



TOWN OF FRIDAY HARBOR
Post Office Box 219 • Friday Harbor, Washington 98250
(360) 378 - 2810 • www.fridayharbor.org

AGENDA TOWN COUNCIL

Thursday, July 2, 2026 at 12:00 PM

Town Council Chambers - 60 Second Street

Zoom Webinar: <https://us02web.zoom.us/j/86062582578> ~ Meeting ID: 860 6258 2578

***Vision:** Honoring our past while building a thriving and sustainable future.*

***Mission:** To preserve and enhance our unique island community known for its small town, rural atmosphere, and natural beauty. To sustain a vital downtown that enriches the business community, honors history, celebrates the arts, and preserves our natural environment.*

Call to Order / Roll Call / Flag Salute

Set Agenda / Announcements

- New staff introductions: Accounts Payable Clerk Anna MacKinnon and Water Distribution Utility Worker David Barnes

Public Comment

Consent Agenda

- Resolutions

Resolution No. 3030 - Adopting Friday Harbor landfill post closure financial assurance plan update for years 2025 through 2035.

Resolution No. 3031 - Amending the contract with KBA for an extension of services.

Resolution No. 3032 - Ratifying Wastewater Treatment Plant Improvement Project loan funds to be designated as grant funding.

- Minutes

June 18, 2026, Regular Business Meeting

- Payments & Claims

Item	Type	Warrant #	EFT #	Dated	Amount
1	Credit Card Fees		861-865	05/04/2026	\$8,032.85
2*	Claims	63733-63782	837-860,866	6/18/2026	\$1,177,053.02
3	UB Refunds	63783-63784		06/18/2026	\$733.36

Action and Discussion Items

- Chamber of Commerce Update presented by Executive Director Becki Day
- San Juan County (SJC) Sheriff Update presented by Sheriff Eric Peter
- University Heights HOA Association Bulk Water Request presented by HOA Vice President Karen VanderWall
- Artisan and Specialty Goods Workshop presented by Community Development Director Ryan Ericson
- Transient Accommodation Workshop Continued from May 21, 2026 presented by Community Development Director Ryan Ericson
- Council Chambers Improvement Project Update presented by Public Works Director Mike Liptack
- Transportation Improvement Board Application Workshop for Grover Street presented by Public Works Director Mike Liptack

Director Reports

San Juan County (SJC) Report

Administrator's Report

Public Comment

Executive Session - Pursuant to RCW 42.30.110 - 1 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Discussion and Action Items Continued

- Finance Department Update presented by Town Administrator Denice Kuseth

Resolution No. 3033 - Authorizing a professional service contract with Bethany Berry for finance transition support.

Future Agenda Items

Adjourn

RESOLUTION NO. 3030

**A RESOLUTION BY THE COUNCIL OF THE TOWN OF FRIDAY HARBOR ADOPTING
FRIDAY HARBOR LANDFILL POST CLOSURE FINANCIAL ASSURANCE PLAN UPDATE
FOR YEARS 2025 THROUGH 2035.**

WHEREAS, the Town of Friday Harbor needs to annually update the existing Post Closure Financial Assurance Plan for the Friday Harbor Landfill; and

WHEREAS, SCS Engineers, the Consultant, has submitted to the Town a document entitled “Friday Harbor Landfill Post Closure Financial Assurance Plan Update” dated May 2026; and

WHEREAS, the Town Council of Friday Harbor has reviewed and accepted said document;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Friday Harbor that the “Friday Harbor Landfill Post Closure Financial Assurance Plan Update” dated May 2026 and attached hereto as Exhibit A, is hereby adopted and the Mayor is authorized and directed to affix his signature to said document.

DULY PASSED AND ADOPTED this 2nd day of July 2026.

TOWN OF FRIDAY HARBOR

Evan Perrollaz, Mayor

SEAL of the
Town of Friday Harbor
ATTEST:

Jennifer M. Krembs, Town Clerk

Exhibit A: Friday Harbor Landfill Post Closure Financial Assurance Plan Update

Exhibit A

Friday Harbor Landfill Post Closure Financial Assurance Plan

Update July 2026

In July 2012, the Town of Friday Harbor prepared a Landfill Post Closure Financial Assurance Plan Update which was then submitted to and accepted by the San Juan County Department of Health (SJCDH) and the Washington State Department of Ecology (ECY) pursuant to WAC 173-304-467(5).

While that document provided post-closure costs for a period of ten years, there have been modifications to the Town's monitoring requirements approved by SJCDH.

These modifications also reduce the anticipated contributions to the monitoring program and necessitate annual updates to the Plan. Said modifications have been filed annually with the SJCDH and ECY for the years of 2013 through present.

The Town has planned for ongoing monitoring for a rolling ten-year period commencing in year 2025 with an annual reevaluation for additional time as required. This Update (Table 1) sets forth the anticipated expenditures from the fund and the necessary contributions to the fund to maintain the end of post-closure care balance through year 2035.

The Town of Friday Harbor does hereby submit Table 1 effective July 2, 2026, to replace the update dated March 20, 2025.

Effective this 2nd day of July 2026.

Evan Perrollaz, Mayor
Town of Friday Harbor

Town of Friday Harbor

Friday Harbor Landfill

Post Closure Costs for 2025-2035

0.50% Annual Interest Rate
2.57% Annual Inflation Rate Applied to Post-Closure Costs
\$ 41,192.82 Annual Post-Closure Costs Beginning in 2026 in 2025 dollars
\$ 67,440.77 Current Post-Closure Reserve Fund Balance on 01/01/2025
\$ 1,015.71 Present Value of Post-Closure Costs (2025 - 2035) in 2025 Dollars
\$ 29,079.80 Annual Payment beginning in 2026

Year	Annual Payment to Fund	Post-Closure Care Costs	Interest	Reserve Balance In Future Dollars	Comment
2025	50,058.00	54,990.00	2,482.78	64,991.55	
2026	29,079.80	31,850.00	324.96	62,546.31	
2027	29,079.80	32,668.30	312.73	59,270.55	
2028	29,079.80	33,507.62	296.35	55,139.08	
2029	29,079.80	34,368.51	275.70	50,126.07	
2030	29,079.80	35,251.52	250.63	44,204.99	
2031	29,079.80	36,157.21	221.02	37,348.60	
2032	29,079.80	37,086.17	186.74	29,528.98	
2033	29,079.80	38,039.00	147.64	20,717.43	
2034	29,079.80	39,016.31	103.59	10,884.50	
2035	29,079.80	40,018.73	54.42	0.00	

Table 1

RESOLUTION NO. 3031

A RESOLUTION BY THE COUNCIL OF THE TOWN OF FRIDAY HARBOR AUTHORIZING AMENDMENT NO. 1 TO TASK ORDER NO. 1 WITH KBA, INC. FOR OWNER-ADVISOR SERVICES AND CONSTRUCTABILITY REVIEW FOR THE WATER TREATMENT PLANT IMPROVEMENT PROJECT.

WHEREAS, pursuant to Resolution No. 2960 dated June 18, 2025, the Town entered into an agreement with KBA Inc. to provide owner-advisor services and ongoing constructability reviews valid through the end of 2026; and

WHEREAS, the estimated original scope and services of the contract totaled \$28,457.00 without tax; and

WHEREAS, the original contract total budget was fully utilized in January of 2026; and

WHEREAS, additional changes and improvements to the 90% design phase have necessitated additional owner-advisor and constructability services through the 90% design phases and bid; and

WHEREAS, KBA Inc. has offered to provide owner-advisor and constructability support under Task Order No. 1 as part of the existing Drinking Water State Revolving Fund (DWSRF) loan for a total of \$5,716.42;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Friday Harbor that the Mayor is authorized to execute Amendment No. 1 for additional owner-advisor and constructability services totaling \$5716.42.

Said scope and services are attached hereto as Exhibit A.

DULY PASSED AND ADOPTED this 2nd day of July 2026.

TOWN OF FRIDAY HARBOR

Evan Perrollaz, Mayor

SEAL of the
Town of Friday Harbor
ATTEST:

Jennifer M. Krembs, Town Clerk

KBA PROJECT ESTIMATE

Friday Harbor Water Treatment Plan Constructability Review

Town of Friday Harbor

KBA Job No.: TBD 02501701

			2025			2026			TOTAL	TOTAL
KBA STAFF	CLASS	ROLE	TOTAL HOURS	ALL INCLUSIVE RATE	TOTAL KBA LABOR	TOTAL HOURS	ALL INCLUSIVE RATE	TOTAL KBA LABOR	KBA PROJECT HOURS	KBA LABOR
TASK	01.00	Project Management	12	Hours	\$ 1,544	10	Hours	\$ 2,130	22	\$ 3,674
Gina Hortillosa	M002	Project Principal	-	\$ 300.00	\$ -	4	\$ 330.00	\$ 1,320.00	4	\$ 1,320
Jean Peabody	A003	Contract Administrator	12	\$ 126.00	\$ 1,543.50	6	\$ 135.00	\$ 810.00	18	\$ 2,354
TASK	02.00	Constructability Review	103	Hours	\$ 27,198	12	Hours	\$ 3,302	115	\$ 30,500
Paul Prozinski	E006	Engineer VI	1	\$ 270.00	\$ 270.00	-	\$ 300.00	\$ -	1	\$ 270
Scott Rzemien	E006	Engineer VI	102	\$ 264.00	\$ 26,928.00	12	\$ 275.16	\$ 3,301.92	114	\$ 30,230
Subtotal KBA Labor:			115	Hours	\$ 28,742	22	Hours	\$ 5,432	137	\$ 34,173
KBA EXPENSES			2025			2026			TOTAL EXPENSES	
KBA Field Vehicles			-			-			-	
Markup	0%		-			-			-	
Less Contract Funds Remaining						(46)			(46)	
Subtotal KBA Expenses:			\$ -			\$ (45.50)			\$ (46)	
SUBTOTAL BY YEAR:			\$		28,741.50	\$		5,386.42	\$	34,127.92
									ESTIMATED PROJECT TOTAL	

ASSUMPTIONS:

All values are rounded to the nearest dollar

Estimated Amendment \$ 5,716.42

Supplement \$ 34,127.92

Contract Fund \$ 28,411.50

\$ 5,716.42

RESOLUTION NO. 3032

**A RESOLUTION BY THE COUNCIL OF THE TOWN OF FRIDAY HARBOR RATIFYING
AMENDMENT NO. 4 TO AGREEMENT NO. WQC-2021-FriHar-00212 WITH THE
WASHINGTON STATE DEPARTMENT OF ECOLOGY FOR THE WASTEWATER
TREATMENT PLANT IMPROVEMENT PROJECT.**

WHEREAS, pursuant to prior Council authorization, the Town of Friday Harbor entered into Agreement No. WQC-2021-FriHar-00212 with the Washington State Department of Ecology (DOE) to provide funding assistance for the Wastewater Treatment Plant Improvement Project; and

WHEREAS, the funding agreement includes both loan and forgivable loan funding components to support eligible project costs; and

WHEREAS, the Town secured a new Puget Sound Grant No. WQPNR-2021-FriHar-00022 from DOE for \$16,862.12; and

WHEREAS, the Washington State Department of Ecology has prepared Amendment No. 4 to Agreement No. WQC-2021-FriHar-00212; and

WHEREAS, Amendment No. 4 decreases the loan amount by \$8,431.04 and the forgivable loan amount by \$8,431.08 for a full decrease of the loan funded amount by \$16,862.12 to match the new grant; and

WHEREAS, acceptance of Amendment No. 4 is in the best interest of the Town because it reduces the amount of debt to be repaid while maintaining the overall project funding level.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Friday Harbor that Amendment No. 4 to Agreement No. WQC-2021-FriHar-00212 with the Washington State Department of Ecology, reducing the total loan funded amount by \$16,862.12 is hereby approved.

Amendment No. 4 of Agreement No. WQC-2021-FriHar-00212 attached as Exhibit A.

DULY PASSED AND ADOPTED this 2nd day of July 2026.

TOWN OF FRIDAY HARBOR

Evan Perrollaz, Mayor

SEAL of the
Town of Friday Harbor
ATTEST:

Jennifer M. Krembs, Town Clerk



**AMENDMENT NO. 4
TO AGREEMENT NO. WQC-2021-FriHar-00212
BETWEEN
THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY
AND
TOWN OF FRIDAY HARBOR**

PURPOSE: To amend the above-referenced agreement (AGREEMENT) between the state of Washington Department of Ecology (ECOLOGY) and TOWN OF FRIDAY HARBOR (RECIPIENT) for the Friday Harbor WWTP Solids Treatment Upgrades (PROJECT).

This amendment is needed to officially close out and deobligate any remaining funds for Loan EL210234 and Forgivable Principal Loan EF210235 and establishes the final repayment schedule for EL210234. The FY25 loan EL250450 and forgivable principal loan EF250451 remain unchanged.

- 1) The funding agreement expiration date of March 31, 2027, remains the same.
- 2) The funding amount is decreased by \$16,862.12, from \$4,546,742 to \$4,529,879.88.
- 3) Loan EL250450 in the amount of \$1,731,628 remains the same. The funding expiration date for EL250450 of March 31, 2027, remains the same. Estimated loan repayment schedule number AS-000001010 created on April 2, 2025, for EL250450 remains the same. Repayment for Loan EL250450 will begin March 31, 2028.
- 4) Forgivable Principal Loan EF250451 in the amount of \$1,036,372 remains the same. The funding expiration date for EF250451 of March 31, 2027, remains the same. Forgivable Principal Loan EF250451 will not be required to be paid back.
- 5) Close Loan EL210234, the amount is reduced by \$8,431.04 from \$889,371 to \$880,939.96. In addition \$17,716.83 of interest has accrued from previous payments and is included in the final repayment amount of \$898,656.79. The Estimated Loan EL210234 Repayment Schedule Number AS-000000880, created on May 29, 2024, is replaced with Final Loan Repayment Schedule Number AS-000001239 created on April 13, 2026. Based on the funding expiration date of July 1, 2025, repayment will begin not later than July 1, 2026.
- 6) Close Forgivable Principal Loan EF210235, the amount is reduced by \$8,431.08 from \$889,371 to \$880,939.92 and is not required to be paid back.

IT IS MUTUALLY AGREED that the AGREEMENT is amended as follows:

Total Cost:

Original: 4,546,742.00 Amended: 4,529,879.88

Total Eligible Cost:

Original: 4,546,742.00 Amended: 4,529,879.88

CHANGES TO SCOPE OF WORK

State of Washington Department of Ecology

TOWN OF FRIDAY HARBOR

Friday Harbor WWTP Solids Treatment Upgrades Project

Agreement No. WQC-2021-FriHar-00212

Amendment No. 4

Task Number: 1

Task Cost: \$0.00

Task Title: Grant and Loan Administration

Task Description:

A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include, but are not limited to: Maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; the EAGL (Ecology Administration of Grants and Loans) recipient closeout report; and a two-page outcome summary report (including photos, if applicable). In the event that the RECIPIENT elects to use a contractor to complete project elements, the RECIPIENT shall retain responsibility for the oversight and management of this funding agreement.

B. The RECIPIENT shall keep documentation that demonstrates the project is in compliance with applicable procurement, contracting, and interlocal agreement requirements; permitting requirements, including application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items. This documentation shall be available upon request.

C. The RECIPIENT shall maintain effective communication with ECOLOGY and maintain up-to-date staff contact information in the EAGL system. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

Task Goal Statement:

Properly managed and fully documented project that meets ECOLOGY's grant or loan administrative requirements.

Task Expected Outcome:

- * Timely and complete submittal of requests for reimbursement, quarterly progress reports, Recipient Closeout Report, and two-page outcome summary report.
- * Properly maintained project documentation.

Deliverables

Number	Description	Due Date
1.1	Progress Reports that include descriptions of work accomplished, project challenges or changes in the project schedule. Submitted at least quarterly.	
1.2	Recipient Closeout Report (EAGL Form)	
1.3	Two-page Outcome Summary Report	

CHANGES TO SCOPE OF WORK

State of Washington Department of Ecology

TOWN OF FRIDAY HARBOR

Friday Harbor WWTP Solids Treatment Upgrades Project

Agreement No. WQC-2021-FriHar-00212

Amendment No. 4

Task Number: 2

Task Cost: \$1,178,026.00

Task Title: Design, Cultural Resources, and Planning

Task Description:

A. The RECIPIENT will procure engineering services in accordance with state law. The RECIPIENT will include ECOLOGY's specification insert in the contract documents. The RECIPIENT must submit all contracts for engineering services before ECOLOGY will provide reimbursement for work performed under this task.

B. The RECIPIENT will design the upgrade from an SBR facility to an extended aeration facility, including modification of the biosolids handling facility. Plans, specifications and interim plan of operations developed by the RECIPIENT must be consistent with the requirements of Chapter 173-240 WAC and Ecology approved engineering reports. Elements of the design will include:

1. Dewatering building improv's including new centrifuge.
2. Conveyance and sludge storage improv's.
3. Digester improv's.
4. New equalization basin.
5. One new anoxic basin.
6. Conversion of SBR basins to conventional extended aeration basins.
7. Two new clarifiers.
8. Utility water system improv's.
9. Effluent parshall flume improv's.
10. Site piping improv's.
11. UV disinfection improv's and shelter.
12. Influent Pump Station improv's.
13. PLC control and SCADA system upgrade.

C. The plans and specifications, construction contract documents, and addenda will be approved by the RECIPIENT prior to submittal for ECOLOGY review. All construction plans submitted to ECOLOGY for review/approval will be reduced to no larger than 11" x 17" in size. All reduced drawings will be completely legible. The project manager may request plans be submitted in either PDF or AutoCAD electronic format and in a searchable electronic file. A current construction cost estimate will be submitted along with each plan/specification submittal. The project manager may request a spreadsheet in electronic file format.

D. The RECIPIENT will provide ECOLOGY with a plan for increasing user rates necessary to support this loan and estimated debt for construction. The plan will include the total revenue requirement and the user rates necessary for the RECIPIENT to operate and maintain the funded utility, to establish reserves to pay for equipment replacement, and to pay debt service. The plan will identify a schedule of rate increases necessary to achieve the total revenue requirement.

E. The RECIPIENT will review their energy use looking for cost effective energy savings. The recipient may also submit documentation of an energy efficiency review conducted within the last 5 years.

F. The RECIPIENT will conduct appropriate environmental reviews of the project. The RECIPIENT will provide a complete SERP information package with a SERP Cover Sheet at the time plans and specification are submitted to

State of Washington Department of Ecology

TOWN OF FRIDAY HARBOR

Friday Harbor WWTP Solids Treatment Upgrades Project

Agreement No. WQC-2021-FriHar-00212

Amendment No. 4

ECOLOGY for approval. The RECIPIENT will include the SEPA checklist and threshold determination, documentation of public participation, and required Environmental Justice information.

G. The RECIPIENT will conduct appropriate cultural resources reviews of the project. The RECIPIENT will provide a 05-05/106 Cultural Resources Review form. The RECIPIENT will provide any additional information for ECOLOGY to lead the required cultural resources consultation. Costs incurred for ground disturbing activities that occur before cultural resources review will not be eligible for reimbursement.

H. The RECIPIENT will complete an Ecology inadvertent discovery plan template for the project.

Task Goal Statement:

Design the upgrade from an SBR facility to an extended aeration facility, including modification of the biosolids handling facility.

Task Expected Outcome:

Design of the upgrade from an SBR facility to an extended aeration facility, including modification of the biosolids handling facility.

