested an official annual holiday be deemed as Goose Day, due to his nickname and the importance of the aves in the Snoqualmie Valley.

Whereas, The Snoqualmie Valley becomes a destination for hundreds of Geese in the winter months,

Now, Therefore, we, the City Council of the City of Carnation, King County, Washington, do hereby proclaim

January 17th as Goose Day

in the City of Carnation.

Approved this 17th day of January 2023

Acting Mayor Gus Blegen



CARNATION CITY COUNCIL AGENDA Regular Meeting Minutes 1.03.2023

Jim Ribail, Dustin Green, Ryan Burrell, Tim Harris, Adair Hawkins

1. CALL TO ORDER: Councilmember Jim Ribail
At 6:01 PM.

2. PLEDGE OF ALLEGIANCE: Councilmember Ryan Burrell

3. ROLL CALL: City Clerk Lora Wilmes

Present: Councilmember Hawkins, Councilmember Green, Mayor Ribail, Deputy Mayor Harris, Councilmember Burrell.

4. ORGANIZATIONAL MEETING:

a) AB23-01 Motion: Electing a Council Chairperson who shall have the title of Mayor for 2023 and 2024.

MOTION BY COUNCILMEMBER HARRIS TO APPROVE AND MOTION TO AMEND THE PRESENTED AB23-01 TO CORRECT THE MAYOR TERM FROM 2023 TO 2023 AND 2024. SECOND BY COUNCILMEMBER HAWKINS TO APPROVE THE AMENDMENT. MOTION AS AMENDED PASSED (5-0). COUNCILMEMBER HARRIS NOMINATED MAYOR RIBAIL FOR THE POSITION OF MAYOR FOR 2023 AND 2024. MOTION PASSED (5-0).

b) AB23-02 Motion: Electing a Council Chairperson who shall have the title of Deputy Mayor for 2023.

MOTION BY MAYOR RIBAIL TO NOMINATE COUNCILMEMBER HARRIS TO POSITION OF DEPUTY MAYOR. MOTION PASSED (5-0).

c) Council Committee and Liaisons Assignments for 2023.

Councilmembers discussed the Liaison Assignments and tabled making assignments until the Council meets in their annual retreat.

Council also established the study committees as follows:

Study Committee	Chairperson	Second	Alternate
Community Development	Hawkins	Burrell	Green
Finance & Operations	Harris	Ribail	Green
Public Health & Safety	Hawkins	Burrell	Green
Utilities & Public Facilities	Harris	Green	Ribail

5. APPROVAL OF AGENDA: Mayor and Council MOTION BY DEPUTY MAYOR HARRIS TO AMEND AGENDA BY MOVING AB23-0006 TO THE CONSENT AGENDA AND TO MOVE THE EXECUTIVE SESSION TO LATER IN THE COUNCIL MEETING. SECOND BY COUNCILMEMBER HAWKINS. MOTION PASSED (5-0).

- **EXECUTIVE SESSION:** RCW 42.30.110. Executive sessions. (1) (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, no action shall be taken.
- Participating in the executive session were: Councilmembers Hawkins, Green, Burrell, Deputy Mayor Harris, and Mayor Ribail.
- Executive session started at 7:40 PM and ended at 8:10 PM.

6. PROCLAMATION: National Mentoring Month
Mayor Ribail presented the City’s proclamation for the 21st National Mentoring Month.

7. CONSENT AGENDA:

- a) Approval of Minutes for the following date(s):
 - i. Special Session: December 20th, 2022
 - ii. Regular Session: December 20th, 2022
- b) Approval of Claims for the following amount(s):
 - i. Claims Batch #1: \$54,789.02
 - ii. Claims Batch #2: \$10,226.76

- c) Approval of Payroll for the following pay period(s):
 - i. December 1st – December 15th, 2022: \$30,741.35
 - ii. December 16th - December 31st, 2022: \$28,987.69
- d) Approval of Contracts:
 - i. AB23-03 Motion: Contract with Two Brothers Landscaping
 - ii. AB23-04 Motion: Contract with RNA Cleaning Services
 - iii. AB23-05 Motion: Contract with Belanus Solutions
 - iv. **AB23-06 Motion: Contract with Sharma and Associates (Moved to 13. AGENDA BILLS)**
 - v. AB23-07 Motion: Contract with Heather Mullholland
 - vi. AB23-08 Motion: Contract with Tim Woolett

MOTION BY DEPUTY MAYOR HARRIS TO APPROVED THE CONSENT AGENDA AS AMENED TO MOVE AB23-06 TO 13. AGENDA BILLS. SECOND BY COUNCILMEMBER GREEN. MOTION PASSED (5-0).

8. COUNCIL REPORTS AND REQUESTS: Council & Council Committees
Councilmember Hawkins

- Attended the meeting with Senator Hawkins and talked about transportation issues, WSDOT (Washington Department of Transportation) and SVT (Snoqualmie Valley Transportation.)

Councilmember Green

- Attended the year end SCA meeting (Sound Cities Association) and discussed legislative agendas. Also talked about the meeting’s format for the future as the meetings have been remote the last two years.

Councilmember Burrell

- Attended a meeting with Senator Hawkins and appreciated the forthright manner the Senator took to answering questions.
- Had a productive meeting with the Farmer’s Market Group.

Deputy Mayor Harris

- Attended the meeting with the Farmer’s Market Group.
- Attended the meeting with Senator Hawkins and appreciated the discussions that took place. A main topic was the timing of the AWC Action days in relation to discussion of legislative priorities.

Mayor Ribail

- Attended the meeting the Senator Hawkins meeting.
- Attended the Snoqualmie Valley Mayors meeting. Main discussion was housing and related issues.

9. STAFF REPORTS:

- a) External Services: City Manager Ana Cortez
 - Introduced the new staff at City of Carnation; Rhonda Ender who is the Community Economic Development Principal, Mike Tipton who is

the new Public Works Superintendent, and Brandon Schell who is the new Community Economic Development Manager – Public Works.

- There is a staff retreat taking place January 6, 2023 and the City is holding Small Business Summit January 20, 2023 at Carnation Farms.
- Public Works has contracted for repairs to alleys and that work starts next week.
- The City is still looking to fill positions for Planner Department and Public Works.
- The budget is still alive, Heather is assisting by entering the numbers into the new Springbrook software.
- The City has established a partnership with the City of Granite Falls for HR services.
- Payroll has been transitioned from ADP to Paycom and payroll will now be bi-weekly. Employees will be paid every other Friday.
- Talked about Lean Sigma – a resource through the Washington State Auditors Office that offers methods for streamlining work processes.

Nitish Sharma

- Gave update on the Springbrook transition from Vision for financials and utilities.
- Transitioning financial institution services away from Bank of America to a local bank.
- Closing the financial books for the year. This month is called Period 13 which is where expenses are placed in the correct year. Also working on the annual audit report – reports will be created for the cash basis accounting as well as accrual-based accounting as the City transitions the method of accounting used.

b) Internal Services: Administrative Services Manager Lora Wilmes

- 2022 was a year of assessment and 2023 will be the year for new procedures and processes.
- Will be starting the transition to Springbrook utility billing soon.
- Ramping up for a busy capital improvements projects schedule this year.

c) Community Economic Development: Principal Rhonda Ender

- Discussed her goals in the new position.
 - i. Planning Docket Update – Planner Tim Woollett
 - Tolt Villas (also known as 85 Degrees) had a public hearing on December 28, 2022.
 - Tolt Legal site plan review is nearly done.
 - Mainvue design review will be issued the following week.
 - Sno Valley Senior Housing project has submitted an application for site plan review and public comments.

10. PUBLIC COMMENT & REQUESTS: *Public comment on meeting items or other issues of note or concern*

Councilmember Hawkins read a letter from Sarah Rainwater in which she shows her appreciation for the Snoqualmie Valley Shuttle and describes why it is important to her and her family.

11. PRESENTATIONS:

- a) Empower Youth Network – Laura Smith, Executive Director, and Jerry Blackburn, Program Director, thanked the City Council for the Carnation Fund donation and made a presentation about the Empower Youth Network.
 - i. Carnation Fund

12. AGENDA BILLS:

- a) AB23-09 Motion: Harvold Annexation Request
 - i. Presentation: Harvold Trust Representatives and Staff
MOTION BY COUNCILMEMBER HAWKINS AND SECOND BY COUNCILMEMBER BURRELL. MOTION PASSED (5-0).
- b) AB23-10 Ordinance: Code Addition for Compost
MOTION BY DEPUTY MAYOR HARRIS AND SECOND BY COUNCILMEMBER BURRELL. MOTION PASSED (5-0).
- c) AB23-06 Motion: Contract with Sharma and Associates
MOTION BY DEPUTY MAYOR HARRIS AND SECOND BY COUNCILMEMBER GREEN. DEPUTY MAYOR HARRIS MOTIONED TO AMEND AB23-06 FROM \$75K/FY TO \$80K/FY THE HIGHER DOLLAR AMOUNT WOULD INCLUDE ALL SERVICES AND TRAVEL EXPENSES. COUNCILMEMBER BURRELL SECONDED THE AMENDMENT. THE MOTION AS AMENDED PASSED (5-0). MOTION AB23-06 PASSED IN A VOTE OF (5-0).

