Sedro-Woolley Housing Authority

MEETING OF THE BOARD OF COMMISSIONERS

Thursday, October 20, 2016 10:45 am Hillsview Apartments

_	-Agenda-	
I.	Call to Order	
II.	Roll Call	
III.	Approval of Minutes	1
	A. April 21, 2016 Board of Commissioners' Meeting Minutes	
IV.	Consent Items	2
	 A. Approval of Voucher Report April 1 to May 31, 2016 B. Approval of Voucher Report June 1 to July 31, 2016 C. Approval of Voucher Report August 1 to September 30, 2016 	
V.	Resolution for Discussion & Approval	
	None.	
VI.	Financial Reports	3
	A. Financial Report for April 2016B. Financial Report for June 2016C. Financial Report for August 2016	
X.	Housing Management Report	4
	A. Housing Management Report for August & September 2016	
XI.	Construction Update	
XII.	New Business	
XIII.	Adjournment	

*Due to lack of a quorum for the meeting held on August 19th; Board members present received an update on some of the reporting items, but no action was taken.

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MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SEDRO-WOOLLEY

April 21, 2016

I. Call to Order

The meeting of the Board of Commissioners of the Sedro-Woolley Housing Authority was called to order by Chair Laurie Fellers at 10:45 a.m. on Thursday, April 21, 2016 in the Community Room of the Hillsview Apartments.

II. Roll Call

Present: Commissioner Lee Elliot, Commissioner KB Johnson (arrived at 10:48 a.m.)

and Commissioner Kacy Johnson

Excused: Commissioner Laurie Fellers (Chair), Commissioner Reta Stephenson (Vice-Chair)

III. Approval of Minutes

A. February 18, 2016 Board of Commissioners' Meeting Minutes

Commissioner Kacy Johnson moved for approval of the minutes, seconded by Commissioner K.B. Johnson. The motion to approve the minutes unanimously passed.

IV. Consent Items

A. Approval of Voucher Report – February 1, 2016 to March 31, 2016

The Voucher Report for December 1, 2015 to January 31, 2016 was presented to the Board of Commissioners as contained in the meeting packets.

Commissioner Kacy Johnson moved for approval of the vouchers, seconded by Commissioner K.B. Johnson and the motion unanimously passed.

V. Resolution for Discussion & Approval

None.

VI. Financial Reports

A. February 2016 Financial Report

Jeff Friend, Financial Reporting Manager, briefed the board on the December 2015 Financial Report as was contained in the meeting packets.

VII. Housing Management Report

Sedro-Woolley Housing Authority April 21, 2016 - Board Meeting Minutes Page 2 of 2

A. Housing Management Report for February 2016 & March 2016

Kimberly Sayavong, Property Manager, briefed the Board of Commissioners on the Housing Report for August and September 2015 as was contained in the meeting packets.

IX. Construction Update

None.

XI. New Business

None.

XII. Adjournment

There being no further business before the Board of Commissioners, the meeting was adjourned at 11:18 a.m.

THE HOUSING AUTHORITY OF THE CITY OF SEDRO-WOOLLEY

LAURIE FELLERS, Chair Board of Commissioners

STEPHEN J. NORMAN Executive Director

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SEDRO-WOOLLEY HOUSING AUTHORITY

TO:

Board of Commissioners

FROM:

Linda Riley, Accounting Manager

DATE:

June 1, 2016

RE:

Approval of Vouchers April 1, 2016 to May 31, 2016

I, Linda Riley, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the expenditures represented by the summary listed below were just obligations of the Sedro-Woolley Housing Authority, and that I am authorized to authenticate and certify said claims.

Linda Riley

Accounting Manager

June 1, 2016

Expenditures to Sedro-Woolley

Operations

Directly to Cedar Grove Directly to Hillsview

Total Expenditures

10,165.73

24,679.99

\$34,845.72

Account	Major Account					Check
No	Description	Amount	Vendor Name	Voucher Description	Date	Number
264000 LT Debt-Lease		176.12	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	4/8/2016	302319
		176.69	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	5/6/2016	302862
411100 Comp Equip-Hardware	dware	0.18	CDW/COMPUTER CENTERS INC	REPLACEMENT BATTERIES	4/1/2016	302167
411100 Comp Equip-Hardware	dware	4.23	DELL COMPUTER	COMPUTER PARTS	4/29/2016	302695
411100 Comp Equip-Hardware	dware	24.27	24.27 INTEGRATED ARCHIVE SYSTEMS	COMPUTER COMPONENTS	4/29/2016	302763
411100 Comp Equip-Hardware	dware	1.58	.58 INTEGRATED ARCHIVE SYSTEMS	CABLE, CISCO N5020	4/29/2016	302763
411100 Comp Equip-Hardware	dware	1.00	1.00 INTEGRATED ARCHIVE SYSTEMS	UPLINK MODULES	5/6/2016	302928
T	dware	9.82	9.82 DELL COMPUTER	SERVERS	5/13/2016	302987
	dware Maint	0.91	ADVANTAGE TECHNOLOGIES INC	ANNUAL SUPPORT	4/8/2016	302380
	dware Maint	6.64	INTEGRATED ARCHIVE SYSTEMS	ANNUAL SUPPORT	4/15/2016	302493
411102 Comp Equip-Hardware Maint	dware Maint	1.73	CDW/COMPUTER CENTERS INC	CISCO SMARTNET	4/22/2016	302558
	dware Maint	2.45	INTEGRATED ARCHIVE SYSTEMS	COMPUTER COMPONENTS	4/29/2016	302763
	ware Maint	1.46	ADVANTAGE TECHNOLOGIES INC	ANNUAL SUPPORT	4/8/2016	302380
411103 Comp Equip-Software Maint	ware Maint	4.50	CDW/COMPUTER CENTERS INC	SYMANTEC ENTERPRISE	4/29/2016	302694
411200 Equip-Maint		90.0	KONICA MINOLTA	LEASE	4/22/2016	302582
411901 Equip-Other-Leased/Rented	sed/Rented	1.40	TREBRON COMPANY INC	LEASE BUYOUT 23501-A-NV	4/15/2016	302441
411901 Equip-Other-Leased/Rented	sed/Rented	0.03	TREBRON COMPANY INC	LEASE 23501-A-NV	4/22/2016	302578
411901 Equip-Other-Leased/Rented	sed/Rented	0.03	.03 KONICA MINOLTA	LEASE	4/22/2016	302582
411901 Equip-Other-Leased/Rented	sed/Rented	0.03	.03 KONICA MINOLTA	LEASE	5/13/2016	303005
420000 Professional Services-Legal	vices-Legal	15.00	15.00 MONTGOMERY PURDUE BLANKINSHIP	LEGAL SVCS - MAR 2016	4/22/2016	302534
420908 Professional Services-Comps	vices-Comps	0.54	CERIUM NETWORKS INC	REMOTE SYSTEM PROGRAMMING	4/8/2016	302382
420908 Professional Services-Comps	vices-Comps	3.00	INTEGRATED ARCHIVE SYSTEMS	IAS CUSTOM SVCS	5/13/2016	303051
420908 Professional Services-Comps	vices-Comps	2.50	CALIBER SECURITY PARTNERS LLC	INTRUSION ANALYSIS	5/20/2016	303199
421904 Admin Contracts	Admin Contracts- Cloud Recovery Services	1.55	NET2VAULT LLC	MANAGED VAULTING	4/29/2016	302791
421904 Admin Contracts	Admin Contracts- Cloud Recovery Services	1.80	NET2VAULT LLC	MANAGED VAULTING	5/13/2016	303073
	Travel-Non-training Related-Local-Mileage	0.88	MARSHA PREMEL	MILEAGE 3/10-3/29/16	4/8/2016	302373
440100 Travel-Non-train	Travel-Non-training Related-Local-Mileage	47.91	KIMBERLY SAYAVONG	MILEAGE 2/8-3/30	4/8/2016	302375
440100 Travel-Non-train	Travel-Non-training Related-Local-Mileage	0.25	CATHERINE COLLEEN CUNNINGHAM	MILEAGE 2/1-3/10/16	4/8/2016	302411
440100 Travel-Non-train	Travel-Non-training Related-Local-Mileage	0.76	MARSHA PREMEL	4/4-25/16 MILEAGE	5/13/2016	303052
441000 Training-Individual	ler	1.20	PNRC-NAHRO SERVICE OFFICE	10 REG FEES	4/15/2016	302420
441000 Training-Individual	ler	1.20	20 PNRC-NAHRO SERVICE OFFICE	10 REG FEES	4/15/2016	302420
450002 Comm-Phones L	Comm-Phones Lines-Service-Digital Voice	0.10	0.10 911 ETC INC	MONTHLY GATEWAY	4/8/2016	302320
450002 Comm-Phones L	Comm-Phones Lines-Service-Digital Voice	0.10	3.10 911 ETC INC	MONTHLY CHARGE	5/20/2016	303138
491000 Admin Exp-Crim	Admin Exp-Criminal/Background Checks	7.06	7.06 WASHINGTON STATE PATROL	BACKGROUND CHECKS	4/1/2016	302168
491000 Admin Exp-Crim	Admin Exp-Criminal/Background Checks	90.0)	(0.06) WASHINGTON STATE PATROL	CREDIT ON INV 116006147	4/1/2016	302168
491000 Admin Exp-Crim	Admin Exp-Criminal/Background Checks	5.71	I NATIONAL CREDIT REPORTING	BACKGROUND CHECKS	4/1/2016	302182

Account	Major Account					Check
No.	Description	Amount	Vendor Name	Voucher Description	Date	Number
491000 Admir	Admin Exp-Criminal/Background Checks	7.42	NATIONAL CREDIT REPORTING	BACKGROUND CHECKS	4/22/2016	302579
	Admin Exp-Criminal/Background Checks	7.95	7.95 WASHINGTON STATE PATROL	BACKGROUND CHECKS	4/29/2016	302697
	Admin Exp-Criminal/Background Checks	(0.17)	(0.17) WASHINGTON STATE PATROL	CREDIT ON INV 116006958	4/29/2016	302697
	Admin Exp-Criminal/Background Checks	12.00	.00 WASHINGTON STATE PATROL	MARCH BACKGROUND CHECKS	5/6/2016	302835
т	Admin Exp-Criminal/Background Checks	5.43	NATIONAL CREDIT REPORTING	CREDIT CHECK	5/20/2016	303135
	Admin Exp-Criminal/Background Checks	6.28	WASHINGTON STATE PATROL	BACKGROUND CHECKS	5/27/2016	303239
493000 Other	Other Admin Exp-Postage	9.55	MAIL ADVERTISING BUREAU INC	FEB 2016 STATEMENTS	4/1/2016	302159
493000 Other	Other Admin Exp-Postage	9.88	MAIL ADVERTISING BUREAU INC	MAR 2016 STATEMENTS	4/15/2016	302417
	Other Admin Exp-Postage	4.68	.68 HASLER TOTAL FUNDS	ACCT 7900011000255375	4/15/2016	302461
	Other Admin Exp-Postage	18.68	.68 PRO-MAIL ASSOCIATES INC	RESIDENCE SURVEY	5/6/2016	302965
	Other Admin Exp-Mail Handling	7.56	.56 MAIL ADVERTISING BUREAU INC	FEB 2016 STATEMENTS	4/1/2016	302159
493100 Other	Other Admin Exp-Mail Handling	1.90	.90 MAIL ADVERTISING BUREAU INC	MAR 2016 STATEMENTS	4/15/2016	302417
	Other Admin Exp-General Liability Insurance	345.00	.00 MARY SUE LINVILLE	PLAYGROUND INSPECTION	5/20/2016	303140
	Social Service Contracts-Interpretation	1.15	LANGUAGE LINE SERVICES, INC	INTERPRETATION	4/22/2016	302550
	Social Service Contracts-Interpretation	2.04	LANGUAGE LINE SERVICES, INC	INTERPRETATION	5/20/2016	303109
	Occup Exp-Yard/Garden/Landscaping	708.77	SOUND LANDSCAPE SERVICES	LANDSCAPING	4/22/2016	302623
	Occup Exp-Yard/Garden/Landscaping	708.77	SOUND LANDSCAPE SERVICES	LANDSCAPING	5/6/2016	302920
1	Occup Exp-Utilities-Water	154.48	PUBLIC UTILITY DISTRICT #1	W	4/1/2016	302219
960000 Occul	Occup Exp-Utilities-Water	125.52	PUBLIC UTILITY DISTRICT #1	W	4/1/2016	302219
660000 Occu	Occup Exp-Utilities-Water	117.25	PUBLIC UTILITY DISTRICT #1	W	4/1/2016	302219
660000 Occu	Occup Exp-Utilities-Water	108.97	PUBLIC UTILITY DISTRICT #1	W	4/1/2016	302219
noo 000099	Occup Exp-Utilities-Water	100.70	PUBLIC UTILITY DISTRICT #1	M	4/1/2016	302219
9000099 Occu	Occup Exp-Utilities-Water	100.70	100.70 PUBLIC UTILITY DISTRICT #1	W	4/1/2016	302219
000099	Occup Exp-Utilities-Water	92.43	PUBLIC UTILITY DISTRICT #1	W	4/1/2016	302219
660000 Occu	Occup Exp-Utilities-Water	84.15	PUBLIC UTILITY DISTRICT #1	W	4/1/2016	302219
660000 Occu	Occup Exp-Utilities-Water	84.15	PUBLIC UTILITY DISTRICT #1	W	4/1/2016	302219
660000 Occu	Occup Exp-Utilities-Water	62.32	PUBLIC UTILITY DISTRICT #1	>	4/1/2016	302219
660000 Occu	Occup Exp-Utilities-Water	51.77	PUBLIC UTILITY DISTRICT #1	W	4/1/2016	302219
660000 Occu	Occup Exp-Utilities-Water	168.17	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
960000 Occu	Occup Exp-Utilities-Water	138.98	PUBLIC UTILITY DISTRICT #1	N	5/27/2016	303289
	Occup Exp-Utilities-Water	125.52	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
960000 Occu	Occup Exp-Utilities-Water	122.30	PUBLIC UTILITY DISTRICT #1	Α	5/27/2016	303289
	Occup Exp-Utilities-Water	122.30	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
	Occup Exp-Utilities-Water	117.25	5 PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
660000 Occu	Occup Exp-Utilities-Water	117.25	5 PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
660000 Occu	Occup Exp-Utilities-Water	104.84	.84 PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289

Account	Major Account					Check
S	Description	Amount	Vendor Name	Voucher Description	Date	Number
660000 Occup Exp-Utilities-Water	lities-Water	93.11	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
т	lities-Water	92.43	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
660000 Occup Exp-Utilities-Water	lities-Water	92.43	PUBLIC UTILITY DISTRICT #1	V	5/27/2016	303289
1	lities-Water	92.43	PUBLIC UTILITY DISTRICT #1	>	5/27/2016	303289
	lities-Water	88.94	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
	lities-Water	88.94	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
	lities-Water	84.78	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
660000 Occup Exp-Utilities-Water	lities-Water	84.15	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
660000 Occup Exp-Utilities-Water	lities-Water	84.15	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
660000 Occup Exp-Utilities-Water	lities-Water	80.60	80.60 PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
660000 Occup Exp-Utilities-Water	lities-Water	65.43	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
	lities-Water	64.96	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
	lities-Water	52.13	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
	llities-Sewer	618.92	CITY OF SEDRO WOOLLEY	SW	4/15/2016	302476
	lities-Sewer	371.38	CITY OF SEDRO WOOLLEY	SW	4/15/2016	302476
660100 Occup Exp-Utilities-Sewer	lities-Sewer	247.75	CITY OF SEDRO WOOLLEY	SW	4/15/2016	302476
660100 Occup Exp-Utilities-Sewer	llities-Sewer	617.70	CITY OF SEDRO WOOLLEY	SW	5/13/2016	303033
	llities-Sewer	370.62	CITY OF SEDRO WOOLLEY	SW	5/13/2016	303033
	llities-Sewer	247.08	CITY OF SEDRO WOOLLEY	SW	5/13/2016	303033
660200 Occup Exp-Uti	Occup Exp-Utilities-Electricity	78.72	PUGET SOUND ENERGY-BOT-01H	Ш	4/1/2016	302213
660200 Occup Exp-Uti	Occup Exp-Utilities-Electricity	46.36	PUGET SOUND ENERGY-BOT-01H	Е	4/1/2016	302213
	Occup Exp-Utilities-Electricity	41.88	PUGET SOUND ENERGY-BOT-01H	u	4/1/2016	302213
660200 Occup Exp-Uti	Occup Exp-Utilities-Electricity	73.54	PUGET SOUND ENERGY-BOT-01H	ш	5/6/2016	302894
660200 Occup Exp-Uti	Occup Exp-Utilities-Electricity	43.23	PUGET SOUND ENERGY-BOT-01H	ш	5/6/2016	302894
660200 Occup Exp-Uti	Occup Exp-Utilities-Electricity	39.64	PUGET SOUND ENERGY-BOT-01H	ш	5/6/2016	302894
660200 Occup Exp-Ut	Occup Exp-Utilities-Electricity	60.24	PUGET SOUND ENERGY-BOT-01H	Ш	5/27/2016	303281
660200 Occup Exp-Ut	Occup Exp-Utilities-Electricity	35.41	PUGET SOUND ENERGY-BOT-01H	ш	5/27/2016	303281
660200 Occup Exp-Ut	Occup Exp-Utilities-Electricity	33.40		Ш	5/27/2016	303281
660300 Occup Exp-Ut	Occup Exp-Utilities-Natural Gas	82.06	_	GS	4/8/2016	302341
660300 Occup Exp-Ut	Occup Exp-Utilities-Natural Gas	55.32	CASCADE NATURAL GAS CO	GS	5/13/2016	303021
660500 Occup Exp-Ut	Occup Exp-Utilities-Surface Water Mgmt	30.59	CITY OF SEDRO WOOLLEY	ST	4/15/2016	302476
660500 Occup Exp-Ut	Occup Exp-Utilities-Surface Water Mgmt	18.36	CITY OF SEDRO WOOLLEY	ST	4/15/2016	302476
660500 Occup Exp-Ut	Occup Exp-Utilities-Surface Water Mgmt	12.25	CITY OF SEDRO WOOLLEY	ST	4/15/2016	302476
660500 Occup Exp-Ut	Occup Exp-Utilities-Surface Water Mgmt	30.53	CITY OF SEDRO WOOLLEY	ST	5/13/2016	303033
660500 Occup Exp-Ut	Occup Exp-Utilities-Surface Water Mgmt	18.32	CITY OF SEDRO WOOLLEY	ST	5/13/2016	303033
660500 Occup Exp-Ut	Occup Exp-Utilities-Surface Water Mgmt	12.21	CITY OF SEDRO WOOLLEY	ST	5/13/2016	303033