Deliverables

Number	Description	Due Date
2.1	Executed contracts for engineering services and documentation of the RECIPIENT's process for procuring engineering services.	
2.2	Final design documents (plans & specs) as described above.	
2.3	Two copies of the SERP documents.	
2.4	The RECIPIENTS Sewer Revenue and User Rate plan.	
2.5	Documentation of an energy efficiency review.	
2.6	Complete SERP Information Package.	
2.7	05-05/106 Cultural Resources Review form.	
2.8	Inadvertent Discovery Plan.	

CHANGES TO SCOPE OF WORK

Task Number: 4

Task Cost: \$495,189.88

Template Version 10/30/2015

Task Title: Project Redesign

Task Description:

- A. The RECIPIENT will procure engineering services in accordance with state law. The RECIPIENT will include ECOLOGY's specification insert in the contract documents. The RECIPIENT must submit all contracts for engineering services before ECOLOGY will provide reimbursement for work performed under this task.
- B. The RECIPIENT will revise previously approved plans and specifications for the WWTP upgrades to include the cost-effective alternative presented in the amended Facility Plan. Plans and specifications developed by the RECIPIENT must be consistent with the requirements of Chapter 173-240 WAC. Elements of the design may include:
 1. SBR system expansion and upgrades
 2. UV system upgrades
 3. Biosolids handling system upgrades
 4. Miscellaneous upgrades including revised digester decant system, 3 W Pump Station pump replacement, replace shop building roof, improvements to existing shop layout and work benches, revised parking and grading design.
- C. The plans and specifications, construction contract documents, and addenda will be approved by the RECIPIENT prior to submittal for ECOLOGY review. All construction plans submitted to ECOLOGY for review and approval will be reduced to no larger than 11" x 17" in size. Plans should note if they are to scale or not. The project manager may request plans be submitted in either PDF or AutoCAD electronic format, and specifications in a searchable PDF or Microsoft Word electronic file. An updated construction cost estimate will be submitted with each plan/specification submittal. The project manager may request a spreadsheet of the estimate in electronic file format.
- D. The RECIPIENT will provide ECOLOGY with a plan for increasing user rates necessary to support this loan and estimated debt for construction. The plan will include the total revenue requirement and the user rates necessary for the RECIPIENT to operate and maintain the funded utility, to establish reserves to pay for equipment replacement, and to pay debt service. The plan will identify a schedule of rate increases necessary to achieve the total revenue requirement by the estimated date of loan repayment. The RECIPIENT will provide ECOLOGY with a resolution or ordinance adopting the required schedule of rate increases.
- E. As a condition of receiving this funding, the RECIPIENT will conduct an Investment Grade Efficiency Audit (IGEA). The RECIPIENT will review their energy use looking for cost-effective energy savings. The RECIPIENT may also submit documentation of an energy efficiency review conducted within the last 5 years.
- F. The RECIPIENT will submit the minimum requirements as outlined in the EID Guidance, Part A and in the SERP EID at the time plans and specification are submitted to ECOLOGY for approval.
- G. The RECIPIENT will provide an ECOLOGY Cultural Resources Review form as part of the minimum SERP requirements. The RECIPIENT will provide any additional information for ECOLOGY to lead the required cultural resources consultation.
- H. The RECIPIENT will complete an ECOLOGY inadvertent discovery plan template for their project.

Task Goal Statement:

State of Washington Department of Ecology

TOWN OF FRIDAY HARBOR

Friday Harbor WWTP Solids Treatment Upgrades Project

Agreement No. WQC-2021-FriHar-00212

Amendment No. 4

Revise previously approved plans and specifications for the WWTP upgrades to include the cost-effective alternative presented in the amended Facility Plan.

Task Expected Outcome:

Revised previously approved plans and specifications for the WWTP upgrades to include the cost-effective alternative presented in the amended Facility Plan.

Deliverables

Number	Description	Due Date
4.1	Executed contracts for engineering services and documentation of the RECIPIENT's process for procuring engineering services.	
4.2	Copy of final design documents.	
4.3	The RECIPIENTS Sewer Revenue and User Rate plan.	
4.4	Documentation of an energy efficiency review.	
4.5	Complete SERP EID	
4.6	Ecology Cultural Resources Review form.	
4.7	Inadvertent Discovery Plan.	

CHANGES TO THE BUDGET

Funding Distribution EL250450

Funding Title: SRF Loan FY25

Funding Type: Loan

Funding Effective Date: 07/01/2024

Funding Expiration Date: 03/31/2027

Funding Source:

Title: CWSRF-SRF25 (State) (WQC-2021)

State of Washington Department of Ecology

TOWN OF FRIDAY HARBOR

Friday Harbor WWTP Solids Treatment Upgrades Project

Agreement No. WQC-2021-FriHar-00212

Amendment No. 4

Fund: FD0727

Type: State

Funding Source %: 100%

Description: The Clean Water Act (CWA) (33 U.S.C 1251-1387) established the State Revolving Fund (SRF) low interest loans program (40. C.F.R. Part 31, 35 Sub Part (K). Washington State administers the program under Chapter 173-98 WAC. The portion of this project funded with this funding distribution comes from non-federal source and are not subject to Federal Funding Accountability and Transparency Act (FFATA) and Single Audit Act (SAA). However, this project is subject to the federal requirements outlined in Section 4 and 5 of agreement terms and conditions.

Approved Indirect Costs Rate: Approved State Indirect: 30 %

Recipient Match %: 0%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

Effective Interest Rate: 1.4% Interest Rate: 1.1% Admin Charge: 0.3%

Terms: 30 years

Project Start Date: 07/01/2024

Project Completion Date: 03/31/2027

Estimated Initiation of Operation date: 03/31/2027

Loan Security: Revenue Secure Lien Obligation of the Recipient

Final Accrued Interest: \$

Final Loan Amount: \$

Repayment Schedule Number: 1010

SRF Loan FY25	Task Total
Construction	\$ 1,731,628.00
Construction Management	\$ 0.00

Total: \$ 1,731,628.00**CHANGES TO THE BUDGET****Funding Distribution EL210234**

Funding Title: SRF Loan

Funding Type: Loan

Funding Effective Date: 07/01/2019

Funding Expiration Date: 07/01/2025

Funding Source:

Title: CWSRF-SFY21 (State)

State of Washington Department of Ecology

TOWN OF FRIDAY HARBOR

Friday Harbor WWTP Solids Treatment Upgrades Project

Agreement No. WQC-2021-FriHar-00212

Amendment No. 4

Fund: FD0727

Type: State

Funding Source %: 100%

Description: The Clean Water Act (CWA) (33 U.S.C 1251-1387) established the State Revolving Fund (SRF) low interest loans program (40. C.F.R. Part 31, 35 Sub Part K). Washington State administers the program under Chapter 173-98 WAC. The portion of this project funded with this funding distribution comes from non-federal source and are not subject to Federal Funding Accountability and Transparency Act (FFATA) and Single Audit Act (SAA). However, this project is subject to the federal requirements outlined in Section 4 and 5 of agreement terms and conditions.

Approved Indirect Costs Rate: Approved State Indirect: 30 %

Recipient Match %: 0%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

Effective Interest Rate: 1.1% Interest Rate: 0.8% Admin Charge: 0.3%

Terms: 20 years

Project Start Date: 07/01/2019 Project Completion Date: 07/01/2025

Estimated Initiation of Operation date:

Loan Security: Revenue Secure Lien Obligation of the Recipient

Final Accrued Interest: \$17,716.83

Final Loan Amount: \$898,656.79

Repayment Schedule Number: 1239

SRF Loan	Task Total
Grant and Loan Administration	\$ 0.00
Design, Cultural Resources, and Planning	\$ 589,013.01
Planning (Amended)	\$ 44,332.00
Project Redesign	\$ 247,594.95

Total: \$ 880,939.96

CHANGES TO THE BUDGET

Funding Distribution EF250451

Funding Title: SRF Forgivable Principal FY25

Funding Type: Forgivable Loan

Funding Effective Date: 07/01/2024

Funding Expiration Date: 03/31/2027

State of Washington Department of Ecology

TOWN OF FRIDAY HARBOR

Friday Harbor WWTP Solids Treatment Upgrades Project

Agreement No. WQC-2021-FriHar-00212

Amendment No. 4

Funding Source:

Title: CWSRF-SRF25 (State) (WQC-2021)

Fund: FD0727

Type: State

Funding Source %: 100%

Description: The Clean Water Act (CWA) (33 U.S.C 1251-1387) established the State Revolving Fund (SRF) low interest loans program (40. C.F.R. Part 31, 35 Sub Part (K)). Washington State administers the program under Chapter 173-98 WAC. The portion of this project funded with this funding distribution comes from non-federal source and are not subject to Federal Funding Accountability and Transparency Act (FFATA) and Single Audit Act (SAA). However, this project is subject to the federal requirements outlined in Section 4 and 5 of agreement terms and conditions.

Approved Indirect Costs Rate: Approved State Indirect: 30 %

Recipient Match %: 0%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

SRF Forgivable Principal FY25	Task Total
Construction	\$ 1,036,372.00
Construction Management	\$ 0.00

Total: \$ 1,036,372.00**CHANGES TO THE BUDGET****Funding Distribution EF210235**

Funding Title: SRF Forgivable Principal

Funding Type: Forgivable Loan

Funding Effective Date: 07/01/2019

Funding Expiration Date: 07/01/2025

Funding Source:

Title: CWSRF-SFY21 (State)

Fund: FD0727

Type: State

Funding Source %: 100%

Description: The Clean Water Act (CWA) (33 U.S.C 1251-1387) established the State Revolving Fund (SRF) low interest loans program (40. C.F.R. Part 31, 35 Sub Part K). Washington State administers the program under Chapter 173-98 WAC. The portion of

TOWN OF FRIDAY HARBOR

Friday Harbor WWTP Solids Treatment Upgrades Project

Agreement No. WQC-2021-FriHar-00212

Amendment No. 4

this project funded with this funding distribution comes from non-federal source and are not subject to Federal Funding Accountability and Transparency Act (FFATA) and Single Audit Act (SAA). However, this project is subject to the federal requirements outlined in Section 4 and 5 of agreement terms and conditions.

Approved Indirect Costs Rate: Approved State Indirect: 30 %
 Recipient Match %: 0%
 InKind Interlocal Allowed: No
 InKind Other Allowed: No
 Is this Funding Distribution used to match a federal grant? No

SRF Forgivable Principal	Task Total
Grant and Loan Administration	\$ 0.00
Design, Cultural Resources, and Planning	\$ 589,012.99
Planning (Amended)	\$ 44,332.00
Project Redesign	\$ 247,594.93

Total: \$ 880,939.92

Funding Distribution Summary

Recipient / Ecology Share

Funding Distribution Name	Recipient Match %	Recipient Share	Ecology Share	Total
SRF Loan	0 %	\$ 0.00	\$ 880,939.96	\$ 880,939.96
SRF Forgivable Principal	0 %	\$ 0.00	\$ 880,939.92	\$ 880,939.92
SRF Loan FY25	0 %	\$ 0.00	\$ 1,731,628.00	\$ 1,731,628.00
SRF Forgivable Principal FY25	0 %	\$ 0.00	\$ 1,036,372.00	\$ 1,036,372.00
Total		\$ 0.00	\$ 4,529,879.88	\$ 4,529,879.88

State of Washington Department of Ecology

TOWN OF FRIDAY HARBOR

Friday Harbor WWTP Solids Treatment Upgrades Project

Agreement No. WQC-2021-FriHar-00212

Amendment No. 4

AUTHORIZING SIGNATURES

All other terms and conditions of the original Agreement including any Amendments remain in full force and effect, except as expressly provided by this Amendment.

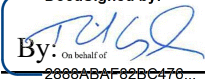
The signatories to this Amendment represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

This amendment will be effective 04/01/2026.

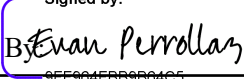
IN WITNESS WHEREOF: the parties hereto, having read this Amendment in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

Washington State
Department of Ecology

TOWN OF FRIDAY HARBOR

DocuSigned by:

By: On behalf of 4/30/2026
2000ADAFF02BC470...

Jon Kenning, PhD
Date
Water Quality
Program Manager

Signed by:

By: 4/30/2026
9FF904FBB9B04C5...

Evan Perrollaz
Date
Mayor

Template Approved to Form by
Attorney General's Office



TOWN OF FRIDAY HARBOR
Post Office Box 219 • Friday Harbor, Washington 98250
(360) 378 - 2810 • www.fridayharbor.org

MINUTES TOWN COUNCIL

Thursday, June 18, 2026 at 12:00 PM
Town Council Chambers - 60 Second Street

Call to Order / Roll Call / Flag Salute

Mayor Perrollaz called the regular session of the Town Council to order at 12:00 p.m.

Councilmembers: Steve Hushebeck (Position No. 1), Richard Geffen (Position No. 2), Anna Maria de Freitas (Position No. 3), Chelsey Dyer (Position No. 4; excused), and Barbara Starr (Position No. 5).

Mayor Evan Perrollaz, Administrator Denice Kulseth, Clerk Jennifer Krembs (excused), Executive Assistant Julie Greene, Finance Director Bethany Berry, and Public Works Director Mike Liptack.

Mayor Perrollaz conducted the flag salute.

Set Agenda / Announcements

Agenda was set.

Public Comment

No public comment was forthcoming.

Consent Agenda

Regarding Ordinance No. 1840, it was confirmed that the Council serves as the auditing board.

Moved by Councilmember Geffen, seconded by Councilmember Starr, to approve. Motion Yes 4, No 0, Abstained 0.

- Ordinances

Ordinance No. 1840 — Amending Chapter 3.08 of the Friday Harbor Municipal Code (FHMC) concerning the issuance of checks and warrants for payment of claims.

- Resolutions

Resolution No. 3028 - Amendment No. 4 BERK Consulting, Inc Contract

- Minutes

June 4, 2026, Regular Business Meeting

- Payments & Claims

Item	Type	Warrant #	EFT #	Dated	Amount
1	Claims		DFT810-824, 834	5/21/2026	\$137,157.86
2	Claims	63691-63732		6/4/2026	\$231,176.42

Action and Discussion Items

- Resolution No. 3029 - Authorizing a Town Driving and Vehicle Policy presented by Town Administrator Denice Kulseth

Moved by Councilmember Hushebeck, seconded by Councilmember de Freitas, to approve. Motion Yes 4, No 0, Abstained 0.

Director Reports

No reports were forthcoming.

San Juan County (SJC) Report

SJC Manager Jessica Hudson reported on the following: county budget meetings, a fee schedule update for the Community Development Department, Public Works work on the transportation improvement plan, and other SJC initiatives. Council had no questions.

Administrator's Report

- Human Resource Updates: Accounts Payable Clerk Leslie Rognas has been promoted to Assistant Finance Director; Anna MacKinnon has been hired as Accounts Payable Clerk; Rob Penwell has been promoted to Refuse Supervisor; David Barnes has been hired for Water Distribution; Marina West was hired for the Seasonal Laborer position within the Streets and Park Department; and Refuse and Streets and Parks are hiring for vacant positions.
- Last week, the staff held a baby shower for Water Distribution Utility II Worker Toby Frazier.
- Fire District No. 3 will drive the Town's Cadillac fire truck in the 4th of July parade.
- Kudos to Public Works Coordinator Melissa Pridgen for securing a loss prevention grant to install backup cameras in Public Works vehicles.
- The Council Chamber Improvement Project is on hold for interior doorway estimation quotes; soundproofing is a goal for the door selection. A breakdown of doorway options with estimates will be brought forth to Council. Additional upgrade details regarding new carpet tiles, wall/ceiling paint colors, and double exit doors were shared.
- A Public Works update will be provided at the next meeting for the Parking Lot Improvement Project.
- An update was provided on the Town Hall generator.
- America 250 Day of Service for Council will take place on July 2nd from 10:00-11:00 a.m. The irrigated planter boxes located on Front Street will be the focus of the service opportunity. The inter local agreement with the Port of Friday Harbor will support future garden and hanging basket beautification projects around town. Winter from the Port has been assisting with plant selection; Julie Weaver with the San Juan Island Garden Club also assisted with planning.

Public Comment

No public comment was forthcoming.

Future Agenda Items

Mayor Perrolaz and Kulseth will be out next week for AWC Annual Conference in Spokane, WA. The University of Washington (UW) football team may come to Town in July for a team-building scavenger hunt day; town staff will make arrangements with UW.

Adjourn

Hearing no further business and no objection, Mayor Perrollaz adjourned the meeting at

12:32 p.m. The next regular meeting is scheduled for July 2, 2026, at 12 p.m.



Town of Friday Harbor

60 Second St S • PO Box 219 • Friday Harbor, WA 98250

Office: (360) 378-2810 • Fax: (360) 378-2380 • www.fridayharbor.org

Finance Department Approval of Claims Against the Town Presented at Council Meeting: July 2, 2026

Item	Type	Warrant #	EFT #	Dated	Amount
1	Credit Card Fees		861-865	05/04/2026	\$8,032.85
2	Claims	63733-63782	837-860,866	06/18/2026	\$1,177,053.02
3	UB Refunds	63783-63784		06/18/2026	\$733.36

A consent agenda motion was made by the Town Council. The below vote of the Councilmembers of the Town of Friday Harbor, San Juan County, Washington, do hereby certify that merchandise and services specified above have been received and services have been performed as listed on the attached registers and have been approved for payment as audited and distributed by Finance Director, Bethany Berry.

Council Member	Moved	Second	Approved	Denied	Abstained	Absent
Hushebeck						
Geffen						
de Freitas						
Dyer						
Starr						

Claims not Approved by Town Council: _____

Reviewed by Town Administrator: _____

Signature/Date



Town of Friday Harbor

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Finance Director Approval of Claims Against the Town Issuance of Claims & Payroll Warrants

Pursuant to Friday Harbor Municipal Code 3.08.010 each supervisory official of the Town is designated to be an auditing officer with respect to all operations of their department or activity for the purpose of authenticating and certifying that material has been furnished, that services have been rendered, that labor has been performed, and that the claim is just, due and an unpaid obligation against the Town. All claims listed below and on the attached register have been certified by the respective supervisory officials. In the event the Town Council disapproves any claim, the Finance Director shall cause the disapproved claim to be recognized as receivables of the Town and shall pursue collection.

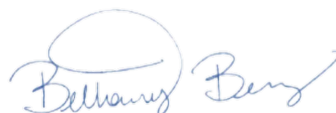
I, the Finance Director and designated auditing official of the Town of Friday Harbor, San Juan County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable 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 Town, and that I am authorized to authenticate and certify to said claim.

Additionally, I, the Finance Director and designated auditing official of the Town of Friday Harbor, San Juan County, Washington do hereby certify under penalty of perjury that any employee or Town official reimbursement claim is a just, due and unpaid obligation against the Town, and that I am authorized to certify to said claim.