13. DISCUSSION ITEMS:

- a) Coffee with Council Sign-ups

14. FUTURE AGENDAS:

- a) Tentative agenda for the meeting of January 17th, 2023
 - i. Mayor for the Day - Carnation PTSA raffle winner
- b) Tentative agenda for the Council Retreat January 21st, 2023
- c) Tentative agenda for the meeting of February 7th, 2023

15. ADJOURNMENT: Mayor

At 8:27 PM.

Approved at the regular meeting of the Carnation City Council on _____, 2023.

MAYOR, JIM RIBAIL

CITY CLERK, LORA WILMES

Today's Date: 12.29.22

BATCH #1 Already Paid

F&O Date:

Council Date: 1.17.23

PAID CLAIMS	INVOICE AMOUNT	TIM CR	LORA CR	BRANDON CR	NON INCOME	NUMBER	PROJECT NOTES
InvoiceCloud #1354-2022_11	\$871.80					1	
CenturyLink	\$132.39					2	
Brandon Schell	\$6,750.00					3	
Vision Municipal Solutions	\$428.04					4	
2 Brothers Landscaping & More	\$163.05					5	
Belenus Solutions, LLC	\$1,250.00					6	
Encompass	\$2,000.00					7	
Core & Main	\$15,321.27					8	
Great America Financial Services	\$594.27					9	
Hemisphere Final Bill	\$180.35					10	
Heather Mullholland	\$1,995.00					11	
Mike Tipton- CDL School	\$4,585.00					12	
Issaquah Honda Kubota \$5055						13	
Ana Cortez Reimbursement	\$79.86					14	
WA Teamsters Welfare Trust	\$13,608.16					15	
Heather Mullholland- Reimbursement	\$23.88					16	
Civic Plus	\$1,601.16					17	
Wave Designs	\$184.79					18	
Bank of America Credit Card- SEE SUPPLEMENT						19	
King Co Dept of Health Environmental Service	\$7,326.00					20	
PAID CLAIMS TOTAL	\$57,095.02						
CLAIMANT	INVOICE AMOUNT	TIM CR	LORA CR	BRANDON CR	NON INCOME	NUMBER	PROJECT NOTES
CLAIMANT TOTAL	\$0.00						
Interfund	INVOICE AMOUNT	TIM CR	LORA CR	BRANDON CR	NON INCOME	NUMBER	PROJECT NOTES
						INT-1	
INTERFUND TOTAL	\$0.00						
DATE 11/29/2022 GRAND TOTAL	\$57,095.02						

ANA CORTEZ

JIM RIBAIL

TIM HARRIS

APPROVED:	
SPRINGBROOK	1/4/23 HM
CHECKS ISSUED	1/5/2023
CHECKS MAILED	
COUNTIL MEETING	

Today's Date: 1.4.23

Bank Of America

F&O Date:

Council Date: 1.17.23

Check #	PAID CLAIMS	INVOICE AMOUNT	TIM CR	LORA CR	BRANDON CR	NON INCOME	NUMBER	PROJECT NOTES
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PAID CLAIMS TOTAL **0**

Check #	CLAIMANT	INVOICE AMOUNT	TIM CR	LORA CR	BRANDON CR	NON INCOME	NUMBER	PROJECT NOTES
	Bank of America Credit Card	\$8,732.01					19	
	CLAIMANT TOTAL	\$8,732.01						
	Interfund	INVOICE AMOUNT	TIM CR	LORA CR	BRANDON CR	NON INCOME	NUMBER	PROJECT NOTES
							INT-1	
	INTERFUND TOTAL	\$0.00						

DATE 11/29/2022 GRAND TOTAL **\$8,732.01**

ANA CORTEZ

JIM RIBAIL

TIM HARRIS

APPROVED:	
SPRINGBROOK	
CHECKS ISSUED	
CHECKS MAILED	
COUNTIL MEETING	

Today's Date: 1.6.23

Batch #2

F&O Date:

Council Date: 1.17.23

PAID CLAIMS	INVOICE AMOUNT	Rhonda CR	LORA CR	BRANDON CR	NON INCOME	NUMBER	PROJECT NOTES
USPS- Postage	309.39					AP1	

PAID CLAIMS TOTAL **309.39**

CLAIMANT	INVOICE AMOUNT	Rhonda CR	LORA CR	BRANDON CR	NON INCOME	NUMBER	PROJECT NOTES
Hemisphere Solutions	\$43.75					1	
Mountain Mist	\$13.29					2	
Benjamin Asphalt	\$8,152.50					3	
LDC- Housing action plan	\$3,341.00	\$3,341.00				4	
Thompson, Guildner and Associates	\$821.25					5	
Thompson, Guildner and Associates	\$637.00					6	
Thompson, Guildner and Associates	\$6,212.00					7	
R&A Cleaning Services	\$3,780.00					8	
AHBL Lodging Reimbursement						9	
Chuckals Office Products- envelopes	\$428.66					10	
KCo- Radio Communications Service	\$127.18					11	
Stratum Group	\$3,700.00					12	
Pape Machinery- Lawn mower parts and repair	\$211.19					13	
CarQuest - shop supplies (paid by cc)						44	
Sharp	\$245.20					15	
Core&Main	\$978.30					16	
Core&Main	\$15,202.78					17	
FusionTek	\$3,643.62					18	
ARC- Community Space	\$16,945.00	\$16,945.00				19	
Thompson, Benjamin	\$223.75					20	
Association of Washington Cities	\$1,302.00					21	
SafeBuilt Inspections						22	
SafeBuilt Counter Services						23	
Utilities Underground Location Services	\$12.90					24	
CLAIMANT TOTAL	\$66,021.37	\$20,286.00					

GRAND TOTAL \$66,330.76

ANA CORTEZ

JIM RIBAIL

TIM HARRIS

APPROVED:	CHECKS ISSUED	COUNTIL MEETING
SPRINGBROOK	CHECKS MAILED	

CARNATION COMMUNITY SPACE

COUNCIL UPDATE
JANUARY 17, 2023



SCHEDULE

Dates	
Dec. 2022 – March 2023	Permit Review
Jan. – Feb. 2023	Construction Documents
January 17, 2023	Council Meeting Update
February 2023	Cost Estimate Updates
March 2023	100% Construction Documents
March – April 2023	Bidding & Contracts
April 2023 – May 2024	Construction