Account	Major Account					Check
No.	Description	Amount	Vendor Name	Voucher Description	Date	Number
660700 Oc	Occup Exp-Utilities-Garbage	440.42	CITY OF SEDRO WOOLLEY	68	4/15/2016	302476
660700 Oc	Occup Exp-Utilities-Garbage	137.33	CITY OF SEDRO WOOLLEY	GB	4/15/2016	302476
90 00Z099	Occup Exp-Utilities-Garbage	131.72	CITY OF SEDRO WOOLLEY	GB	4/15/2016	302476
660700 Oc	Occup Exp-Utilities-Garbage	387.95	CITY OF SEDRO WOOLLEY	GB	5/13/2016	303033
	Occup Exp-Utilities-Garbage	138.13	CITY OF SEDRO WOOLLEY	GB	5/13/2016	303033
660700 Oc	Occup Exp-Utilities-Garbage	132.43	CITY OF SEDRO WOOLLEY	GB	5/13/2016	303033
660700 Oc	Occup Exp-Utilities-Garbage	53.75	CITY OF SEDRO WOOLLEY	GB	5/20/2016	303163
800900 Int	Interest Expense-Other	13.65	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	4/8/2016	302319
	Interest Expense-Other	13.07	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	5/6/2016	302862
	TOTAL CEDAR GROVE OPERATIONS	10,165.73				
264000 LT	LT Debt-Lease	336.23	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	4/8/2016	302319
	LT Debt-Lease	337.32	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	5/6/2016	302862
	Comp Equip-Hardware	0.57	CDW/COMPUTER CENTERS INC	REPLACEMENT BATTERIES	4/1/2016	302167
411100 Co	Comp Equip-Hardware	13.54	DELL COMPUTER CORPORATION INC	COMPUTER PARTS	4/29/2016	302695
411100 Co	Comp Equip-Hardware	77.67	INTEGRATED ARCHIVE SYSTEMS	COMPUTER COMPONENTS	4/29/2016	302763
411100 Co	Comp Equip-Hardware	5.06	INTEGRATED ARCHIVE SYSTEMS	CABLE, CISCO N5020	4/29/2016	302763
411100 Co	Comp Equip-Hardware	3.19	INTEGRATED ARCHIVE SYSTEMS	UPLINK MODULES	5/6/2016	302928
411100 Co	Comp Equip-Hardware	31.43	DELL COMPUTER	SERVERS	5/13/2016	302987
411102 Co	Comp Equip-Hardware Maint	2.93	ADVANTAGE TECHNOLOGIES INC	ANNUAL SUPPORT	4/8/2016	302380
411102 Co	Comp Equip-Hardware Maint	21.25	21.25 INTEGRATED ARCHIVE SYSTEMS	ANNUAL SUPPORT	4/15/2016	302493
411102 Co	Comp Equip-Hardware Maint	5.53	CDW/COMPUTER CENTERS INC	CISCO SMARTNET	4/22/2016	302558
411102 Co	Comp Equip-Hardware Maint	7.83	INTEGRATED ARCHIVE SYSTEMS	COMPUTER COMPONENTS	4/29/2016	302763
411103 Co	Comp Equip-Software Maint	4.67	ADVANTAGE TECHNOLOGIES INC	ANNUAL SUPPORT	4/8/2016	302380
411103 Co	Comp Equip-Software Maint	14.40	CDW/COMPUTER CENTERS INC	SYMANTEC ENTERPRISE	4/29/2016	302694
411200 Eq	Equip-Maint	0.18	KONICA MINOLTA	LEASE	4/22/2016	302582
411901 Eq	Equip-Other-Leased/Rented	4.48	TREBRON COMPANY INC	LEASE BUYOUT 23501-A-NV	4/15/2016	302441
411901 Eq	Equip-Other-Leased/Rented	0.09	TREBRON COMPANY INC	LEASE 23501-A-NV	4/22/2016	302578
411901 Eq	Equip-Other-Leased/Rented	0.10	KONICA MINOLTA	LEASE	4/22/2016	302582
411901 Eq	Equip-Other-Leased/Rented	0.10	KONICA MINOLTA	LEASE	5/13/2016	303005
420000 Pr	Professional Services-Legal	45.00	MONTGOMERY PURDUE BLANKINSHIP	LEGAL SVCS - MAR 2016	4/22/2016	302534
420908 Pr	Professional Services-Comps	1.73	CERIUM NETWORKS INC	REMOTE SYSTEM PROGRAMMING	4/8/2016	302382
420908 Pr	Professional Services-Comps	9.60	INTEGRATED ARCHIVE SYSTEMS	IAS CUSTOM SVCS	5/13/2016	303051
420908 Pr	Professional Services-Comps	8.00	CALIBER SECURITY PARTNERS LLC	INTRUSION ANALYSIS	5/20/2016	303199
421904 Ac	Admin Contracts- Cloud Recovery Services	4.95	NET2VAULT LLC	MANAGED VAULTING	4/29/2016	302791
421904 Ac	Admin Contracts- Cloud Recovery Services	5.77	5.77 NET2VAULT LLC	MANAGED VAULTING	5/13/2016	303073

Account	Major Account					Check
Š	Description	Amount	Vendor Name	Voucher Description	Date	Number
440100	Travel-Non-training Related-Local-Mileage	2.65	MARSHA PREMEL	MILEAGE 3/10-3/29/16	4/8/2016	302373
440100	Travel-Non-training Related-Local-Mileage	143.72	KIMBERLY SAYAVONG	MILEAGE 2/8-3/30	4/8/2016	302375
440100		0.76	CATHERINE COLLEEN CUNNINGHAM	MILEAGE 2/1-3/10/16	4/8/2016	302411
440100		2.27	MARSHA PREMEL	4/4-25/16 MILEAGE	5/13/2016	303052
441000	Training-Individual	3.59	PNRC-NAHRO SERVICE OFFICE	10 REG FEES	4/15/2016	302420
441000		3.59	PNRC-NAHRO SERVICE OFFICE	10 REG FEES	4/15/2016	302420
450002		0:30	911 ETC INC	MONTHLY GATEWAY	4/8/2016	302320
450002	Comm-Phones Lines-Service-Digital Voice	0:30	911 ETC INC	MONTHLY CHARGE	5/20/2016	303138
450100	Comm-Long Distance Charges	5.95	5.95 IMPACT TELECOM INC	MONTHLY CHARGES	4/8/2016	302352
450100	г	5.95	5.95 IMPACT TELECOM INC	MONTHLY CHGS	5/13/2016	303035
491000		21.17	21.17 WASHINGTON STATE PATROL	BACKGROUND CHECKS	4/1/2016	302168
491000		(0.17	(0.17) WASHINGTON STATE PATROL	CREDIT ON INV 116006147	4/1/2016	302168
491000		17.14	17.14 NATIONAL CREDIT REPORTING	BACKGROUND CHECKS	4/1/2016	302182
491000		22.27	NATIONAL CREDIT REPORTING	BACKGROUND CHECKS	4/22/2016	302579
491000		23.86	23.86 WASHINGTON STATE PATROL	BACKGROUND CHECKS	4/29/2016	302697
491000		(0.50	(0.50) WASHINGTON STATE PATROL	CREDIT ON INV 116006958	4/29/2016	302697
491000	П	36.00	36.00 WASHINGTON STATE PATROL	MARCH BACKGROUND CHECKS	5/6/2016	302835
491000		16.30	16.30 NATIONAL CREDIT REPORTING	CREDIT CHECK	5/20/2016	303135
491000		18.84	WASHINGTON STATE PATROL	BACKGROUND CHECKS	5/27/2016	303239
493000	Other Admin Exp-Postage	28.65	MAIL ADVERTISING BUREAU INC	FEB 2016 STATEMENTS	4/1/2016	302159
493000	Other Admin Exp-Postage	29.64	29.64 MAIL ADVERTISING BUREAU INC	MAR 2016 STATEMENTS	4/15/2016	302417
493000		14.05	14.05 HASLER TOTAL FUNDS	ACCT 7900011000255375	4/15/2016	302461
493000		56.05	PRO-MAIL ASSOCIATES INC	RESIDENCE SURVEY	5/6/2016	302965
493100	Other Admin Exp-Mail Handling	22.68	MAIL ADVERTISING BUREAU INC	FEB 2016 STATEMENTS	4/1/2016	302159
493100		5.69	5.69 MAIL ADVERTISING BUREAU INC	MAR 2016 STATEMENTS	4/15/2016	302417
520104	Social Service Contracts-Interpretation	3.45	LANGUAGE LINE SERVICES, INC	INTERPRETATION	4/22/2016	302550
520104		6.11	LANGUAGE LINE SERVICES, INC	INTERPRETATION	5/20/2016	303109
620006	Occup Exp-Maint Contracts-Floor Covering	1,038.92	SIGNATURE INTERIORS & DESIGN	CARPETING	5/6/2016	302868
620006		1,038.92	SIGNATURE INTERIORS & DESIGN	CARPETING	5/6/2016	302868
620008		1,322.28	SIMPLEXGRINNELL LP	SVC CALL - DETECTORS	4/15/2016	302414
620008		1,170.81	SIMPLEXGRINNELL LP	SVC CALL - HEAT DETECTOR	4/22/2016	302533
620008		508.83	SIMPLEXGRINNELL LP	SVC CALL - SMOKE DETECTORS	4/22/2016	302533
620008	П	64.50	SIMPLEXGRINNELL LP	ALARM & DETECTION	5/27/2016	303223
620013		2,126.31	SOUND LANDSCAPE SERVICES	LANDSCAPING	4/22/2016	302623
620013		2,126.31	SOUND LANDSCAPE SERVICES	LANDSCAPING	5/6/2016	302920
630100	Occup Exp-Fees-Permits	141.60	1.60 DEPT. OF LABOR & INDUSTRIES	ANNUAL INV HILLSVIEW	4/29/2016	302674

Account	Major Account					Check
No	Description	Amount	Vendor Name	Voucher Description	Date	Number
000099	Occup Exp-Utilities-Water	1,372.08	PUBLIC UTILITY DISTRICT #1	W	5/27/2016	303289
660100	Occup Exp-Utilities-Sewer	3,706.17	3,706.17 CITY OF SEDRO WOOLLEY	SW	5/13/2016	303033
660100	Occup Exp-Utilities-Sewer	3,707.92	3,707.92 CITY OF SEDRO WOOLLEY	SW	4/15/2016	302476
660200		1,166.94	PUGET SOUND ENERGY-BOT-01H	ш	4/1/2016	302213
660200	Occup Exp-Utilities-Electricity	1,033.87	PUGET SOUND ENERGY-BOT-01H	ш	5/6/2016	302894
660200	Occup Exp-Utilities-Electricity	844.95	PUGET SOUND ENERGY-BOT-01H	ш	5/27/2016	303281
660201		19.01	19.01 PUGET SOUND ENERGY-BOT-01H	Ш	4/8/2016	302345
660201	Occup Exp-Utilities-Electricity-Closing Bill	18.25	PUGET SOUND ENERGY-BOT-01H	ш	4/8/2016	302345
660201	Occup Exp-Utilities-Electricity-Closing Bill	12.09	PUGET SOUND ENERGY-BOT-01H	ш	5/6/2016	302894
660201	Occup Exp-Utilities-Electricity-Closing Bill	12.41	PUGET SOUND ENERGY-BOT-01H	Ε	5/27/2016	303281
660500	Occup Exp-Utilities-Surface Water Mgmt	183.18	CITY OF SEDRO WOOLLEY	ST	5/13/2016	303033
660500		183.27	CITY OF SEDRO WOOLLEY	ST	4/15/2016	302476
660700	Occup Exp-Utilities-Garbage	641.78	.78 CITY OF SEDRO WOOLLEY	GB	4/15/2016	302476
002099	Occup Exp-Utilities-Garbage	643.62	.62 CITY OF SEDRO WOOLLEY	GB	5/13/2016	303033
660700		21.50	21.50 CITY OF SEDRO WOOLLEY	GB	5/20/2016	303163
660700	Occup Exp-Utilities-Garbage	35.60	.60 SKAGIT COUNTY PUBLIC WORKS DEPT	GB	5/27/2016	303230
002099	Occup Exp-Utilities-Garbage	21.36	36 SKAGIT COUNTY PUBLIC WORKS DEPT	GB	5/27/2016	303230
002099	Occup Exp-Utilities-Garbage	15.13	15.13 SKAGIT COUNTY PUBLIC WORKS DEPT	GB	5/27/2016	303230
002099	Occup Exp-Utilities-Garbage	9.79	SKAGIT COUNTY PUBLIC WORKS DEPT	GB	5/27/2016	303230
002099		9.62	.65 SKAGIT COUNTY PUBLIC WORKS DEPT	GB	5/27/2016	303230
800900	800900 Interest Expense-Other	26.05	26.05 SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	4/8/2016	302319
800900	Interest Expense-Other	24.96	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	5/6/2016	302862
	TOTAL HILLSVIEW-OPERATIONS	24,679.99				
TOTAL SE	TOTAL SEDRO WOOLLEY	34,845.72				

SEDRO-WOOLLEY HOUSING AUTHORITY

TO:

Board of Commissioners

FROM:

Linda Riley, Accounting Manager

DATE:

August 11, 2016

RE:

Approval of Vouchers June 1, 2016 to July 31, 2016

I, Linda Riley, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the expenditures represented by the summary listed below were just obligations of the Sedro-Woolley Housing Authority, and that I am authorized to authenticate and certify said claims.

Linda Riley

Accounting Manager

August 11, 2016

Expenditures to Sedro-Woolley

Operations

Directly to Cedar Grove Directly to Hillsview 9,417.38 26,693.54

Total Expenditures

\$36,110.92

Account Major Account An No. Description An CEDAR GROVE 264000 LT Debt-Lease 264000 LT Debt-Lease 264000 LT Debt-Lease 409003 Benefits-Uniforms					Check
Description t-Lease t-Lease ts-Uniforms		Vondor Nomb	Vouchor Decorintion	Osto	Nimber
CEDAR GROVE 264000 LT Debt-Lease 264000 LT Debt-Lease 409003 Benefits-Uniforms	Amount	VEILUOI MAINE		330	
264000 LT Debt-Lease 264000 LT Debt-Lease 409003 Benefits-Uniforms					
264000 LT Debt-Lease 409003 Benefits-Uniforms	177.27	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	6/3/2016	303400
409003 Benefits-Uniforms	177.84	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	7/8/2016	304001
	44.50	ADPRO LLC	WORK SHIRTS	6/3/2016	303382
410000 Administrative Supplies	33.77	OFFICE MAX	OFFICE SUPPLIES	7/8/2016	303971
411103 Comp Equip-Software Maint	2.36	THREATTRACK SECURITY INC	EMAIL SECURITY SUBSCRIPTION	6/24/2016	303754
411103 Comp Equip-Software Maint	0.43	CDW/COMPUTER CENTERS INC	RENEWAL 12 MONTHS	7/15/2016	304098
411200 Equipment-Maintenance	0.07	KONICA MINOLTA	LEASE	7/15/2016	304123
411901 Equipment-Other-Leased/Rented	0.79	MAILFINANCE INC	MARCH TO JUNE 2016	6/10/2016	303572
411901 Equipment-Other-Leased/Rented	0.03	KONICA MINOLTA	LEASE	6/17/2016	303642
411901 Equipment-Other-Leased/Rented	0.03	KONICA MINOLTA	LEASE	7/15/2016	304123
420000 Professional Services-Legal	120.00	MONTGOMERY PURDUE BLANKINSHIP	LEGAL SVCS	6/24/2016	303727
420908 Professional Services-Computers	2.50	CALIBER SECURITY PARTNERS LLC	SECURITY CONSULTING	6/3/2016	303453
421901 Admin Contracts-Records Management	2.25	NET2VAULT LLC	MANAGED VAULTING	7/22/2016	304318
421904 Admin Contracts- Cloud Recovery Services	1.92	NET2VAULT LLC	MANAGED VAULTING	6/24/2016	303831
440100 Travel-Non-training Related-Local-Mileage	1.20	MARSHA PREMEL	5/2-31/16 MILEAGE	6/3/2016	303442
440100 Travel-Non-training Related-Local-Mileage	59.88	KIMBERLY SAYAVONG	4/6-5/31/16 MILEAGE	6/10/2016	303552
440100 Travel-Non-training Related-Local-Mileage	1.40	MARSHA PREMEL	6/2-30/16 MILEAGE	7/15/2016	304179
440101 Travel-Non-training Related-Local-Other	0.12	MARSHA PREMEL	5/2-31/16 MILEAGE	6/3/2016	303442
441000 Training-Individual	0.94	WILLIAM C COOK	DEPART RETREAT 6/9/16	6/17/2016	303679
450002 Comm-Phones Lines-Service-Digital Voice	0.10	911 ETC INC	COMPLIANCE REPORTING CENTER	6/17/2016	303644
450002 Comm-Phones Lines-Service-Digital Voice	0.13	911 ETC INC	ANNUAL FEE FOR NENA	7/15/2016	304126
450002 Comm-Phones Lines-Service-Digital Voice	0.10	911 ETC INC	GATEWAY MONTHLY CHARGE	7/15/2016	304126
491000 Admin Exp-Criminal/Background Checks	90.9	NATIONAL CREDIT REPORTING	CREDIT CHECK	6/10/2016	303494
491000 Admin Exp-Criminal/Background Checks	7.28	WASHINGTON STATE PATROL	BACKGROUND CHECKS	6/24/2016	303741
491000 Admin Expenses-Criminal/Background Checks	6.21	NATIONAL CREDIT REPORTING	BACKGROUND CHECKS	7/22/2016	304252
491000 Admin Exp-Criminal/Background Checks	10.69	WASHINGTON STATE PATROL	BACKGROUND CHECKS	7/29/2016	304357
493000 Other Admin Exp-Postage	9.61	MAIL ADVERTISING BUREAU INC	MAY STATEMENTS	6/10/2016	303470
493000 Other Admin Exp-Postage	4.66	HASLER TOTAL FUNDS	POSTAGE	6/10/2016	303517
493000 Other Admin Exp-Postage	4.61	HASLER TOTAL FUNDS	POSTAGE	7/15/2016	304146
493000 Other Admin Exp-Postage	9.05	MAIL ADVERTISING BUREAU INC	JUNE STATEMENTS	7/22/2016	304226
493100 Other Admin Exp-Mail Handling	1.91	MAIL ADVERTISING BUREAU INC	MAY STATEMENTS	6/10/2016	303470
493100 Other Admin Exp-Mail Handling	12.31	MAIL ADVERTISING BUREAU INC	JUNE STATEMENTS	7/22/2016	304226
520104 Social Service Contracts-Interpretation	1.83	LANGUAGE LINE SERVICES, INC	INTERPRETATION	6/24/2016	303733
520104 Social Service Contracts-Interpretation	2.03	LANGUAGE LINE SERVICES, INC	INTERPRETATION	7/15/2016	304090
620006 Occup Exp-Maint Contracts-Floor Covering	854.20	SIGNATURE INTERIORS & DESIGN	CARPET	7/29/2016	304379
620013 Occup Exp-Yard/Garden/Landscaping	708.77	SOUND LANDSCAPE SERVICES	MAY 2016 LANDSCAPE MAINT	7/1/2016	303931