The following vouchers, warrants, and electronic payments are approved for payment:

<u>Type</u>	<u>Numbers</u>	<u>Dated</u>	<u>In the Amount of</u>
Regular Claims			
Warrants:			
Electronic Payments:	DFT 861-865	05/04/2026	\$8,032.85
Payroll Claims			
Warrants:			
Electronic Payments:			
Total Claims:			\$8,032.85

Reviewed by Finance Director: _____


Signature

06/18/2026

Date



Vendor Name	Payment Date	Payment Type	Payment Amount	Number
Payment Tech	05/04/2026	Bank Draft	21.99	DFT0000861
Payment Tech	05/04/2026	Bank Draft	2.17	DFT0000862
Payment Tech	05/04/2026	Bank Draft	22.70	DFT0000863
American Express	05/04/2026	Bank Draft	359.98	DFT0000864
Payment Tech	05/04/2026	Bank Draft	7,626.01	DFT0000865

Bank Code PY DFT Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	5	5	0.00	8,032.85
EFT's	0	0	0.00	0.00
	5	5	0.00	8,032.85

Fund Summary

Fund	Payment Amount
410 - Water Operating Fund	2,891.82
420 - Sewer Operating Fund	2,972.16
430 - Refuse Operating Fund	1,606.57
450 - Stormwater Operating Fund	562.30
Grand Total:	8,032.85

Account Summary

Account Number	Account Name	Payment Amount
410.004.5340040.49.11	Credit Card Processing Fees	2,891.82
420.004.5350040.49.11	Credit Card Processing Fees	2,972.16
430.004.5370040.49.11	Credit Card Processing Fees	1,606.57
450.004.5310040.49.11	Credit Card Processing Fees	562.30
Grand Total:		8,032.85

Project Account Summary

Project Account Key	Payment Amount
None	8,032.85
Grand Total:	8,032.85



Town of Friday Harbor

My Council Claims Register Detail Multiple Packets

APPKT05822 - 2026-05-04 CC Fees
By Docket/Claim Number

				Payment Amount	
Vendor Name	Payable Number	Payable Description	Item Description	Account Number	Distribution Amount
20861	Payment Tech 2026-04 1547937	Merchant Credit Card Charges	Merchant Fees May	410.004.5340040.49.11 420.004.5350040.49.11 430.004.5370040.49.11 450.004.5310040.49.11	21.99 7.92 8.13 4.40 1.54
20862	Payment Tech 2026-04 1547936	Merchant Credit Card Charges	Merchant Fees April	410.004.5340040.49.11 420.004.5350040.49.11 430.004.5370040.49.11 450.004.5310040.49.11	2.17 0.78 0.81 0.43 0.15
20863	Payment Tech 2026-04 1540905	Merchant Credit Card Charges	Merchant Fees April	410.004.5340040.49.11 420.004.5350040.49.11 430.004.5370040.49.11 450.004.5310040.49.11	22.70 8.17 8.40 4.54 1.59
20864	American Express 2026-04 4460178023	Merchant Fees	Merchant Fees	410.004.5340040.49.11 420.004.5350040.49.11 430.004.5370040.49.11 450.004.5310040.49.11	359.98 129.59 133.19 72.00 25.20
20865	Payment Tech 2026-04 1540906	Merchant Credit Card Charges	Merchant Fees April	410.004.5340040.49.11 420.004.5350040.49.11 430.004.5370040.49.11 450.004.5310040.49.11	7,626.01 2,745.36 2,821.63 1,525.20 533.82
Total Claims: 5				Total Payment Amount: 8,032.85	



Town of Friday Harbor

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Finance Director Approval of Claims Against the Town Issuance of Claims & Payroll Warrants

Pursuant to Friday Harbor Municipal Code 3.08.010 each supervisory official of the Town is designated to be an auditing officer with respect to all operations of their department or activity for the purpose of authenticating and certifying that material has been furnished, that services have been rendered, that labor has been performed, and that the claim is just, due and an unpaid obligation against the Town. All claims listed below and on the attached register have been certified by the respective supervisory officials. In the event the Town Council disapproves any claim, the Finance Director shall cause the disapproved claim to be recognized as receivables of the Town and shall pursue collection.

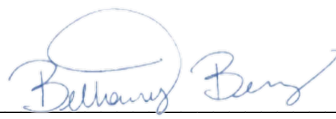
I, the Finance Director and designated auditing official of the Town of Friday Harbor, San Juan County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable 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 Town, and that I am authorized to authenticate and certify to said claim.

Additionally, I, the Finance Director and designated auditing official of the Town of Friday Harbor, San Juan County, Washington do hereby certify under penalty of perjury that any employee or Town official reimbursement claim is a just, due and unpaid obligation against the Town, and that I am authorized to certify to said claim.

The following vouchers, warrants, and electronic payments are approved for payment:

<u>Type</u>	<u>Numbers</u>	<u>Dated</u>	<u>In the Amount of</u>
Regular Claims			
Warrants:	63733-63782	06/18/2026	\$1,143,238.61
Electronic Payments:	DFT 837-860,866	06/18/2026	\$33,814.41
Payroll Claims			
Warrants:			
Electronic Payments:			
Total Claims:			\$1,177,053.02

Reviewed by Finance Director:


Signature

06/18/2026

Date



Town of Friday Harbor

My Council Check Register

By Check Number

Date Range: 06/18/2026 - 06/18/2026

Vendor Name	Payment Date	Payment Type	Payment Amount	Number
ALS Group	06/18/2026	Regular	355.00	63733
Always Connect Solutions	06/18/2026	Regular	1,166.79	63734
Amazon Capital Services, Inc	06/18/2026	Regular	4,984.52	63735
Berk	06/18/2026	Regular	1,810.00	63736
Boss Construction	06/18/2026	Regular	835,015.14	63737
Calgon Carbon Corporation	06/18/2026	Regular	63,143.57	63738
Capital One Trade Credit/Ace Hardware# 6000	06/18/2026	Regular	1,349.30	63739
Void	06/18/2026	Regular	0.00	63740
Cattle Point Rock and Topsoil, LLC	06/18/2026	Regular	437.73	63741
Cimco-GC Systems	06/18/2026	Regular	871.81	63742
David James Gustafson	06/18/2026	Regular	1,750.00	63743
Exact Scientific Services, Inc.	06/18/2026	Regular	634.00	63744
FedEx	06/18/2026	Regular	19.78	63745
Friday Harbor Electric	06/18/2026	Regular	3,785.15	63746
Friends of the San Juans	06/18/2026	Regular	2,060.00	63747
Frontier Chevrolet	06/18/2026	Regular	599.61	63748
Gordon Truck dba Freightliner NW	06/18/2026	Regular	28,201.41	63749
Harbor Laundry	06/18/2026	Regular	27.16	63750
Harbor Rental & Saw Shop	06/18/2026	Regular	77.67	63751
Imperial Supplies LLC	06/18/2026	Regular	609.89	63752
Infosend Inc	06/18/2026	Regular	1,044.77	63753
Inter Island Water Co.	06/18/2026	Regular	103.22	63754
Island Network	06/18/2026	Regular	1,928.93	63755
Island Petroleum Service	06/18/2026	Regular	8,659.22	63756
JAC 330 Spring San Juan, LLC	06/18/2026	Regular	2,724.82	63757
KCDA Purchasing Cooperative	06/18/2026	Regular	97.09	63758
Lautenbach Industries LLC	06/18/2026	Regular	21,291.45	63759
Melissa Pridgen	06/18/2026	Regular	23.93	63760
Mike Carlson Enterprises, Inc	06/18/2026	Regular	4,097.78	63761
Ogden Murphy Wallace PLLC	06/18/2026	Regular	16,157.60	63762
Quill Corporation	06/18/2026	Regular	92.84	63763
San Juan Automotive Center	06/18/2026	Regular	69.49	63764
San Juan Island Chamber of Commerce	06/18/2026	Regular	16,077.00	63765
San Juan Pest Control, Inc.	06/18/2026	Regular	106.48	63766
San Juan Sealcoating & Striping LLC	06/18/2026	Regular	16,069.13	63767
SJC District Court	06/18/2026	Regular	8,038.09	63768
SJC Economic Development Council	06/18/2026	Regular	4,945.08	63769
SJC Sheriff's Office	06/18/2026	Regular	45,683.21	63770
SJC Treasurer	06/18/2026	Regular	11.93	63771
Sound Publishing, Inc.	06/18/2026	Regular	589.56	63772
Starr Excavation, Inc.	06/18/2026	Regular	1,548.26	63773
Teasdale, Andrew	06/18/2026	Regular	30.36	63774
Town of FH / Retainage	06/18/2026	Regular	41,055.68	63775
USABlueBook	06/18/2026	Regular	2,688.78	63776
Utilities Underground Location Center	06/18/2026	Regular	17.94	63777
WA State DOT - Ferries	06/18/2026	Regular	603.75	63778
WA State Treasurer - Assessments	06/18/2026	Regular	793.04	63779
Washington Generator Service	06/18/2026	Regular	448.63	63780
Wells Fargo Vendor Financial Services LLC	06/18/2026	Regular	356.61	63781

Vendor Name	Payment Date	Payment Type	Payment Amount	Number
Wilbur-Ellis Company LLC	06/18/2026	Regular	985.41	63782

Bank Code AP/PY Warrant Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	142	49	0.00	1,143,238.61
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	142	50	0.00	1,143,238.61

1,143,238.61+8,307.52+25,506.89=\$1,177,053.02

0 + 0000 =

1 + 177 + 053 + 000 =

8 + 307 + 520 =

25 + 506 + 890 =

1 + 177 + 053 + 0200 =

0 + 0000 =

0 + 0000 =



Vendor Name	Payment Date	Payment Type	Payment Amount	Number
Keybank - Corp. Card	06/18/2026	Bank Draft	141.00	DFT0000837
Keybank - Corp. Card	06/18/2026	Bank Draft	18.20	DFT0000838
Keybank - Corp. Card	06/18/2026	Bank Draft	75.93	DFT0000839
Keybank - Corp. Card	06/18/2026	Bank Draft	22.60	DFT0000840
Keybank - Corp. Card	06/18/2026	Bank Draft	22.60	DFT0000841
Keybank - Corp. Card	06/18/2026	Bank Draft	362.72	DFT0000842
Keybank - Corp. Card	06/18/2026	Bank Draft	249.90	DFT0000843
Keybank - Corp. Card	06/18/2026	Bank Draft	5.43	DFT0000844
Keybank - Corp. Card	06/18/2026	Bank Draft	90.00	DFT0000845
Keybank - Corp. Card	06/18/2026	Bank Draft	377.80	DFT0000846
Keybank - Corp. Card	06/18/2026	Bank Draft	40.00	DFT0000847
Keybank - Corp. Card	06/18/2026	Bank Draft	434.60	DFT0000848
Keybank - Corp. Card	06/18/2026	Bank Draft	215.36	DFT0000849
Keybank - Corp. Card	06/18/2026	Bank Draft	469.37	DFT0000850
Keybank - Corp. Card	06/18/2026	Bank Draft	788.00	DFT0000851
Keybank - Corp. Card	06/18/2026	Bank Draft	210.22	DFT0000852
Keybank - Corp. Card	06/18/2026	Bank Draft	2,617.05	DFT0000853
Keybank - Corp. Card	06/18/2026	Bank Draft	92.27	DFT0000854
Keybank - Corp. Card	06/18/2026	Bank Draft	112.45	DFT0000855
Keybank - Corp. Card	06/18/2026	Bank Draft	120.00	DFT0000856
Keybank - Corp. Card	06/18/2026	Bank Draft	166.29	DFT0000857
Keybank - Corp. Card	06/18/2026	Bank Draft	1,013.38	DFT0000858
Keybank - Corp. Card	06/18/2026	Bank Draft	118.08	DFT0000859
Keybank - Corp. Card	06/18/2026	Bank Draft	544.27	DFT0000860

Bank Code KeyBank Operating Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	24	24	0.00	8,307.52
EFT's	0	0	0.00	0.00
	24	24	0.00	8,307.52

Vendor Name	Payment Date	Payment Type	Payment Amount	Number
WA State Dept of Revenue	06/18/2026	Bank Draft	25,506.89	DFT0000866

Bank Code PY DFT Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	25,506.89
EFT's	0	0	0.00	0.00
	1	1	0.00	25,506.89

Fund Summary

Fund	Payment Amount
001 - General Operating Fund	69,367.42
003 - General Capital Reserve - Repairs	2,655.56
101 - Street Operating Fund	27,868.58
130 - Special Revenue - Hotel/Motel Tax 1st	17,730.85
131 - Special Revenue - Hotel/Motel Tax 2nd	2,060.00
410 - Water Operating Fund	102,957.52
420 - Sewer Operating Fund	20,742.26
422 - Sewer Capital Reserve - Projects	875,295.66
430 - Refuse Operating Fund	54,694.53
450 - Stormwater Operating Fund	2,865.85
636 - Fiscal Agency - Court	783.29
637 - Fiscal Agency - Building	31.50
Grand Total:	1,177,053.02

Account Summary

Account Number	Account Name	Payment Amount
001.001.5113040.44.00	Advertising - Publication Svs (Res/Ords)	32.67
001.001.5116040.41.07	Prof Svs - Economic Development	4,945.08
001.002.5125240.41.01	Contracted Court - SJC District Court	5,983.80
001.002.5125240.41.02	Contracted Court - Traffic Infraction Filings	756.00
001.002.5125240.41.03	Contracted Court - Parking Tickets	1,288.47
001.004.5911870.70.02	Long-Term Lease - Copier Downstairs	116.16
001.005.5142030.31.00	Supplies	85.79
001.005.5142040.42.03	Postage	63.40
001.006.5154140.40.00	Legal Services - External Advice	2,366.40
001.007.5188030.31.00	Supplies	1,097.57
001.007.5188040.49.05	Misc - MS Online 365, Email & Backup Subscriptions	69.89
001.007.5188040.49.51	Misc - Software Subscriptions	293.19
001.008.5189030.31.00	Supplies	431.18
001.008.5189030.32.01	Fuel - Vehicle & Equipment	51.73
001.008.5189040.41.00	Prof Svs - Misc	40.00
001.008.5189040.41.08	Prof Svs - Mailing Insert	210.85
001.008.5189040.42.02	Internet Svs	215.00
001.008.5189040.43.01	Travel/Training	75.93
001.008.5911870.70.01	Long-Term Lease - Copier Upstairs	170.04
001.020.5217040.41.01	Contract - SJC Sheriff	45,683.21
001.021.5217030.31.00	Supplies	11.72
001.030.5586040.40.00	Legal	70.40
001.030.5586040.41.04	Prof Svs - Comp Plan Analysis	1,810.00
001.030.5586040.44.00	Advertising	556.89
001.700.5768030.31.00	Supplies	743.68
001.700.5768030.32.00	Fuel	448.37
001.700.5768040.41.02	Prov Svs - Tree Care	1,750.00
003.085.5189040.48.20	R&M - Town Hall	2,655.56
101.007.5433030.31.00	Supplies	456.83
101.007.5433040.49.05	Misc - Software Subscriptions	151.12
101.008.5423030.31.00	Supplies	218.49
101.610.5423030.31.00	Supplies	1,252.28
101.610.5423030.32.00	Fuel	1,906.27
101.610.5423040.41.01	Prof Svs - Striping	16,844.29
101.610.5423040.48.10	R&M - Vehicle	3,822.41
101.650.5919570.70.51	Long-Term Rent - Spring St Parking Lot	2,724.82
101.800.5429030.31.00	Supplies	164.20
101.800.5429030.32.00	Fuel	103.66
101.800.5429040.41.01	Prof Svs - Misc (1/5)	5.43
101.800.5429040.42.02	Internet Svs	80.00
101.800.5429040.48.10	R&M - Vehicle	124.69
101.800.5919570.70.01	Long-Term Lease - Copier Public Works	14.09

Account Summary

Account Number	Account Name	Payment Amount
130.086.5573030.31.01	Supplies - Restrooms	448.44
130.086.5573030.31.02	Supplies - Banners	985.41
130.086.5573040.41.10	Prof Svs - SJI Chamber Fireworks	16,077.00
130.086.5573040.42.01	Phone Svs	220.00
131.086.5573040.41.36	LTAC Grant - Friends of the San Juans	2,060.00
410.004.5340040.41.04	Prof Svs - Utility Bills	230.33
410.004.5340040.41.06	Prof Svs - Revenue Taxes	12,185.87
410.007.5340030.31.00	Supplies	1,465.36
410.007.5340040.49.05	Misc - Software Subscriptions	484.81
410.008.5340030.31.00	Supplies	252.31
410.008.5340030.32.00	Fuel	25.77
410.008.5340040.40.00	Legal	13,720.80
410.008.5340040.49.01	Misc - 1-800-Dig	5.98
410.110.5340030.31.00	Supplies	134.40
410.110.5340030.32.01	Fuel - Vehicle & Equipment	425.47
410.110.5340040.41.01	Prof Svs - Pump Holding Tank	1,548.26
410.110.5340040.41.04	Prof Svs - Water Testing	490.12
410.110.5340040.42.01	Phone Svs	34.00
410.110.5340040.42.02	Internet Svs	155.00
410.110.5340040.48.59	R&M - Carbon Filters	63,143.57
410.120.5340030.31.00	Supplies	1,189.19
410.120.5340030.32.00	Fuel	1,458.18
410.120.5340040.41.01	Prof Svs - Water Testing	130.13
410.120.5340040.42.01	Phone Svs	69.00
410.120.5340040.48.10	R&M - Vehicle	3,822.37
410.121.5340040.42.01	Phone Svs	10.00
410.121.5340040.42.02	Internet Svs	250.00
410.121.5913470.70.51	Long-Term Rent - Water Meter Tower Pole	488.93
410.122.5340040.43.00	Travel/Training	771.52
410.800.5340030.31.00	Supplies	164.03
410.800.5340030.32.00	Fuel	77.90
410.800.5340040.41.00	Prof Svs - Misc	5.43
410.800.5340040.42.02	Internet Svs	80.00
410.800.5340040.48.10	R&M - Vehicle	124.71
410.800.5913470.70.01	Long-Term Lease - Copier Public Works	14.08
420.004.5350040.41.04	Prof Svs - Utility Bills	211.95
420.004.5350040.41.06	Prof Svs - Revenue Taxes	4,961.73
420.007.5350030.31.00	Supplies	1,376.42
420.007.5350040.49.05	Misc - Software Subscriptions	455.34
420.008.5350030.31.00	Supplies	220.61
420.008.5350030.32.00	Fuel	155.61
420.008.5350040.42.02	Internet Svs	200.00
420.008.5350040.49.01	Misc - 1-800-Dig	5.98
420.210.5350030.31.00	Supplies	800.60
420.210.5350030.31.02	Supplies - Lab	2,688.78
420.210.5350030.32.00	Fuel	163.79
420.210.5350030.35.00	Small Tools & Minor Equipment	1,013.38
420.210.5350040.41.00	Prof Svs - Misc	106.48
420.210.5350040.41.01	Prof Svs - Effluent/Influent Testing	474.78
420.210.5350040.42.01	Phone Svs	25.00
420.210.5350040.43.00	Travel/Training	464.81
420.220.5350030.31.00	Supplies	74.46
420.220.5350030.32.00	Fuel	525.41
420.220.5350040.41.03	Prof Svs - Software Support	1,028.79
420.220.5350040.48.10	R&M - Vehicle	3,821.82
420.220.5350040.48.51	R&M - Generator	448.63
420.220.5350040.48.53	R&M - Pumps & Pump Stations	1,129.59
420.800.5350030.31.00	Supplies	164.08