glulam beams and columns

cementitious lap siding

fiberglass windows

metal wall cap

slim-brick

concrete columns

fabric awnings

aluminum storefront

custom wood bench / planter

metal screen

VIEW FROM TOLT AVE & BIRD STREET

CARNATION COMMUNITY SPACE
 COUNCIL UPDATE- JANUARY 17, 2023

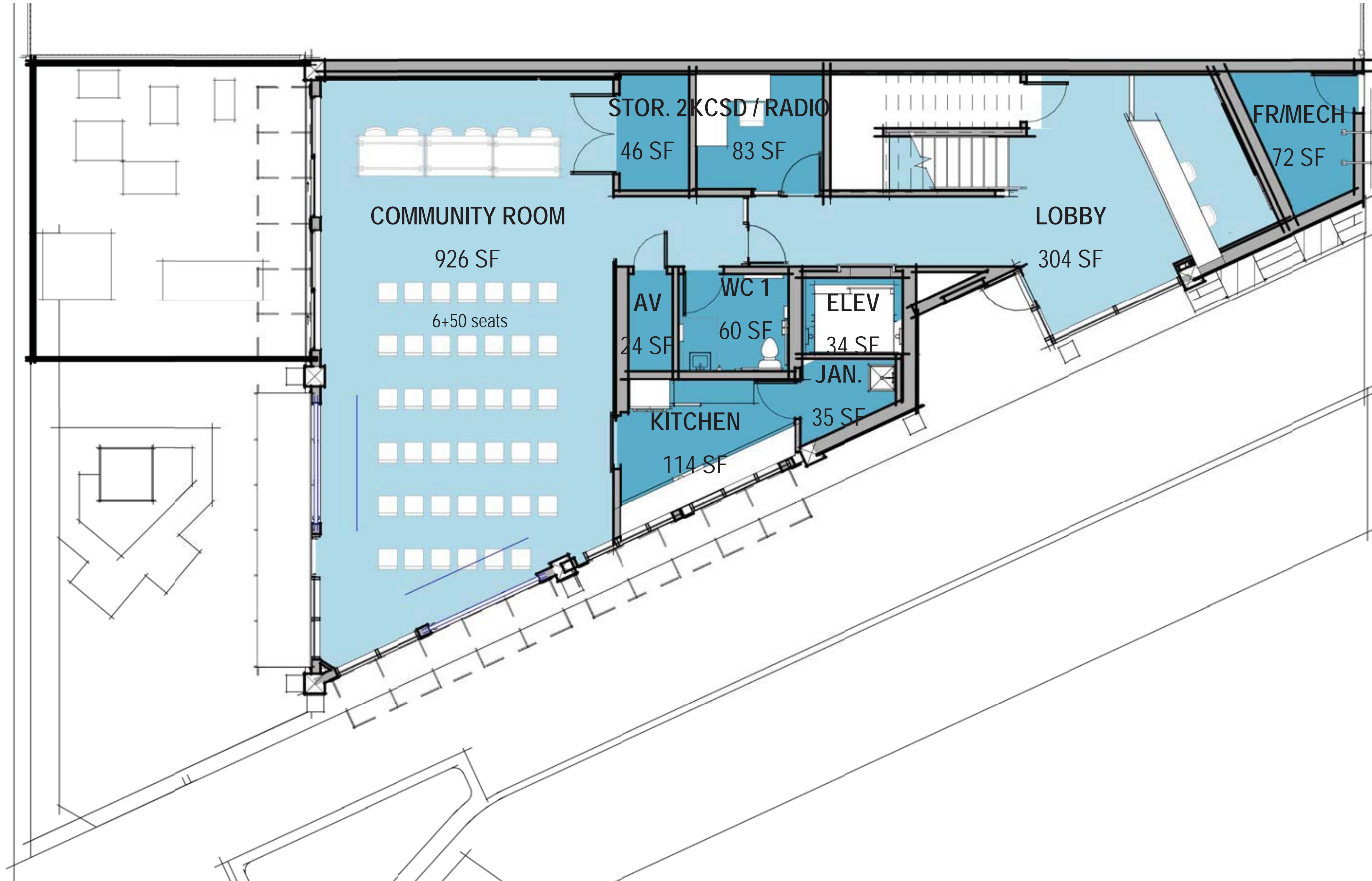


ENTRY FROM BIRD STREET

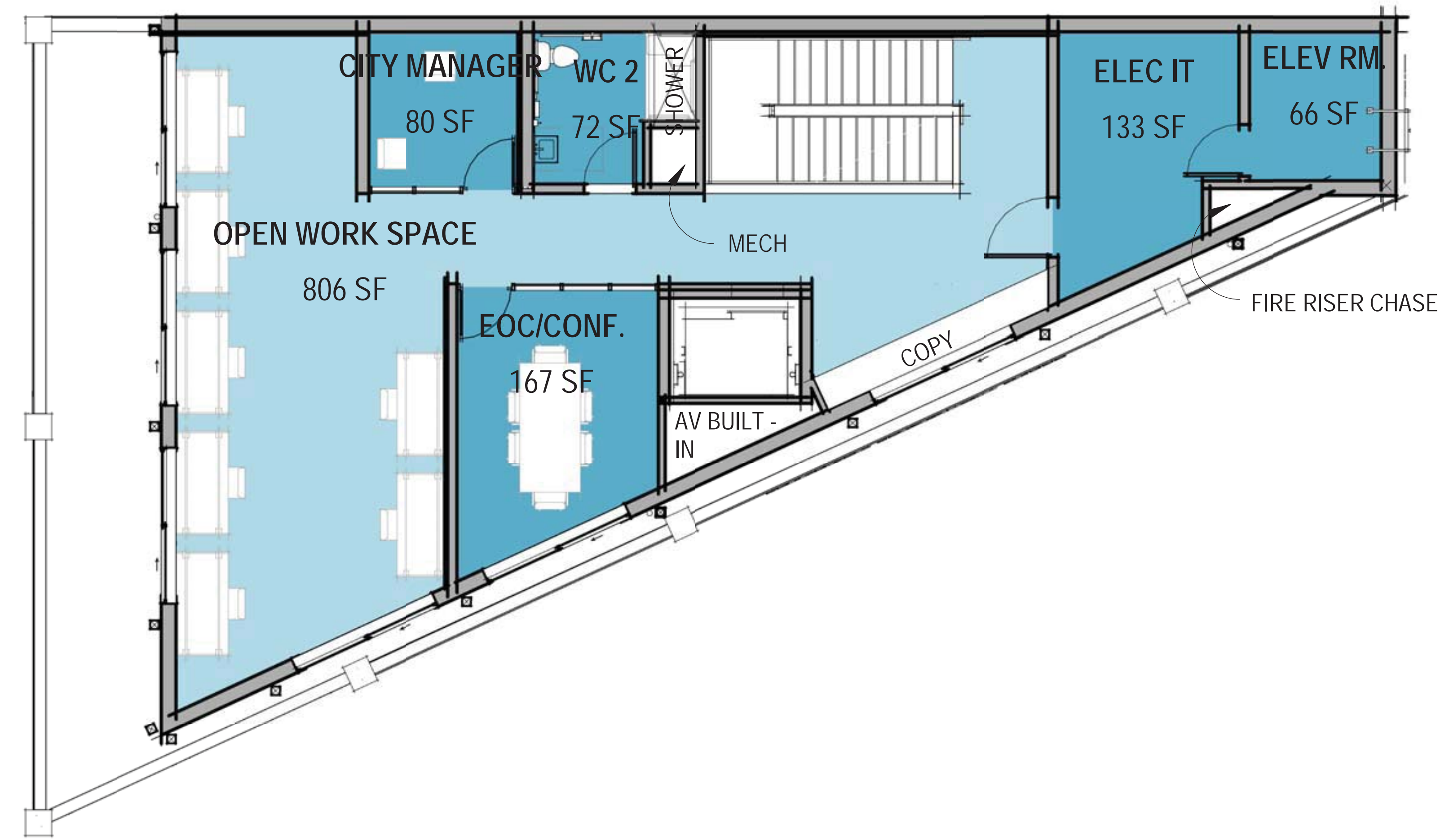
CARNATION COMMUNITY SPACE
 COUNCIL UPDATE- JANUARY 17, 2023