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Account Major Account No Description	Amount Vendor Name	Voucher Description	Date	Number
Occup Evn Vard/	7 SOUNDIANDS	JUNE 2016 LANDSCAPE MAINT	7/8/2016	304038
660000 Occup Exp-Itilities-Water		Μ	7/15/2016	304156
660000 Occup Exp-Utilities-Water	Ы	W	7/15/2016	304156
660000 Occup Exp-Utilities-Water	104.84 PUBLIC UTILITY DISTRICT #1	W	7/15/2016	304156
660000 Occup Exp-Utilities-Water	104.84 PUBLIC UTILITY DISTRICT #1	M	7/15/2016	304156
660000 Occup Exp-Utilities-Water	100.70 PUBLIC UTILITY DISTRICT #1	W	7/15/2016	304156
660000 Occup Exp-Utilities-Water	92.43 PUBLIC UTILITY DISTRICT #1	W	7/15/2016	304156
660000 Occup Exp-Utilities-Water	92.43 PUBLIC UTILITY DISTRICT #1	W	7/15/2016	304156
660000 Occup Exp-Utilities-Water	92.43 PUBLIC UTILITY DISTRICT #1	W	7/15/2016	304156
660000 Occup Exp-Utilities-Water	88.29 PUBLIC UTILITY DISTRICT #1	W	7/15/2016	304156
660000 Occup Exp-Utilities-Water	62.32 PUBLIC UTILITY DISTRICT #1	W	7/15/2016	304156
660000 Occupancy Expenses-Utilities-Water	164.00 PUBLIC UTILITY DISTRICT #1	W	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	147.31 PUBLIC UTILITY DISTRICT #1	W	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	118.13 PUBLIC UTILITY DISTRICT #1	W	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	109.80 PUBLIC UTILITY DISTRICT #1	W	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	97.29 PUBLIC UTILITY DISTRICT #1	Μ	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	97.29 PUBLIC UTILITY DISTRICT #1	W	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	88.94 PUBLIC UTILITY DISTRICT #1	M	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	84.78 PUBLIC UTILITY DISTRICT #1	W	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	80.60 PUBLIC UTILITY DISTRICT #1	W	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	72.27 PUBLIC UTILITY DISTRICT #1	W	7/22/2016	304275
660000 Occupancy Expenses-Utilities-Water	52.13 PUBLIC UTILITY DISTRICT #1	W	7/22/2016	304275
660100 Occup Exp-Utilities-Sewer	618.95 CITY OF SEDRO WOOLLEY	SW	6/10/2016	303533
660100 Occup Exp-Utilities-Sewer	371.38 CITY OF SEDRO WOOLLEY	SW	6/10/2016	303533
660100 Occup Exp-Utilities-Sewer	247.76 CITY OF SEDRO WOOLLEY	SW	6/10/2016	303533
660100 Occup Exp-Utilities-Sewer	618.89 CITY OF SEDRO WOOLLEY	SW	7/15/2016	304161
660100 Occup Exp-Utilities-Sewer	371.38 CITY OF SEDRO WOOLLEY	SW	7/15/2016	304161
660100 Occup Exp-Utilities-Sewer	247.76 CITY OF SEDRO WOOLLEY	SW	7/15/2016	304161
660200 Occup Exp-Utilities-Electricity	52.64 PUGET SOUND ENERGY-BOT-01H	ш	7/1/2016	303914
660200 Occup Exp-Utilities-Electricity	33,44 PUGET SOUND ENERGY-BOT-01H	ш	7/1/2016	303914
660200 Occup Exp-Utilities-Electricity	32.44 PUGET SOUND ENERGY-BOT-01H	Ш	7/1/2016	303914
660200 Occupancy Expenses-Utilities-Electricity	34.46 PUGET SOUND ENERGY-BOT-01H	Ш	7/29/2016	304391
660200 Occupancy Expenses-Utilities-Electricity	59.14 PUGET SOUND ENERGY-BOT-01H	Ш	7/29/2016	304391
660200 Occupancy Expenses-Utilities-Electricity	33.35 PUGET SOUND ENERGY-BOT-01H	ш	7/29/2016	304391
660300 Occup Exp-Utilities-Natural Gas	33.38 CASCADE NATURAL GAS CO	GS	6/17/2016	303662
660300 Occup Exp-Utilities-Natural Gas	20.72 CASCADE NATURAL GAS CO	65	7/15/2016	304147
660500 Occup Exp-Utilities-Surface Water Mgmt	30.59 CITY OF SEDRO WOOLLEY	ST	6/10/2016	303533
		The second secon		,

AMD ACCOUNT MAND ACCOUNT AMD ACCOUNT NAME ACCOUNT<						Chark
Cup Exp Utilities-Surface Water Mgmt 18.5 CTV OF SEDRO WOOLLEY ST 6/10/2016 Cup Exp Utilities-Surface Water Mgmt 12.5 CTV OF SEDRO WOOLLEY ST 6/10/2016 Cup Exp Utilities-Surface Water Mgmt 12.5 CTV OF SEDRO WOOLLEY ST 7/15/2016 Cup Exp Utilities-Surface Water Mgmt 13.5 CTV OF SEDRO WOOLLEY ST 7/15/2016 Cup Exp Utilities-Surface Water Mgmt 13.5 CTV OF SEDRO WOOLLEY GR 6/10/2016 Cup Exp Utilities-Surface Water Mgmt 43.3.1 CTV OF SEDRO WOOLLEY GB 6/10/2016 Cup Exp Utilities-Surface Water Mgmt 43.3.1 CTV OF SEDRO WOOLLEY GB 6/10/2016 Cup Exp Utilities-Surface Water Mgmt 13.7.1 CTV OF SEDRO WOOLLEY GB 6/10/2016 Cup Exp Utilities-Surface Water Mgmt 13.7.2 CTV OF SEDRO WOOLLEY GB 6/10/2016 Cup Exp Utilities-Surface Water Mgmt 13.7.2 CTV OF SEDRO WOOLLEY GB 6/10/2016 Cup Exp Utilities-Surface Water Mgmt 13.7.2 CTV OF SEDRO WOOLLEY GB 6/10/2016 Cup Exp Utilities-Surface Water Mgmt 13.7.2 CTV OF SEDRO WOOLLEY GB 6/10/2016 Cup Exp Utilities-Surface Water Water ST		Amount	Vendor Name	Voucher Description	Date	Number
Cop Ep Unities Surface Water Night 12.2 SCTY OF SENDO WOOLLEY ST 7/15/2016 Cop Ep Unities Surface Water Night 13.9 SCTY OF SENDO WOOLLEY ST 7/15/2016 Cop Ep Unities Surface Water Night 12.2 SCTY OF SEDRO WOOLLEY ST 7/15/2016 COD Ep Unities Surface Water Night 12.3 SCTY OF SEDRO WOOLLEY G8 6/10/2016 COD Ep Unities Surface Water Night 13.7 32 CTY OF SEDRO WOOLLEY G8 6/10/2016 COD Ep Unities Surface Water Night 13.7 32 CTY OF SEDRO WOOLLEY G8 6/10/2016 COD Ep Unities Surface Water Night 13.7 32 CTY OF SEDRO WOOLLEY G8 6/10/2016 COD Ep Unities Surface Water Night 13.7 32 CTY OF SEDRO WOOLLEY G8 6/10/2016 COD Ep CALLINGS GATAGE 13.7 32 CTY OF SEDRO WOOLLEY G8 6/10/2016 CALD SED SERVER STANDAY G8 6/10/2016 6/10/2016 CALD SED SERVER STANDAY G8 7/15/2016 6/10/2016 CALD SED SERVER STANDAY G8 7/15/2016 7/15/2016 CALD SED SERVER STANDAY G8 7/15/2016 7/15/2016 OPAL LEASE SER	660500 Occup Exp-Utilities-Surface Water Mgmt	18.36	1	ST	6/10/2016	303533
Corp Exp-Utilities-Surface Water Might 30.9 GITY OF SEDRO WOOLLEY ST 7/15/2016 Corp Exp-Utilities-Surface Water Might 1.8.6 GITY OF SEDRO WOOLLEY ST 7/15/2016 Corp Exp-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 6/10/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 6/10/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 6/10/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cox Dep-Utilities-Garbage 1.3.7 CITY OF SEDRO WOOLLEY GB 7/15/2016	660500 Occup Exp-Utilities-Surface Water Mgmt	12.25	Ü	ST	6/10/2016	303533
Cup Exp Utilities Surface Water Mignet 18.3 GTMY OS SIDBO WOOLLEY ST T/15/2016 Cup Exp Utilities Surface Water Mignet 412.5 GTM OS SEDBO WOOLLEY GB 7/15/2016 Cup Exp Utilities Garbage 413.5 GTM OS SEDBO WOOLLEY GB 6/10/2016 Cup Exp Utilities Garbage 42.2 GTM OS SEDBO WOOLLEY GB 6/10/2016 Cup Exp Utilities Garbage 42.2 GTM OS SEDBO WOOLLEY GB 6/10/2016 Cup Exp Utilities Garbage 42.2 GTM OS SEDBO WOOLLEY GB 7/15/2016 Cup Exp Utilities Garbage 13.7 GTM OS SEDBO WOOLLEY GB 7/15/2016 Cup Exp Utilities Garbage 13.7 GTM OS SEDBO WOOLLEY GB 7/15/2016 Cup Exp Utilities Garbage 13.7 GTM OS SEDBO WOOLLEY GB 7/15/2016 Cup Exp Utilities Garbage 13.7 GTM OS SEDBO WOOLLEY GB 7/15/2016 Cup Exp Utilities Garbage 13.7 GTM OS SEDBO WOOLLEY GB 7/15/2016 Cup Exp Utilities Garbage 13.7 GTM OS SEDBO WOOLLEY GB 7/15/2016 Cup Exp Utilities Garbage 13.7 GTM OS SEDBO WOOLLEY GB 7/15/2016 DED Exp Carbage <td>660500 Occup Exp-Utilities-Surface Water Mgmt</td> <td>30.59</td> <td>O</td> <td>ST</td> <td>7/15/2016</td> <td>304161</td>	660500 Occup Exp-Utilities-Surface Water Mgmt	30.59	O	ST	7/15/2016	304161
Cup brUnitides Garbage 12.2 GTM OF SEDRO WOOLLEY ST 7/15/2016 Cup brUnitides Garbage 13.31 CTM OF SEDRO WOOLLEY GB 6/10/2016 Cup brUnitides Garbage 13.73 CTM OF SEDRO WOOLLEY GB 6/10/2016 Cup brUnitides Garbage 47.20 CTM OF SEDRO WOOLLEY GB 7/15/2016 Cup brUnitides Garbage 47.20 CTM OF SEDRO WOOLLEY GB 7/15/2016 Cup brUnitides Garbage 47.20 CTM OF SEDRO WOOLLEY GB 7/15/2016 Cup brUnitides Garbage 13.73 CTM OF SEDRO WOOLLEY GB 7/15/2016 Cup brUnitides Garbage 13.73 CTM OF SEDRO WOOLLEY GB 7/15/2016 Cup brUnitides Garbage 9.65 SKAGT COUNT VOIL SEDRO WOOLLEY GB 7/15/2016 Cup brLossel Charles 11.20 SIEMENS FINANCIAL SERVICES SST ERRES PROJECT 7/15/2016 Track Expense-Other 11.20 SIEMENS FINANCIAL SERVICES SST ERRES PROJECT 7/15/2016 Track Expense-Other 11.20 SIEMENS FINANCIAL SERVICES SST ERRES PROJECT 7/15/2016 Debt-Losse 11.20 SIEMENS FINANCIAL SERVICES SST ERRES PROJECT 7/15/2016	660500 Occup Exp-Utilities-Surface Water Mgmt	18.36		ST	7/15/2016	304161
Coup Exp Utilities-Garbage 413.51 CITY OF SERON WOOLLEY GB 6/10/2016 Cusp Exp Utilities-Garbage 137.32 CITY OF SERON WOOLLEY GB 6/10/2016 Cusp Exp Utilities-Garbage 137.7 CITY OF SERON WOOLLEY GB 6/10/2016 Cusp Exp Utilities-Garbage 137.3 CITY OF SERON WOOLLEY GB 7/15/2016 Cusp Exp Utilities-Garbage 137.3 CITY OF SERON WOOLLEY GB 6/10/2016 Cusp Exp Utilities-Garbage 137.3 CITY OF SERON WOOLLEY GB GB Cusp Exp Utilities-Garbage 13.7 CITY OF SERON WOOLLEY GB 6/10/2016 Cusp Exp Utilities-Garbage 13.2 SIRMEN STANAICAL SERVICES SRT REIRSOY PROJECT 7/15/2016 Cusp Anne Loose 11.5 SIRMEN STANAICAL SERVICES SRT REIRSOY PROJECT 6/17/2016 TALL CEDAR GROVE 40.17 33 SIRMEN STANAICAL SERVICES SRT REIRSOY PROJECT 6/17/2016 TALL CEDAR GROVE 40.17 33 SIRMEN STANAICAL SERVICES SRT REIRSOY PROJECT 6/17/2016 TALL CEDAR GROVE 40.17 33 SIRMEN STANAICAL SERVICES SRT REIRSOY PROJECT 6/17/2016 TALL CEDAR GROVE 40.17 33	660500 Occup Exp-Utilities-Surface Water Mgmt	12.25	1	ST	7/15/2016	304161
Cup Exp-Utilities Garbage 137.33 CITY OF SEDRO WOOLLEY GB 6/10/2016 Cup Exp-Utilities Garbage 137.13 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cup Exp-Utilities Garbage 137.33 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cup Exp-Utilities Garbage 137.33 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cup Exp-Utilities Garbage 137.33 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cup and Exp-Utilities Garbage 9.65 SAGAT COUNTY PUBLIC WAS DEPT GARBAGE 7/15/2016 Cup and Expense-Other 13.23 SIRMENS FINANCIAL SERVICES SET ENERGY PROJECT 7/15/2016 Total CEDAR GROVE 341.33 SEMENS FINANCIAL SERVICES SET ENERGY PROJECT 7/15/2016 Debt-Lease 338.42 SIEMENS FINANCIAL SERVICES SET ENERGY PROJECT 7/15/2016 6/13/2016 Debt-Lease 338.42 SIEMENS FINANCIAL SERVICES SET ENERGY PROJECT 7/15/2016 6/13/2016 Debt-Lease 338.42 SIEMENS FINANCIAL SERVICES SET ENERGY PROJECT 7/15/2016 6/13/2016 Debt-Lease 338.42 SIEMENS FINANCIAL SERVICES SET ENERGY PROJECT 7/15/2016 7/15/2016	660700 Occup Exp-Utilities-Garbage	413.51	CITY OF SEDRO WOOLLEY	GB	6/10/2016	303533
CLOB ESP-Utilities-Garbage 131.71 CITY OF SEDRO WOOLLEY GB 7/15/2016 CLOB ESP-Utilities-Garbage 47.20 CITY OF SEDRO WOOLLEY GB 7/15/2016 CLOB ESP-Utilities-Garbage 43.23 CITY OF SEDRO WOOLLEY GB 7/15/2016 CLOB ESP-Utilities-Garbage 137.33 CITY OF SEDRO WOOLLEY GB 7/15/2016 CLOB ESP-Utilities-Garbage 5.65 SKAGT COUNTY PUBLIC WORKS DEPT GB 7/15/2016 CLOB ESP-Utilities-Garbage 5.65 SKAGT COUNTY PUBLIC WORKS DEPT GB 7/15/2016 CLOB ESP-Utilities-Garbage 5.65 SKAGT COUNTY PUBLIC WORKS DEPT GB 7/15/2016 OFFI-LEAD SERIE REREAD SB TENERGY PROJECT 7/15/2016 7/15/2016 OFFI-LEAD STALL SERVICES SBT ENERGY PROJECT 7/15/2016 7/15/2016 Debt-Lease 33.92 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 7/15/2016 Debt-Lease 33.92 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 7/15/2016 Debt-Lease 33.92 SIEMENS FINANCIAL SERVICES SBT ENERGY	660700 Occup Exp-Utilities-Garbage	137.33	CITY OF SEDRO WOOLLEY	GB	6/10/2016	303533
Cub Exp-Utilities-Garbage 47.2 0 CITY OF SEDRO WOOLLEY GB 7/15/2016 Cub Exp-Utilities-Garbage 13.1.7 I CITY OF SEDRO WOOLLEY GB 7/15/2016 Cub Exp-Utilities-Garbage 13.1.7 I CITY OF SEDRO WOOLLEY GB 7/15/2016 Cucu Exp-Utilities-Garbage 9.65 SKAGIT COUNTY PUBLIC WORKS DEPT GABBAGE 7/15/2016 Cucup Exp-Utilities-Garbage 9.65 SKAGIT COUNTY PUBLIC WORKS DEPT GABBAGE 7/15/2016 Cucup Exp-Utilities-Garbage 1.0.2 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 7/15/2016 77AL CEDAR GROVE 9.417.38 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 6/3/2016 77AL CEDAR GROVE 9.417.38 STOOR COUNTRACTORS LLC ROOM ROOFING 6/17/2016 77AL CEDAR GROVE 3.29.36 ACCORO COUNTRACTORS LLC ROOM ROOFING 6/17/2016 77AL CEDAR GROVE 3.35.20 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 7/15/2016 77AL CEDAR GROVE 3.35.20 DOWN TON TON TON TON TON TON TON TON TON TO	660700 Occup Exp-Utilities-Garbage	131.71	CITY OF SEDRO WOOLLEY	GB	6/10/2016	303533
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Cub Exp Utilities-Garbage 1317.1 CITY OF SEDRO WOOLLEY GBB 7/15/2016 Cuppancy Expenses-Utilities-Garbage 9.63 SARGIT COUNTY-DBLCL WORKS DEPT GABGE 7/15/2016 Cuppancy Expenses-Other 12.05 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 7/87/2016 Ork-In-Process 850.00 DANIEL D DOW CONSULTING 6/37/2016 Ork-In-Process 850.00 DANIEL D DOW CONSULTING 7/29/2016 Ork-In-Process 850.00 DANIEL D DOW CONSULTING 7/29/2016 Ork-In-Process 850.00 DANIEL D DOW SBT ENERGY PROJECT 7/87/2016 Debt-Lease 338.42 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 7/87/2016 Debt-Lease 338.52 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 7/87/2016 Debt-Lease 338.52 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 7/87/2016 Debt-Lease 338.52 SIEMENS FINANCIAL SERVICES SBT ENERGY PROJECT 7/87/2016 Debt-Lease 338.52 SIEMENS FINANCIAL SERVICES 7/87/2016 7/87/2016 Debt-Lease 338.52 SIEMENS FINANCIAL SERVICES 7/87/2016 7/87/2016 <	660700 Occup Exp-Utilities-Garbage	137.33	CITY OF SEDRO WOOLLEY	GB	7/15/2016	304161
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nted 1.37 CDW/COMPUTER CENTERS INC RENEWAL 12 MONTHS 7/15/2016 nted 0.21 KONICA MINOLTA LEASE 7/15/2016 nted 0.36 MAILFINANCE INC LEASE 6/10/2016 nted 0.10 KONICA MINOLTA LEASE 6/17/2016 nted 0.10 KONICA MINOLTA LEASE 6/17/2016 nted 0.10 KONICA MINOLTA LEASE 6/17/2016 nted 0.10 KONICA MINOLTA LEASE 7/15/2016 nted 0.10 MONTGOMERY PURDUE BLANKINSHIP LEGAL SVCS 6/24/2016 nters 8.00 ALIBER SECURITY PARTNERS LLC SECURITY CONSULTING 6/13/2016 nargement 7.18 NETZVAULT LLC MANAGED VAULTING 6/24/2016 ncal-Initeage 3.59 MARSHA PREMEL 5/2-31/16 MILEAGE 6/10/2016 Local-Mileage 179.65 KIMBERLY SAYAVONG 4/6-5/31/16 MILEAGE 6/10/2016 ncal-Initiage 4.19 MARSHA PREMEL 6/2-30/16 MILEAGE 7/15/2016 <td>411103 Comp Equip-Software Maint</td> <td>7.54</td> <td></td> <td>EMAIL SECURITY SUBSCRIPTION</td> <td>6/24/2016</td> <td>303754</td>	411103 Comp Equip-Software Maint	7.54		EMAIL SECURITY SUBSCRIPTION	6/24/2016	303754
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300.00 MONTGOMERY PURDUE BLANKINSHIP LEGAL SVCS 6/24/2016 120.00 MONTGOMERY PURDUE BLANKINSHIP LEGAL SVCS 6/24/2016 37.50 MONTGOMERY PURDUE BLANKINSHIP LEGAL SVCS JUN 2016 7/29/2016 8.00 CALIBER SECURITY PARTNERS LLC SECURITY CONSULTING 6/3/2016 7.18 NETZVAULT LLC MANAGED VAULTING 6/24/2016 6.14 NETZVAULT LLC MANAGED VAULTING 6/24/2016 3.59 MARSHA PREMEL 5/2-31/16 MILEAGE 6/3/2016 4.19 KIMBERLY SAYAVONG 4/6-5/31/16 MILEAGE 6/10/2016 4.19 MARSHA PREMEL 6/2-30/16 MILEAGE 7/15/2016	411901 Equipment-Other-Leased/Rented	0.10	-	LEASE	7/15/2016	304123
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7.18 NETZVAULT LLC MANAGED VAULTING 7/22/2016 6.14 NETZVAULT LLC 6/24/2016 3.59 MARSHA PREMEL 5/2-31/16 MILEAGE 6/3/2016 179.65 KIMBERLY SAYAVONG 4/6-5/31/16 MILEAGE 6/10/2016 4.19 MARSHA PREMEL 6/2-30/16 MILEAGE 7/15/2016	420908 Professional Services-Computers	8.00	******	SECURITY CONSULTING	6/3/2016	303453
6.14 NET2VAULT LLC MANAGED VAULTING 6/24/2016 3.59 MARSHA PREMEL 5/2-31/16 MILEAGE 6/3/2016 179.65 KIMBERLY SAYAVONG 4/6-5/31/16 MILEAGE 6/10/2016 4.19 MARSHA PREMEL 6/2-30/16 MILEAGE 7/15/2016	421901 Admin Contracts-Records Management	7.18	z	MANAGED VAULTING	7/22/2016	304318
3.59 MARSHA PREMEL 5/2-31/16 MILEAGE 6/3/2016 179.65 KIMBERLY SAYAVONG 4/6-5/31/16 MILEAGE 6/10/2016 4.19 MARSHA PREMEL 6/2-30/16 MILEAGE 7/15/2016	421904 Admin Contracts- Cloud Recovery Services	6.14		MANAGED VAULTING	6/24/2016	303831
179.65 KIMBERLY SAYAVONG 4/6-5/31/16 MILEAGE 6/10/2016 4.19 MARSHA PREMEL 6/2-30/16 MILEAGE 7/15/2016	440100 Travel-Non-training Related-Local-Mileage	3.59		5/2-31/16 MILEAGE	6/3/2016	303442
4.19 MARSHA PREMEL 6/2-30/16 MILEAGE 7/15/2016	440100 Travel-Non-training Related-Local-Mileage	179.65		4/6-5/31/16 MILEAGE	6/10/2016	303552
	440100 Travel-Non-training Related-Local-Mileage	4.19		6/2-30/16 MILEAGE	7/15/2016	304179