Account Summary

Account Number	Account Name	Payment Amount
420.800.5350040.41.00	Prof Svs - Misc	5.43
420.800.5350040.42.02	Internet Svs	80.00
420.800.5350040.48.10	R&M - Vehicle	124.71
420.800.5913570.70.01	Long-Term Lease - Copier Public Works	14.08
422.285.5943560.63.27	Improvement - Wastewater Treatment Plant Upgrade	875,295.66
430.004.5370040.41.04	Prof Svs - Utility Bills	230.32
430.004.5370040.41.06	Prof Svs - Revenue Taxes	6,612.28
430.007.5370030.31.00	Supplies	1,002.65
430.007.5370040.49.05	Misc - Software Subscriptions	331.70
430.008.5370030.31.00	Supplies	212.90
430.008.5370040.41.00	Prof Svs - Misc	210.00
430.008.5370040.42.02	Internet Svs	90.00
430.371.5370030.31.00	Supplies	379.23
430.371.5370030.32.00	Fuel	3,055.17
430.371.5370040.41.02	Prof Svs - Disposal Refuse	15,622.24
430.371.5370040.41.03	Prof Svs - Disposal Compactor	3,054.19
430.371.5370040.48.10	R&M - Vehicle	20,532.59
430.372.5370030.32.00	Fuel	125.56
430.372.5370040.41.01	Prof Svs - Disposal Recycle	2,405.02
430.372.5370040.43.00	Travel/Training	30.36
430.372.5370040.48.00	Repairs & Maintenance	86.25
430.373.5370040.41.01	Prof Svs - Disposal	300.00
430.800.5370030.31.00	Supplies	164.08
430.800.5370030.32.00	Fuel	25.77
430.800.5370040.41.00	Prof Svs - Misc	5.43
430.800.5370040.42.02	Internet Svs	80.00
430.800.5370040.48.10	R&M - Vehicle	124.71
430.800.5913770.70.01	Long-Term Lease - Copier Public Works	14.08
450.004.5310040.41.04	Prof Svs - Utility Bills	230.32
450.004.5310040.41.06	Prof Svs - Revenue Taxes	1,249.14
450.007.5310010.10.00	Salaries and Wages	79.98
450.007.5310030.31.00	Supplies	453.97
450.007.5310040.49.05	Misc - Software Subscriptions	176.63
450.008.5310030.31.00	Supplies	177.82
450.008.5310040.49.01	Misc - 1-800-Dig	5.98
450.800.5310030.31.00	Supplies	164.10
450.800.5310030.32.00	Fuel	103.67
450.800.5310040.41.00	Prof Svs - Misc	5.44
450.800.5310040.42.02	Internet Svs	80.00
450.800.5310040.48.10	R&M - Vehicle	124.72
450.800.5913170.70.01	Long-Term Lease - Copier Public Works	14.08
636.935.5893000.49.01	Court Assessments	783.29
637.935.5893000.49.02	Building Assessment	31.50
Grand Total:		1,177,053.02

Project Account Summary

Project Account Key	Payment Amount
None	340,227.88
C.42.20.04-Construction	835,015.14
R0010846-Design	1,810.00
Grand Total:	1,177,053.02



Town of Friday Harbor

My Council Claims Register Detail Multiple Packets

APPKT05823 - 2026-06-18 Warrants

By Docket/Claim Number

Vendor Name		Payment Amount	
Warrant #	Payable Number	Account Number	Distribution Amount
63733	ALS Group		355.00
	36-51-718760-0	410.110.5340040.41.04	355.00
63734	Always Connect Solutions INV038234 INV038358		1,166.79
		420.220.5350040.41.03	1,028.79
		410.121.5340040.42.01	10.00
		420.210.5350040.42.01	25.00
		410.110.5340040.42.01	34.00
	Pumpstation Communication Software Telemetry Services	410.120.5340040.42.01	69.00

My Council Claims Register Detail Multiple Packets

APPKT05823 - 2026-06-18 Warrants

Vendor Name		Payment Amount	
Warrant #	Payable Number	Account Number	Distribution Amount

63735 Amazon Capital Services, Inc
1167-9T4T-GVMN

Payable Description
Public Restroom Supplies

Item Description
Pine-Sol
Zep Disinfectant
Zep Floor Cleaner
Stock: Keyboard and Mouse Combo

11MX-VNRT-64R4 Sys Admin | Server Room Upgrade

SU: Extension Cord

SU: Shelving Posts

14DM-RT7W-RP14 PW Supplies

2 Pk Filter Replacements

Air Filter Replacement

Glass Filter for Dyson

17DK-NV6M-41VF
1CWM-QDX3-KWHC

WTP Supplies
PW Supplies

10 Pk Respirator Port Gaskets
Emergency Exit Sign

130.086.5573030.31.01	85.34
130.086.5573030.31.01	42.13
130.086.5573030.31.01	16.86
001.007.5188030.31.00	13.19
101.007.5433030.31.00	5.49
410.007.5340030.31.00	17.60
420.007.5350030.31.00	16.54
430.007.5370030.31.00	12.05
450.007.5310030.31.00	6.42
001.007.5188030.31.00	21.15
101.007.5433030.31.00	8.80
410.007.5340030.31.00	28.22
420.007.5350030.31.00	26.52
430.007.5370030.31.00	19.32
450.007.5310030.31.00	10.29
001.007.5188030.31.00	43.33
101.007.5433030.31.00	18.04
410.007.5340030.31.00	57.86
420.007.5350030.31.00	54.34
430.007.5370030.31.00	39.58
450.007.5310030.31.00	21.08
101.800.5429030.31.00	6.17
410.800.5340030.31.00	6.17
420.800.5350030.31.00	6.17
430.800.5370030.31.00	6.17
450.800.5310030.31.00	6.17
101.800.5429030.31.00	5.57
410.800.5340030.31.00	5.55
420.800.5350030.31.00	5.55
430.800.5370030.31.00	5.55
450.800.5310030.31.00	5.55
101.800.5429030.31.00	7.60
410.800.5340030.31.00	7.62
420.800.5350030.31.00	7.60
430.800.5370030.31.00	7.60
450.800.5310030.31.00	7.60
410.110.5340030.31.00	15.20
101.800.5429030.31.00	8.04
410.800.5340030.31.00	8.03
420.800.5350030.31.00	8.04
430.800.5370030.31.00	8.04
450.800.5310030.31.00	8.04

My Council Claims Register Detail Multiple Packets

APPKT05823 - 2026-06-18 Warrants

Warrant #	Vendor Name		Payable Description	Item Description	Payment Amount	
	Payable Number				Account Number	Distribution Amount

1FR4-TP7Q-WVCM

Sys Admin | Server Room Cooling

SU: Cable

001.007.5188030.31.00

10.04

101.007.5433030.31.00

4.18

410.007.5340030.31.00

13.40

420.007.5350030.31.00

12.59

430.007.5370030.31.00

9.17

450.007.5310030.31.00

4.88

SU: Display Port

001.007.5188030.31.00

32.76

101.007.5433030.31.00

13.64

410.007.5340030.31.00

43.74

420.007.5350030.31.00

41.09

430.007.5370030.31.00

29.93

450.007.5310030.31.00

15.94

SU: Promotions

001.007.5188030.31.00

-1.64

101.007.5433030.31.00

-0.68

410.007.5340030.31.00

-2.19

420.007.5350030.31.00

-2.05

430.007.5370030.31.00

-1.50

450.007.5310030.31.00

-0.79

SU:: Alphacool ES RTX 5090

001.007.5188030.31.00

164.41

101.007.5433030.31.00

68.43

410.007.5340030.31.00

219.52

420.007.5350030.31.00

206.18

430.007.5370030.31.00

150.19

450.007.5310010.10.00

79.98

Mini Fridge

001.008.5189030.31.00

31.49

101.008.5423030.31.00

50.98

130.086.5573030.31.01

17.99

410.008.5340030.31.00

65.95

420.008.5350030.31.00

50.98

430.008.5370030.31.00

50.98

450.008.5310030.31.00

31.49

24 Pk Birthday Cards

001.008.5189030.31.00

6.51

Engraved Name Plates

001.007.5188030.31.00

16.82

SRU: 10 Pk Hard Drive Brackets

001.007.5188030.31.00

12.06

101.007.5433030.31.00

5.02

410.007.5340030.31.00

16.09

420.007.5350030.31.00

15.12

430.007.5370030.31.00

11.02

450.007.5310030.31.00

5.87

SRU: 2 Pk Cables

001.007.5188030.31.00

7.39

101.007.5433030.31.00

3.07

410.007.5340030.31.00

9.87

420.007.5350030.31.00

9.26

My Council Claims Register Detail Multiple Packets

APPKT05823 - 2026-06-18 Warrants

Vendor Name		Payment Amount	
Warrant #	Payable Number	Payable Description	Item Description
1G07-XL7D-H6CK	Sys Admin Server Room Upgrade	SRU: 2 Pk Cables	Account Number
			Distribution Amount
			430.007.5370030.31.00
			6.75
			450.007.5310030.31.00
			3.59
			001.007.5188030.31.00
			-1.21
			101.007.5433030.31.00
			-0.50
	SRU: Promotions	SRU: Server Cable	410.007.5340030.31.00
			-1.61
			420.007.5350030.31.00
			-1.51
			430.007.5370030.31.00
			-1.10
			450.007.5310030.31.00
			-0.59
			001.007.5188030.31.00
			7.75
	SRU: Server Cable	SRU: Server Cable	101.007.5433030.31.00
			3.22
			410.007.5340030.31.00
			10.34
			420.007.5350030.31.00
			9.71
			430.007.5370030.31.00
			7.08
			450.007.5310030.31.00
			3.77
1HFT-LT3Q-11QY	Custodial and Public Restroom Supplies	12 Pk Renuzit	001.008.5189030.31.00
			9.24
			101.008.5423030.31.00
			9.23
			410.008.5423030.31.00
			9.23
			420.008.5350030.31.00
			9.23
			430.008.5370030.31.00
			9.23
	12 Pk Tube Mop Heads	12 Pk Tube Mop Heads	450.008.5310030.31.00
			9.23
			001.008.5189030.31.00
			11.64
			101.008.5423030.31.00
			18.84
			130.086.5573030.31.01
			6.65
			410.008.5340030.31.00
			24.36
	24 Pk Paper Towels	24 Pk Paper Towels	420.008.5350030.31.00
			18.84
			430.008.5370030.31.00
			18.84
			450.008.5310030.31.00
			11.64
			001.008.5189030.31.00
			60.58
			101.008.5423030.31.00
			60.60
	24 Pk Scrub Pads	24 Pk Scrub Pads	410.008.5340030.31.00
			60.60
			420.008.5350030.31.00
			60.60
			430.008.5370030.31.00
			60.56
			450.008.5310030.31.00
			60.56
			001.008.5189030.31.00
			4.90
	30 Pk Scrub Pads	30 Pk Scrub Pads	101.008.5423030.31.00
			4.90
			410.008.5340030.31.00
			4.90
			420.008.5350030.31.00
			4.90
			430.008.5370030.31.00
			4.90
			450.008.5310030.31.00
			4.90
	30 Pk Scrub Pads	30 Pk Scrub Pads	001.008.5189030.31.00
			2.53
			101.008.5423030.31.00
			4.10
			130.086.5573030.31.01
			1.45
			410.008.5340030.31.00
			5.28

My Council Claims Register Detail Multiple Packets

APPKT05823 - 2026-06-18 Warrants

Warrant #	Vendor Name Payable Number	Payable Description	Item Description	Account Number	Payment Amount Distribution Amount
1HFT-LT30-11QY	Custodial and Public Restroom Supplies		30 Pk Scrub Pads	420.008.5350030.31.00	4.10
				430.008.5370030.31.00	4.10
				450.008.5310030.31.00	2.53
				001.008.5189030.31.00	2.57
				101.008.5423030.31.00	4.17
				130.086.5573030.31.01	1.47
				410.008.5340030.31.00	5.39
				420.008.5350030.31.00	4.17
				430.008.5370030.31.00	4.17
				450.008.5310030.31.00	2.57
				130.086.5573030.31.01	77.77
				001.008.5189030.31.00	4.28
				101.008.5423030.31.00	4.28
				410.008.5340030.31.00	4.28
				420.008.5350030.31.00	4.28
			4 Pk Gojo Foam Soap 9 Pk Toilet Bowl Cleaner	430.008.5370030.31.00	4.28
				450.008.5310030.31.00	4.28
				001.008.5189030.31.00	7.25
				101.008.5423030.31.00	11.74
				130.086.5573030.31.01	4.14
				410.008.5340030.31.00	15.21
				420.008.5350030.31.00	11.74
				430.008.5370030.31.00	7.25
				450.008.5310030.31.00	11.74
				130.086.5573030.31.01	25.12
				130.086.5573030.31.01	160.58
				001.008.5189030.31.00	1.08
				101.008.5423030.31.00	1.08
				410.008.5340030.31.00	1.08
				420.008.5350030.31.00	3.21
			MR Clean	001.008.5189030.31.00	5.41
				101.008.5423030.31.00	5.41
				410.008.5340030.31.00	5.40
				420.008.5350030.31.00	5.41
				430.008.5370030.31.00	5.41
				450.008.5310030.31.00	5.40
				001.008.5189030.31.00	5.61
				101.008.5423030.31.00	5.62
				410.008.5340030.31.00	5.61
				420.008.5350030.31.00	5.61
				430.008.5370030.31.00	5.61
				450.008.5310030.31.00	5.61
				001.008.5189030.31.00	1.21
			Toilet Brushes		
			Gojo Soap Refill Jumbo Toilet Paper Mr Clean		
			Zepp Hard Floor Cleaner		

My Council Claims Register Detail Multiple Packets

APPKT05823 - 2026-06-18 Warrants

Warrant #	Vendor Name		Payable Description	Item Description	Payment Amount	
	Payable Number				Account Number	Distribution Amount
1HFT-LT3Q-11QY	Custodial and Public Restroom Supplies	Zep Hard Floor Cleaner		1.21	101.008.5423030.31.00	1.21
				1.21	410.008.5340030.31.00	1.21
				1.21	420.008.5350030.31.00	1.21
				1.21	430.008.5370030.31.00	1.21
				1.23	450.008.5310030.31.00	1.23
				11.07	001.008.5189030.31.00	11.07
				11.07	101.008.5423030.31.00	11.07
				11.07	410.008.5340030.31.00	11.07
				11.07	420.008.5350030.31.00	11.07
				11.07	430.008.5370030.31.00	11.07
1K73-PTNK-RLY6	Custodial Supplies	13 Gallon Trash Bags		11.07	450.008.5310030.31.00	11.07
				4.41	101.800.5429030.31.00	4.41
				4.39	410.800.5340030.31.00	4.39
				4.41	420.800.5350030.31.00	4.41
				4.41	430.800.5370030.31.00	4.41
				4.41	450.800.5310030.31.00	4.41
				1.30	101.800.5429030.31.00	1.30
				1.28	410.800.5340030.31.00	1.28
				1.28	420.800.5350030.31.00	1.28
				1.28	430.800.5370030.31.00	1.28
1LFG-NQF6-TCI4	PW Supplies	10 Pk Glade Plug Ins		1.28	450.800.5310030.31.00	1.28
				2.41	101.800.5429030.31.00	2.41
				2.40	410.800.5340030.31.00	2.40
				2.41	420.800.5350030.31.00	2.41
				2.41	430.800.5370030.31.00	2.41
				2.41	450.800.5310030.31.00	2.41
				2.82	101.800.5429030.31.00	2.82
				2.83	410.800.5340030.31.00	2.83
				2.82	420.800.5350030.31.00	2.82
				2.82	430.800.5370030.31.00	2.82
1LYC-GVW1-VHRT	PW Supplies	Glade Plug Ins		2.82	450.800.5310030.31.00	2.82
				59.75	001.005.5142030.31.00	59.75
				8.68	001.005.5142030.31.00	8.68
				17.36	001.005.5142030.31.00	17.36
				38.46	101.800.5429030.31.00	38.46
				38.46	410.800.5340030.31.00	38.46
				38.46	420.800.5350030.31.00	38.46
				38.46	430.800.5370030.31.00	38.46
				38.46	450.800.5310030.31.00	38.46
				3.51	101.800.5429030.31.00	3.51
1P3H-7YKC-MCPH	Town Clerk Supplies	Floor Stand for Iphone Video Recording		3.53	410.800.5340030.31.00	3.53
				3.51	420.800.5350030.31.00	3.51
				3.51	430.800.5370030.31.00	3.51
1QGG-9TJ4-VRMY	PW Supplies	5 Pk Stackable Chairs				
1QGG-9TJ4-VRMY	PW Supplies	Business Card Holder				

My Council Claims Register Detail Multiple Packets

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Warrant #	Vendor Name		Item Description	Payment Amount	
	Payable Number	Payable Description		Account Number	Distribution Amount
10GO-9TJ4-VRMY	PW Supplies	Business Card Holder Chair Mat		450.800.5310030.31.00	3.51
				101.800.5429030.31.00	7.15
				410.800.5340030.31.00	7.13
				420.800.5350030.31.00	7.15
				430.800.5370030.31.00	7.15
				450.800.5310030.31.00	7.15
				101.800.5429030.31.00	11.73
				410.800.5340030.31.00	11.73
				420.800.5350030.31.00	11.73
				430.800.5370030.31.00	11.73
		Kitchen Mats		450.800.5310030.31.00	11.73
				101.800.5429030.31.00	26.74
				410.800.5340030.31.00	26.72
				420.800.5350030.31.00	26.72
				430.800.5370030.31.00	26.72
				450.800.5310030.31.00	26.72
				101.800.5429030.31.00	17.16
				410.800.5340030.31.00	17.18
				420.800.5350030.31.00	17.16
				430.800.5370030.31.00	17.16
		Metal Storage Cabinet		450.800.5310030.31.00	17.16
				101.800.5429030.31.00	17.16
				410.800.5340030.31.00	17.18
				420.800.5350030.31.00	17.16
				430.800.5370030.31.00	17.16
				450.800.5310030.31.00	17.16
				101.800.5429030.31.00	-0.43
				410.800.5340030.31.00	-0.43
				420.800.5350030.31.00	-0.43
				430.800.5370030.31.00	-0.43
		Office Desk Chair		450.800.5310030.31.00	-0.42
				101.800.5429030.31.00	12.64
				410.800.5340030.31.00	12.62
				420.800.5350030.31.00	12.62
				430.800.5370030.31.00	12.62
				450.800.5310030.31.00	12.62
				101.800.5429030.31.00	12.62
				410.800.5340030.31.00	12.62
				420.800.5350030.31.00	12.62
				430.800.5370030.31.00	12.62
		Promotions		450.800.5310030.31.00	80.76
				101.800.5429030.31.00	33.61
				410.800.5340030.31.00	107.83
				420.800.5350030.31.00	101.28
				430.800.5370030.31.00	73.78
				450.800.5310030.31.00	39.29
				001.007.5188030.31.00	5.29
				101.007.5433030.31.00	2.20
				410.007.5340030.31.00	7.05
				420.007.5350030.31.00	6.63
		Copy Paper		430.007.5370030.31.00	4.83
				450.007.5310030.31.00	2.57
		SU: Alphacool ES RTX			
		Sys Admin Server Room Upgrade			
		SU: Logitech Receiver			

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Warrant #	Vendor Name		Payable Description	Item Description	Payment Amount	
	Payable Number				Account Number	Distribution Amount
	1TXC-VP4K-V7VJ		S/S Admin Server Room Upgrade	SU: Mouse	001.007.5188030.31.00	72.36
					101.007.5433030.31.00	30.12
					410.007.5340030.31.00	96.59
					420.007.5350030.31.00	90.74
					430.007.5370030.31.00	66.10
63736	Berk				450.007.5310030.31.00	35.20
						1,810.00
	10846-05-26		R0010846 2025 Comp Plan	Task 5 - Infrastructure Eval 05/01/26-05/31/26 Task 8 - Professional Services 05/01/2026-05/31/	001.030.5586040.41.04	1,697.50
					001.030.5586040.41.04	112.50
63737	Boss Construction					835,015.14
	2020-048 PE11		Project 25006 WWTP Improvements	Payment Estimate 11 05/01/26-05/31/26 Retainage Held	422.285.5943560.63.27	875,295.66
					422.285.5943560.63.27	-40,280.52
63738	Calgon Carbon Corporation					63,143.57
	90225512		WTP Supplies	Carbon Exchange	410.110.5340040.48.59	63,143.57