FLOOR PLANS

4,020 SF BUILDING



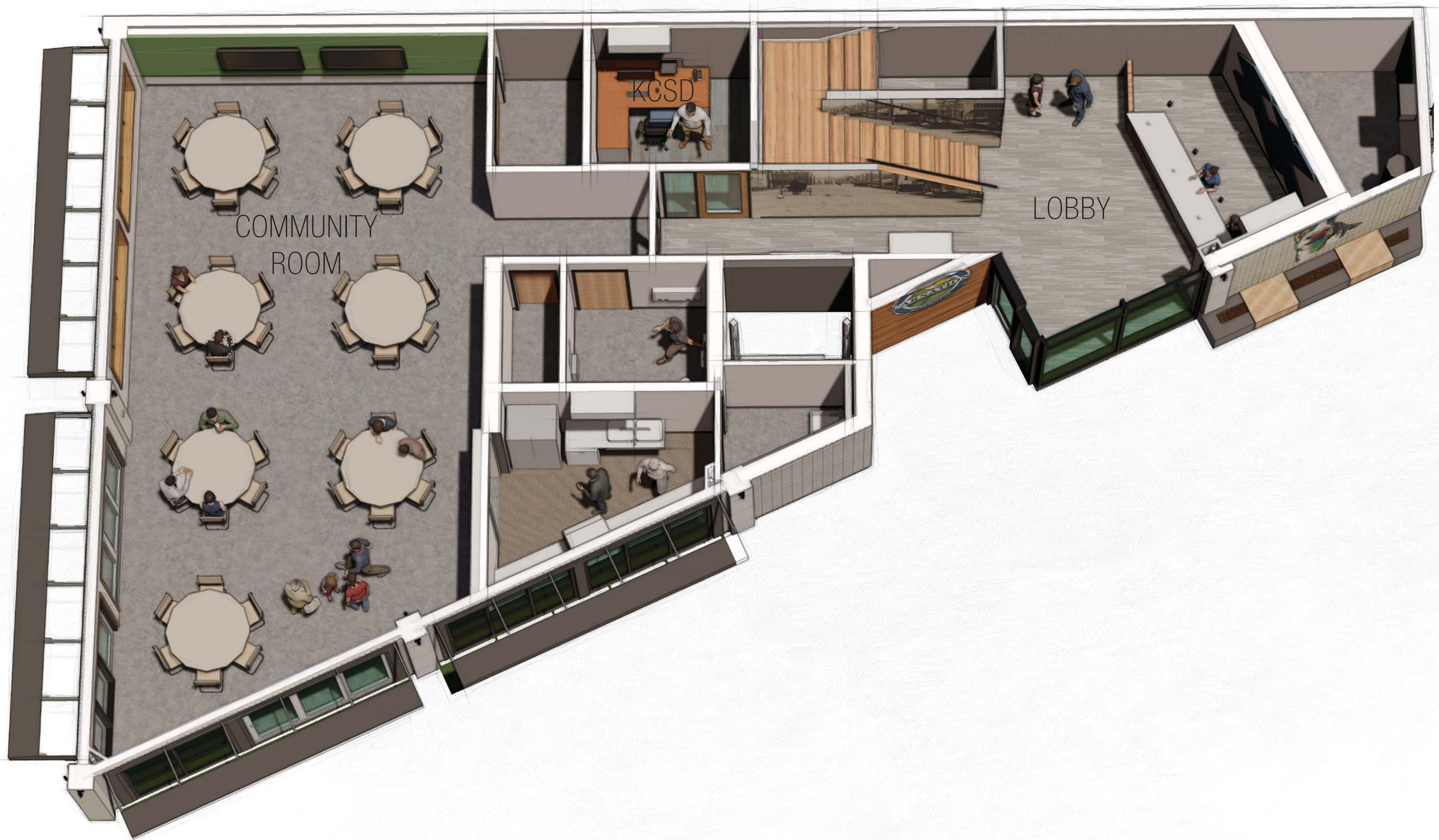
LEVEL 1



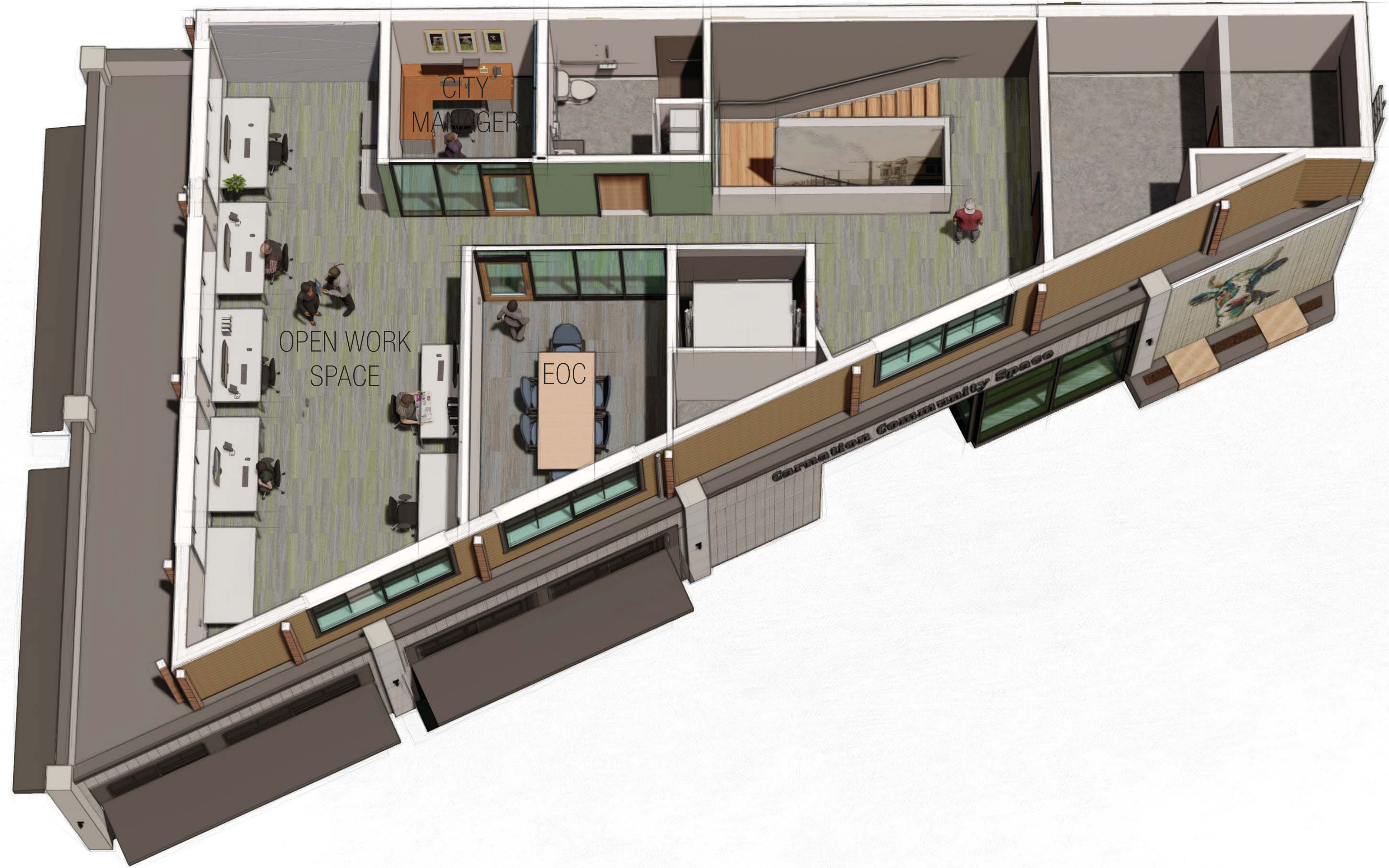
LEVEL 2

CARNATION COMMUNITY SPACE
COUNCIL UPDATE- JANUARY 17, 2023

ISOMETRIC FLOOR PLANS

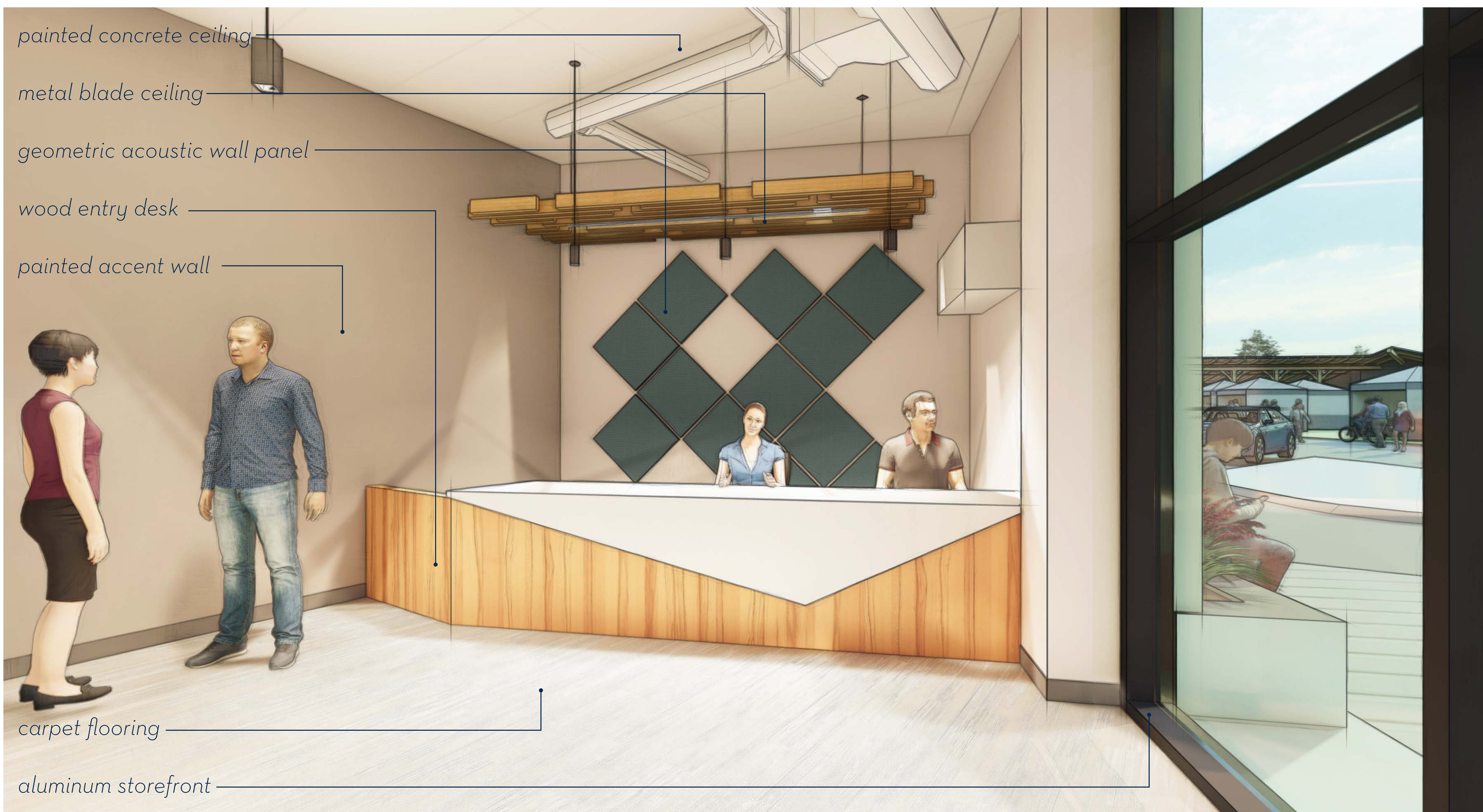


LEVEL 1



LEVEL 2

CARNATION COMMUNITY SPACE COUNCIL UPDATE- JANUARY 17, 2023



LOBBY

CARNATION COMMUNITY SPACE
 COUNCIL UPDATE- JANUARY 17, 2023



STAIR

CARNATION COMMUNITY SPACE
COUNCIL UPDATE- JANUARY 17, 2023



— painted concrete ceiling

— acoustic ceiling panel

— metal blade ceiling

— drywall wrapped columns

— fiberglass windows

— aluminum storefront

— concrete floors

COMMUNITY ROOM 1

CARNATION COMMUNITY SPACE

COUNCIL UPDATE- JANUARY 17, 2023



— painted concrete ceiling

— acoustic ceiling panel

— metal blade ceiling

— acoustic wall panel

— acoustic wall panel

— fiberglass windows

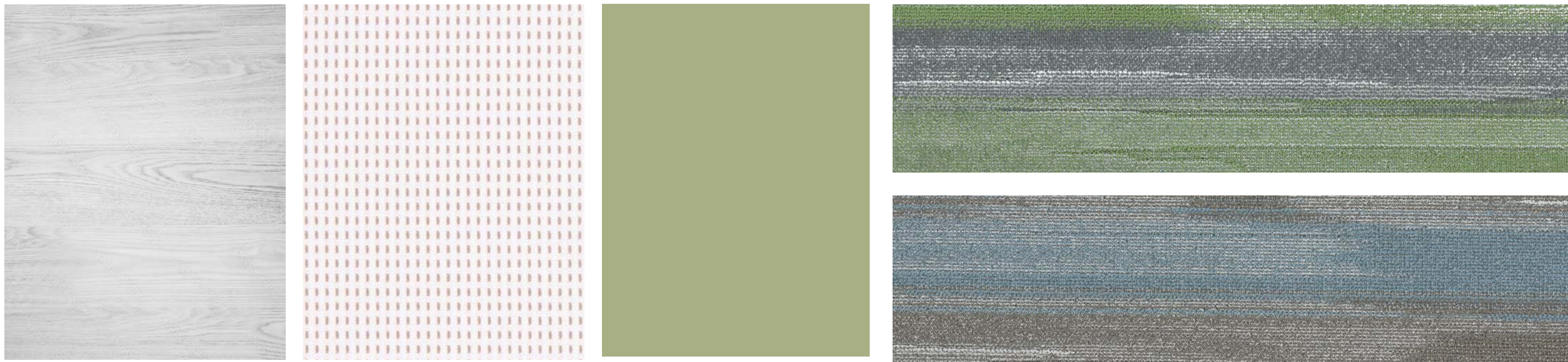
— drywall wrapped columns

— concrete floor

COMMUNITY ROOM 2

CARNATION COMMUNITY SPACE

COUNCIL UPDATE- JANUARY 17, 2023



WORK SPACE

CARNATION COMMUNITY SPACE
 COUNCIL UPDATE- JANUARY 17, 2023



encompass
Children. Families. Community.
www.encompassnw.org

Nela Cumming, MSW
Executive Director



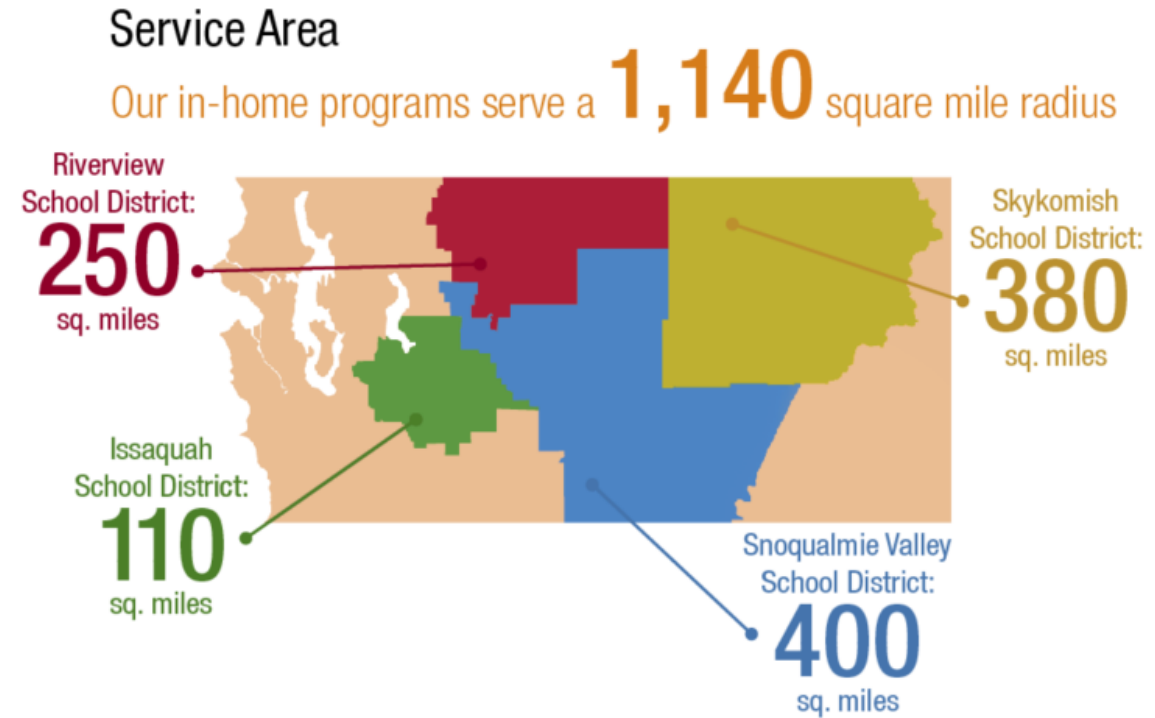
Through **early learning**, **pediatric therapy**, and **family enrichment programs**, since 1966, Encompass has given thousands of children the foundation they need to get the right start—and thrive for a lifetime.



Making a difference in our community, and far beyond it.

2,427 individuals served through 26 programs in FY 2022

75 Children in the Carnation zip code.



Early Learning and Parent Support

- **Toddler groups** for children and their caregivers
- **Preschool**, including full scholarships for income-qualifying families through the Early Childhood Education and Assistance Program (ECEAP)
- **Summer camps** (In North bend)
- Free parenting **workshops** and **Parent Talks** podcast
- **Parent-Child+ Program**, a free early literacy and parent coaching program for income-qualifying families