					Charle
Account Major Account	V V	Vendor Name	Voucher Description	Date	Number
A00101 Transl New training Belated Local Other	0.35	MARCHA DREMEI	5/2-31/16 MII FAGE	6/3/2016	303442
440101 Ifavei-Noil-Ifallillig Neigleu-Local-Orlies	7.87	WILLIAM COOK	DEPART RETREAT 6/9/16	6/17/2016	303679
450007 Comm-Phones Lines-Service-Digital Voice	0.30	911 ETC INC	COMPLIANCE REPORTING CENTER	6/17/2016	303644
450002 Comm-Phones Lines-Service-Digital Voice	0.40	911 ETC INC	ANNUAL FEE FOR NENA	7/15/2016	304126
450002 Comm-Phones Lines-Service-Digital Voice	0.30	911 ETC INC	GATEWAY MONTHLY CHARGE	7/15/2016	304126
450100 Comm-Long Distance Charges	5.95	IMPACT TELECOM INC	MONTHLY CHARGES	6/3/2016	303425
450100 Comm-Long Distance Charges	5.95	IMPACT TELECOM INC	MONTHLY CHARGES	7/15/2016	304163
491000 Admin Exp-Criminal/Background Checks	18.17	NATIONAL CREDIT REPORTING	CREDIT CHECK	6/10/2016	303494
491000 Admin Exp-Criminal/Background Checks	21.85	WASHINGTON STATE PATROL	BACKGROUND CHECKS	6/24/2016	303741
491000 Admin Exp-Criminal/Background Checks	18.64	NATIONAL CREDIT REPORTING	BACKGROUND CHECKS	7/22/2016	304252
491000 Admin Exp-Criminal/Background Checks	32.07	WASHINGTON STATE PATROL	BACKGROUND CHECKS	7/29/2016	304357
493000 Other Admin Exp-Postage	28.83	MAIL ADVERTISING BUREAU INC	MAY STATEMENTS	6/10/2016	303470
493000 Other Admin Exp-Postage	13.98	HASLER TOTAL FUNDS	POSTAGE	6/10/2016	303517
493000 Other Admin Exp-Postage	13.84	HASLER TOTAL FUNDS	POSTAGE	7/15/2016	304146
493000 Other Admin Exp-Postage	27.26	MAIL ADVERTISING BUREAU INC	JUNE STATEMENTS	7/22/2016	304226
493100 Other Admin Exp-Mail Handling	5.74	MAIL ADVERTISING BUREAU INC	MAY STATEMENTS	6/10/2016	303470
493100 Other Admin Exp-Mail Handling	37.11	MAIL ADVERTISING BUREAU INC	JUNE STATEMENTS	7/22/2016	304226
520104 Social Service Contracts-Interpretation	5.54	LANGUAGE LINE SERVICES, INC	INTERPRETATION	6/24/2016	303733
520104 Social Service Contracts-Interpretation	6.10	LANGUAGE LINE SERVICES, INC	INTERPRETATION	7/15/2016	304090
610001 Occup Exp-Materials-Plumbing	10.85	E & E LUMBER, INC	wax gasket/spray head	7/8/2016	303976
610008 Occupancy Expenses-Materials-Fire/Safety	664.17	HD SUPPLY FACILITIES MAINTENANCE	STOVE TOP FIRESTOP	7/22/2016	304228
620006 Occup Exp-Maint Contracts-Floor Covering	1,763.27	SIGNATURE INTERIORS & DESIGN	CARPET	7/15/2016	304132
620008 Occup Exp-Alarm Testing/Monitoring	1,207.21	SIMPLEXGRINNELL LP	ALARM AND DETECTION	7/1/2016	303859
620008 Occup Exp-Alarm Testing/Monitoring	595.00	SIMPLEXGRINNELL LP	FIRE ALARM & INSPECT	7/1/2016	303859
620008 Occup Exp-Alarm Testing/Monitoring	299.18	SIMPLEXGRINNELL LP	SPRINKLER TEST & INSPECTION	7/1/2016	303859
620008 Occup Exp-Alarm Testing/Monitoring	395.75	SIMPLEXGRINNELL LP	SVC CALL	7/15/2016	304077
620008 Occup Exp-Alarm Testing/Monitoring	64.50	SIMPLEXGRINNELL LP	ALARM MONITORING	7/29/2016	304338
620013 Occup Exp-Yard/Garden/Landscaping	2,126.31	SOUND LANDSCAPE SERVICES	MAY 2016 LANDSCAPE MAINT	7/1/2016	303931
620013 Occup Exp-Yard/Garden/Landscaping	2,126.31	SOUND LANDSCAPE SERVICES	JUNE 2016 LANDSCAPE MAINT	7/8/2016	304038
660000 Occup Exp-Utilities-Water	1,350.30	PUBLIC UTILITY DISTRICT #1	W	7/15/2016	304156
660100 Occup Exp-Utilities-Sewer	3,707.93	CITY OF SEDRO WOOLLEY	SW	6/10/2016	303533
660100 Occup Exp-Utilities-Sewer	3,707.93	CITY OF SEDRO WOOLLEY	SW	7/15/2016	304161
660200 Occup Exp-Utilities-Electricity	25.20	PUGET SOUND ENERGY-BOT-01H	ш	6/24/2016	303779
660200 Occup Exp-Utilities-Electricity	906.59	PUGET SOUND ENERGY-BOT-01H	ш	7/1/2016	303914
660200 Occupancy Expenses-Utilities-Electricity	1,084.54	PUGET SOUND ENERGY-BOT-01H	ш	7/29/2016	304391
660201 Occup Exp-Utilities-Electricity-Closing Bill	15.70	15.70 PUGET SOUND ENERGY-BOT-01H	ш	7/1/2016	303914
660201 Occup Exp-Utilities-Electricity-Closing Bill	10.41	PUGET SOUND ENERGY-BOT-01H	H	7/15/2016	304150

Account Major Account					Check
	Amount	Vendor Name	Voucher Description	Date	Number
00 Occup Exp-Utilit	183.27	183.27 CITY OF SEDRO WOOLLEY	ST	6/10/2016	303533
660500 Occup Exp-Utilities-Surface Water Mgmt	183.27	183.27 CITY OF SEDRO WOOLLEY	ST	7/15/2016	304161
660700 Occup Exp-Utilities-Garbage	10.68	10.68 SKAGIT COUNTY PUBLIC WORKS DEPT	GB	6/10/2016	303475
660700 Occup Exp-Utilities-Garbage	641.77	641.77 CITY OF SEDRO WOOLLEY	GB	6/10/2016	303533
660700 Occup Exp-Utilities-Garbage	641.77	641.77 CITY OF SEDRO WOOLLEY	GB	7/15/2016	304161
660700 Occupancy Expenses-Utilities-Garbage	9.79	9.79 SKAGIT COUNTY PUBLIC WORKS DEPT	GARBAGE	7/29/2016	304347
800900 Interest Expense-Other	23.86	23.86 SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	6/3/2016	303400
800900 Interest Expense-Other	22.76 SIE	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	7/8/2016	304001
TOTAL HILLSVIEW	26,693.54				
TOTAL SEDRO WOOLLEY	36,110.92				

SEDRO-WOOLLEY HOUSING AUTHORITY

TO:

Board of Commissioners

FROM:

Linda Riley, Accounting Manager

DATE:

October 7, 2016

RE:

Approval of Vouchers August 1, 2016 to September 30, 2016

I, Linda Riley, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the expenditures represented by the summary listed below were just obligations of the Sedro-Woolley Housing Authority, and that I am authorized to authenticate and certify said claims.