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Warrant #	Vendor Name		Payable Description	Item Description	Account Number	Payment Amount	
	Payable Number	Capital One Trade Credit/Ace Hardware# 6000				Distribution Amount	

63739	F70460	Parks Supplies	Ace Discount	001.700.5768030.31.00	-2.39	1,349.30
			By/Pass Pruner	001.700.5768030.31.00	23.89	
	F70634	WWTP Supplies	Ace Discount	420.210.5350030.31.00	-2.93	
			Studsensor	420.210.5350030.31.00	29.32	
	F71450	WTP Supplies	12 Pk Toilet Tissue	410.110.5340030.31.00	43.44	
			Ace Discount	410.110.5340030.31.00	-4.35	
	F71827	Refuse Supplies	Ace Discount	430.371.5370030.31.00	-7.06	
			WD40	430.371.5370030.31.00	40.19	
			Windex	430.371.5370030.31.00	30.40	
			16 Pk AA Batteries	420.210.5350030.31.00	43.44	
	F72073	WWTP Supplies	Ace Discount	420.210.5350030.31.00	-6.74	
			Spring Snap	420.210.5350030.31.00	23.89	
	F72289	Street Supplies	Ace Discount	101.610.5423030.31.00	-1.30	
			Keys	101.610.5423030.31.00	13.01	
	F72581	Water Distribution Supplies	Engine Brite Foam	410.120.5340030.31.00	-4.78	
			Knot Cup Brush	410.120.5340030.31.00	8.68	
			Knot Wire Wheel	410.120.5340030.31.00	15.20	
			Ace Discount	410.120.5340030.31.00	23.89	
	F74456	WTP Supplies	Grass Seed	410.110.5340030.31.00	-2.17	
			Ace Discount	410.110.5340030.31.00	21.72	
	F74762	WTP Supplies	Electronic Cleaner	410.110.5340030.31.00	17.37	
			Hefty Ziplock Bags	410.110.5340030.31.00	13.02	
			Window Cleaner	410.110.5340030.31.00	10.85	
	F76856	Refuse Supplies	Ace Discount	430.371.5370030.31.00	-5.98	
			Oil Dri Absorbent	430.371.5370030.31.00	16.29	
			Oil Dri Absorbent	430.371.5370030.31.00	43.44	
	F76857	Water Distribution Supplies	4 Pk 9V Batteries	410.120.5340030.31.00	21.72	
			Ace Discount	410.120.5340030.31.00	-2.17	
	F76878	Parks Supplies	Ace Discount	001.700.5768030.31.00	-1.41	
			Ball Valve	001.700.5768030.31.00	10.85	
			Thread Seal Tape	001.700.5768030.31.00	3.25	
	F76967	Parks Supplies	5 Gallon Pail	001.700.5768030.31.00	10.85	
			Ace Discount	001.700.5768030.31.00	-4.78	
			Angle Measure Cup	001.700.5768030.31.00	21.72	
			Pail Screw Lid	001.700.5768030.31.00	15.20	
	F77142	PW Supplies	Ace Discount	101.800.5429030.31.00	-0.22	
				410.800.5340030.31.00	-0.23	
				420.800.5350030.31.00	-0.22	
				430.800.5370030.31.00	-0.22	
				450.800.5310030.31.00	-0.22	
			Door Stop Hinge Pin	101.800.5429030.31.00	1.00	

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Warrant #	Vendor Name Payable Number	Payable Description PW Supplies	Item Description Door Stop Hinge Pin	Account Number	Payment Amount Distribution Amount
F77142			Rigid Door Stop	410.800.5340030.31.00	0.99
				420.800.5350030.31.00	1.00
				430.800.5370030.31.00	1.00
				450.800.5310030.31.00	1.00
				101.800.5429030.31.00	1.21
				410.800.5340030.31.00	1.23
				420.800.5350030.31.00	1.21
				430.800.5370030.31.00	1.21
				450.800.5310030.31.00	1.21
				430.371.5370030.31.00	-8.80
F77351		Refuse Supplies	Ace Discount	430.371.5370030.31.00	71.69
F77352		Parks Supplies	LED Bulb	430.371.5370030.31.00	16.28
			Oil Dri Absorbent	430.371.5370030.31.00	-1.06
			Ace Discount	001.700.5768030.31.00	2.81
			Compression Coupler	001.700.5768030.31.00	7.80
F77373		Street Supplies	Coupling	001.700.5768030.31.00	7.80
			Ace Discount	101.610.5423030.31.00	-1.06
			Cable With Lock	101.610.5423030.31.00	8.68
			PVC Cap	101.610.5423030.31.00	1.94
F77873		Refuse Supplies	Ace Discount	430.371.5370030.31.00	-7.50
			Garden Hoe	430.371.5370030.31.00	29.33
			Hose	430.371.5370030.31.00	29.32
			Sweeper Nozzle	430.371.5370030.31.00	16.29
F78046		Water Distribution Supplies	Ace Discount	410.120.5340030.31.00	-3.69
F78068		Water Distribution Supplies	Map Pro Gas	410.120.5340030.31.00	36.92
			Ace Discount	410.120.5340030.31.00	-1.63
			Big Blaster	410.120.5340030.31.00	16.29
			Ace Discount	001.700.5768030.31.00	-5.98
F78299		Parks Supplies	Angle Measure Cup	001.700.5768030.31.00	21.72
			Food Scale	001.700.5768030.31.00	38.02
			Ace Discount	420.210.5350030.31.00	-1.96
			Air Filter	420.210.5350030.31.00	19.54
F78356		WWTP Supplies	5 Gallon Pail	001.700.5768030.31.00	10.86
			Ace Discount	001.700.5768030.31.00	-2.61
			Screw Lid	001.700.5768030.31.00	15.20
			5pk Fly Trap	420.210.5350030.31.00	5.42
F78372		WWTP Supplies	Ace Discount	420.210.5350030.31.00	-0.54
			7 Pk Torx Bit Set	410.120.5340030.31.00	19.55
			Ace Discount	410.120.5340030.31.00	-2.24
			Mini Bucket	410.120.5340030.31.00	2.81
F78856		Water Distribution Supplies	Ace Discount	001.700.5768030.31.00	-1.96
			Ace Discount	001.700.5768030.31.00	3.23
			Adapter	001.700.5768030.31.00	16.29
			Cement Primer	001.700.5768030.31.00	16.29
F79915		Parks Supplies	Ace Discount	101.800.5429030.31.00	-1.75
F80233		PW Supplies			

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Warrant #	Vendor Name Payable Number	Payable Description	Item Description	Account Number	Payment Amount Distribution Amount
F80233	PW Supplies	Ace Discount	Ace Rewards	410.800.5340030.31.00	-1.76
				420.800.5350030.31.00	-1.76
				430.800.5370030.31.00	-1.76
				450.800.5310030.31.00	-1.76
				101.800.5429030.31.00	-15.21
				410.800.5340030.31.00	-15.21
				420.800.5350030.31.00	-15.21
				430.800.5370030.31.00	-15.21
				450.800.5310030.31.00	-15.22
				101.800.5429030.31.00	3.92
		Keys		410.800.5340030.31.00	3.90
				420.800.5350030.31.00	3.90
				430.800.5370030.31.00	3.90
				450.800.5310030.31.00	3.90
				101.800.5429030.31.00	10.43
				410.800.5340030.31.00	10.42
				420.800.5350030.31.00	10.42
				430.800.5370030.31.00	10.42
				450.800.5310030.31.00	10.42
				101.800.5429030.31.00	1.09
		Storage Tote	Windex	410.800.5340030.31.00	1.07
				420.800.5350030.31.00	1.09
				430.800.5370030.31.00	1.09
				450.800.5310030.31.00	1.09
				101.800.5429030.31.00	2.17
				410.800.5340030.31.00	2.17
				420.800.5350030.31.00	2.17
				430.800.5370030.31.00	2.17
				450.800.5310030.31.00	2.17
				101.800.5429030.31.00	2.17
		Water Distribution Supplies	Windex Film Solution	410.800.5340030.31.00	2.17
				420.800.5350030.31.00	2.17
				430.800.5370030.31.00	2.17
				450.800.5310030.31.00	2.17
				101.800.5429030.31.00	2.17
				410.800.5340030.31.00	2.17
				420.800.5350030.31.00	2.17
				430.800.5370030.31.00	2.17
				450.800.5310030.31.00	2.17
				101.800.5429030.31.00	2.17
		WWTTP Supplies	Invoice # F80412 Return and Replacement	410.120.5340030.31.00	38.01
				420.210.5350030.31.00	-1.85
				420.210.5350030.31.00	18.46
				420.210.5350030.31.00	-0.97
				420.210.5350030.31.00	9.70
				420.210.5350030.31.00	-16.61
				410.110.5340030.31.00	-2.61
				410.110.5340030.31.00	7.60
				001.008.5189030.31.00	18.46
				101.008.5423030.31.00	1.82
		WTP Supplies	Facility Supplies	130.086.5573030.31.01	2.95
				410.008.5340030.31.00	1.04
					3.81
		F80831			

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Warrant #	Vendor Name	Payable Description	Item Description	Payment Amount	
				Account Number	Distribution Amount
F80831	Facility Supplies	2 Gallon Tote	Ace Discount	420.008.5350030.31.00	2.95
				430.008.5370030.31.00	2.95
				450.008.5310030.31.00	1.82
				001.008.5189030.31.00	-0.18
				101.008.5423030.31.00	-0.30
				130.086.5573030.31.01	-0.10
				410.008.5340030.31.00	-0.38
				420.008.5350030.31.00	-0.30
				430.008.5370030.31.00	-0.30
				450.008.5310030.31.00	-0.18
				101.800.5429030.31.00	-1.72
				410.800.5340030.31.00	-1.72
				420.800.5350030.31.00	-1.72
				430.800.5370030.31.00	-1.72
				450.800.5310030.31.00	-1.70
F81203	PW Supplies	Curtain Rod	Ace Discount	101.800.5429030.31.00	2.82
				410.800.5340030.31.00	2.83
				420.800.5350030.31.00	2.82
				430.800.5370030.31.00	2.82
				450.800.5310030.31.00	2.82
				101.800.5429030.31.00	4.78
				410.800.5340030.31.00	4.77
				420.800.5350030.31.00	4.78
				430.800.5370030.31.00	4.78
				450.800.5310030.31.00	4.78
				101.800.5429030.31.00	-15.21
				410.800.5340030.31.00	-15.22
				420.800.5350030.31.00	-15.21
				430.800.5370030.31.00	-15.21
				450.800.5310030.31.00	-15.21
F81241	Parking Enforcement Supplies	USB Charging Cable	Ace Discount	101.800.5429030.31.00	3.91
				410.800.5340030.31.00	3.91
				420.800.5350030.31.00	3.91
				430.800.5370030.31.00	3.91
				450.800.5310030.31.00	3.91
				101.800.5429030.31.00	5.65
				410.800.5340030.31.00	5.63
				420.800.5350030.31.00	5.65
				430.800.5370030.31.00	5.65
				450.800.5310030.31.00	5.65
				101.021.5217030.31.00	-1.30
				001.021.5217030.31.00	13.02
				430.371.5370030.31.00	-12.82
F81310	Refuse Supplies	Wastebasket	Bug Remover		

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Vendor Name		Payment Amount	
Warrant #	Payable Number	Payable Description	Item Description
F81310	F81310	Refuse Supplies	Antifreeze
			Degreaser
			WD40
			Mulch
F81316	F81316	Parks Supplies	Ace Discount
			Catalyst Penetrant
			Duct Tape
			Sharple
F81597	F81597	Water Distribution Supplies	Ace Discounts
			Splash Block
			Ace Discount
F81598	F81598	Facility Supplies	
F81597	F81597	Bulk Fasteners	
F81598	F81598	Punch Pin	
F81771	F81771	Punch Pins	
F81865	F81865	Mulch	
F81865	F81865	Facility Supplies	

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Vendor Name		Payable Description	Item Description	Payment Amount	
Warrant #	Payable Number			Account Number	Distribution Amount
F81865	F81865	Facility Supplies	Ace Discount	420.008.5350030.31.00	-0.09
				430.008.5370030.31.00	-0.06
				450.008.5310030.31.00	-0.09
				001.008.5189030.31.00	0.57
				101.008.5423030.31.00	0.92
				130.086.5573030.31.01	0.33
				410.008.5340030.31.00	1.19
				420.008.5350030.31.00	0.92
				430.008.5370030.31.00	0.92
				450.008.5310030.31.00	0.57
F81971	F81971	PW Supplies	Ace Discount	101.800.5429030.31.00	-0.06
				410.800.5340030.31.00	-0.04
				420.800.5350030.31.00	-0.04
				430.800.5370030.31.00	-0.04
				450.800.5310030.31.00	-0.04
				101.800.5429030.31.00	0.44
				410.800.5340030.31.00	0.42
				420.800.5350030.31.00	0.42
				430.800.5370030.31.00	0.42
				450.800.5310030.31.00	0.42
F81979	F81979	Facility Supplies	Ace Discount	001.008.5189030.31.00	-0.38
				101.008.5423030.31.00	-0.61
				130.086.5573030.31.01	-0.21
				410.008.5340030.31.00	-0.79
				420.008.5350030.31.00	-0.61
				430.008.5370030.31.00	-0.61
				450.008.5310030.31.00	-0.38
				001.008.5189030.31.00	3.76
				101.008.5423030.31.00	6.09
				130.086.5573030.31.01	2.15
X42233	X42233	Water Distribution Supplies	Ace Discount	410.008.5340030.31.00	7.91
				420.008.5350030.31.00	6.09
				430.008.5370030.31.00	6.09
				450.008.5310030.31.00	3.76
				410.120.5340030.31.00	-10.87
				410.120.5340030.31.00	108.64
				101.800.5429030.31.00	-0.63
				410.800.5340030.31.00	-0.63
				420.800.5350030.31.00	-0.63
				430.800.5370030.31.00	-0.63
X42620	X42620	PW Supplies	Ace Discount	450.800.5310030.31.00	-0.63
				101.800.5429030.31.00	3.04
				410.800.5340030.31.00	3.04
			End Cap		

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Warrant #	Vendor Name		Payable Description	Item Description	Account Number	Payment Amount	
	Payable Number					Distribution Amount	
63741	Cattle Point Rock and Topsoil, LLC	4878	Parks Supplies	Mulch	001.700.5768030.31.00	171.19	437.73
		4891	Parks Supplies	Mulch	001.700.5768030.31.00	266.54	
63742	Cimco-GC Systems	47405	Water Distribution Supplies	Strainer & Needle	410.120.5340030.31.00	871.81	871.81
63743	David James Gustafson	060126 Gustafson	Tree Trimming Cahail Park	Tree Trimming Cahail Park	001.700.5768040.41.02	1,750.00	1,750.00
63744	Exact Scientific Services, Inc.	26-10243	Monthly Nutrient Testing	Monthly Nutrient Testing	420.210.5350040.41.01	455.00	634.00
		26-11639	Coliform Testing Raw Water Tap	Coliform Testing Raw Water Tap	410.110.5340040.41.04	31.00	
		26-11644	Coliform Testing	501 Marguerite Pl	410.120.5340040.41.01	29.00	
		26-11645	Coliform Testing	2779 SJ Valley Rd	410.120.5340040.41.01	29.00	
63745	FedEx	26-11670	TOC Testing Raw Water Tap	89 Black Rd	410.120.5340040.41.01	29.00	
				TOC Testing Raw Water Tap	410.110.5340040.41.04	61.00	
						19.78	
63746	Friday Harbor Electric	9-327-65370 818283479916	Wastewater Samples to Edge Analytical	Wastewater Samples to Edge Analytical	420.210.5350040.41.01	19.78	
		28586R	Replace Lights in Council Chamber & Finance	Replace Lights in Council Chamber & Finance	003.085.5189040.48.20	2,655.56	3,785.15
		28587	Replace Sewer Pump	Replace Sewer Pump	420.220.5350040.48.53	1,129.59	
63747	Friends of the San Juans	2026-LTAC FOTSI	2026 LTAC Reimbursement	2026 LTAC Reimbursement	131.086.5573040.41.36	2,060.00	2,060.00
63748	Frontier Chevrolet	CVC5130253	Vehicle Repair 2003 Chevy 07999D	Vehicle Repair 2003 Chevy 07999D		599.61	
					101.800.5429040.48.10	119.92	
					410.800.5340040.48.10	119.92	
					420.800.5350040.48.10	119.92	
					430.800.5370040.48.10	119.92	
					450.800.5310040.48.10	119.93	

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Warrant #	Vendor Name		Payable Description	Item Description	Payment Amount	
	Payable Number	Account Number			Distribution Amount	
63749	Gordon Truck dbs Freightliner NW SR302037890-01	Vehicle Maint 1990 GMC Dump Store	Vehicle Maint 1990 GMC Dump Store	101.610.5423040.48.10	1,998.38	28,201.41
				410.120.5340040.48.10	1,997.79	
				420.220.5350040.48.10	1,997.79	
				101.610.5423040.48.10	1,824.03	
				410.120.5340040.48.10	1,824.58	
63750	SR302037890-02	Vehicle Maint 1997 Mack 055791	Vehicle Maint 1997 Mack 055791	420.220.5350040.48.10	1,824.03	
				430.371.5370040.48.10	8,481.89	
				430.371.5370040.48.10	3,025.13	
				430.371.5370040.48.10	5,227.79	
						27.16
63751	SR302037890-03 SR302037890-04 SR302037991-01	Vehicle Maintenance 2015 Crane 55434D Vehicle Maint 2021 Refuse Truck Vehicle Maint 2004 Refuse Truck 08023D	Vehicle Maintenance 2015 Crane 55434D Vehicle Maint 2021 Refuse Truck 69083D Vehicle Maint 2004 Refuse Truck 08023D	101.800.5429040.41.01	5.43	
				410.800.5340040.41.00	5.43	
				420.800.5350040.41.00	5.43	
				430.800.5370040.41.00	5.43	
				450.800.5310040.41.00	5.44	
63752	Harbor Laundry 169715	Linen Laundering 425 Marguerite	Linen Laundering 425 Marguerite	101.610.5423030.31.00	58.12	77.67
				420.210.5350030.31.00	19.55	
						609.89
				101.610.5423030.31.00	101.67	
				101.610.5423030.31.00	197.98	
63753	Imperial Supplies LLC 1001HA0122	Street Supplies	Street Supplies	101.610.5423030.31.00	310.24	
						1,044.77
				410.004.5340040.41.04	211.96	
				420.004.5350040.41.04	211.95	
				430.004.5370040.41.04	211.96	
63754	InfoSEND Inc 310860	Utility Bills & Vegetation Flyer	May Utility Bills	450.004.5310040.41.04	211.96	
				001.008.5189040.41.08	196.94	
						103.22
				420.210.5350030.31.00	24.44	
				420.220.5350030.31.00	24.45	
63755	Inter Island Water Co. 044753	Drinking Water	Drinking Water	001.008.5189030.31.00	32.60	
				001.008.5189030.31.00	10.86	
				420.210.5350030.31.00	10.87	