Pediatric Therapy

- **Behavioral health**, including Parent-Child Interaction Therapy (PCIT), a coaching program for caregivers of children with disruptive behavior
- **Nourish** - Feeding therapy program
- **Motor therapy**, including occupational and physical therapies
- **Speech and language therapy**, including friendship groups (add groups)

Offered in the Home: Ages Birth to Three

- **Early Support for Infants and Toddlers (ESIT)**, integrated care services for children who have disabilities or developmental delays



2021-2022 Impact Statement

PROGRAM AND SERVICE NUMBERS



encompass
Children. Families. Community.

2,505

total individuals served by Encompass

Early Learning

Preschool, Early Literacy programs, Toddler Groups, and Summer Camps for children of all abilities ages 2-5.



375

Children and Families Served

6:1

Student-Teacher Ratio

63

Children Received Free Preschool Tuition

Pediatric Therapy

Speech and language, occupational, physical, feeding, and social skills therapies offered in-home, onsite at our Pediatric Therapy Clinic, virtually via teletherapy, and out in our community.



7,417

In-person Pediatric Therapy Sessions

1,975

In-person Behavioral Health Sessions

5,991

In-person Early Support for Infants and Toddlers (ESIT) Sessions

Family Enrichment

Low or no cost workshops, groups, classes, and resources to help families thrive by deepening their capacity to support family members and care for themselves.



1,079

Participants in Family Enrichment Programs

132

Workshop Participants

Examples of our Impact in 2021-2022

We Gave

920

Free Toys and Books to Help ParentChild+ Families Learn



We Provided

67

Therapy Sessions in our Mobile Therapy Unit



We Provided

28,350

Nutritious Meals and Snacks to our Preschool Students



We Had

364

Listeners Download our Parent Talks Podcast



2021-2022 Impact Statement

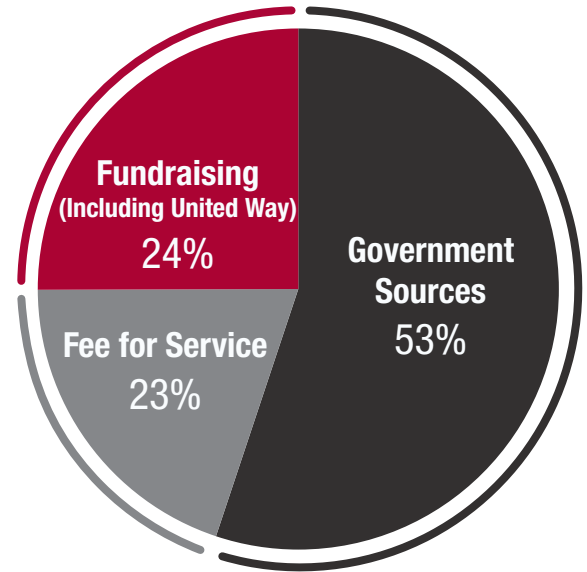
FINANCIAL RESULT SUMMARY



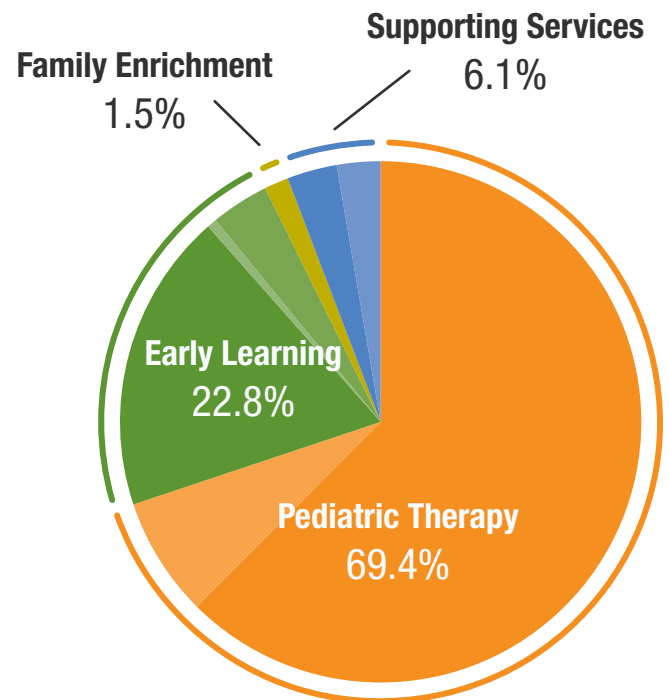
encompass
Children. Families. Community.