Linda Riley

Accounting Manager

October 7, 2016

Expenditures to Sedro-Woolley

Operations

Directly to Cedar Grove Directly to Hillsview

Total Expenditures

12,085.55

54,508.74

\$66,594.29

ROUTE Description Amount Veolidor Name Voorlidor Name Voorlidor Name 1. To 2. SEMENDE FILAMOCIAL SERVICES SER DEMENDE FILAMOCIAL SERVICES SER STATUS Compt Equip Hardware 0.51 COMYCOMAUTE CENTERS INC Arc SAMERT US 5000PA SER STATUS Compt Equip Hardware 0.51 COMYCOMAUTE CENTERS INC Arc SAMERT US 5000PA SER STATUS Compt Equip Hardware 0.52 COMYCOMAUTE CENTERS INC Arc SAMERT US 5000PA SER STATUS Compt Equip Hardware 0.52 COMYCOMAUTE CENTERS INC Arc SAMERT US 5000PA SER STATUS Equip Cober Leased/Remed 0.53 COMYCOMAUTE CENTERS INC CAMERT SERVICES SERVICES Equip Cober Leased/Remed 0.53 COMYCOMAUTE CENTERS INC CAMERT SERVICES SERVICES Equip Cober Leased/Remed 0.54 COMYCOMAUTE CENTERS INC CAMERT SERVICES SERVICES Professional Services-Compts 3.122.33 SERVICES SERVICES SERVICES SERVICES Professional Services-Compts 3.21 MARCED SERVICES SERVICES SERVICES <td< th=""><th> Account Major Account</th><th></th><th></th><th></th><th></th><th>Check</th></td<>	Account Major Account					Check
Libburge 178.42 SIRARBS FINANCIAL SERVICES SST ENERGY ROLECT Libit Charles 0.16 COM/COMPUTER CENTERS INC APC SATTERY Augh Scharce Maint 0.5 COM/COMPUTER CENTERS INC COMPUTER SUPPORT Augh Scharce Maint 0.9 COM/COMPUTER CENTERS INC COMPUTER SUPPORT Augh Scharce Maint 0.9 COM/COMPUTER CENTERS INC COMPUTER SUPPORT Differenced 0.0 MONICA MINOCIT SUS INC COMPUTER SUPPORT Differenced 0.0 MONICA MINOCIT SUS INC COMPUTER SUPPORT Differenced Augh Scharce 0.0 MONICA MINOCIT SUS INC LEASE Differenced Augh Scharce 0.0 MONICA MINOCIT SUS INC LEASE Amonda Services Compas 5.0 OR KONICA MINOCIT SUS INC INCRED SUB AUGH TING Amonda Services Compas 5.0 OR PWEB RING INCRED SUB AUGH TING Amonda Services Compas 5.0 OR SURVANAINA INCRED SUB AUGH TING Contract-Compas 5.0 OR SURVANAINA INCRED SERVERS SERVICES Contract-Compas 5.0 SERVANAINA INCRED SERVANAI		Amount	Vendor Name	Voucher Description	Date	Number
178.42 SIRMENS FINANCIAL SERVICES SER TURIEGY PROJECT	CEDAR GROVE					
0.16 CDW/COMPUTER CENTERS INC APC BATTER TO SOONA 0.57 CDW/COMPUTER CENTERS INC APC SAMET UPS 3000VA 0.59 CDW/COMPUTER CENTERS INC COMPUTER SUPPLIES nined 0.90 CDW/COMPUTER CENTERS INC COMPUTER SUPPLIES nined 0.90 CDW/COMPUTER CENTERS INC COMPUTER SUPPLIES nined 0.90 CDW/COMPUTER CENTERS INC COMPUTER SUPPLIES nined 0.80 NOCOT VIGA INC COMPUTER SUPPLIES nongs 0.81 NOCOT VIGA INC LEASE nongs 2.90 FPWEB NET SEDRO HA AUDIT PERIOD 15-15 nongs 5.90 FPWEB NET SEDRO HA AUDIT PERIOD 15-15 nongs 5.90 FPWEB NET SEDRO HA AUDIT PERIOD 15-15 nongs 5.90 FPWEB NET SEDRO HA AUDIT PERIOD 15-15 nongs 5.90 FPWEB NET SEDRO HA AUDIT PERIOD 15-15 nongs 5.90 FPWEB NET SEDRO HA AUDIT PERIOD 15-15 nongs 5.90 FPWEB NET SEDRO HA AUDIT PERIOD 15-15 nongs 5.90 FPWEB NET MANAGED PAULT ING nongs 5.90 FPWEB NET MANAGED PAULT ING 1.91 PEPARTITION SERVICES OF WAINC GONSULTING SERVICE NOWEN	264000 LT Debt-Lease	-	MENS FINANCIAL SERVICES	SBT ENERGY PROJECT	8/5/2016	304493
0.57 COM/COMPUTER CENTERS INC APEC SMART LUPS 3000VA Value 0.57 COW/COMPUTER CENTERS INC APEC SMART LUPS 3000VA Charles 0.99 COW/COMPUTER CENTERS INC COMPUTES SUPPLIES Inneed 0.09 COW/COMPUTER CENTERS INC ICASE END PROT Inneed 0.09 INCHOOST USA INC ICASE Inneed 0.00 R INCHOOST USA INC ICASE Inneed 0.08 INTERIOR S OFFICE SEDRO HAUDIN SICK Inneed 0.08 INTERIOR S OFFICE SEDRO HAUDIN SICK Inneed 0.08 INTERIOR S OFFICE INSTALLATION SICK InneeDigital Voice 0.09 INTERIOR INNEED MARAGED VALUTING InneeDigital Voice 0.09 INTERIOR INNEED MARAGED SERVICES INNEED MARAGED SERVICES InneeDigital Voice 0.09 INTERIOR INNEED MARAGED SERVICES INNEED MARAGED SERVICES <tr< td=""><td>411100 Comp Equip-Hardware</td><td></td><td>V/COMPUTER CENTERS INC</td><td>APC BATTERY</td><td>8/26/2016</td><td>304883</td></tr<>	411100 Comp Equip-Hardware		V/COMPUTER CENTERS INC	APC BATTERY	8/26/2016	304883
1.99 DOW/COMPUTER CENTERS INC COMPUTER SUPPLIES	411100 Comp Equip-Hardware		V/COMPUTER CENTERS INC	APC SMART UPS 3000VA	8/26/2016	304883
1.99 CDW/COMPUTER CENTERS INC MCAFEE END PROT	411100 Comp Equip-Hardware		V/COMPUTER CENTERS INC	COMPUTER SUPPLIES	9/2/2016	304987
0.04 KONICA MINOLTA BUS SOLUTIONS USA INC LEASE	411103 Comp Equip-Software Maint		N/COMPUTER CENTERS INC	MCAFEE END PROT	8/19/2016	304740
12.25 NEOPOST USA INC 12.25 KONICA AIMOLI A BUSIC SCUTTIONS USA INC 2.31.25.33 STATE AUDITOR S OFFICE SEDRO ALDIT PERIOD 15-15 2.31.25.33 STATE AUDITOR S OFFICE SEDRO ALDIT PERIOD 15-15 2.31.25.33 STATE AUDITOR S OFFICE SEDRO HA AUDIT PERIOD 15-15 2.30 FAVER NET MANAGED SERVICE HOURS 2.30 FAVER NET MANAGED SERVICE HOURS 2.31 RITZAULT ILC MANAGED SERVICE HOURS 3.31 RITZAULT ILC MANAGED SERVICE S SCAS 3.32 KITZAULT ILC MANAGED VAULTING 3.34 KITZAULT ILC MANAGED VAULTING 3.35 KITZAULT ILC MANAGED VAULTING 3.36 KITZAULT ILC MANAGED VAULTING 3.37 KITZAULT ILC MANAGED VAULTING 3.38 KIMBERT VAAVONG GATEWAY MONTHLY CHARGE 3.30 MATIENT OF ENTERPRISE SERVICES GATEWAY MONTHLY CHARGE 3.31 KITZAULT ILC MANAGED VAULTING 3.32 MATIONAL CREDIT REPORTING GATEWAY MONTHLY CHARGE 3.30 MASHINGTON STATE PATROL BACKGROUND CHECKS 3.30 MASHINGTON STATE PATROL BACKGROUND CHECKS 3.30 MASHINGTON STATE PATROL BACKGROUND CHECKS 3.31 MALL ADVERTISING BURRAU INC JULY 2016 STATEMENTS 3.32 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.31 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.32 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.34 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.35 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.35 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.35 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.36 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.36 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.36 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.37 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.36 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.37 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.37 MALL ADVERTISING BURRAU INC JULY 2015 STATEMENTS 3.38 MALL ADVERTISING BURRAU INC JULY 2	411901 Equip-Other-Leased/Rented		VICA MINOLTA BUS SOLUTIONS USA INC	LEASE	8/12/2016	304623
6.04 KONICA MINOLTA BLIS SOLUTIONS USA INC LEASE	411901 Equip-Other-Leased/Rented		DPOST USA INC	LEASE	9/9/2016	305189
S8.13 STATE AUDITOR S OFFICE SEDRO A AUDIT PERIOD 15-15	411901 Equip-Other-Leased/Rented		VICA MINOLTA BUS SOLUTIONS USA INC	LEASE	9/16/2016	305263
3,125.33 STATE AUDITOR S OFFICE SEDRO HA AUDIT PERIOD 15-15 5.00 FDVUEB.NET MANAGED SERVICE HOURS 5.00 FDVUEB.NET MANAGED SERVICE HOURS 6.01 HVIAND SOFTWARE, INC INSTALLATION SUCS 0.23 CRELIUM NETWORKS INC REMOTE SYS PROGRAMMING 6 FY Services 3.24 NETZVAULT LLC MANAGED VAULTING ACALLAND SOFTWARE, INC NANAGED VAULTING MANAGED VAULTING CASHAMING ALLA NETZVAULT LLC MANAGED VAULTING CASHAMING SOFTILE AND TRANSAUM CARED TRANS	420101 Professional Services-Auditing	8.13	TE AUDITOR S OFFICE	SEDRO AUDIT PERIOD 15-15	9/2/2016	304971
5.00 FPWEB.NET MANAGED SERVICE HOURS 2.96 HYARND SOFTWARE, INC DATABASE SVCS 0.23 CRELIUM NETWORKS INC INSTALLATION SVCS 0.23 CRELIUM NETWORKS INC MANAGED VAULTING wery Services 3.42 NETZVAULT ILC MANAGED VAULTING wery Services 3.42 NETZVAULT ILC MANAGED VAULTING ocal-Mileage 5.98 KIMBERTENT SATAVONG MANAGED VAULTING ocal-Mileage 0.17 VANESSA OWEN MILEAGE 8/9-7/29/16 Digital Voice 0.09 91.1ETC INC GATEWAY MONTHLY CHARGE Digital Voice 0.09 91.1ETC INC MONTHLY CHARGE Digital Voice 0.09 91.1ETC INC MONTHLY CHARGE Und Checks 5.92 NATIONAL CREDIT REPORTING GREDIT CHECK Und Checks 5.92 NATIONAL CREDIT REPORTING GREDIT CHECK Und Checks 5.92 NATIONAL CREDIT REPORTING GREDIT CHECK Und Checks 7.87 NASHINGTON STATE PATROL BACKGROUND CHECKS Und Checks 3.69 <	420101 Professional Services-Auditing	5.33	TE AUDITOR S OFFICE	SEDRO HA AUDIT PERIOD 15-15	9/30/2016	305530
2.96 HYLAND SOFTWARE, INC DATABASE SVCS 0.23 HYLAND SOFTWARE, INC INSTALLATION SYCK 0.23 CERLUM NETWORKS INC REMOTTE SYS PROGRAMMING 0.23 CERLUM NETWORKS INC RANAGED VAULTING Nert Social Milesage 3.42 INETZVAULT ILC MANAGED VAULTING Ocal-Milesage 50.88 KIMBERLY SAYAVONG MANAGED VAULTING Digital Voice 0.17 VARESSA OWEN MALEAGE 8/-179916 Digital Voice 0.09 9.11 ETC INC MONSULTING GENERAL MONTHLY CHARGE Digital Voice 0.09 9.11 ETC INC GATEWAY MONTHLY CHARGE Und Checks 5.92 NATIONAL CREDIT REPORTING RECKGROUND CHECKS Und Checks 3.80	420908 Professional Services-Comps		VEB.NET	MANAGED SERVICE HOURS	9/16/2016	305336
0.81 HYLAND SOFTWARE, INC INSTALLATION SYCS 0.23 CERIUM NETWORKS INC REMOTE SYS PROGRAMMING 3.14 NETZVAULT LLC MANAGED VAULTING 7.1.91 DEPARTMENT LLC MANAGED VAULTING 7.1.91 DEPARTMENT DE ENTERPRISE SERVICES CONSULTING SVCS 5.9.88 KIMBERLY SAYAVONG MAILEAGE 0.17 VANESSA OWEN 6/1-7/26/16 MILEAGE 0.09 911 ETC INC MONSULTHY CHARGE 0.09 911 ETC INC MONTHLY CHARGE 0.09 MATIONAL CREDIT REPORTING CREDIT CHECK 0.09 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.60 WASHINGTON STATE PATROL JULY 2016 STATEMENTS 4.61 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 5.02 HASLER TO	420908 Professional Services-Comps	2.96 HYL	AND SOFTWARE, INC	DATABASE SVCS	9/30/2016	305614
0.23 CERIUM NETWORKS INC REMOTE SYS PROGRAMMING 3.14 NETZVAULT LLC MANAGED VAULTING 3.24 NETZVAULT LLC MANAGED VAULTING 71.91 DEPRATIMENT OF ENTERPRISE SERVICES CONSULTING SYCS 59.88 KIMBERY SAYAONG 6/1-7/26/16 MILEAGE 0.17 VARISSA OWEN MILEAGE 8/9-7/26/16 18.24 ASSOCIATION SERVICES OF WA INC GATEWAY MONTHLY CHARGE 0.09 911 ETC INC GATEWAY MONTHLY CHARGE 0.09 912 ETC INC GATEWAY MONTHLY CHARGE 0.09 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.60 WASHINGTON STATE PATROL BACKGROUND CHECKS <t< td=""><td>420908 Professional Services-Comps</td><td>0.81 HYL</td><td>AND SOFTWARE, INC</td><td>INSTALLATION SVCS</td><td>9/30/2016</td><td>305614</td></t<>	420908 Professional Services-Comps	0.81 HYL	AND SOFTWARE, INC	INSTALLATION SVCS	9/30/2016	305614
3.14 NETZVAULT ILC MANAGED VAULTING 3.42 NETZVAULT ILC MANAGED VAULTING 3.42 NETZVAULT ILC MANAGED VAULTING 5.9.88 KIMBERLY SAYAVONG 6/1-7/26/16 MILEAGE 0.07 VANESSA OWEN 6/1-7/26/16 MILEAGE 18.24 ASSOCIATION SERVICES OF WA INC 6/30/16 TEAM RETREAT 0.09 9.11 ETC INC GATEWAY MONTHLY CHARGE 6.04 WASHINGTON STATE PATROL BACKGROUND CHECKS 6.04 WASHINGTON STATE PATROL BACKGROUND CHECKS 6.09 JU ETC INC CREDIT CHECK 6.09 JU ETC INC GATEWAY MONTHLY CHARGE 6.09 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.09 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.10 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.20 </td <td>420908 Professional Services-Comps</td> <td>0.23 CER</td> <td>IUM NETWORKS INC</td> <td>REMOTE SYS PROGRAMMING</td> <td>9/30/2016</td> <td>305628</td>	420908 Professional Services-Comps	0.23 CER	IUM NETWORKS INC	REMOTE SYS PROGRAMMING	9/30/2016	305628
3.42 NETZVAULT LLC 71.91 DEPARTMENT OF ENTERPRISE SERVICES CONSULTING SVCS 59.88 KIMBERLY SAVAVONG 6/1-7/26/16 MILEAGE 60.17 VANIESSA OWEN MILEAGE 8/9-7/29/16 60.17 VANIESSA OWEN MILEAGE 8/9-7/29/16 60.29 9.11 ETC INC GATEMAY MONTHLY CHARGE 60.29 9.12 ETC INC MONTHLY CHARGE 60.29 9.12 ETC INC MONTHLY CHARGE 60.29 9.12 ETC INC MONTHLY CHARGE 60.30 9.12 ETC INC MONTHLY CHARGE 60.40 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.07 NATIONAL CREDIT REPORTING CREDIT CHECK 8.08 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.21 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 8.22 MASHINGTON STATE PATROL JULY 2016 STATEMENTS 9.38 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 9.38 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 9.39 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS <t< td=""><td>421901 Admin Contracts-Records Management</td><td></td><td>2VAULT LLC</td><td>MANAGED VAULTING</td><td>8/19/2016</td><td>304828</td></t<>	421901 Admin Contracts-Records Management		2VAULT LLC	MANAGED VAULTING	8/19/2016	304828
71.91 DEPARTMENT OF ENTERPRISE SERVICES CONSULTING SVCS 59.88 KIMBERLY SAYAVONG 6/1-7/26/16 MILEAGE 0.17 VANESSA OWEN MILEAGE 8/9-7/29/16 18.24 ASSOCIATION SERVICES OF WA INC GATEWAN RETREAT 0.09 911 ETC INC MONTHLY CHARGE 5.92 NATIONAL CREDIT REPORTING CREDIT CHECK 6.04 WASHINGTON STATE PATROL BACKGROUND CHECKS 7.87 NATIONAL CREDIT REPORTING CREDIT CHECK 8.07 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.08 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.09 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.01 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 9.38 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 9.39 MAIL ADVERTISING	421904 Admin Contracts- Cloud Recovery Services	_	-2VAULT LLC	MANAGED VAULTING	9/23/2016	305501
59.88 KIMBERLY SAYAVONG 6/1-7/26/16 MILEAGE 0.17 VANESSA OWEN MILEAGE 8/9-7/29/16 18.24 ASSOCIATION SERVICES OF WA INC 6/30/16 TEAM RETREAT 0.09 911 ETC INC GATEWAY MONTHLY CHARGE 0.09 911 ETC INC MONTHLY CHARGE 6.04 MAZHINGTON STATE PATROL BACKGROUND CHECKS 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.69 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.69 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.60 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.60 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.61 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.62 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.63 WASHINGTON STATE PATROL BACKGROUND CHECKS 4.65 WASHINGTON STATE PATROL BACKGROUND CHECKS 5.68 WASHINGTON STATE PATROL JULY 2016 STATEMENTS 5.02 HASLER TOTAL FUNDS ADGUST 2016 STATEMENTS 6.33 MAIL ADVERTISING BUREAU INC	421999 Admin Contracts-Other	1.91	ARTMENT OF ENTERPRISE SERVICES	CONSULTING SVCS	9/23/2016	305464
0.17 VANESSA OWEN MILEAGE 8/9-7/29/16 18.24 ASSOCIATION SERVICES OF WA INC 6/30/16 TEAM RETREAT 0.09 911 ETC INC MONTHLY CHARGE 0.09 911 ETC INC MONTHLY CHARGE 0.09 911 ETC INC MONTHLY CHARGE 6.04 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 5.60 WASHINGTON STATE PATROL BACKGROUND CHECKS 6.61 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 6.01 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 6.02 MAIL ADVERTISING BUREAU INC	440100 Travel-Non-training Related-Local-Mileage	9.88	IBERLY SAYAVONG	6/1-7/26/16 MILEAGE	8/12/2016	304686
18.24 ASSOCIATION SERVICES OF WA INC 6/30/16 TEAM RETREAT 0.09 911 ETC INC GATEWAY MONTHLY CHARGE 0.09 911 ETC INC MONTHLY CHARGE 5.92 NATIONAL CREDIT REPORTING CREDIT CHECK 6.04 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.69 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.69 WASHINGTON STATE PATROL BACKGROUND CHECKS 5.68 WASHINGTON STATE PATROL BACKGROUND CHECKS 5.68 WASHINGTON STATE PATROL BACKGROUND CHECKS 5.69 WASHINGTON STATE PATROL BACKGROUND CHECKS 5.02 HASLER TOTAL FUNDS JULY 2016 STATEMENTS 6.03 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 6.04 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 6.05 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.09 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.20 NAHRO INTERPRERSHIPDUS 2.20 NAHRO INTERPRERSTATION 2.63 LANGUAGE LINE SERVICES, INC	440100 Travel-Non-training Related-Local-Mileage		VESSA OWEN	MILEAGE 8/9-7/29/16	8/26/2016	304938
0.09 9.11 ETC INC GATEWAY MONTHLY CHARGE 0.09 9.11 ETC INC MONTHLY CHARGE 5.92 NATIONAL CREDIT REPORTING CREDIT CHECK 6.04 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.69 WASHINGTON STATE PATROL BACKGROUND CHECKS 5.68 WASHINGTON STATE PATROL BACKGROUND CHECKS 5.68 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.81 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 8.87 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 9.38 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 0.51 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 28.20 NAHRO IMBENBERSHIP DUES 1.95	441000 Training-Individual		OCIATION SERVICES OF WA INC	6/30/16 TEAM RETREAT	9/16/2016	305325
0.09 911 ETC INC 5.92 NATIONAL CREDIT REPORTING CREDIT CHECK 6.04 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.69 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.81 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 5.02 HASLER TOTAL FUNDS APRIL 2016 STATEMENTS 8.97 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 9.38 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 9.39 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.03 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.82.0 NAHRO MEMBERSHIP DUES 1.95 LANGUAGE LINE SERVICES, INC INTERPRETATION 2.63 LAN	450002 Comm-Phones Lines-Service-Digital Voice		. ETC INC	GATEWAY MONTHLY CHARGE	8/12/2016	304625
5.92 NATIONAL CREDIT REPORTING CREDIT CHECK 6.04 WASHINGTON STATE PATROL BACKGROUND CHECKS 7.87 NATIONAL CREDIT REPORTING CREDIT CHECK 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.81 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.82 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.83 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 5.02 HASLER TOTAL FUNDS POSTAGE 8.97 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 9.38 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 0.51 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.03 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.8.20 NAHRO INDIA 2016 STATEMENTS 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION 2.	450002 Comm-Phones Lines-Service-Digital Voice	_	ETC INC	MONTHLY CHARGE	9/16/2016	305267
6.04 WASHINGTON STATE PATROL BACKGROUND CHECKS 7.87 NATIONAL CREDIT REPORTING CREDIT CHECK 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 5.68 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.81 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 5.02 HASLER TOTAL FUNDS POSTAGE 8.97 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 9.38 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 3.38 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 3.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 3.20 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 3.20 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 3.22.0 NAHRO MAIR ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 3.22.0 NAHRO MAIR ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 3.28.20 NAHRO	491000 Admin Exp-Criminal/Background Checks		TIONAL CREDIT REPORTING	CREDIT CHECK	9/2/2016	305002
7.87 NATIONAL CREDIT REPORTING CREDIT CHECK 3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.69 WASHINGTON STATE PATROL BACKGROUND CHECK 5.68 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.81 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.47 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 8.97 MAIL ADVERTISING BUREAU INC ANGUST 2016 STATEMENTS 9.38 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 2.09 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.82.20 NAHRO MEMBERSHIP DUES 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION	491000 Admin Exp-Criminal/Background Checks	6.04 WA	SHINGTON STATE PATROL	BACKGROUND CHECKS	9/2/2016	304990
3.00 WASHINGTON STATE PATROL BACKGROUND CHECKS 3.69 WASHINGTON STATE PATROL BACKGROUND CHECK 5.68 WASHINGTON STATE PATROL BACKGROUND CHECKS 8.81 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 5.02 HASLER TOTAL FUNDS POSTAGE 8.97 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 0.51 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.8.20 NAHRO AUGUST 2016 STATEMENTS 2.8.20 NAHRO MEMBERSHIP DUES 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.8.20 NAHRO MEMBERSHIP DUES 1.95 LANGUAGE LINE SERVICES, INC INTERPRETATION 2.63 LANGUAGE LINE SERVICES, INC INTERPRATATION	491000 Admin Exp-Criminal/Background Checks		TIONAL CREDIT REPORTING	CREDIT CHECK	9/16/2016	305260
 3.69 WASHINGTON STATE PATROL 5.68 WASHINGTON STATE PATROL 5.68 WASHINGTON STATE PATROL 8.81 MAIL ADVERTISING BUREAU INC 5.02 HASLER TOTAL FUNDS 8.97 MAIL ADVERTISING BUREAU INC 9.38 MAIL ADVERTISING BUREAU INC 9.38 MAIL ADVERTISING BUREAU INC 1.76 MAIL ADVERTISING BUREAU INC 28.20 NAHRO 1.76 MAIL ADVERTISING BUREAU INC 38.20 NAHRO 39.31 LANGUAGE LINE SERVICES, INC 30.75 INTERPRETATION 30.75 IANGUAGE LINE SERVICES, INC 30.75 INTERPRETATION 	491000 Admin Exp-Criminal/Background Checks		SHINGTON STATE PATROL	BACKGROUND CHECKS	9/30/2016	305554
 5.68 WASHINGTON STATE PATROL 8.81 MAIL ADVERTISING BUREAU INC 1.47 MAIL ADVERTISING BUREAU INC 5.02 HASLER TOTAL FUNDS 8.97 MAIL ADVERTISING BUREAU INC 9.38 MAIL ADVERTISING BUREAU INC 9.38 MAIL ADVERTISING BUREAU INC 1.76 MAIL ADVERTISING BUREAU INC 2.8.20 NAHRO 1.9.26.30 NAHRO 1.9.5 LANGUAGE LINE SERVICES, INC 1.00 INTERPRETATION 1.00 INTERPRETATION 1.00 INTERPRETATION 1.00 INTERPRETATION 1.00 INTERPRETATION 	491000 Admin Exp-Criminal/Background Checks		SHINGTON STATE PATROL	BACKGROUND CHECK	9/30/2016	305554
8.81 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.47 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 5.02 HASLER TOTAL FUNDS POSTAGE 8.97 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS 1.01 JULY 2016 STATEMENTS 1.02 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.02 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1.02 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS 1.02 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.02 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.03 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.04 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1.05 MAHRO MAHRO AUGUST 2016 STATEMENTS 1.06 MAHRO MAHRO MAHRO MAHRO 1.06 LANGUAGE LINE SERVICES, INC INTERPRETATION INTERPRETATION	491000 Admin Exp-Criminal/Background Checks		SHINGTON STATE PATROL	BACKGROUND CHECKS	9/30/2016	305554
1.47 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 5.02 HASLER TOTAL FUNDS POSTAGE 8.97 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS 1 Ading 2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1 Ading 0.51 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 1 Ading 1.76 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS 1 Ading 1.76 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS 1 Ading 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1 Ading 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 1 Ading 28.20 NAHRO MAHRO 1 Anguage Line SERVICES, INC INTERPRETATION 1 Anguage Line SERVICES, INC INTERPRETATION	493000 Other Admin Exp-Postage		IL ADVERTISING BUREAU INC	JULY 2016 STATEMENTS	8/5/2016	304462
5.02 HASLER TOTAL FUNDS POSTAGE 8.97 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS rdling 2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS rdling 2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS rdling 1.76 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS rdling 1.76 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS rship Dues 28.20 NAHRO MEMBERSHIP DUES rterpretation 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION rterpretation 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION	493000 Other Admin Exp-Postage		IL ADVERTISING BUREAU INC	JULY 2016 STATEMENTS	8/5/2016	304462
8.97 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS adling 9.38 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS adling 2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS adling 1.76 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS riship Dues 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS riship Dues 28.20 NAHRO MEMBERSHIP DUES riterpretation 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION riterpretation 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION	493000 Other Admin Exp-Postage	_	SLER TOTAL FUNDS	POSTAGE	9/16/2016	305291
oding 9.38 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS rading 2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS rading 0.51 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS rading 1.76 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS riship Dues 28.20 NAHRO MEMBERSHIP DUES rterpretation 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION rterpretation 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION	493000 Other Admin Exp-Postage		IL ADVERTISING BUREAU INC	APRIL 2016 STATEMENTS	9/23/2016	305367
2.09 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 0.51 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 2.05 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS 2.06 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 2.07 MAIL ADVERTISING BUREAU INC MEMBERSHIP DUES 2.08 NAHRO MAHRO 2.09 LANGUAGE LINE SERVICES, INC INTERPRETATION 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION	493000 Other Admin Exp-Postage		IL ADVERTISING BUREAU INC	AUGUST 2016 STATEMENTS	9/23/2016	305367
0.51 MAIL ADVERTISING BUREAU INC JULY 2016 STATEMENTS 9 1.76 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS 9 bues 28.20 NAHRO IMEMBERSHIP DUES 9 etation 1.95 LANGUAGE LINE SERVICES, INC INTERPRETATION 9 etation 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION 9	493100 Other Admin Exp-Mail Handling	2.09 MA	IL ADVERTISING BUREAU INC	JULY 2016 STATEMENTS	8/5/2016	304462
1.76 MAIL ADVERTISING BUREAU INC APRIL 2016 STATEMENTS 9 2ues 1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 9 station 28.20 NAHRO INTERPRETATION 9 etation 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION 9	493100 Other Admin Exp-Mail Handling	0.51 MA	IL ADVERTISING BUREAU INC	JULY 2016 STATEMENTS	8/5/2016	304462
1.76 MAIL ADVERTISING BUREAU INC AUGUST 2016 STATEMENTS 9 28.20 NAHRO 1.95 LANGUAGE LINE SERVICES, INC INTERPRETATION 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION 9	493100 Other Admin Exp-Mail Handling		IL ADVERTISING BUREAU INC	APRIL 2016 STATEMENTS	9/23/2016	305367
28.20 NAHRO 1.95 LANGUAGE LINE SERVICES, INC INTERPRETATION 2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION	493100 Other Admin Exp-Mail Handling	1.76 MA	AL ADVERTISING BUREAU INC	AUGUST 2016 STATEMENTS	9/23/2016	305367
1.95 LANGUAGE LINE SERVICES, INC INTERPRETATION 9	494000 Other Admin Exp-Membership Dues	28.20 NA	HRO	MEMBERSHIP DUES	9/23/2016	305365
2.63 LANGUAGE LINE SERVICES, INC INTERPRETATION	520104 Social Service Contracts-Interpretation	1.95 LAI	NGUAGE LINE SERVICES, INC	INTERPRETATION	9/2/2016	304981
	520104 Social Service Contracts-Interpretation	2.63 LAI	NGUAGE LINE SERVICES, INC	INTERPRETATION	9/23/2016	305374