My Council Claims Register Detail Multiple Packets

APPKT05823 - 2026-06-18 Warrants

Warrant #	Vendor Name	Payable Number	Payable Description	Item Description	Account Number	Payment Amount
63755	Island Network	INV000674623	June Internet	June Internet	001.008.5189040.42.02	215.00
					101.800.5429040.42.02	80.00
					130.086.5573040.42.01	220.00
					410.110.5340040.42.02	155.00
					410.800.5340040.42.02	80.00
					420.008.5350040.42.02	200.00
					420.800.5350040.42.02	80.00
					430.800.5370040.42.02	80.00
					450.800.5310040.42.02	80.00
					410.121.5340040.42.02	250.00
					410.121.5913470.70.51	488.93
63756	Island Petroleum Service	000160 CFSI-24584	Fuel	May Fuel	001.008.5189030.32.01	8,659.22
					001.700.5768030.32.00	51.73
					101.610.5423030.32.00	448.37
					101.800.5429030.32.00	1,906.27
					101.008.5340030.32.00	103.66
					410.008.5340030.32.01	25.77
					410.110.5340030.32.01	425.47
					410.120.5340030.32.00	1,458.18
					410.800.5340030.32.00	77.90
					420.008.5350030.32.00	77.90
					420.008.5350030.32.00	77.90
					420.210.5350030.32.00	163.79
					420.220.5350030.32.00	525.41
63757	JAC 330 Spring San Juan, LLC	2026-07 JAC	WWTP Supplies	Bio Guard	430.371.5370030.32.00	3,055.17
					430.372.5370030.32.00	125.56
					430.800.5370030.32.00	25.77
					450.800.5310030.32.00	103.67
					420.220.5350030.31.00	6.89
63758	KCDA Purchasing Cooperative	300908680	Town Hall Supplies	Copy Paper	001.650.5919570.70.51	2,724.82
					101.650.5919570.70.51	2,281.00
					101.650.5919570.70.51	443.82

My Council Claims Register Detail Multiple Packets

APPKT05823 - 2026-06-18 Warrants

Vendor Name		Payable Description		Item Description	Account Number	Payment Amount
Warrant #	Payable Number				Distribution Amount	
63759	Lautenbach Industries LLC SJT260531-01	Tipping Fees: 05/25/26-05/31/26		Compactor	430.371.5370040.41.03	21,291.45
				Recycle	430.372.5370040.41.01	1,534.92
				Refuse	430.371.5370040.41.02	604.50
63760	Melissa Pridgen 060626 Pridgen	Tipping Fees: 06/01/26-06/07/26		Compactor	430.371.5370040.41.03	7,441.94
				Oil Disposal	430.371.5370040.41.03	1,519.27
				Recycle	430.008.5370040.41.00	210.00
				Refuse	430.372.5370040.41.01	1,800.52
63761	Mike Carlson Enterprises, Inc 36466 36488 36502	Mileage for Vehicle Pickup		430.371.5370040.41.02	8,180.30	23.93
					101.800.5429040.48.10	4.77
					410.800.5340040.48.10	4.79
					420.800.5350040.48.10	4.79
					430.800.5370040.48.10	4.79
63762	Ogden Murphy Wallace PLLC 928352	Vehicle Maint 2015 Refuse 55343D Vehicle Repair 2021 Refuse Truck 69083D Yard Waste Disposal Fees			450.800.5310040.48.10	4.79
63763	Quill Corporation 49091873	Legal Expenses 04/01/26-04/30/26		Vehicle Maint 2015 Refuse 55343D	430.371.5370040.48.10	4,097.78
				Refill Coolant Hose	430.371.5370040.48.10	2,936.48
				Yard Waste Disposal Fees	430.373.5370040.41.01	861.30
						300.00
						16,157.60
				CDP	001.030.5586040.40.00	70.40
				Finance	001.006.5154140.40.00	1,169.60
63764	San Juan Automotive Center 203793	Town Hall Supplies Facility Supplies		Losh Litigation	410.008.5340040.40.00	246.40
				Losh Litigation	410.008.5340040.40.00	13,474.40
				Personnel/Labor	001.006.5154140.40.00	1,196.80
						92.84
				100 Pk Lens Cleaning Towlettes	001.008.5189030.31.00	92.84
						69.49
				Wiper Blade	001.008.5189030.31.00	7.30
					101.008.5423030.31.00	11.81
63765	San Juan Island Chamber of Commerce 061526 Fireworks 1	LTAC Reimbursement Fireworks			130.086.5573030.31.01	4.17
					410.008.5340030.31.00	15.29
					420.008.5350030.31.00	11.81
					430.008.5370030.31.00	11.81
					450.008.5310030.31.00	7.30
						16,077.00
					130.086.5573040.41.10	16,077.00
						106.48
63766	San Juan Pest Control, Inc. 285781	Rodent Service			420.210.5350040.41.00	106.48

My Council Claims Register Detail Multiple Packets

APPKT05823 - 2026-06-18 Warrants

Warrant #	Vendor Name	Payable Number	Payable Description	Item Description	Account Number	Payment Amount	Distribution Amount
63767	San Juan Sealcoating & Striping LLC	1037	Sealcoat & Striping Street Parking, Center Line	Retainage Sealcoat & Striping Street Parking, Center Line	101.610.5423040.41.01 101.610.5423040.41.01	16,069.13 -775.16 16,844.29	16,069.13
63768	SIC District Court	2026-04 SIC Fees	April Filing and Fees	(8) Infraction Traffic @ \$94.50 (87) Parking Tickets @ \$14.81 Infraction Time Pay Assessment June Contract	001.002.5125240.41.02 001.002.5125240.41.03 636.935.5893000.49.01 001.002.5125240.41.01	8,038.09 756.00 1,288.47 9.82 5,983.80	8,038.09
63769	SIC Economic Development Council	2026-May SICEDC	2026-05 EDC Support & Tech Training	2026-05 EDC Support 2026-05 EDC Tech Training	001.001.5116040.41.07 001.001.5116040.41.07	4,945.08 3,910.67 1,034.41	4,945.08
63770	SIC Sheriff's Office	2026-06 Sheriff	June Contract	June Contract	001.020.5217040.41.01	45,683.21	45,683.21
63771	SIC Treasurer	2026-04 SJCT	April Crime Victims	Assessments	636.935.5893000.49.01	11.93	11.93
63772	Sound Publishing, Inc.	JS1030382	Town Notices Summ of Ord 1839	Town Notices Summ of Ord 1839	001.001.5113040.44.00	589.56	589.56
		JS1029816-02	Town Notices LUA2026-0014 240 FirstSt 4/29-5/01	Town Notices LUA2026-0014 240 First St	001.030.5586040.44.00	129.11	129.11
		JS1030256	Town Notices LUA2026-0019 530 WoldRd 05/06-1	Town Notices LUA2026-0019 530 Wold Rd	001.030.5586040.44.00	283.11	283.11
		JS1030698	Town Notices LUA2026-0019 530 Wold Rd 05/20/	Town Notices LUA2026-0019 530 Wold Rd	001.030.5586040.44.00	144.67	144.67
63773	Starr Excavation, Inc.	63496	Septic Pumping 530 Wold Rd	Septic Pumping 530 Wold Rd	410.110.5340040.41.01	1,548.26	1,548.26
63774	Teasdale, Andrew	20260526 Teasdale	Travel Expense Voucher	Trip for Recycle Truck Repairs	430.372.5370040.43.00	30.36	30.36
63775	Town of FH / Retainage	Retainage 1037	SJ Seal Coating & Striping Retainage	Retainage Sealcoat and Striping	101.610.5423040.41.01	41,055.68	41,055.68
		Retainage 2020-048-PE11	Retainage WWTP Improvement Project 25006	Pay Estimate 11 05/01/26-05/31/26	422.285.5943560.63.27	775.16 40,280.52	775.16
63776	USABlueBook	INV01060637	WWTP Supplies	25 Pk TNT + Alkalinity Desiccant	420.210.5350030.31.02 420.210.5350030.31.02	2,688.78 400.80	2,688.78
		INV01067496	WWTP Supplies	Electrode Storage Solution	420.210.5350030.31.02	335.19	335.19
		INV01068287	WWTP Supplies	PHD Standard 500 Pk Sampling Bag	420.210.5350030.31.02 420.210.5350030.31.02	424.14 1,390.72 137.93	424.14
63777	Utilities Underground Location Center	6050759	Excavation Notices	13 Excavation Notices May	410.008.5340040.49.01 420.008.5350040.49.01 450.008.5310040.49.01	5.98 5.98 5.98	17.94

My Council Claims Register Detail Multiple Packets

APPKT05812 - 2026-06-18 Key Bank CC

Warrant #	Vendor Name	Payable Number	Payable Description	Item Description	Account Number	Payment Amount
DFT0000837	Keybank - Corp. Card	08XSIZDDNHG	Application for Water Cert Testing Compton	Application for Water Cert Testing Compton	410.122.5340040.43.00	141.00
DFT0000838	Keybank - Corp. Card	9589071052704039168707	Postage for PRR	Postage for PRR	001.005.5142040.42.03	18.20
DFT0000839	Keybank - Corp. Card	14936884313	Chamber Quarterly Luncheon 3 Attendees	Chamber Quarterly Luncheon 3 Attendees	001.008.5189040.43.01	75.93
DFT0000840	Keybank - Corp. Card	9589071052701794507017	Postage for PRR	Postage for PRR	001.005.5142040.42.03	22.60
DFT0000841	Keybank - Corp. Card	9589071052701794495314	Postage for PRR	Postage for PRR	001.005.5142040.42.03	22.60
DFT0000842	Keybank - Corp. Card	156877	Street Supplies	High Pressure Water Broom	101.610.5423030.31.00	362.72
DFT0000843	Keybank - Corp. Card	BKD-736S8320498	Sys Admin Supplies PC Mover 5 Use	Sys Admin Supplies PC Mover 5 Use	001.007.5188040.49.51	249.90
DFT0000844	Keybank - Corp. Card	5XZLZYF-0011	Sys Admin Supplies Tailscale	VPN 05/01/26-06/01/26	001.007.5188040.49.51	5.43
DFT0000845	Keybank - Corp. Card	INV-DF-8AUKUF91ZSPCV5808	Internet 212 Sutton Rd	50 GB Roaming & Priority Access 05/01-05/31/26	001.007.5188040.49.51	1.00
DFT0000846	Keybank - Corp. Card	G157828582	Microsoft Azure Monthly Charge for Cloud Server	Microsoft Azure 04/01/26-04/30/26	001.007.5188040.49.05	0.42
DFT0000847	Keybank - Corp. Card	INV354600010	200 GB Cloud Storage 05/18/26-06/17/26	200 GB Cloud Storage 05/18/26-06/17/26	001.008.5189040.41.00	1.34

My Council Claims Register Detail Multiple Packets

APPKT05812 - 2026-06-18 Key Bank CC

Warrant #	Vendor Name	Payable Number	Payable Description	Item Description	Account Number	Payment Amount
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DFT0000848	Keybank - Corp. Card	POUXHSKO-0003	Sys Admin Supplies Chat GPT Credits	Sys Admin Supplies Chat GPT Credits	001.007.5188040.49.51	80.40
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					101.007.5433040.49.05	33.46
					410.007.5340040.49.05	107.35
					420.007.5350040.49.05	100.83
					430.007.5370040.49.05	73.45
					450.007.5310040.49.05	39.11

DFT0000849	Keybank - Corp. Card	AD04654915057CUS-04	Sys Admin Supplies Adobe 05/08/26-01/14/27	Sys Admin Supplies Adobe 05/08/26-01/14/27	001.007.5188040.49.51	215.36
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					101.007.5433040.49.05	39.84
					410.007.5340040.49.05	16.58
					420.007.5350040.49.05	53.20
					430.007.5370040.49.05	49.96
					450.007.5310040.49.05	36.40

DFT0000850	Keybank - Corp. Card	E0100ZFOGO	Sys Admin Supplies Office 365	Sys Admin Supplies Office 365	001.007.5188040.49.51	469.37
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					101.007.5433040.49.05	86.83
					410.007.5340040.49.05	36.14
					420.007.5350040.49.05	115.95
					430.007.5370040.49.05	108.89
					450.007.5310040.49.05	79.32

DFT0000851	Keybank - Corp. Card	SH1459	Sys Admin Project Support	PIV Key Smart Card	001.007.5188030.31.00	42.24
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					101.007.5433030.31.00	788.00
					410.007.5340030.31.00	145.78
					420.007.5350030.31.00	60.68
					430.007.5370030.31.00	194.63
					450.007.5310030.31.00	182.82

DFT0000852	Keybank - Corp. Card	AD04654915057CUS-05	Sys Admin Supplies Adobe 05/14/26-01/14/27	Sys Admin Supplies Adobe 05/14/26-01/14/27	001.007.5188040.49.51	133.17
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					101.007.5433040.49.05	70.92
					410.007.5340040.49.05	210.22
					420.007.5350040.49.05	38.89
					430.007.5370040.49.05	16.19
					450.007.5310040.49.05	51.92

My Council Claims Register Detail Multiple Packets

APPKT05812 - 2026-06-18 Key Bank CC

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Warrant #	Vendor Name Payable Number	Payable Description	Item Description	Account Number	Payment Amount Distribution Amount
DFT0000853	Keybank - Corp. Card TSS-18436	Sys Admin Server GPU	SU: Server	001.007.518030.31.00 101.007.5433030.31.00 410.007.5340030.31.00 420.007.5350030.31.00 430.007.5370030.31.00 450.007.5310030.31.00	2,617.05 484.15 201.51 646.42 607.16 442.28 235.53
DFT0000854	Keybank - Corp. Card 38745243	Hotel Stay for WWTP Visit	Hotel Stay for WWTP Visit	420.210.5350040.43.00	92.27 92.27
DFT0000855	Keybank - Corp. Card 155363	WWTP Supplies	Credit Card Fee Seatbelt for 2011 Ford F450 08026D	420.210.5350030.31.00 420.210.5350030.31.00	112.45 3.28 109.17
DFT0000856	Keybank - Corp. Card 7562	Online Workshop History of Wastewater	Online Workshop 05/13/26	420.210.5350040.43.00	120.00 120.00
DFT0000857	Keybank - Corp. Card 93151955	Hotel Stay for WWTP Visit	Hotel Stay for WWTP Visit	420.210.5350040.43.00	166.29 166.29
DFT0000858	Keybank - Corp. Card WN58869948	WWTP Small Tools	Fluke Insulation Resistance Tester Milwaukee Blower	420.210.5350030.35.00 420.210.5350030.35.00	1,013.38 818.90 194.48
DFT0000859	Keybank - Corp. Card K136305	Street Supplies	200 Pk Polyester Braid Cord	101.610.5423030.31.00	118.08 118.08
DFT0000860	Keybank - Corp. Card 3455788405	Hotel Stay Josh Compton for Training	Hotel Stay Josh Compton for Training	410.122.5340040.43.00	544.27 544.27
DFT0000866	WA State Dept of Revenue 0-052-923-030	Excise Tax	May 2026 Excise Tax	001.008.5189040.41.08 410.004.5340040.41.04 410.004.5340040.41.06 420.004.5350040.41.06 420.210.5350030.31.00 430.004.5370040.41.04 430.004.5370040.41.06 450.004.5310040.41.04 450.004.5310040.41.06 450.004.5310040.41.06	25,506.89 13.91 18.37 12,185.87 4,961.73 428.87 18.36 6,612.28 18.36 1,230.78 18.36
Total Claims: 74				Total Payment Amount:	1,177,053.02



Town of Friday Harbor

60 Second St S • PO Box 219 • Friday Harbor, WA 98250

Office: (360) 378-2810 • Fax: (360) 378-2380 • www.fridayharbor.org

Finance Director Approval of Claims Against the Town Issuance of Claims & Payroll Warrants

Pursuant to Friday Harbor Municipal Code 3.08.010 each supervisory official of the Town is designated to be an auditing officer with respect to all operations of their department or activity for the purpose of authenticating and certifying that material has been furnished, that services have been rendered, that labor has been performed, and that the claim is just, due and an unpaid obligation against the Town. All claims listed below and on the attached register have been certified by the respective supervisory officials. In the event the Town Council disapproves any claim, the Finance Director shall cause the disapproved claim to be recognized as receivables of the Town and shall pursue collection.

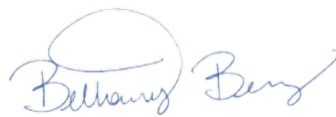
I, the Finance Director and designated auditing official of the Town of Friday Harbor, San Juan County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable 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 Town, and that I am authorized to authenticate and certify to said claim.

Additionally, I, the Finance Director and designated auditing official of the Town of Friday Harbor, San Juan County, Washington do hereby certify under penalty of perjury that any employee or Town official reimbursement claim is a just, due and unpaid obligation against the Town, and that I am authorized to certify to said claim.

The following vouchers, warrants, and electronic payments are approved for payment:

<u>Type</u>	<u>Numbers</u>	<u>Dated</u>	<u>In the Amount of</u>
Regular Claims			
Warrants: UB			
Refunds	63783-63784	06/18/26	\$733.36
Electronic Payments:			
Payroll Claims			
Warrants:			
Electronic Payments:			
Total Claims:			\$733.36

Reviewed by Finance Director: _____


Signature

06/18/2026

Date



Town of Friday Harbor

T00494 - Refunds 01 UBPKT00492 Regular

Refund Check Register
Refund Check Detail

Int	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
800-002	Davis, West/Martha Suzanne	6/18/2026	63783	370.07			370.07	Generated From Billing
8200-002	Leach/Rundle, Jeffrey/Denise	6/18/2026	63784	363.29			363.29	Generated From Billing
Refunds: 2			Total Refunded Amount:	733.36				

Revenue Code Summary

Revenue Code	Amount
996 - 996-U/C Account	733.36
Revenue Total:	733.36

General Ledger Distribution

Posting Date: 06/18/2026

Account Number	Account Name	Posting Amount	IFT
Fund: 001 - General Operating Fund			
001.1030	Claim on Pool Cash	-733.36	Yes
001.3899000.01	Utility Billing Overpayment	733.36	
001 Total:		0.00	
Fund: 999 - Pool Operating Cash			
999.1002	Operating Cash - Clearing SavBank	-733.36	
999.2030	Due to Other Funds	733.36	Yes
999 Total:		0.00	
Distribution Total:		0.00	



Town of Friday Harbor

60 Second St S • PO Box 219 • Friday Harbor, WA 98250

Office: (360) 378-2810 • Fax: (360) 378-2380 • www.fridayharbor.org

06/18/2026

West/Martha Suzanne Davis
11 W Aloha St Apt 915
Seattle WA 98119

RE: Refund of Utility Account

Dear Martha,

Enclosed is check #63783, in the amount of \$370.07. This refund is due to the change in ownership for your property at 829 Sunday Drive, leaving a balance owed to you.

Please let me know if you have any questions or concerns.

Thank you,

Leslie Rognas
Assistant Finance Director
Phone 360-378-2810
Email Leslier@fridayharbor.org | Web www.fridayharbor.org
Mailing Address PO Box 219, Friday Harbor, WA 98250



Town of Friday Harbor

60 Second St S • PO Box 219 • Friday Harbor, WA 98250

Office: (360) 378-2810 • Fax: (360) 378-2380 • www.fridayharbor.org

06/18/2026

Jeffrey Leach and Denise Rundle
226 Whale Tail Trl
Friday Harbor, WA 98250

RE: Refund of Utility Account

Dear Jeffrey & Denise,

Enclosed is check #63784, in the amount of \$363.29. This refund is due to the change in ownership, leaving a balance owed to you.