FISCAL YEAR 2021-2022*

SUPPORT & REVENUE		% of Revenue
● Government Sources	\$ 3,990,390	53.0%
● Contributions & Fundraising (net of event expenses)	1,522,463	20.2%
● United Way	243,488	3.2%
● Non-cash Donations, Estimated	66,758	0.9%
● Fee for Service	1,427,229	18.9%
● Interest & Miscellaneous	284,522	3.8%
Total Support & Revenue	\$ 7,534,850	100.0%



EXPENSES		% of Expenses
Program Services		
● Early Support for Infants and Toddlers (ESIT) & Pediatric Therapy	\$ 4,781,920	62.1%
● Behavioral Health Programs	562,592	7.3%
● Early Learning Programs	1,432,488	18.6%
● ParentChild+ Program	278,053	3.6%
● Summer Programs	45,511	0.6%
● Kinship Support Program	113,315	1.5%
Total Program Services	\$ 7,213,879	93.9%
Supporting Services		
● Administration	227,630	3.0%
● Development	240,883	3.1%
Total Supporting Services	\$ 468,513	6.1%
Total Expenses	\$ 7,682,392	100.0%
Support & Revenue in Excess of Expenses	\$ (147,542)	-2.0%



* Preliminary figures subject to audit adjustment.

Fiscal Year Ended June 30, 2022

Child Development Center
9050 384th Ave. SE
Snoqualmie, WA 98065
425.888.3347

Early Learning Center
1407 Boalch Ave. NW
North Bend, WA 98045
425.888.2777

Carnation Preschool
4950 Tolt Ave.
Carnation, WA 98014
425.844.4548

encompassnw.org
info@encompassnw.org





CARNATION CITY COUNCIL AGENDA BILL

<p>TITLE: A Motion authorizing City Manager to enter into and negotiate a contract with Gray and Osborne Inc. for municipal engineering services for the amount not to exceed \$750,000.00 for year 2023 and 2024.</p> <p>EXHIBITS:</p> <ul style="list-style-type: none"> • Contract from Gray and Osborne 	Agenda Bill No.:	AB23-11
	Type of Action:	MOTION
	Origin: <i>(Council/Manager)</i>	City Manager
	Agenda Bill Author:	City Manager's Office
	Date Submitted:	1/13/2023
	For Agenda of:	1/17/2023
	Expenditure Required:	\$750,000
	Amount Budgeted:	\$750,000
	Appropriation Required:	

SUMMARY STATEMENT AND DISCUSSION:

In year 2022, City Council directed the City Manager's Office to release an RFP for Municipal Engineering Services. Four firms submitted statements of qualifications. The City Manager's office set evaluation criteria and out of those four firms, Gray and Osborne was selected.

G&O and Keith Stewart has served as a consultant for the City since June of last year. The City Manager's Office wishes to bring Gray and Osborne and assign Keith Stewart as City Engineer

RECOMMENDED ACTION: I move to authorize City Manager to into and negotiate a contract with Gray and Osborne Inc. for municipal engineering services for the amount not to exceed \$750,000 for year 2023 and 2024.

LEGISLATIVE HISTORY:

ACTION TAKEN					
MOTION AS PROPOSED			MOTION AS AMENDED		
Motion made by:			Motion made by:		
Second by:			Second by:		
	YES Vote	NO Vote		YES Vote	NO Vote
Hawkins			Hawkins		
Ribail			Ribail		
Harris			Harris		
Burrell			Burrell		
Green			Green		
Passed/Failed			Passed/Failed		
Ordinance/Resolution No.:			Ordinance/Resolution No.:		

CONSULTANT AGREEMENT	
PROJECT TITLE AND IDENTIFICATION NUMBER On-Call City Engineer Services	WORK DESCRIPTION On-Call City Engineer Services
CONSULTANT Gray & Osborne, Inc 1130 Rainier Avenue South, Suite 300 Seattle WA 98144	CONSULTANT CONTACT NAME, ADDRESS AND TELEPHONE NO. Keith P. Stewart, P.E. 206-284-0860 kstewart@g-o.com
FEDERAL I.D. NO.	BUDGET OR FUNDING SOURCE 301, 302, 402, 411, 409, 401 or as appropriate.
PROJECT ADMINISTRATOR NAME, ADDRESS AND TELEPHONE NO. City Manager 4621 Tolt Avenue PO Box 1238 Carnation, WA 98014-1238 425-333-4192 phone 425-333-4336 fax clerk@carnationwa.gov	MAXIMUM AMOUNT PAYABLE, IF ANY \$750,000
COMPLETION DATE	December 31st, 2024

THIS AGREEMENT is entered into on _____ between the City of Carnation, Washington, hereinafter called "the CITY", and the above person, firm or organization, hereinafter called "the CONSULTANT".

WHEREAS, the CITY desires to accomplish the above-referenced project; and

WHEREAS, the CITY does not have sufficient staff or expertise to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary services for the project; and

WHEREAS, the CONSULTANT has represented to the CITY that the CONSULTANT is in compliance with the professional registration statutes of the State of Washington, if applicable, and has signified a willingness to furnish consulting services to the CITY, now, therefore,

IN CONSIDERATION OF the terms and conditions set forth below, or attached and incorporated and made a part hereof, the parties agree as follows:

1. Retention of Consultant - Scope of Work. The CITY hereby retains the CONSULTANT to provide professional services as defined in this agreement and as necessary to

accomplish the scope of work attached hereto as Exhibit A and incorporated herein by this reference as if set forth in full. As further provided in Exhibit B, the work performed by CONSULTANT under this agreement shall include Day-to-Day Assistance and Special Projects. Day-to-Day Assistance shall be provided by CONSULTANT on an as-directed basis by the CITY. For Special Projects, Task Orders shall be used to describe the parties' mutual agreement on the scope of work, schedule, budget and other particulars as stated therein of each assignment. Task Orders shall be in the general form shown in attached Exhibit D. Task Orders are binding only after acceptance and execution by both parties. Each Task Order shall define the work and completion timeframes with respect to each Special Project assignment, but shall be governed by the framework of this Agreement. The CONSULTANT shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as otherwise specifically provided by Task Order.

2. Completion of Work. The CONSULTANT shall not begin any work under the terms of this agreement until authorized in writing by the CITY. The CONSULTANT shall complete all work required by this agreement according to the schedule attached as Exhibit B and incorporated herein by this reference as if set forth in full. A failure to complete the work according to the attached schedule, except where such failure is due to circumstances beyond the control of the CONSULTANT, shall be deemed a breach of this agreement. The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the CITY, in the event of a delay attributable to the CITY, or because of unavoidable delays caused by circumstances beyond the control of the CONSULTANT. All such extensions shall be in writing and shall be executed by both parties.

3. Payment. The City shall pay CONSULTANT for services provided under this agreement at the hourly rates set forth in Exhibit C, Fee Schedule, which is attached hereto and incorporated herein by this reference, provided that the total payments to CONSULTANT under this agreement shall not exceed the Maximum Amount Payable set forth on Page 1. This the maximum amount to be paid under this agreement and shall not be exceeded without prior written authorization from the CITY in the form of a negotiated and executed supplemental agreement. The CONSULTANT shall be paid by the CITY for satisfactorily completed work and services satisfactorily rendered under this agreement. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in the Scope of Work attached. The CONSULTANT shall be entitled to invoice the CITY no more frequently than once per month during the course of the completion of work and services by the CONSULTANT. Invoices shall detail the work performed or services rendered, the time involved (if compensation is based on an hourly rate) and the amount to be paid. The CITY shall pay all such invoices within 30 days of submittal, unless the CITY gives notice that the invoice is in dispute. In no event shall the total of all invoices paid exceed the Maximum Amount Payable set forth above, if any, and the CONSULTANT agrees to perform all services contemplated by this agreement for no more than said maximum amount.

4. Changes in Work. The CONSULTANT shall make such changes and revisions in the complete work provided by this agreement as may be necessary to correct errors made by the CONSULTANT and appearing therein when required to do so by the CITY. The CONSULTANT shall make such corrective changes and revisions without additional compensation from the CITY.

Should the CITY find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the CITY. This work shall be considered as Extra Work and will be paid for as provided in Section 5.

5. Extra Work.

A. The CITY may, at any time, by mutually agreed upon written order, make changes within the general scope of the agreement in the services to be performed. If any such change causes an increase or decrease in the estimated cost of, or the time required for, performance of any part of the work or services under this agreement, whether or not changed by the order, or otherwise affects any other terms or conditions of the agreement, the CITY shall make an equitable adjustment in the (1) Maximum Amount Payable; (2) delivery or completion schedule or both; and (3) other affected terms, and shall modify the agreement accordingly.

B. The CONSULTANT must submit any "proposal for adjustment" under this clause within 30 days from the date of receipt of the written order to make changes. Any adjustment to the (1) Maximum Amount Payable; (2) delivery or completion schedule or both; and (3) other affected terms shall be agreed upon by CITY and CONSULTANT prior to the performance of services by CONSULTANT under any written change order. However, if the CITY decides that the facts justify it, the CITY may receive and act upon a proposal submitted before final payment of the agreement.

C. Failure to agree to any adjustment shall be a dispute under the Disputes clause of this agreement, as provided in Section 13. Notwithstanding any such dispute, the CONSULTANT shall proceed with the agreement as changed.

D. Notwithstanding any other provision in this section, the Maximum Amount Payable for this agreement shall not be increased or considered to be increased except by specific written amendment of this agreement signed by both parties.

6. Ownership of Work Product. Any and all documents, drawings, reports, and other work product produced by the CONSULTANT under this agreement shall become the property of the CITY upon payment of the CONSULTANT'S fees and charges therefore. The CITY shall have the complete right to use and re-use such work product in any manner deemed appropriate by the CITY, provided, that use on any project other than that for which the work product is prepared shall be at the CITY'S risk unless such use is agreed to by the CONSULTANT.