Account Major Account					Check
No. Description	Amount	Vendor Name	Voucher Description	Date	Number
620013 Occup Exp-Yard/Garden/Landscaping	708.77	SOUND LANDSCAPE SERVICES	JULY 2016 LANDSCAPE	8/12/2016	304674
620013 Occup Exp-Yard/Garden/Landscaping	708.77	SOUND LANDSCAPE SERVICES	AUGUST 2016 LANDSCAPE MAINT	9/16/2016	305321
620021 Occup Exp-HVAC Heating, Ventilation & AC	124.45	RONK BROS INC	SVC CALL	9/23/2016	305465
620021 Occup Exp-HVAC Heating, Ventilation & AC	600.00	RONK BROS INC	DUCT CLEANING	9/23/2016	305465
660000 Occup Exp-Utilities-Water	104.84	PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660000 Occup Exp-Utilities-Water	80.01	PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660000 Occup Exp-Utilities-Water	96.56	PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660000 Occup Exp-Utilities-Water	92.43	PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660000 Occup Exp-Utilities-Water	57.04	PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660000 Occup Exp-Utilities-Water	125.52	PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660000 Occup Exp-Utilities-Water	108.97	PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660000 Occup Exp-Utilities-Water	104.84	PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660000 Occup Exp-Utilities-Water	92.43	PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660000 Occup Exp-Utilities-Water	-	PUBLIC UTILITY DISTRICT #1	×	9/16/2016	305301
660000 Occup Exp-Utilities-Water	118.13	PUBLIC UTILITY DISTRICT #1	W	9/23/2016	305443
660000 Occup Exp-Utilities-Water	52.13	PUBLIC UTILITY DISTRICT #1	W	9/23/2016	305443
660000 Occup Exp-Utilities-Water	97.29	PUBLIC UTILITY DISTRICT #1	W	9/23/2016	305443
660000 Occup Exp-Utilities-Water	122.30	PUBLIC UTILITY DISTRICT #1	W	9/23/2016	305443
660000 Occup Exp-Utilities-Water	143.15	PUBLIC UTILITY DISTRICT #1	A	9/23/2016	305443
660000 Occup Exp-Utilities-Water	84.78	PUBLIC UTILITY DISTRICT #1	*	9/23/2016	305443
660000 Occup Exp-Utilities-Water	93.11	PUBLIC UTILITY DISTRICT #1	W	9/23/2016	305443
660000 Occup Exp-Utilities-Water	118.13	PUBLIC UTILITY DISTRICT #1	W	9/23/2016	305443
660000 Occup Exp-Utilities-Water	68.10	PUBLIC UTILITY DISTRICT #1	W	9/23/2016	305443
660000 Occup Exp-Utilities-Water	88.94	PUBLIC UTILITY DISTRICT #1	W	9/23/2016	305443
660000 Occup Exp-Utilities-Water	84.78	PUBLIC UTILITY DISTRICT #1	W	9/23/2016	305443
660100 Occup Exp-Utilities-Sewer	618.93	CITY OF SEDRO WOOLLEY	SW	8/12/2016	304658
660100 Occup Exp-Utilities-Sewer	247.74	CITY OF SEDRO WOOLLEY	SW	8/12/2016	304658
660100 Occup Exp-Utilities-Sewer	371.34	CITY OF SEDRO WOOLLEY	SW	8/12/2016	304658
660100 Occup Exp-Utilities-Sewer	618.91	CITY OF SEDRO WOOLLEY	SW	9/16/2016	305305
660100 Occup Exp-Utilities-Sewer	247.72	CITY OF SEDRO WOOLLEY	SW	9/16/2016	305305
660100 Occup Exp-Utilities-Sewer	371.34		SW	9/16/2016	305305
660200 Occup Exp-Utilities-Electricity	34.76	PUGET SOUND ENERGY-BOT-01H	ш	9/2/2016	305041
660200 Occup Exp-Utilities-Electricity	56.38	PUGET SOUND ENERGY-BOT-01H	ш	9/2/2016	305041
660300 Occup Exp-Utilities-Natural Gas	19.04	CASCADE NATURAL GAS CO	GS	8/12/2016	304644
660300 Occup Exp-Utilities-Natural Gas	19.04	CASCADE NATURAL GAS CO	GS	9/16/2016	305292
660500 Occup Exp-Utilities-Surface Water Mgmt	12.24	CITY OF SEDRO WOOLLEY	ST	8/12/2016	304658
660500 Occup Exp-Utilities-Surface Water Mgmt	30.59	CITY OF SEDRO WOOLLEY	ST	8/12/2016	304658
660500 Occup Exp-Utilities-Surface Water Mgmt	18.35	CITY OF SEDRO WOOLLEY	ST	8/12/2016	304658
660500 Occup Exp-Utilities-Surface Water Mgmt	30.59	CITY OF SEDRO WOOLLEY	ST	9/16/2016	305305
660500 Occup Exp-Utilities-Surface Water Mgmt	12.24	CITY OF SEDRO WOOLLEY	ST	9/16/2016	305305
660500 Occup Exp-Utilities-Surface Water Mgmt	18.35	CITY OF SEDRO WOOLLEY	ST	9/16/2016	305305

Account Major Account					Check
.No. Description	Amount	Vendor Name	Voucher Description	Date	Number
660700 Occup Exp-Utilities-Garbage	142.49	CITY OF SEDRO WOOLLEY	68	8/12/2016	304658
660700 Occup Exp-Utilities-Garbage	429.66	CITY OF SEDRO WOOLLEY	GB	8/12/2016	304658
660700 Occup Exp-Utilities-Garbage	169.63	CITY OF SEDRO WOOLLEY	.68	8/12/2016	304658
660700 Occup Exp-Utilities-Garbage	10.68	SKAGIT COUNTY PUBLIC WORKS DEPT	GARBAGE	8/12/2016	304590
660700 Occup Exp-Utilities-Garbage	445.80	CITY OF SEDRO WOOLLEY	GB	9/16/2016	305305
660700 Occup Exp-Utilities-Garbage	153.26	CITY OF SEDRO WOOLLEY	68	9/16/2016	305305
660700 Occup Exp-Utilities-Garbage	169.63	CITY OF SEDRO WOOLLEY	GB	9/16/2016	305305
800900 Interest Expense-Other	11.35	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	8/5/2016	304493
TOTAL CEDAR GROVE	12,085.55				
HILLSVIEW					
170000 Work-In-Process	21,229.25	LAWHEAD ARCHITECTS PS	4/1/16 to 8/1/16 HILLSVIEW Invoice 4778	8/19/2016	304769
170000 Work-In-Process	79.50	CITY OF SEDRO WOOLLEY	HILLSVIEW APTS - ROOFING PERMIT	9/7/2016	305124
170000 Work-In-Process	148.50	ARC	HILLSVIEW	9/16/2016	305259
170000 Work-In-Process	114.40	SEATTLE DAILY JOURNAL OF COMMERC	HILLSVIEW ROOF	9/23/2016	305364
170000 Work-In-Process	31.60	SKAGIT VALLEY PUBLISHING	SEEKING BIDS HILLSVIEW ROOFING	9/23/2016	305373
264000 LT Debt-Lease	340.62	SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	8/5/2016	304493
411100 Comp Equip-Hardware	0.51	CDW/COMPUTER CENTERS INC	APC BATTERY	8/26/2016	304883
411100 Comp Equip-Hardware	1.83	CDW/COMPUTER CENTERS INC	APC SMART UPS 3000VA	8/26/2016	304883
411100 Comp Equip-Hardware	2.22	CDW/COMPUTER CENTERS INC	COMPUTER SUPPLIES	9/2/2016	304987
411103 Comp Equip-Software Maint	6.36	CDW/COMPUTER CENTERS INC	MCAFEE END PROT	8/19/2016	304740
411901 Equip-Other-Leased/Rented	0.11	KONICA MINOLTA BUS SOLUTIONS USA INC	LEASE	8/12/2016	304623
411901 Equip-Other-Leased/Rented	2.56	NEOPOST USA INC	LEASE	9/9/2016	305189
411901 Equip-Other-Leased/Rented	0.11	KONICA MINOLTA BUS SOLUTIONS USA INC	LEASE	9/16/2016	305263
420000 Professional Services-Legal	2,874.30	MONTGOMERY PURDUE BLANKINSHIP	LEGAL SVCS - JUL 2016	9/16/2016	305233
420000 Professional Services-Legal	1,326.02	MONTGOMERY PURDUE BLANKINSHIP	LEGAL SVCS - AUG 2016	9/30/2016	305529
420101 Professional Services-Auditing	174.37	STATE AUDITOR S OFFICE	SEDRO AUDIT PERIOD 15-15	9/2/2016	304971
420101 Professional Services-Auditing	9,376.00	STATE AUDITOR S OFFICE	SEDRO HA AUDIT PERIOD 15-15	9/30/2016	305530
420908 Professional Services-Comps	15.99	FPWEB.NET	MANAGED SERVICE HOURS	9/16/2016	305336
420908 Professional Services-Comps	9.47	HYLAND SOFTWARE, INC	DATABASE SVCS	9/30/2016	305614
420908 Professional Services-Comps	2.58	HYLAND SOFTWARE, INC	INSTALLATION SVCS	9/30/2016	305614
420908 Professional Services-Comps	0.72	CERIUM NETWORKS INC	REMOTE SYS PROGRAMMING	9/30/2016	305628
421901 Admin Contracts-Records Management	10.05	NET2VAULT LLC	MANAGED VAULTING	8/19/2016	304828
421904 Admin Contracts- Cloud Recovery Services	10.94	NET2VAULT LLC	MANAGED VAULTING	9/23/2016	305501
421999 Admin Contracts-Other	216.70	DEPARTMENT OF ENTERPRISE SERVICES	CONSULTING SVCS	9/23/2016	305464
440100 Travel-Non-training Related-Local-Mileage	197.64	KIMBERLY SAYAVONG	6/1-7/26/16 MILEAGE	8/12/2016	304686
440100 Travel-Non-training Related-Local-Mileage	179.65	179.65 KIMBERLY SAYAVONG	6/1-7/26/16 MILEAGE	8/12/2016	304686
440100 Travel-Non-training Related-Local-Mileage	0.50	VANESSA OWEN	MILEAGE 8/9-7/29/16	8/26/2016	304938
441000 Training-Individual	54.98	ASSOCIATION SERVICES OF WA INC	6/30/16 TEAM RETREAT	9/16/2016	305325
450002 Comm-Phones Lines-Service-Digital Voice	0.30	911 ETC INC	GATEWAY MONTHLY CHARGE	8/12/2016	304625
450002 Comm-Phones Lines-Service-Digital Voice	0:30	911 ETC INC	MONTHLY CHARGE	9/16/2016	305267
450100 Comm-Long Distance Charges	6.04	6.04 IMPACT TELECOM INC	MONTHLY CHGS	8/12/2016	304659