Please let me know if you have any questions or concerns.

Thank you,

Leslie Rognas
Assistant Finance Director
Phone 360-378-2810
Email Leslier@fridayharbor.org | **Web** www.fridayharbor.org
Mailing Address PO Box 219, Friday Harbor, WA 98250

4th of July 2026

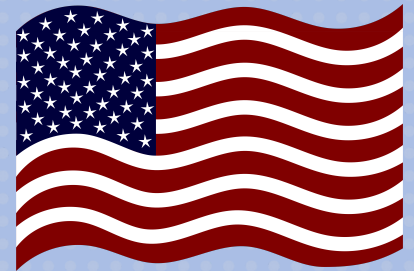
More Details for
all events
www.sanjuanisland.org/events
It's a Something for Everyone Weekend



PANCAKE BREAKFAST

7:00-10:00AM

THE GRANGE - 152 1ST ST



FAMILY FUN RUN

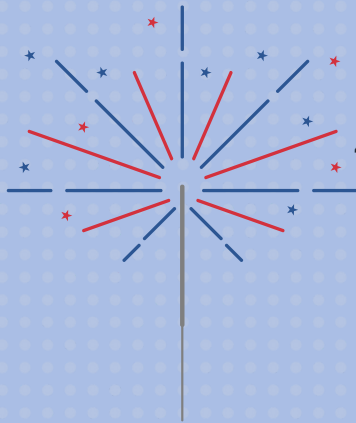
7-7:45 REGISTRATION

STARTS AT SPRING & PRICE

PARADE - CHEERS TO 250 YEARS

10:30AM'ISH

STARTS AT SPRING & PRICE



4TH ANNUAL TRACTOR SHOW

11:00AM-3:00PM

SJ HISTORICAL MUSEUM

PIG WAR PICNIC

AFTER THE PARADE

SAN JUAN COUNTY FAIRGROUNDS-PICNIC, GAMES, MUSIC

SAN JUAN ISLAND BREWING CO.

OPEN AT 11:00, MUSIC 1:00-3:00PM

THE DANGERFIELDS

6:00-9:00PM

FAIRWEATHER PARK-PORT OF FRIDAY HARBOR PARK

THE ROCTPUS

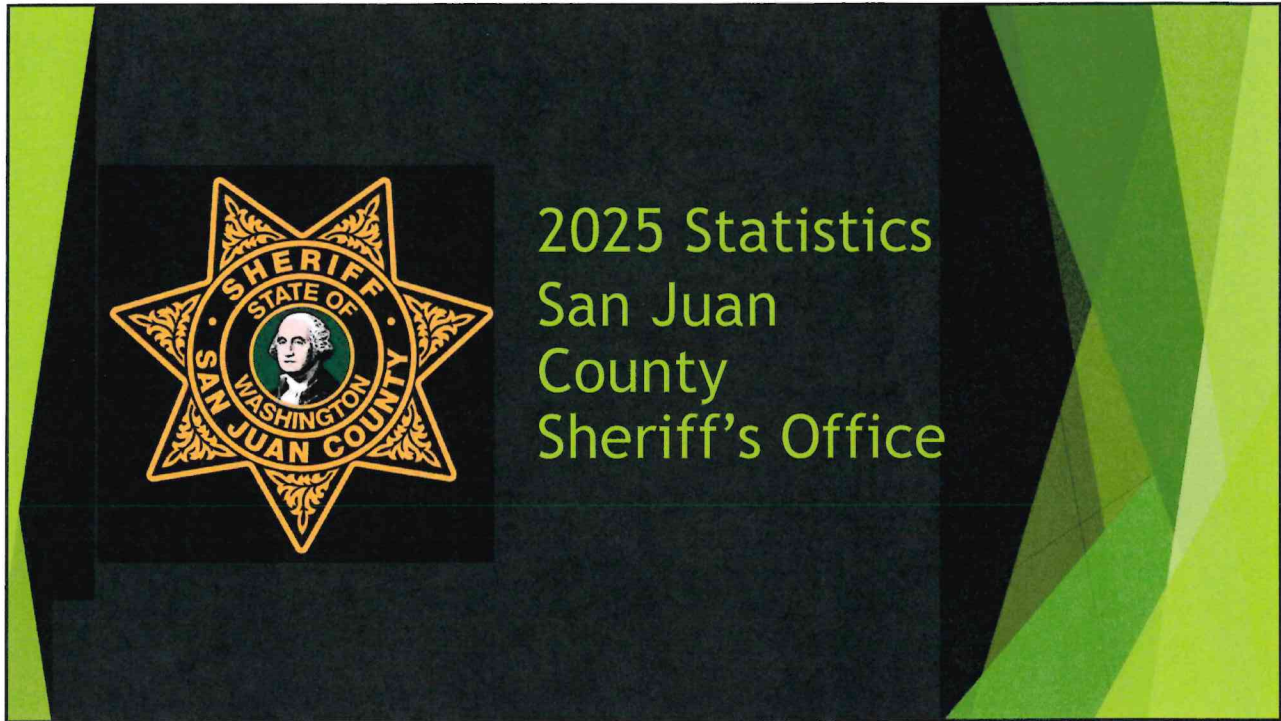
6:00-9:00PM

SAN JUAN VINEYARD

THE GRAND FINALE - THE FIREWORKS

10:15PM'ISH

OVER THE PORT OF FRIDAY HARBOR



1

Total Stats- San Juan County 2025

- Total cad calls entered: 14286 (Law, EMS, Fire)
- Total law calls entered: 8477
- Total arrests entered: 330 = 219 Felony Charges / 463 Misdemeanor Charges
- Traffic Stops 1151 - 245 cleared with CIC - 65 cleared with CAA – 1 Juvenile Arrest
- Infractions/Citations issued: Traffic 353- Non-Traffic 21; Crim Traffic 82; Crim non-Traffic 99 (347 Inf – 181 crim cites)
- EMS calls – Patient Transports by boat – 24
- Total Mental Health calls – 601 total calls -- Mental incidents that required a law enforcement response 97
- Overdose Calls – 15 reported as Overdose – 9 actual confirmed ODs- Deaths 2 – (1 OD Homicide)
- Arrest entered as (Booked into Holding Facility) 256
 - 230 were residents (89.84375%)
 - 26 were not residents
- Total dog incidents taken to shelter – 21
- Total Drug Arrests – 7 (Drug or Drug Paraphernalia)
- DUI Arrests (Countywide) - 42
 - Lopez – 1
 - Orcas – 10
 - SJL – 19
 - FHL – 12



2

Total Stats- Outer Islands 2025

CALLS TOTAL TO OUTER ISLANDS



- Shaw- EMS – 20, Fire – 7, Law – 23
- Blakely- EMS – 0, Fire – 1, Law – 9
- Decatur- EMS – 0, Fire – 2, Law – 17
- Sucia- EMS – 1, Fire – 0, Law – 5 boating calls
- Center- EMS – 0, Fire -1, Law - 3
- Waldron- EMS – 7, Fire – 2 Law – 15
- Spieden- EMS – 0, Fire – 0, Law – 8 boating calls
- Johns- EMS – 1, Fire – 1, Law – 1
- Stuart- EMS – 3, Fire – 3, Law – 21
- Crane- EMS – 0, Fire – 0, Law - 4
- Henry- EMS – 0, Fire – 1, Law – 4
- Jones- EMS – 0, Fire – 0, Law – 5
- Brown- EMS- 0, Fire - 3, Law – 0

3

Total Stats- San Juan Island 2025

San Juan Island



San Juan Island

- Total Law – 3264
- Total Arrests – 135
 - Felony Offenses – 32 (charges)
 - Misdemeanor Offenses – 103 (charges)
- Total Traffic Offense incidents – 406
 - 81 - cleared CIC
 - 19- DUI arrests (24 outside of town- 9 in town limits)
- Total Medical Boat Transports – Shaw-2, Decatur-1, Satellite-1, Johns Island-1, Waldron-1
- Total Mental Health calls – 39 (Total calls observed as mental on scene-67)
- Total reported Overdose – 8
- Overdose deaths – 3 (2x OD Death. 1 x OD Homicide)
- People booked in Jail - **73**
- Dogs taken to Shelter – 11
- Drug related arrests – 0

4

Total Stats- Orcas Island 2025



Orcas Island

- Total Law Calls for service- 2984
- Total arrests- 107 (**17 Felony Arrests/90 Misd charges**)
- Total traffic stops - **492**
- Total infractions issued – (**Cleared CIC-113**)
- **DUI Arrests- 10**
- Total medical boat transports- 7 patients transported from Orcas)
- Total mental health calls – **27 (Observed as mental on scene-38)**
- Total overdose calls – **7 reported OD**
- Totals overdose deaths (Orcas Island) – **0**
- Total # of people booked into jail – **58**
- Total dogs picked up by LE and taken to shelters - **6**
- Total drug arrests – **0**

5

Total Stats- Lopez Island 2025



Lopez Island

- Total Law Calls for service- 1297
- Total arrests 35- **2 Felony Charges/33 Misdemeanor Charges**
- Total traffic stops - **173**
- Total infractions issued – **Traffic CIC 32 (infraction/citation)**
- **DUI Arrests- 1**
- Total medical boat transports-11 patients transported from Lopez
- Total mental health calls - **26**
- Total overdose calls – **0**
- Totals overdose deaths-**0**
- Total # of people booked into jail- **19**
- Total dogs picked up by LE & taken to shelter – **0**
- Total drug arrests - **0**

6

Town of Friday Harbor Stats 2025



Total Law count for FH- 1166

Total arrests: 115 (Town of FH)- Felony-20, Misdemeanor- 95 (charges)

DUI arrests in town: 12

Accidents: 32; Non-injury 19; Hit & Run 10; Injury-Accident 3

Toal Walk in Reports- 515

Total mental health calls- 17

Total reported overdose- 0

Overdose deaths- 0

Drug related arrests- 7

7

Additional SJCSO Stats/Info 2025



Use of Force Data 2025:

17 Total Uses of Force (8477 calls for service)(330 Arrests)

UOF by Island- SJI-14, Orcas- 2, Lopez- 1

RCW 10.120.010

(7) "Physical force" means any act reasonably likely to cause physical pain or injury or any other act exerted upon a person's body to compel, control, constrain, or restrain the person's movement.

"Physical force" does not include pat-downs, incidental touching, verbal commands, or compliant handcuffing where there is no physical pain or injury.

8

DUI 2023- 56 DUI 2024- 45 DUI 2025- 42
 Due to severe short staffing levels- less proactive opportunities.

ARRESTS 2023- 433 total

ARRESTS 2024- 298 total

ARRESTS 2025- 330 total

TOTAL TRAFFIC STOPS 2023- 1566

TOTAL TRAFFIC STOPS 2024- 1045

TOTAL TRAFFIC STOPS 2025- 1151

BOOKED IN JAIL 2023- 273 (212 Residents, 61 non-residents)

BOOKED IN JAIL 2024- 205 (185 Residents, 20 non-residents)

BOOKED IN JAIL 2025- 256 (230 Residents, 26 non-residents)



9

Total (EMS/Fire/L.E.) Calls for Service 2023- 16049

Total L.E. Calls for service 2023- 9836

Total (EMS/Fire/L.E.) Calls for Service 2024- 19782

Total L.E. Calls for service 2024- 8319

Total (EMS/Fire/L.E.) Calls for Service 2025- 14286

Total L.E. Calls for service 2025- 8477

Total Use of Force 2023- 17 (3 of these were assaults on deputies)

Total Use of Force 2024- 3

Total Use of Force 2025- 17



10

Town of Friday Harbor

PO Box 219 / Friday Harbor / WA / 98250

(360) 378-2810 / fax (360) 378-2380 / www.fridayharbor.org

MEMO

To: Town Council

From: Ryan Ericson, Community Development Director

Date: June 26, 2026

Re: Workshop for Transient Accommodations and Artesian and Specialty Goods

At the July 2nd Town Council Meeting Community Development will be presenting two ordinance addressing commercial uses. The first workshop will address small scale manufacturing, and the second workshop will discuss detailed development regulations for transient accommodations.

Artesian and Specialty Goods. Town Staff presented the small-scale manufacturing draft development regulations to Planning Commission at the June 11, 2026, meeting. The Commission was receptive to the new use in the commercial zone and agreed the term should be Artesian and Specialty Good and not Small-Scale Manufacturing. A key component of the new use is public interaction with the artesian and/or the product produced onsite. Town Staff are proposing requirements for a viewing window into the production process or an opportunity to experience and purchase the product such as a tasting room or café.

Town Staff is seeking from Town Council any additional specific approval criteria and a recommendation to move a public hearing.

Transient Accommodations. Town Staff presented Town Councils initial feedback on the transient accommodation development regulations. Planning Commission agreed with protecting commercial uses and promoting permanent residential housing opportunities in the Downtown Commercial District proposing a floor area ratio for non-residential commercial uses on the ground floor and a maximum floor area for transient accommodations within the structure. Town Staff added specific review criteria for the administrative review process.

Town Staff is seeking from Town Council any additional specific approval criteria and a recommendation to move a public hearing.

ORDINANCE NO. XXXX

AN ORDINANCE of the Town of Friday Harbor, Washington relating to establishing a new commercial use to encourage vibrant businesses in the commercial zone.

SECTION 1. Section X Ordinance XXXX and FHMC 17.08.10 Definitions-A are amended to add a new definition for Artsian and Speciality Goods to read as follows:

“Artisan and Specialty Goods Production”

Small-scale businesses that manufacture artisan goods or specialty foods. Small manufacturing production aims at direct sales rather than the wholesale market. This small-scale manufacturing use is intended to be allowed where compatible with the commercial and residential fabric of the city center. An allowance for public viewing or customer service space is required with artisan and specialty goods production. This use category includes the following uses: sugar and confectionary, fruit and vegetable preserving and specialty foods, bakeries and tortilla manufacturing; artisan leather, glass, cutlery, hand tools, wood, paper, ceramic, textile and yarn products; microbreweries, microdistilleries, and wineries.

Section 2. Section 2 Ordinance XXXX amended to add new minor conditional use to FHMC 17.32.025 are amended to read as follows:

A. Artisan and Specialty Goods Production uses .

1. The Artisan and Specialty Goods Production structure shall not encompass more than two thousand (2,000) square feet of area. The two thousand (2,000) square feet total shall include all storage areas associated with the manufacturing operation. These types of uses are limited in size to assure that they will not dominate the commercial area and to limit the potential impacts on residential and commercial uses. Upon application the Director may increase the square feet of area by no more than 20% if it is determined that the additional area will not adversely impact neighboring uses and improvements and will be consistent with surrounding uses.
2. All activities except loading shall occur within buildings; outdoor storage/repair is prohibited.
3. All Artisan and Specialty Goods Production uses are required to accommodate public viewing or a customer service space as defined below.
 - a. Public viewing shall be accomplished with windows or glass doors covering at least 25% of the front of the building face abutting the street or indoor lobby wall, allowing direct views of manufacturing, openings between the display or lobby area and manufacturing/work space may be reduced below 25% where fire rated separation requirements restrict opening size as determined by the planning official, or;
 - b. A customer service space includes, a showroom, tasting room, restaurant, or retail space.
4. Drive-through facilities are prohibited.

DULY PASSED AND ADOPTED this

TOWN OF FRIDAY HARBOR

Evan Perrollaz, Mayor

SEAL of the
Town of Friday Harbor

ATTEST:

Jennifer M. Krembs, Town Clerk

ORDINANCE NO. XXXX

AN ORDINANCE amending portions of Ordinance No. 1172, Ordinance No. 1372, Title 17, and Title 20 of the Friday Harbor Municipal Code, relating to Transient Accommodations, amending Zoning Districts and Uses, Off-Street Parking and Loading, Conditional Use Permits, and Project Permit Review Procedures.

BE IT ORDAINED by the Council of the Town of Friday Harbor,

SECTION 1. A new section shall be added to Chapter 17.32, to read as follows:

"17.32.025 Minor Conditional Use."

SECTION 2. Section 39K of Ordinance No. 1172, and FHMC 17.32.020 Permitted uses are hereby amended to move "Transient accommodations" from FHMC 17.32.020 to new section 17.32.025 Minor Conditional Uses.

SECTION 3. FHMC Chapter 17.52 at section 17.52.030 is hereby amended to read as follows:

17.52.030 Conditional uses.

A. Conditional uses in a light industrial zone shall be as follows:

1. Public and private utility structures;
2. Equipment maintenance and repair performed outdoors; and
3. Activities of a marijuana processor or marijuana producer after such activities have been duly licensed by the state of Washington pursuant to Chapter 314-55 WAC.

B. All conditional uses under this chapter are subject to the conditional use process and criteria set forth in Chapter 17.80 FHMC.

SECTION 4. Section 16 of Ordinance No. 1372 relating to Section 94(E) of Ordinance No. 1172, and the Use Space Table within FHMC 17.68.030(B) are hereby amended to read as follows:

"Resident-transient accommodation – 1 per dwelling unit or sleeping unit"

SECTION 5. Chapter 17.80 of the Friday Harbor Municipal Code, as last amended by Ordinance No. 1372, is hereby amended at FHMC 17.80.010 and FHMC 17.80.020 to read as follows:

"17.80.010 Purpose.

The conditional use permit procedure is intended to provide an opportunity for flexibility in applying the use regulations of this title by allowing for a greater range

of uses. The Minor Conditional Use Permit is intended to provide an administrative approval process for specific uses that can meet objective performance standards without a public hearing."

"17.80.020 Authority.

The town council shall have the authority to grant or deny conditional use permits. The Land Use Administrator shall have the authority to grant or deny Minor Conditional Use Permits for use expressly designated as such in this Title. The Administrator shall apply the criteria set forth in FHMC 17.80.030."

SECTION 6. Section 17 of Ordinance No. 1372 and FHMC Chapter 17.80 are hereby amended at FHMC 17.80.040 and FHMC 17.80.050 to read as follows:

"17.80.040 Conditions – Penalties.

A. The town council or Land Use Administrator may impose reasonable conditions to ensure that the use, if granted, will meet the criteria set forth above, limit the term of the use, and require such bonds or other security devices as may be reasonably necessary to ensure continued compliance with the conditions of the use permit."

"17.80.050 Time limits. A. The use activity approved by a conditional use permit must begin to occur on the subject property within two years from the date the permit is granted, failing which the permit is void and the use activity, if thereafter occurring, will be illegal, if a complete application for subsequent building permit or civil permit has not been submitted. A one-year extension may be granted for good cause through the approved permit decision maker.

D. Conditional Use Permits. If a use or activity authorized by a conditional use permit is abandoned or discontinued for a continuous period of one year, the conditional use permit shall expire, and the use or activity may not be reestablished unless authorized by a new conditional use permit."

SECTION 7. A new section, to be codified as Section .060, shall be added to Chapter 17.80, to provide as follows:

"17.80.060 Transient Accommodations Development Standards.

A. Eligibility. Transient Accommodations require a Minor Conditional Use Permit and are only allowed to be sited in structures in the Commercial Zone where the sleeping uses or guest rooms are located fully within a structure for which a certificate of occupancy was issued after [Effective date of Ordinance].

B. Prohibition on Conversions. The conversion of existing gross floor area from residential (including workforce housing), retail, or general commercial use to

transient use is strictly prohibited, unless equivalent new gross floor area is provided for commercial/retail.

C. Prohibition on Demolition. Demolition of existing commercial or retail structures is prohibited to establish transient accommodation.

D. Parking. All transient uses shall provide a minimum of one (1) off-street parking space per dwelling unit or sleeping unit as required under FHMC 17.68.030(B).