7. Independent Contractor. The CONSULTANT is an independent contractor for the performance of services under this agreement. The CITY shall not be liable for, nor obligated to pay to the CONSULTANT, or any employee of the CONSULTANT, sick leave, vacation pay, overtime or any other benefit applicable to employees of the CITY, nor to pay or deduct any social security, income tax, or other tax from the payments made to the CONSULTANT which may arise as an incident of the CONSULTANT performing services for the CITY. The CITY shall not be obligated to pay industrial insurance for the services rendered by the CONSULTANT.

8. Indemnification / Hold Harmless. CONSULTANT shall indemnify and hold the CITY, its officers, officials and employees (collectively, “the CITY”) harmless from any and all claims, injuries, damages, losses or suits including attorneys’ fees, to the extent caused by the negligent acts, errors or omissions of CONSULTANT in performance of this agreement, except for injuries and damages caused by the negligence of the CITY.

Should a court of competent jurisdiction determine that this agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the CONSULTANT and the CITY, the CONSULTANT’S liability, including the duty and cost to defend, hereunder shall only be to the extent of the CONSULTANT’S negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes the CONSULTANT’S waiver of immunity under the Industrial Insurance provisions of Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

The provisions of this section shall survive the expiration or termination of this agreement.

9. Insurance. The CONSULTANT shall obtain and provide verification of insurance coverage of the type and amount specified in this section.

A. Minimum Scope of Insurance.

The CONSULTANT shall obtain insurance of the types described below:

(1). Worker's compensation and employer's liability insurance as required by the State of Washington;

(2). Commercial General Liability insurance written on Insurance Services Office (ISO) occurrence form CG 00 01 and covering liability arising from premises, operations, independent contractors and personal injury and advertising injury. The CITY shall be named as an additional insured under the CONSULTANT’S Commercial General Liability insurance policy with respect to any work performed for the CITY.

(3). Professional liability insurance, appropriate to CONSULTANT's field of expertise.

(4) Business Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on ISO form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

B. Minimum Amounts of Insurance.

The CONSULTANT shall maintain the following insurance limits:

(1) Business Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

(2) Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence and \$2,000,000 general aggregate.

(3) Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

The amounts listed above are the minimum deemed necessary by the CITY to protect the CITY'S interests in this matter. The CITY has made no recommendation to the CONSULTANT as to the insurance necessary to protect the CONSULTANT'S interests and any decision by the CONSULTANT to carry or not carry insurance amounts in excess of the above is solely that of the CONSULTANT.

C. Other Insurance Provisions.

(1) All insurance coverage required by this agreement shall be obtained from an insurance company authorized to do business in the State of Washington and holding a current A.M Best rating of not less than A:VII. Excepting professional liability insurance, the CITY will be named on all insurance as an additional insured. The certificates of insurance shall cover the work specified in, related to or performed in any manner under this agreement.

(2) The Business Automobile Liability, Commercial General Liability and Professional Liability insurance policies required under this agreement shall contain or be endorsed to contain the following provisions:

a. The CONSULTANT'S insurance coverage shall be primary insurance as respect the City. Any insurance, self-insurance or insurance pool coverage maintained by the City shall be excess of the CONSULTANT'S INSURANCE and shall not contribute with it.

b. The CONSULTANT'S insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

D. Verification of Coverage.

The CONSULTANT shall furnish the CITY with original certificates and a copy of the amendatory endorsements, including but not limited to the additional insured endorsement, evidencing the insurance requirements of the CONSULTANT before commencement of the work specified under this agreement.

10. Records. The CONSULTANT shall keep all records related to this agreement for a period of three years following completion of the work for which the CONSULTANT is retained.

The CONSULTANT shall permit any authorized representative of the CITY, and any person authorized by the CITY for audit purposes, to inspect such records at all reasonable times during regular business hours of the CONSULTANT. Upon request, the CONSULTANT will provide the CITY with reproducible copies of any such records. The copies will be provided without cost if required to substantiate any billing of the CONSULTANT, but the CONSULTANT may charge the CITY for copies requested for any other purpose.

11. Notices. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth in the box for the same appearing at the outset of this Agreement. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

12. Project Administrator. The Project Administrator shall be responsible for coordinating the work of the CONSULTANT, for providing any necessary information for and direction of the CONSULTANT's work in order to ensure that it meets the requirements of this Agreement, and for reviewing, monitoring and approving the quality and quantity of such work. The CONSULTANT shall report to and take any necessary direction from the Project Administrator.

13. Disputes/Conflict amongst attachments. In the event of a dispute between the City and CONSULTANT, the aggrieved party shall notify the other party of the dispute within 10 (ten) days after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation. Should such negotiation or mediation fail to resolve the dispute, either party may pursue litigation pursuant to paragraph 18.. In case of conflict between the Exhibits to this Agreement and the portions of this Agreement preceding the signature lines (paragraphs 1-21), the terms of paragraphs 1-21 shall prevail. Any limitations on liability and indemnification expressed in the attached exhibits beyond those specified in paragraph 8 (prior to signature line) shall be null and void.

14. Termination. The CITY reserves the right to terminate this agreement at any time upon ten (10) days written notice to the CONSULTANT. Any such notice shall be given to the address specified above. In the event that this agreement is terminated by the City other than for fault on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for all services performed. No payment shall be made for any work completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. In the event that services of the CONSULTANT are terminated by the CITY for fault on part of the CONSULTANT, the amount to be paid shall be determined by the CITY with consideration given to the actual cost incurred by the CONSULTANT in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the CITY at the time of termination, the cost of the CITY of employing another firm to complete the work required, and the time which may be required to do so.

15. Non-Discrimination. The CONSULTANT agrees not to discriminate against any customer, employee or applicant for employment, subcontractor, supplier or material man, because of race, color, creed, religion, national origin, marital status, sex, age or handicap, except for a bona fide occupational qualification. The CONSULTANT understands that if it violates this provision, this agreement may be terminated by the CITY and that the CONSULTANT may be barred from performing any services for the CITY now or in the future.

16. Subcontracting or Assignment. The CONSULTANT may not assign or subcontract any portion of the services to be provided under this agreement without the express written consent of the CITY. Any subconsultants approved by the CITY at the outset of this agreement are named on Exhibit E attached hereto and incorporated herein by this reference as if set forth in full.

17. Non-Waiver. Payment for any part of the work or services by the CITY shall not constitute a waiver by the CITY of any remedies of any type it may have against the CONSULTANT for any breach of the agreement by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it under the agreement by the CITY. Waiver of any right or entitlement under this agreement by the CITY shall not constitute waiver of any other right or entitlement.

18. Litigation. In the event that either party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this agreement, the parties agree that such actions shall be initiated in the Superior Court of the State of Washington, in and for King County. The parties agree that all questions shall be resolved by application of Washington law and that parties to such actions shall have the right of appeal from such decisions of the Superior Court in accordance with the law of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, in and for King County. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.

19. Taxes. The CONSULTANT will be solely responsible for the payment of any and all applicable taxes related to the services provided under this agreement and if such taxes are required to be passed through to the CITY by law, the same shall be duly itemized on any billings submitted to the CITY by the CONSULTANT.

20. City Business License. The CONSULTANT has obtained, or agrees to obtain, a business license from the CITY prior to commencing to perform any services under this agreement if required by CITY ordinances. The CONSULTANT will maintain the business license in good standing throughout the term of this Agreement.

21. Entire Agreement. This agreement represents the entire integrated agreement between the CITY and the CONSULTANT, superseding all prior negotiations, representations or agreements, written or oral. This agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

GRAY & OSBORNE, INC.

CITY OF CARNATION:

Mike B. Johnson, P.E., President

Ana Cortez, City Manager

ATTEST/AUTHENTICATED:

Lora Wilmes, City Clerk

EXHIBIT A

GENERAL SCOPE OF SERVICES

Each item of work under this Agreement will be provide by task assignment. Each task assignment will be individually negotiated with Consultant. The amount established for each assignment will be the maximum amount payable for that assignment unless modified in writing by the City. The City is not obligated to assign any specific number of tasks to Consultant, and the City's and Consultant's obligation(s) are limited to task assigned in writing.

The City will issue written task assignments by providing a formal Task Assignment Document similar in format to the example included in the attached Exhibit B.

An assignment becomes effective when a formal Task Assignment Document is signed by the Consultant and the City, except that emergency actions requiring a 24-hour or less response can be issued by oral authorization. Such oral authorization must be followed up with a formal Task Assignment Document within 4 working days, and any billing rates agreed to orally (for individuals, subconsultants, or organizations whose rates were not previously established in the Agreement) are provisional and subject to negotiation and acceptance by the City.

Task assignments may include, but are not limited to, the following types of work:

- Planning and/or technical documents for the City's water, wastewater, stormwater, or transportation systems or facilities;
- Design documents (Plans, Specifications, Cost Estimates) for the City's water, wastewater, stormwater, or transportation systems or facilities;
- Construction management activities for City water, wastewater, stormwater, or transportation system projects;
- Development review;
- Survey and mapping for the City's water, wastewater, stormwater, or transportation systems or facilities;
- Grant and/or loan application assistance;
- Permitting assistance;
- Other infrastructure tasks as assigned by the City;
- Associated management and coordination activities as required for project execution.