				CHECK
No Description	Amount Vendor Name	Voucher Description	Date	Number
450100 Comm-Long Distance Charges	5.95 IMPACT TELECOM INC	MONTHLY CHARGES	9/9/2016	305176
491000 Admin Exp-Criminal/Background Checks	17.77 NATIONAL CREDIT REPORTING	CREDIT CHECK	9/2/2016	305002
491000 Admin Exp-Criminal/Background Checks	18.12 WASHINGTON STATE PATROL	BACKGROUND CHECKS	9/2/2016	304990
491000 Admin Exp-Criminal/Background Checks	23.61 NATIONAL CREDIT REPORTING	CREDIT CHECK	9/16/2016	305260
491000 Admin Exp-Criminal/Background Checks	9.00 WASHINGTON STATE PATROL	BACKGROUND CHECKS	9/30/2016	305554
491000 Admin Exp-Criminal/Background Checks	11.06 WASHINGTON STATE PATROL	BACKGROUND CHECK	9/30/2016	305554
491000 Admin Exp-Criminal/Background Checks	17.04 WASHINGTON STATE PATROL	BACKGROUND CHECKS	9/30/2016	305554
493000 Other Admin Exp-Postage	26.55 MAIL ADVERTISING BUREAU INC	JULY 2016 STATEMENTS	8/5/2016	304462
493000 Other Admin Exp-Postage	4.44 MAIL ADVERTISING BUREAU INC	JULY 2016 STATEMENTS	8/5/2016	304462
493000 Other Admin Exp-Postage	15.05 HASLER TOTAL FUNDS	POSTAGE	9/16/2016	305291
493000 Other Admin Exp-Postage	27.03 MAIL ADVERTISING BUREAU INC	APRIL 2016 STATEMENTS	9/23/2016	305367
493000 Other Admin Exp-Postage	28.26 MAIL ADVERTISING BUREAU INC	AUGUST 2016 STATEMENTS	9/23/2016	305367
493100 Other Admin Exp-Mail Handling	6.29 MAIL ADVERTISING BUREAU INC	JULY 2016 STATEMENTS	8/5/2016	304462
493100 Other Admin Exp-Mail Handling	1.55 MAIL ADVERTISING BUREAU INC	JULY 2016 STATEMENTS	8/5/2016	304462
493100 Other Admin Exp-Mail Handling	5.32 MAIL ADVERTISING BUREAU INC	APRIL 2016 STATEMENTS	9/23/2016	305367
493100 Other Admin Exp-Mail Handling	5.31 MAIL ADVERTISING BUREAU INC	AUGUST 2016 STATEMENTS	9/23/2016	305367
494000 Other Admin Exp-Membership Dues	84.60 NAHRO	MEMBERSHIP DUES	9/23/2016	305365
520104 Social Service Contracts-Interpretation	5.86 LANGUAGE LINE SERVICES, INC	INTERPRETATION	9/2/2016	304981
520104 Social Service Contracts-Interpretation	7.88 LANGUAGE LINE SERVICES, INC	INTERPRETATION	9/23/2016	305374
610102 Occup Exp-Equip-Appliances	112.78 HD SUPPLY FACILITIES Maint	REFRIGERATOR GASKET	9/2/2016	304979
620013 Occup Exp-Yard/Garden/Landscaping	2,126.31 SOUND LANDSCAPE SERVICES	JULY 2016 LANDSCAPE	8/12/2016	304674
620013 Occup Exp-Yard/Garden/Landscaping	2,126.31 SOUND LANDSCAPE SERVICES	AUGUST 2016 LANDSCAPE MAINT	9/16/2016	305321
620015 Occup Exp-Maint Contracts-Reasonable Accom	1,790.00 BATHCREST OF SEATTLE	2 STEEL TUBS, Units 218 & 339	8/26/2016	304903
660000 Occup Exp-Utilities-Water	1,347.88 PUBLIC UTILITY DISTRICT #1	W	9/16/2016	305301
660100 Occup Exp-Utilities-Sewer	3,707.93 CITY OF SEDRO WOOLLEY	MS	8/12/2016	304658
660100 Occup Exp-Utilities-Sewer	3,707.92 CITY OF SEDRO WOOLLEY	SW	9/16/2016	305305
660200 Occup Exp-Utilities-Electricity	1,139.06 PUGET SOUND ENERGY-BOT-01H	ш	9/2/2016	305041
660201 Occup Exp-Utilities-Electricity-Closing Bill	12.91 PUGET SOUND ENERGY-BOT-01H	ш	9/23/2016	305440
660500 Occup Exp-Utilities-Surface Water Mgmt	183.27 CITY OF SEDRO WOOLLEY	ST	8/12/2016	304658
660500 Occup Exp-Utilities-Surface Water Mgmt	183.27 CITY OF SEDRO WOOLLEY	ST	9/16/2016	305305
660700 Occup Exp-Utilities-Garbage	10.68 SKAGIT COUNTY PUBLIC WORKS DEPT	EPT GARBAGE	8/12/2016	304590
660700 Occup Exp-Utilities-Garbage	641.77 CITY OF SEDRO WOOLLEY	GB	8/12/2016	304658
660700 Occup Exp-Utilities-Garbage	652.53 CITY OF SEDRO WOOLLEY	GB	9/16/2016	305305
660700 Occup Exp-Utilities-Garbage	9.65 SKAGIT COUNTY PUBLIC WORKS DEPT	EPT GB	9/30/2016	305538
800900 Interest Expense-Other	21.66 SIEMENS FINANCIAL SERVICES	SBT ENERGY PROJECT	8/5/2016	304493
TOTAL HILLSVIEW	54,508.74			
TOTAL SEDRO WOOLLEY	66,594.29			

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INTEROFFICE MEMORANDUM

To: The Board of Commissioners

Date: May 27, 2016

From: Jeff Friend, Financial Reporting Manager

Subject: April 2016 Financial Report

Attached for your review is an unaudited year-to-date financial report as of April 30, 2016. This report shows year-to-date actual results, budgets and variances expressed in both dollars and percentages. The report, in a working capital format, details revenues, expenses, and other sources/uses of working capital. Working capital is defined as current assets minus current liabilities and is a metric that is used to measure the ability of an organization to meet its near-term obligations (less than one year). Each report in this format will reconcile the current period working capital to that of the prior period.

Summary: Year-to-date operating revenues and operating expenses are 2.8% over budget and 8.0% under budget, respectively.

Key Operating Revenue Variances

	Vai	riance (\$)	Variance (%)
Dwell Rent	\$	720	1.2%
Operating Fund Subsidy		3,373	3.4% 🔵
Other Misc. Income		393	427.2%
	\$	4,486	2.8%

Key Operating Expense Variances

	ф vai	70 Val
Salaries, Wages & Benefits	\$ (1,972)	-6.4%
Occupancy Expenses	(7,044)	-9.2% 🔵
Admin Support Expenses	(2,169)	-7.1% 🔵
Other Misc. Expenses	(13)	-0.5%
	\$ (11.198)	-8.0%

Green are positive variances

Yellow are negative variances of less than 5% Red are negative variances greater than 5%

Operating Revenue and Expense: Operating revenues were over target primarily due to a difference in budgeted and actual operating subsidy received from HUD. The budget estimated the Authority would receive 83.5% of its 2016 Operating Fund Subsidy. Through April, the Authority has received an interim prorate of approximately 87.2%. HUD will determine the final prorate later in the year. Operating Expenses were under target primarily due to a lack of expenditures for floor coverings, budgeted in support of unit turnovers costs. No vacancies have limited such expenditures. Seasonal and periodic expenses such as landscaping as well as various administrative support expenses were also under target but are expected to catch up as the year progresses.

Non-Operating Revenue and Expense: Non-operating revenues which consist of grant funds received to cover capital work are under target as four unit upgrades which were budgeted evenly throughout the year but have not been undertaken due to lack of vacancies. The smoking shelter project was budgeted for January but isn't expected to occur until the summer. A small amount of funding was drawn to close out the 2012 capital grant.

Working Capital: The year-to-date working capital balance is \$373,115; the equivalent of approximately 12 months of operating expenses. This exceeds the HUD advised-advised levels and the Authority may wish to defer draws on capital grants in order to bring this balance down. Staff will be reviewing the adequacy of reserves as the year progresses.

Housing Authority of the City of Sedro-Woolley Statements of Financial Position

For the Period Ended 4/30/2016

	Sedi	ro Combined	Cedar Grove	Hillsview
ASSETS				
Working Capital Assets				
Cash-Unrestricted	\$	403,181	236,851	166,329
Accounts Receivables		6,884	3,112	3,772
Prepaid Assets & Inventory		3,349	945	2,404
Total Working Capital Assets		413,414	240,908	172,505
Liabilities Offsetting Working Capital Assets				
Accounts Payable		(28,023)	(6,090)	(21,933)
Payroll Liabilities		(6,314)	(1,773)	(4,541)
Current Portion of Long-term debt		(5,962)	(2,048)	(3,913)
Total Offsetting Liabilities		(40,299)	(9,911)	(30,387)
Working Capital		373,115	230,997	142,118
Other Assets				
Cash-Restricted		9,374	3,800	5,575
Capital Assets		1,700,701	469,369	1,231,333
Work-in-Process		74,119	-	74,119
Total Other Assets		1,784,194	473,169	1,311,027
TOTAL ASSETS (net of WC offsets)	\$	2,157,308	704,166	1,453,145
LIABILITIES & EQUITY				
Other Liabilities				
Deferrals-Related to Restr Cash	\$	9,450	3,800	5,650
Debt	Ψ	5,741	1,974	3,767
		15,191	5,774	9,417
Equity		10,101	3,	σ,
Equity		2,142,116	698,388	1,443,728
, ,		2,142,116	698,388	1,443,728
TOTAL LIAB & EQ (net of curr liab)	\$	2,157,308	704,162	1,453,145

Housing Authority of the City of Sedro-Woolley Working Capital Budget vs. Actual Report For the Period Ended 4/30/2016	Actuals Through	Budget Through	YTD	(n/m= not meaningful) Percent YTD	2016 Annual	Remainder to Receive/	(n/m= not meaningful) Percent of Annual	
Revenues	4/30/2016	4/30/2016	Variance	Variance	Budget	Spend	Budget	_
Tenant Revenue	\$62,583	\$61,863	\$720	1.2%	\$185,590	\$123,007	33.7%	
Operating Fund Subsidy from HUD	101,307	97,934	3,373	3.4%	293,802	192,495	34.5%	
Other Operating Revenue	485	92	393	427.4%	275	(210)	176.5%	
Non-operating Revenue	19,508	31,126	(11,618)	(37.3%)	206,241	186,733	9.5%	(1)
Total Revenues	183,883	191,015	(7,132)	(3.7%)	685,908	502,025	26.8%	
Expenses								
Salaries & Benefits	28,922	30,894	(1,972)	(6.4%)	97,960	69,038	29.5%	
Routine Maintenance, Utilities, Taxes & Insurance	69,651	76,695	(7,044)	(9.2%)	243,352	173,701	28.6%	(2)
Other Social Service Support Expenses & HAP	2,504	2,517	(13)	(0.5%)	7,850	5,346	31.9%	
Administrative Support Expenses	28,295	30,464	(2,169)	(7.1%)	107,596	79,301	26.3%	
Non-operating Expenses	1,689	142	1,547	1089.4%	425	(1,264)	397.4%	
Total Expenses	131,060	140,712	(9,652)	(6.9%)	457,183	326,123	28.7%	Ī
Net Income	52,823	50,303	2,520	5.0%	228,725	175,902	23.1%	
Other Sources/(Uses) of Working Capital								
Increase) in Restricted/Designated Cash	(27)	0	(27)	n/m	0	27	n/m	
Decrease in Restricted/Designated Cash	0	0	0	n/m	0	0	n/m	
Increase) in LT Receivables	0	0	0	n/m	0	0	n/m	
Decrease in LT Receivables	0	0	0	n/m	0	0	n/m	
Acquisition of Capital Assets	(2,089)	0	(2,089)	n/m	0	2,089	n/m	
Maintenance Projects	(1,106)	(69,408)	68,302	(98.4%)	(128,222)	(127,116)	0.9%	
Acquisition of Capital Assets	(3,195)	(69,408)	66,213	(95.4%)	(128,222)	(125,027)	2.5%	(1
Disposition of Capital Assets	0	0	0	n/m	0	0	n/m	- /-
Change in Suspense	0	0	0	n/m	0	0	n/m	
Change in Other Assets	0	0	0	n/m	0	0	n/m	
Change in Other Deferrals	100	0	100	n/m	0	(100)	n/m	
ncrease in LT Debt	0	0	0	n/m	0	0	n/m	
Decrease) in LT Debt	(1,532)	0	(1,532)	n/m	0	1.532	n/m	
Change in Other Liabilities	(1,552)	0	(1,332)	n/m	0	0	n/m	
Other Non-Working Capital Income/Expense Items	0	0	0	n/m	0	0	n/m	
Non Income/Expense Change in Equity	0	0	0	n/m	0	0	n/m	
Total Other Sources/(Uses) of Working Capital	(4,653)	(69,408)	64,755	(93.3%)	(128,222)	(123,569)	3.6%	
Net Change in Working Capital	\$48,170	(\$19,105)	\$67,275	n/m	\$100,503	\$52,333	47.9%	I
Norking Capital, 12/31/2015	324,945							
Norking Capital, 4/30/2016	\$373,115							

Four unit upgrades were budgeted evenly throughout the year but none have been completed through April due to lack of vacancies. The \$20K smoking shelter budgeted for January will not be built until June or July. The non- operating revenue variance was partially offset by unbudgeted draws of \$16K made to close out/obligate the 2012 and 2014 CFP grants.
 Variance due to utility invoice timing. Also, budgeted floor coverings weren't needed due to lack of vacanices through April. Seasonal and periodic costs such as Landingscaping is expected to catch up to budget as the year progresses.

INTEROFFICE MEMORANDUM

To: The Board of Commissioners

Date: August 15, 2016

From: Jeff Friend, Financial Reporting Manager

Subject: June 2016 Financial Report

Yellow are negative variances of less than 5% Red are negative variances greater than 5%

Attached for your review is an unaudited year-to-date financial report as of June 30, 2016. This report shows year-to-date actual results, budgets and variances expressed in both dollars and percentages. The report, in a working capital format, details revenues, expenses, and other sources/uses of working capital. Working capital is defined as current assets minus current liabilities and is a metric that is used to measure the ability of an organization to meet its near-term obligations (less than one year). Each report in this format will reconcile the current period working capital to that of the prior period.

Summary: Year-to-date operating revenues and operating expenses are 8.7% over budget and 3.5% under budget, respectively.

Operating Expense Variances Operating Revenue Variances Variance (\$) Variance (%) \$ Var % Var 0.3% **Dwell Rent** 277 Salaries, Wages & Benefits (1,887)-4.1% 🔵 13.5% Operating Fund Subsidy 19,819 Occupancy Expenses (1,372)-1.2% Other Misc. Income 871 631.2% Admin Support Expenses (3.998)Other Misc. Expenses 20.967 (148)(7,405)Green are positive variances

Operating Revenue and Expense: Operating revenues were over target primarily due to a difference in budgeted and actual operating subsidy received from HUD. The amount of subsidy requested for 2016 is greater than anticipated in the budget. Also, the budget estimated that the Authority would receive a prorate of 83.5% while the actual interim prorate is currently 89.7%. HUD will determine the final prorate later in the year. Operating Expenses were under target primarily due to vehicle maintenance fees being over-budgeted in error. Also, web services were budgeted evenly throughout the year for the redesign of the Authority's website but invoicing isn't expected until later in the year.