E. Parking Incentives. All required parking must be provided on-site or within 200 feet via a recorded parking easement per FHMC 17.68.030(E)(1). No additional incentives for parking are allowed.

F. Pedestrian Level. All development for Transient Accommodations shall provide pedestrian level retail and commercial use with a floor area ratio of 60:40, with a minimum of 20% at Pedestrian Level."

SECTION 8. FHMC Chapter 17.08 at section 17.08.190 is hereby amended to add the following definition under the alphabetical section "S":

"Sleeping Unit: A room or space in which people sleep, which can also include permanent provisions for living, eating, and either sanitation or kitchen facilities, but not both. For the purposes of transient accommodation, this definition matches the standard building code definition minus kitchen facilities."

SECTION 9. FHMC Chapter 20.16 at section 20.16.010(C) is hereby amended to include the following track:

"Minor Conditional Use Permit (MCUP)"

SECTION 10. The Town of Friday Harbor Fee Schedule for Land Use Fees is hereby amended to add a new fee line item to read as follows:

"Minor Conditional Use Permit (MCUP) – \$700.00

SECTION 11. Effective Date.

This ordinance shall become effective upon publication in accordance with State law.

DULY PASSED AND ADOPTED this ___th day of July 2026.

TOWN OF FRIDAY HARBOR

Evan Perrollaz, Mayor

SEAL of the
Town of Friday Harbor
ATTEST:

Jennifer M. Krembs, Town Clerk

DRAFT

Council Chambers estimates (note: not all bids in yet)

Option 1

Swing in Door Door installation - removal, break room opening moved, new door, trim +
electrical changes to break room and wall

total

Option 2

Pocket door Door installation - support changes, new door, trim + paint
changes to Finance office ducting and electrical below
electrical changes behind Administrator wall

total

Other planned work

Painting walls, ceiling, and trim.

Carpeting,

Chamber front doors

Cost with tax

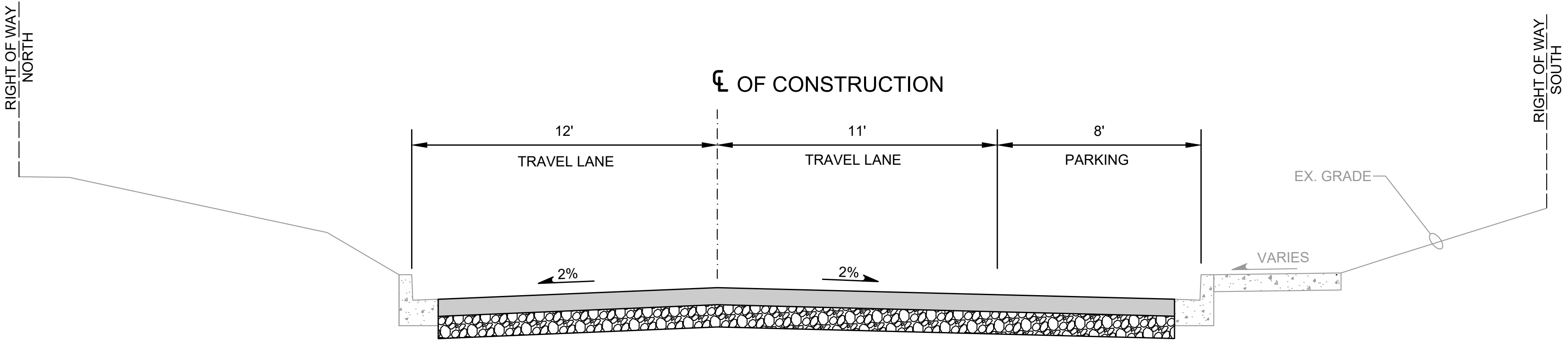
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\$3,321.04
\$10,491.94

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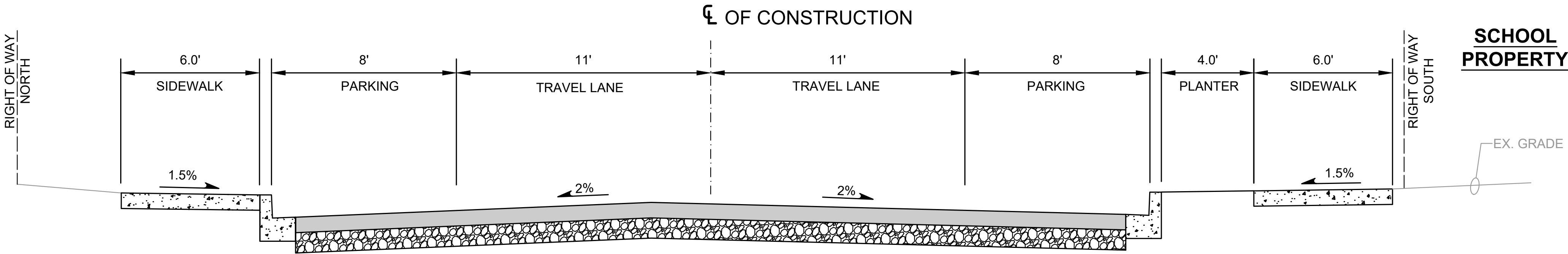
\$15,754.25
\$6,326.90
\$5,433.55



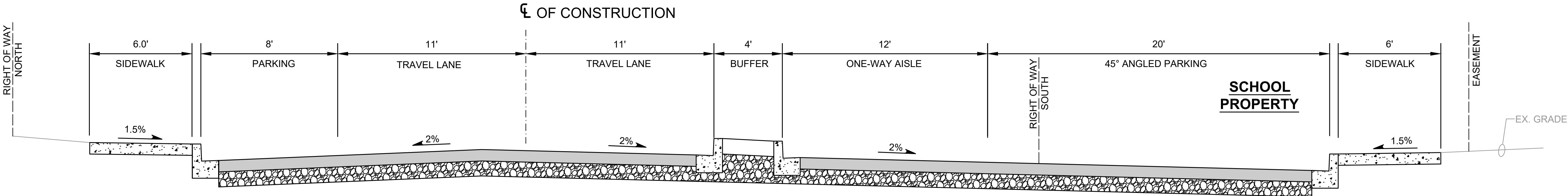
GROVER STREET IMPROVEMENTS



TYPICAL CROSS SECTION
GROVER STREET
ARGYLE AVENUE TO SCHOOL ENTRANCE
NOT TO SCALE



TYPICAL CROSS SECTION
GROVER STREET
BETWEEN SCHOOL ENTRANCES
NOT TO SCALE



TYPICAL CROSS SECTION
GROVER STREET
AT THE ATHLETIC FIELDS
NOT TO SCALE

RESOLUTION NO. 3033

**A RESOLUTION BY THE COUNCIL OF THE TOWN OF FRIDAY HARBOR AUTHORIZING
THE MAYOR TO EXECUTE AN AGREEMENT WITH BETHANY BERRY FOR
CONSULTING SERVICES.**

WHEREAS, the Town's former Finance Director, Bethany Berry, has announced that she would separate from employment on June 4, 2026, and her last day serving the Town was June 24, 2026; and

WHEREAS, the Town may need ongoing services after Berry's separation relating to transition issues, training, and finance support; and

WHEREAS, Bethany Berry has offered a proposal to perform said services as a consultant in the base amount of \$75.00 per hour; and

WHEREAS, the Town has reviewed total costs for said services and determined that contracting on an as-needed basis, not to exceed \$7,500 without prior written authorization, is mutually beneficial and in the best interests of the Town of Friday Harbor;

NOW, THEREFORE, be it resolved by the Council of the Town of Friday Harbor that the Mayor is hereby authorized to execute an agreement with Bethany Berry to provide on-call consulting services. Said agreement is attached hereto.

DULY PASSED AND ADOPTED this 2nd day of July 2026.

TOWN OF FRIDAY HARBOR

Evan Perrollaz, Mayor

SEAL of the
Town of Friday Harbor
ATTEST:

Jennifer M. Krembs, Town Clerk



AGREEMENT FOR PROFESSIONAL SERVICES FINANCE SUPPORT - BETHANY BERRY

This Agreement is entered into by and between the Town of Friday Harbor, Washington, a municipal corporation of the State of Washington, hereinafter referred to as "the Town," and Bethany Berry hereinafter referred to as "the Consultant."

WHEREAS, Bethany Berry announced her separation from Town employment on June 4, 2026 with the effective date being June 24, 2026; and

WHEREAS, the Consultant has offered a proposal for services relating to transition issues, training, and finance support; and

WHEREAS, the Town desires to have the Consultant perform such services described in Exhibit A pursuant to certain terms and conditions;

NOW, THEREFORE,

IN CONSIDERATION OF the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. **Scope of Services to be performed by Consultant.** The Consultant shall perform those services described in "Exhibit A" attached hereto and incorporated herein by this reference as if fully set forth. In performing such services, the Consultant shall endeavor to comply with all federal, state, and local statutes, rules, and ordinances applicable to the performance of such services and the handling of any funds used in connection therewith.
2. **Compensation and Method of Payment.** The Town shall pay the Consultant for services rendered within ten (10) business days after Town Council voucher approval. The Consultant will invoice the Town monthly based upon actual time expended and expenses incurred on the project. Based on the estimated budget described in "Exhibit B", the Consultant shall be paid a total amount not to exceed \$7,500.00 without written modification of the Agreement signed by the Town. The Consultant shall complete and return a current Internal Revenue Service W-9 form to the Town prior to or along with the first billing invoice submittal.
3. **Duration of Agreement.** This Agreement shall be in full force and effect for a period commencing on the date of execution by both Parties, and ending December 31, 2026, unless sooner terminated under the provisions hereinafter specified or extended through a mutually agreed upon written amendment to this agreement.
4. **Ownership, Form, and Use of Documents.** All documents, drawings, specifications, and other materials produced by the Consultant in connection with the services rendered under this Agreement shall be the property of the Town whether the project for which they are made is executed or not. The Consultant shall provide to the Town all final documents, reports, or studies in printed and electronic form unless otherwise designated in Exhibit A. Unless otherwise directed in writing by the Town, all final documents, reports, or studies shall be provided to the Town in both a PDF and Word format. The Consultant shall not be responsible for any use or modifications of said documents or other materials by the Town or its representatives for any purpose other than the project specified in the Agreement.

5. **Independent Consultant.** The Consultant and the Town agree that the Consultant is an independent contractor with respect to the services provided pursuant to this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto. Neither the Consultant nor any employee of the Consultant shall be entitled to any benefits accorded Town employees by virtue of the services provided under this Agreement. The Town shall not be responsible for paying, withholding, or otherwise deducting any customary state or federal payroll deductions including but not limited to FICA, FUTA, state industrial insurance, or state workers compensation, nor shall the Town assume the duties of an employer with respect to the Consultant or any employee of the Consultant.
6. **Indemnification.** Consultant shall defend, indemnify and hold the Town, its officers, directors, employees, and agents harmless from any and all claims, injuries, damages, losses, or suits, including reasonable attorney fees, arising out of or resulting from the acts, errors, or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the Town. 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 Town, its officers, directors, employees and/or agents, the Consultant's liability, including the duty and cost to defend, hereunder shall be only 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 Industrial Insurance, Title 51 RCW, solely for the purpose of this indemnification. This waiver has been mutually negotiated by the parties.
7. **Insurance.**
 - A. The Consultant shall procure and maintain in full force throughout the duration of the Agreement comprehensive general liability insurance with a minimum coverage of \$1,000,000 per occurrence/aggregate for personal injury and property damage. Said policy shall name the Town of Friday Harbor as an additional named insured and shall include a provision prohibiting cancellation or reduction in the amount of said policy except upon thirty (30) days prior written notice to the Town. Cancellation of the required insurance shall automatically result in termination of this Agreement.
 - B. In addition to the insurance provided for in Paragraph A above, the Consultant shall procure and maintain in full force professional liability insurance for those services delivered pursuant to this Agreement that, either directly through Consultant employees or indirectly through contractual or other arrangements with third parties, involve providing professional services. Such professional liability insurance shall be maintained in an amount not less than \$1,000,000 combined single limit per claim/aggregate. For the purposes of this Paragraph "professional services" shall include, but not be limited to, the provision of any services provided by any licensed professional.
 - C. Certificates of coverage as required by Paragraphs A and B above shall be delivered to the Town within fifteen (15) days of execution of this Agreement.

8. **Record Keeping and Reporting.**

- A. The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain such other records as may be deemed necessary by the Town to ensure proper accounting of all funds contributed by the Town to the performance of this Agreement and compliance with this Agreement.
- B. These records shall be maintained for a period of seven (7) years after termination hereof unless permission to destroy them is granted by the Office of the Archivist in accordance with RCW Chapter 40.14 and by the Town.

9. **Public Records Disclosure.**

Contractor acknowledges that the Town is an agency governed by the public records disclosure requirements set forth in Chapter 42.56 RCW. Contractor shall fully cooperate with and assist the Town with respect to any request for public records received by the Town concerning any public records generated, produced, created or possessed by the Contractor and related to the services performed under this Contract. Upon written demand by the Town, the Contractor shall furnish the Town with full and complete copies of any such records within five business days.

Contractor's failure to timely provide such records upon demand shall be deemed a material breach of this Contract. To the extent the Town incurs any monetary penalties, attorneys' fees, or any other expenses as a result of such breach, Contractor shall fully indemnify and hold harmless the Town as set forth in Section 6.

For purposes of this section, the terms "public records" and "agency" shall have the same meaning as defined by Chapter 42.56 RCW, as said chapter has been construed by Washington courts.

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

10. **Taxes, Licenses and Permits.**

- A. The Consultant shall procure and maintain a Town Business License in accordance with FHMC Chapter 5.04, Business Taxes, Licenses and Regulations, prior to beginning work under this Agreement. The Consultant shall also be responsible for ensuring that all Consultants and sub-Consultants obtain a Town Business License.
- B. The Consultant acknowledges that it is responsible for the payment of all charges and taxes applicable to the services performed under this Agreement, including FHMC Chapter 5.04; and the Consultant agrees to comply with all applicable laws regarding the reporting of income, maintenance of records, and all other requirements and obligations imposed pursuant to applicable law. If the Town does not receive or is assessed, made liable, or made responsible in any manner for such charges or taxes, the Consultant shall reimburse and hold the Town harmless from such costs. The Consultant shall also require all

Consultants, sub-Consultants, and suppliers pay all charges and taxes in accordance with this section.

- C. In the event the Consultant fails to pay any taxes, assessments, penalties, or fees imposed by the Town or any other governmental body, then the Consultant authorizes the Town to deduct and withhold and/or pay over to the appropriate governmental body those unpaid amounts upon demand by the governmental body. This provision shall, at a minimum, apply to taxes and fees imposed by Town ordinance. Any such payments shall be deducted from the Consultant's total compensation.
11. **Audits and Inspections.** The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review, or audit by law during the performance of this Agreement.
12. **Termination.** This Agreement may be terminated by the Town at any time upon giving to the Consultant at least ten (10) days written notice. If the Consultant's insurance coverage is canceled for any reason, the Town shall have the right to terminate this Agreement immediately.
13. **Discrimination Prohibited.** The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement on the basis of race, creed, color, national origin, marital status, sex, age, disability, or other circumstance prohibited by federal, state, or local law or ordinance, except for a bona fide occupational qualification.
14. **Assignment and Subcontract.** The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the Town.
15. **Entire Agreement.** This Agreement contains the entire agreement between the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind any of the parties hereto. Either party may request changes to the Agreement. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.
16. **Notices.** Notices to the Town of Friday Harbor shall be sent to the following address:

Denice Kulseth, Town Administrator
Town of Friday Harbor
PO Box 219
60 Second Street
Friday Harbor, Washington 98250
Phone number: (360) 378-2810
dkulseth@fridayharbor.org

Notices to the Consultant shall be sent to the following address:

Bethany Berry
Address: 165 Channel Heights Way, Friday Harbor, WA 98250
Phone: 360-317-3113
Email: info@balancedblissolutions.com

17. **Applicable Law; Venue; Attorneys' Fees.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in San Juan County, Washington.

18. Executed this 2nd day of July 2026.

TOWN OF FRIDAY HARBOR:

CONSULTANT:

Evan Perrollaz, Mayor

Bethany Berry

DATE:

DATE:

Attachments:

Exhibit A: Scope of Work/Fee Schedule

Exhibit A – Scope of Work

Consultant shall provide administrative services ("Services") to the Town on an "as needed" basis, as authorized by the Town Administrator, subject to the availability of the Consultant to perform such services.

For the purpose of this agreement, "remotely" is defined as "the process of developing work product, at a distance or virtually, supported by technology for communicating, sharing, reviewing, and developing documents and accessing systems, without being physically present at the site where the work would routinely be conducted."

Section 1. Scope of Services

1. **Scope of Services.** Services may include, but are not limited to:
 - Continued training of personnel in the Finance Department.
 - Providing operational and historical information as requested by the Town.
 - Assisting with record requests or pending litigation related to the Finance Department.
 - Preparing draft documents as authorized by the Town.
 - Special projects or reports requested by the Town and accepted by the Consultant.
 - Software support.
 - Grant assistance.
 - Update utility report and the process to generate reporting for future Finance Department staff.
2. **Standard of Services.** The Consultant shall competently and courteously perform the Services, in accordance with the Town standards of ethics and quality.
3. **Request for Services.**
 - Administrative Services: When Town desires Consultant to perform administrative services, Town shall notify Consultant that the Services are to be performed. In the event Consultant is not available, Consultant shall notify Town and inform Town as to the earliest possible time that Consultant will be available.
4. **Performance of Services.** When the Consultant can perform Services in person or for scheduled in person meetings, the Consultant shall accomplish the specified work at Town Hall. Alternately, the Consultant may perform remote services for projects and communications that don't require in-person services. Certain special projects may be performed remotely pursuant to Town Administrator approval. To the extent practicable for agreed services Consultant will be available for Town comment during regular business hours, defined as between 8:30 a.m. and 4:00 p.m. (Pacific Standard Time) Monday through Friday.
 - Town shall provide appropriate administrative support for performance of the Services including, but not limited to, Town Projects on an as needed and as assigned basis.
 - The Consultant shall maintain an accurate record of time spent in performance of Services pursuant to this Agreement each day services are performed.
 - The Consultant shall copy Town on any correspondence with the public or outside agencies relating to Town business.
5. **Compensation.**

- Town shall pay Consultant at the rate of \$75 per hour, tabulated at 15-minute intervals.
- Consultant shall invoice Town monthly for all sums due under this Agreement, and Town shall pay such invoices within ten business days following voucher approval by the Town Council. Invoices shall include a detailed list of the services provided and time and date spent on each activity.

6. **Ownership of Documents and Use and Software.**

- All documents, drawings, specifications and other materials produced by the Consultant in the performance of the Services shall be and remain the property of the Town. All documents created to document the Consultant's time shall be the property of the Consultant, provided, the Consultant shall provide copies to Town as proof for each monthly invoice.
- The Consultant is to be provided with a Town issued laptop that contains access levels applicable to consultant services. The consultant agrees that any equipment provided by the Town is owned by the Town and will be returned upon contract completion. Any information obtained through equipment is subject to confidentiality and may not be distributed except to appropriate Town staff.
- Any software, subscriptions or third-party licensing provided by the Town to the Consultant for remote Services shall be used strictly for performance of said Services.

Section 2. Fee Schedule

Consultant has agreed to offer the Town of Friday standard hourly rate of \$75.00 to the rates shown herein:

Hourly Rate	Location of Work
\$75.00	Virtual/In-Person