Upon written direction from the City to proceed, the Consultant will provide the Services more fully described as follows:

ADMINISTRATION AND COORDINATION

Consultant is required to continually coordinate with the City of Agency the work effort involved in all tasks under this Agreement. Work completed under assigned tasks shall include the following:

1. Provide one-on-one liaison between the City or Agency Project Manager and Consultant team.
2. Inform the City or Agency Project Manager of ongoing progress, delays or problems, at least weekly and more frequently if necessary.
3. Provide a written report with the monthly invoice for work accomplished including adequate supporting documentation.

Consultant will coordinate the work effort for this project with the City's schedule and construction activities of the Consultant throughout the duration of the project.

EXHIBIT B
SAMPLE TASK ASSIGNMENT DOCUMENT

ON-CALL ENGINEERING SERVICES TASK ASSIGNMENT ORDER

All terms and provisions of Contract # _____ executed on _____ are in full force for this Task Assignment.

Project Location: _____

Project Name: _____

Maximum Amount Payable: \$ _____ (See Attached Exhibit A)

Task Assignment End Date: _____

Description of Work:

Deliverables:

Agency Project Manager: _____ Date _____

Consultant Signature: _____ Date _____

Agency Approving Authority: _____ Date _____

EXHIBIT “C”

GRAY & OSBORNE, INC.

**PROFESSIONAL ENGINEERING SERVICES CONTRACT
FULLY BURDENED BILLING RATES*
THROUGH JUNE 15, 2023****

<u>Employee Classification</u>	<u>Fully Burdened Billing Rates</u>		
AutoCAD/GIS Technician/Engineering Intern	\$ 60.00	to	\$165.00
Electrical Engineer	\$120.00	to	\$215.00
Structural Engineer	\$115.00	to	\$210.00
Environmental Technician/Specialist	\$ 93.00	to	\$165.00
Engineer-In-Training	\$100.00	to	\$170.00
Civil Engineer	\$115.00	to	\$155.00
Project Engineer	\$125.00	to	\$175.00
Project Manager	\$140.00	to	\$235.00
Principal-in-Charge	\$150.00	to	\$235.00
Resident Engineer	\$123.00	to	\$185.00
Field Inspector	\$100.00	to	\$173.00
Field Survey (2 Person)***	\$180.00	to	\$295.00
Field Survey (3 Person)***	\$300.00	to	\$400.00
Professional Land Surveyor	\$125.00	to	\$190.00
Secretary/Word Processor***	N/A		

* Fully Burdened Billing Rates include overhead and profit.

** Updated annually, together with the overhead.

All actual out-of-pocket expenses incurred directly on the project are added to the billing. The billing is based on direct out-of-pocket expenses; meals, lodging, laboratory testing and transportation. The transportation rate is \$0.62 per mile or the current maximum IRS rate without receipt IRS Section 162(a).

*** Administration expenses include secretarial and clerical work; GIS, CADD, and computer equipment; owned survey equipment and tools (stakes, hubs, lath, etc. – Note: mileage billed separately at rate noted); miscellaneous administration tasks; facsimiles; telephone; postage; and printing costs, which are less than \$150.



CARNATION CITY COUNCIL AGENDA BILL

TITLE: A MOTION to declare that every Friday, all Carnation elementary schools shall assign extra homework to all students.	Agenda Bill No.:	ABG23-01	
	Type of Action:	MOTION	
	Origin: <i>(Council/Manager)</i>	City Manager	
	Agenda Bill Author:	City Manager	
EXHIBITS:	Date Submitted:	01/17/23	
	For Agenda of:	01/17/23	
	Expenditure Required:		
	Amount Budgeted:		
	Appropriation Required:		
SUMMARY STATEMENT AND DISCUSSION: <p>The City Manager wishes to ensure that all elementary school children are inundated with homework on Fridays with a special emphasis on math and grammar. Furthermore, the City Manager wishes to ensure that all elementary school children are overwhelmed with homework on Fridays so that their weekends are shorter.</p>			
RECOMMENDED ACTION: <p>I move to authorize City Manager to ensure that all elementary schools in Carnation have assigned additional homework including but not limited to math and grammar.</p>			
LEGISLATIVE HISTORY:			
ACTION TAKEN			
MOTION AS PROPOSED		MOTION AS AMENDED	
Motion made by:		Motion made by:	
Second by:		Second by:	
	YES Vote	NO Vote	
Hawkins			Hawkins
Ribail			Ribail
Harris			Harris
Burrell			Burrell
Green			Green
Passed/Failed			Passed/Failed
Ordinance/Resolution No.:		Ordinance/Resolution No.:	



CARNATION CITY COUNCIL AGENDA Special Meeting

Mayor Jim Ribail, Deputy Mayor Tim Harris, Ryan Burrell, Dustin Green, Adair Hawkins

DATE: January 21st, 2023

TIME: 8 A.M. – 5 P.M.

- | | |
|-------------------------------|------------------------|
| 1. CALL TO ORDER: | Mayor Jim Ribail |
| 2. ROLL CALL: | City Clerk Lora Wilmes |
| 3. APPROVAL OF AGENDA: | Mayor and Council |
| 4. COUNCIL RETREAT: | Council of the Whole |
| 5. ADJOURNMENT: | Mayor Jim Ribail |



CARNATION CITY COUNCIL AGENDA Regular Meeting

Mayor Jim Ribail, Deputy Mayor Tim Harris, Ryan Burrell, Dustin Green, Adair Hawkins

DATE: February 7th, 2023

TIME: 6:00 PM

JOIN ONLINE VIA ZOOM: <http://bit.ly/3BbmBBu>

Meeting ID: 983 3856 5355

Passcode: 970731

Dial by location: (253) 215 - 8782

For inquiries and/or assistance regarding how to use the City's online meeting format please email clerk@carnationwa.gov, or call (425) 333-4192

1. **CALL TO ORDER:** Mayor Jim Ribail
 2. **PLEDGE OF ALLEGIANCE:** Councilmember Dustin Green
 3. **ROLL CALL:** City Clerk Lora Wilmes
 4. **APPROVAL OF AGENDA:** Mayor and Council
 5. **EXECUTIVE SESSION:**

 6. **CONSENT AGENDA:**
 - a) Approval of Minutes for the following dates:
 - i. Regular Session: January 17th, 2023
 - ii. Council Retreat: January 21st, 2023
 - b) Approval of Claims for the following amount(s)
 - i. \$
 - c) Approval of Payroll for the following pay period(s):
 - i. January 1st – January 8th, 2023
 - ii. January 9th – January 22nd, 2023

 7. **COUNCIL REPORTS AND REQUESTS:** *Council & Council Committees*

 8. **STAFF REPORTS:**
 - a) External Services: City Manager Ana Cortez
-

b) Internal Services: City Clerk Lora Wilmes

9. PUBLIC COMMENT & REQUESTS: *Public comment on meeting items or other issues of note or concern*

10. PRESENTATIONS:

a) Old Friends Club – Judy West

i. Carnation Fund

b) Levy to fund Behavioral Health Services – King County

11. AGENDA BILLS:

a) AB23-XX

12. DISCUSSION ITEMS:

13. FUTURE AGENDAS:

a) Tentative agenda for the meeting of February 21st, 2023

b) Tentative agenda for the meeting of March 7th, 2023

14. ADJOURNMENT: Mayor Jim Ribail



PUBLIC NOTICE

WHAT: AWC Action Days
WHEN: Wednesday February 15th – Thursday February 16th, 2023
TIME: 8:00 AM - 5:00 P.M.
LOCATION: Olympia, Washington

1. Members of the Carnation City Council will be attending the AWC Action Days Annual Conference.
2. This public notice is released as there may be a quorum of the Council at this event.



CARNATION CITY COUNCIL AGENDA Regular Meeting

Mayor Jim Ribail, Deputy Mayor Tim Harris, Ryan Burrell, Dustin Green, Adair Hawkins

DATE: February 21st, 2023

TIME: 6:00 PM

JOIN ONLINE VIA ZOOM: <https://bit.ly/3xIFY9B>

Meeting ID: 976 1525 3648

Passcode: 894903

Dial by Location: (253) 215 - 8782

For inquiries and/or assistance regarding how to use the City's online meeting format please email clerk@carnationwa.gov, or call (425) 333-4192

1. **CALL TO ORDER:** Mayor Jim Ribail
 2. **PLEDGE OF ALLEGIANCE:** Deputy Mayor Tim Harris
 3. **ROLL CALL:** City Clerk Lora Wilmes
 4. **APPROVAL OF AGENDA:** Mayor and Council
 5. **EXECUTIVE SESSION:**

 6. **CONSENT AGENDA:**
 - a) Approval of Minutes for the following date(s):
 - i. Regular Session: February 7th, 2023
 - b) Approval of Claims in the following amount(s):
 - i. \$

 7. **COUNCIL REPORTS AND REQUESTS:** *Council & Council Committees*

 8. **STAFF REPORTS:**
 - a) External Services: City Manager Ana Cortez
 - b) Internal Services: City Clerk Lora Wilmes

 9. **PUBLIC COMMENT & REQUESTS:** *Public comment on meeting items or other issues of note or concern*
-

10. PRESENTATIONS:

- a) Hopelink and Snoqualmie Valley Transportation

11. AGENDA BILLS:

- a) AB23-XX

12. DISCUSSION ITEMS:

13. FUTURE AGENDAS:

- a) Tentative agenda for the meeting of March 7th, 2023
- b) Tentative agenda for the meeting of March 21st, 2023

14. ADJOURNMENT: Mayor Jim Ribail