Non-Operating Revenue and Expense: Non-operating revenues which consist of grant funds received to cover capital work are under target as four unit upgrades were budgeted evenly throughout the year but only one has been completed through June due to lack of vacancies. The smoking shelter and key scan/monitoring system projects were budgeted for January and April, respectively but aren't expected to occur until the fourth quarter. A small amount of funding was drawn to close out the 2012 capital grant.

Working Capital: The year-to-date working capital balance is \$374,387; the equivalent of approximately 11 months of operating expenses. This exceeds the HUD advised-advised levels and the Authority may wish to defer draws on capital grants in order to bring this balance down. Staff will be reviewing the adequacy of reserves as the year progresses.

Housing Authority of the City of Sedro-Woolley Statements of Financial Position

	Sedr	ro Combined	Ce	dar Grove		lillsview
Working Capital Assets	•	404 = 04	•	0=4 ==0	•	4=0.44=
Cash-Unrestricted	\$	404,721	\$	251,576	\$	153,145
Accounts Receivables		3,296		1,442		1,854
Prepaid Assets & Inventory		2,014		568		1,446
Total Working Capital Assets		410,031		253,586		156,445
Liabilities Offsetting Working Capital Assets						
Accounts Payable		(19,296)		(6)		(19,290)
Payroll Liabilities		(6,314)		(1,773)		(4,541)
Accrued Liabilities		(4,072)		(4,072)		-
Deferrals		-		-		-
Current Portion of Long-term debt		(5,962)		(2,049)		(3,913)
Total Offsetting Liabilities		(35,644)		(7,900)		(27,744)
Working Capital		374,387		245,686		128,701
Other Assets						
Cash-Designated		_		_		_
Cash-Restricted		9,100		3,800		5,300
Receivables		3,100		5,000		5,500
Capital Assets		1,685,291		464,727		1,220,564
Work-in-Process		75,215				75,215
Suspense		73,213		_		73,213
Other Assets		_		_		_
Total Other Assets	1	1,769,606	-	468,527		1,301,079
Total Other Assets		1,769,606		400,527		1,301,079
TOTAL ASSETS (net of WC offsets)	\$	2,143,993	\$	714,213	\$	1,429,780
LIABILITIES & EQUITY						
Other Liabilities						
Deferrals-Related to Restr Cash	\$	9,100	\$	3,800	\$	5,300
Debt Debt	Ψ	4,712	Ψ	1,620	Ψ	3,092
Other Liabilities		-,,,,,,		-		-
Other Elabilities		13,812		5,420		8,392
Equity						
Equity		2,130,181		708,793		1,421,388
		2,130,181		708,793		1,421,388
TOTAL LIAB & EQ (net of curr liab)	\$	2,143,993	\$	714,213	\$	1,429,780
TO THE LIND & EQ (HELDI CUIT HAD)	Ψ	۷, ۱۹۵,۶۶۵	Ψ	114,213	Ψ	1,423,700

Housing Authority of the City of Sedro-Woolley Working Capital Budget vs. Actual Report				(n/m= not			(n/m= not
For the Period Ended 6/30/2016				meaningful)			meaningful)
	Actuals	Budget		Percent	2016	Remainder	Percent of
	Through	Through	YTD	YTD	Annual	to Receive/	Annual
Revenues	6/30/2016	6/30/2016	Variance	Variance	Budget	Spend	Budget
Tenant Revenue	\$ 93,072	\$ 92,795	\$ 277	0.3%	\$ 185,590	\$ 92,518	50.1%
Operating Fund Subsidy from HUD	166,720	146,901	19,819	13.5%	293,802	127,082	56.7% (1)
Section 8 Subsidy from HUD	0	0	0	n/m	0	0	n/m
Other Operating Revenue	1,009	138	871	631.2%	275	(734)	366.9%
Non-operating Revenue	19,729	50,102	(30,373)	(60.6%)	206,241	186,512	9.6% (2)
Total Revenues	280,530	289,936	(9,406)	(3.2%)	685,908	405,378	40.9%
Expenses							
Salaries & Benefits	44,455	46,342	(1,887)	(4.1%)	97,960	53,505	45.4%
Routine Maintenance, Utilities, Taxes & Insurance	116,025	117,397	(1,372)	(1.2%)	243,352	127,327	47.7%
Direct Social Service Salaries & Benefits	0	0	0	n/m	0	0	n/m
Other Social Service Support Expenses & HAP	3,719	3,867	(148)	(3.8%)	7,850	4,131	47.4%
Administrative Support Expenses	41,906	45,904	(3,998)	(8.7%)	107,596	65,690	38.9%
Non-operating Expenses	1,763	213	1,550	727.7%	425	(1,338)	414.8%
Total Expenses	207,868	213,723	(5,855)	(2.7%)	457,183	249,315	45.5%
Net Income	72,662	76,213	(3,551)	(4.7%)	228,725	156,063	31.8%
Other Sources/(Uses) of Working Capital							
(Increase) in Restricted/Designated Cash	(2)	0	(2)	n/m	0	2	n/m
Decrease in Restricted/Designated Cash	250	0	250	n/m	0	(250)	n/m
(Increase) in LT Receivables	0	0	0	n/m	0	0	n/m
Change in Suspense	0	0	0	n/m	0	0	n/m
Change in Other Assets	0	0	0	n/m	0	0	n/m
Change in Other Deferrals	(250)	0	(250)	n/m	0	250	n/m
Increase in LT Debt	0	0	0	n/m	0	0	n/m
(Decrease) in LT Debt	(2,562)	(3,223)	661	(20.5%)	(6,444)	(3,882)	39.8%
Change in Other Liabilities	0	0	0	n/m	0	0	n/m
Non Income/Expense Change in Equity	0	0	0	n/m	0	0	n/m
Total Other Sources/(Uses) of Working Capital	(23,218)	(92,995)	69,777	(75.0%)	(252,025)	(228,807)	9.2%
Transfer In from (Out to) Other Funds							
Transfers In from Other Funds	0	0	0	n/m	0	0	n/m
Transfers Out to Other Funds	0	0	0	n/m	0	0	n/m
Net Transfer In/(Out)	0	0	0	n/m	0	0	n/m
Net Change in Working Capital	\$ 49,444	\$ (16,782)	\$ 66,226	n/m	\$ (23,300)	\$ (72,744)	n/m
Working Capital, 12/31/2015	324,943						
Working Capital, 6/30/2016	\$ 374,387	I					

¹⁾ Public Housing subsidy was higher than target due to an interim proration that was higher than anticipated. The budget assumed a prorate of 83.5% while the interim has been 87.2%.

²⁾ Four unit upgrades were budgeted evenly throughout the year but only one unit has been completed through June. Upgrades are dependent upon unit availability. The non- operating revenue variance was partially offset by unbudgeted draws of \$16K made to close out/obligate the 2012 and 2014 CFP grants. Smoking shelter and key scan/monitoring system projects were budgeted in January and April, respectively. However, the projects are not expected to occur

INTEROFFICE MEMORANDUM

To: The Board of Commissioners

Date: September 21, 2016

From: Jeff Friend, Financial Reporting Manager

Subject: August 2016 Financial Report

Red are negative variances greater than 5%

Attached for your review is an unaudited year-to-date financial report as of August 31, 2016. This report shows year-to-date actual results, budgets and variances expressed in both dollars and percentages. The report, in a working capital format, details revenues, expenses, and other sources/uses of working capital. Working capital is defined as current assets minus current liabilities and is a metric that is used to measure the ability of an organization to meet its near-term obligations (less than one year). Each report in this format will reconcile the current period working capital to that of the prior period.

Summary: Year-to-date operating revenues and operating expenses are 10% over budget and 8.3% under budget, respectively.

Operating Revenue Variances Operating Expense Variances Variance (\$) Variance (%) \$ Var % Var -0.5% 🔵 -4.6% 🔵 **Dwell Rent** (639)Salaries, Wages & Benefits (2,953)13.5% Operating Fund Subsidy 26,493 -4.1% Occupancy Expenses (6,505)Other Misc. Income 6,280 3431.7% Admin Support Expenses (14,924)-21.2% 🔵 32,134 10.0% Other Misc. Expenses -8.3% (24,723)Green are positive variances Yellow are negative variances of less than 5%

Operating Revenue and Expense: Operating revenues were over target primarily due to a difference in budgeted and actual operating subsidy received from HUD. The amount of subsidy requested for 2016 is greater than anticipated in the budget. Also, the budget estimated that the Authority would receive a prorate of 83.5% while the actual interim prorate is currently 89.7%. HUD will determine the final prorate later in the year. Other Miscellaneous Income is also overtarget due to an unbudgeted reimbursement from KCHA for vehicle maintenance fees billed in error in 2015.

Operating Expenses were under target primarily due to audit costs that were budgeted to start in July but were not billed to the Authority until September. Additionally, vehicle maintenance fees were over-budgeted in error and web services were budgeted evenly throughout the year for the redesign of the Authority's website but invoicing isn't expected until later in the year.

Non-Operating Revenue and Expense: Non-operating revenues which consist of grant funds received to cover capital work are under target as four unit upgrades were budgeted evenly throughout the year but only one has been completed through August due to lack of vacancies. The smoking shelter and key scan/monitoring system projects were budgeted for January and April, respectively but aren't expected to occur until the fourth quarter. A small amount of funding was drawn to close out the 2012 and 2014 capital grants.

Sedro-Woolley Housing Authority

September 21, 2016

Working Capital: The year-to-date working capital balance is \$400,137; the equivalent of approximately 12 months of operating expenses. This exceeds the HUD advised levels and the Authority may wish to defer draws on capital grants in order to bring this balance down. Staff will be reviewing the adequacy of reserves as the year progresses.

Housing Authority of the City of Sedro-Woolley Statements of Financial Position

	Sedr	o Combined	Се	dar Grove		lillsview
Working Capital Assets						
Cash-Unrestricted	\$	401,406	\$	259,515	\$	141,891
Accounts Receivables		32,363		2,487		29,876
Prepaid Assets & Inventory		2,012		568		1,444
Total Working Capital Assets		435,781		262,570		173,211
Liabilities Offsetting Working Capital Assets						
Accounts Payable		(19,296)		(6)		(19,290)
Payroll Liabilities		(6,314)		(1,773)		(4,541)
Accrued Liabilities		(4,072)		(4,072)		-
Deferrals		-		-		-
Current Portion of Long-term debt		(5,962)		(2,049)		(3,913)
Total Offsetting Liabilities		(35,644)		(7,900)		(27,744)
Working Capital		400,137		254,670		145,467
Other Assets						
Cash-Designated		_		_		_
Cash-Restricted		9,100		3,800		5,300
Receivables		9,100		3,000		5,500
Capital Assets		1,669,880		460,084		1,209,796
Work-in-Process		100,823		400,004		100,823
		100,023		-		100,023
Suspense Other Assets		-		-		-
		1 770 002		462.004		1 215 010
Total Other Assets		1,779,803		463,884		1,315,919
TOTAL ASSETS (net of WC offsets)	\$	2,179,940	\$	718,554	\$	1,461,386
LIABILITIES & EQUITY						
Other Liabilities						
Deferrals-Related to Restr Cash	\$	9,025	\$	3,650	\$	5,375
Debt Debt	Ψ	3,675	Ψ	1,264	Ψ	2,411
Other Liabilities		-		-		_,
		12,700		4,914		7,786
Equity						
Equity		2,167,240		713,640		1,453,600
		2,167,240		713,640		1,453,600
TOTAL LIAB & EQ (net of curr liab)	\$	2,179,940	\$	718,554	\$	1,461,386

Housing Authority of the City of Sedro-Woolley Working Capital Budget vs. Actual Report For the Period Ended 8/31/2016	Actuals	Budget		(n/m= not meaningful) Percent	2016	Remainder	(n/m= not meaningful) Percent of)
	Through	Through	YTD	YTD	Annual	to Receive/	Annual	
Revenues	8/31/2016	8/31/2016	Variance	Variance	Budget	Spend	Budget	
Tenant Revenue	\$ 123,088	\$ 123,727	\$ (639)	(0.5%)	\$ 185,590	\$ 62,502	66.3%	-
Operating Fund Subsidy from HUD	222,361	195,868	26,493	13.5%	293,802	71,441	75.7%	(1)
Section 8 Subsidy from HUD	0	0	0	n/m	0	0	n/m	(1)
Other Operating Revenue	6,463	183	6,280	3431.7%	275	(6,188)	2350.2%	
Non-operating Revenue	55,178	119,889	(64,711)	(54.0%)	206,241	151,063	26.8%	(2)
Total Revenues	407,090	439,667	(32,577)	(7.4%)	685,908	278,818	59.4%	(-,
Expenses								
Salaries & Benefits	61,475	64,428	(2,953)	(4.6%)	97,960	36,485	62.8%	
Routine Maintenance, Utilities, Taxes & Insurance	151,268	157,773	(6,505)	(4.1%)	243,352	92,084	62.2%	
Direct Social Service Salaries & Benefits	0	0	0	n/m	0	02,001	n/m	
Other Social Service Support Expenses & HAP	4,842	5,183	(341)	(6.6%)	7,850	3,008	61.7%	
Administrative Support Expenses	55,453	70,377	(14,924)	(21.2%)	107,596	52,143	51.5%	(3)
Non-operating Expenses	1,831	283	1,548	547.0%	425	(1,406)	430.8%	` '
Total Expenses	274,869	298,044	(23,175)	(7.8%)	457,183	182,314	60.1%	
Net Income	132,221	141,623	(9,402)	(6.6%)	228,725	96,504	57.8%	
	,	,	(=, ==)	(21272)		55,55	511575	
Other Sources/(Uses) of Working Capital								
(Increase) in Restricted/Designated Cash	(2)	0	(2)	n/m	0	2	n/m	
Decrease in Restricted/Designated Cash	250	0	250	n/m	0	(250)	n/m	
(Increase) in LT Receivables	0	0	0	n/m	0	0	n/m	
Decrease in LT Receivables	0	0	0	n/m	0	0	n/m	
Disposition of Capital Assets	0	0	0	n/m	0	0	n/m	
Change in Suspense	0	0	0	n/m	0	0	n/m	
Change in Other Assets	0	0	0	n/m	0	0	n/m	
Change in Other Deferrals	(325)	0	(325)	n/m	0	325	n/m	
Increase in LT Debt	0	0	0	n/m	0	0	n/m	
(Decrease) in LT Debt	(3,598)	(4,296)	698	(16.2%)	(6,444)	(2,846)	55.8%	-
Total Other Sources/(Uses) of Working Capital	(57,027)	(163,745)	106,718	(65.2%)	(252,025)	(194,998)	22.6%	
Net Change in Working Capital	\$ 75,194	\$ (22,122)	\$ 97,316	n/m	\$ (23,300)	\$ (98,494)	n/m	
Working Capital, 12/31/2015	324,943							
•	324,343							

¹⁾ Public Housing subsidy was higher than target due to an interim proration that was higher than anticipated. The budget assume d a prorate of 83.5% while the interim has been 89.7%.

²⁾ Four unit upgrades were budgeted evenly throughout the year but only one unit has been completed through August. Upgrades are dependent upon unit availability. The non-operating revenue variance was partially offset by unbudgeted draws of \$16K made to close out/obligate the 2012 and 2014 CFP grants. Smoking shelter and key scan/monitoring system projects were budgeted in January and April, respectively. However, the projects are not expected to occur until the 4th quarter. Capital Grant draws in July and August were due to the Hillsview roofing project.

³⁾ The Sedro 2015 audit costs were budgeted to start in July but the Authority wasn't billed until September.

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SEDRO-WOOLLEY HOUSING AUTHORITY Housing Management Report

August and September 2016

Vacancy Report

	Vacates	Housings	Completed Upgrades
Hillsview	0	1	0
Cedar Grove	0	1	0

Average Unit Turnover Rates for Hillsview

Current UTO is 10 days. One resident was evicted due to nonpayment of rent at Hillsview. One resident at Cedar Grove moved into a market rate unit. Both units were previously upgraded.

Current Applications of Wait List as of October 1, 2016

Hillsview	Applicants Claiming Preference	Eld/Dis Claiming Preference	Non-Preference Applicants	Total
1 Bedroom	52	33	45	97

Cedar Grove	Preference Non-Preference		Total	
2 Bedrooms	68 13		81	
3 Bedrooms	23 1		24	
4 Bedrooms	2 2		4	
Total	93	16	109	

Preference Definitions:

- 1. Rent burden person is paying more than 50% of income in rent
- 2. Family lives in substandard housing homeless or condition of unit substandard
- 3. Involuntary displacement disaster, government action, housing owner action, domestic violence, etc.

Work Orders

	Routine	Inspection	Emergency	Vacate	RA	Total
Hillsview	34	7	3	1	0	45
Cedar Grove I	6	6	0	0	0	12
Cedar Grove II	8	1	0	1	0	10
Cedar Grove III	2	3	0	0	0	5
Total	50	17	3	2	0	72

Resident Functions

Community Action is scheduled to come to the Hillsview apartments on October 25, 2016 to help residents sign up for energy assistance.

SEDRO-WOOLLEY HOUSING AUTHORITY Housing Management Report

Staffing

We are 100% staffed in Sedro-Woolley.

Previous Meeting Concerns

The ivy bushes at Hillsview need to be trimmed back and we are working with Sound Landscaping to address any areas that need attention. We will also be scheduling a carpet clean for Hillsview before the end of the year.

Resident Issues.

The legal processes for the two Hillsview residents are closed. A judgement of default was received for one resident and a stipulation agreement for signed for the other resident.