



MEETING OF THE EXECUTIVE COMMITTEE OF THE
WHATCOM COUNCIL OF GOVERNMENTS
Wednesday, June 14, 2017, 3:15-3:30 p.m.
Gordon W. Rogers Conference Room
314 East Champion Street
Bellingham, Washington

AGENDA

PAGES

- A. CALL TO ORDER
- B. PUBLIC COMMENT
Citizens may speak informally to the Executive Committee on agenda items or other matters relating to the governance and/or business of the Whatcom Council of Governments. *Each speaker is allowed a maximum of three minutes.*
- C. AGENDA APPROVAL – **ACTION**
- D. CONSENT AGENDA – **ACTION**
 - D.1 Minutes of the meeting of December 14, 2016
 - D.2 Claims: January-May 2017
- E. OLD BUSINESS (if any)
- F. NEW BUSINESS
 - F.1 Resolution No. 17-06-1, Cancellation of Old Warrants – Ron Cubellis
(ACTION)
 - F.2 Update on 2017 WCOG Budget – Ron Cubellis
- G. CORRESPONDENCE
- H. ADJOURN

2-4
5-10

11-13

14

WHATCOM COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE MINUTES – DRAFT
DECEMBER 14, 2016

ATTENDANCE

COMMITTEE MEMBERS: Bob Bromley (Chairman), Michael McAuley (Vice Chairman), Jack Louws (Secretary/Treasurer), Kelli Linville, Terry Bornemann, Harry Robinson, Jon Mutchler

BOARD MEMBERS: Pete Stark

GUESTS: Kirk Vinish, Greg Young

STAFF: Bob Wilson, Ron Cubellis, Hugh Conroy

A. CALL TO ORDER

At Chairman Bromley’s request, Vice Chairman McAuley agreed to act as chair for the meeting, which he called to order at 3:02 p.m. with a quorum present.

B. PUBLIC COMMENT

None

C. AGENDA APPROVAL

MOTION: Mr. Louws moved, Mr. Robinson seconded, to approve the agenda with the addition in New Business of item F.4, “Authorizing the Executive Director to Request Federal Reimbursement,” as an action item.

MOTION PASSED

D. CONSENT AGENDA

Included in the consent agenda were the Executive Committee minutes of May 11, 2016, and claim voucher Nos. 2016304-2016380 for the months of October and November, totaling \$267,103.74.

MOTION: Mr. Louws moved, Mr. Bornemann seconded, to approve the consent agenda.

MOTION PASSED

E. OLD BUSINESS

None

F. NEW BUSINESS

F.1 Recommendation to the Council Board Regarding the Proposed 2017
WCOG Budget

Mr. Wilson explained the changes made to the budget since the first draft was presented in September. In response to a question from Ms. Linville, Mr. Conroy explained the project associated with the “Pass-Through Funding” budget item.

MOTION: Mr. Louws moved, Ms. Linville seconded, to recommend to the Council Board that it adopt the proposed 2017 Whatcom Council of Governments’ Budget as presented.

MOTION PASSED

F.2 Personnel Manual Updates

Mr. Cubellis explained the proposed changes to WCOG’s Personnel Manual: eliminating the Executive Director’s monthly cell phone allowance, and clarifying the activities associated with the staff Wellness Program.

MOTION: Mr. Louws moved, Ms. Linville seconded, to approve the WCOG Personnel Manual updates as presented.

MOTION PASSED

F.3 Banking Changes

Mr. Cubellis provided the rationale for his and Mr. Wilson’s interest in terminating the longstanding arrangement by which Whatcom County serves as WCOG’s fiscal agent, and instead, having WCOG take on that responsibility for itself through the establishment of checking, saving and petty cash accounts at Washington Federal Bank. He explained that it would be significantly less expensive than the fees WCOG pays the County to process its payroll, and it would also reduce the amount of staff time required to pay WCOG’s vendors.

MOTION: Mr. Louws moved, Mr. Mutchler seconded, to approve Resolution No. 16-12-1, authorizing staff to open checking and saving accounts at Washington Federal Bank.

MOTION PASSED

F.4 Authorizing the Executive Director to Request Federal Reimbursement

Mr. Cubellis explained that he was recently informed by staff of the Washington State Department of Transportation that federal regulations prohibit them from processing reimbursement vouchers submitted by WCOG until the Executive Committee approves a resolution authorizing the Executive Director to submit them on WCOG's behalf.

MOTION: Mr. Mutchler moved, Ms. Linville seconded, to approve Resolution No. 16-12-2, delegating to the Executive Director the authority to legally bind the Whatcom Council of Governments for the sole purpose of requesting federal reimbursement.

MOTION PASSED

G. ADJOURN

There being no further business, the meeting adjourned at 3:18 p.m.

Robert J. Bromley
Chairman

Robert H. Wilson, AICP
Executive Director

Approved June 14, 2017

Whatcom Council of Governments

CLAIMS LISTING

January through May 2017

06/06/17

Cash Basis

Date	Num	Source Name	Memo	Paid Amount
Jan - May 17				
01/02/2017	rc	Google	Communication Services	79.16
01/03/2017	rc	Amazon Web Services	Office Equipment & Software	464.86
01/03/2017	rc	Amazon	Supplies	13.50
01/03/2017	mf	Amazon Web Services	Communication Services	275.16
01/03/2017	mf	Amazon Web Services	Communication Services	275.17
01/03/2017	bw	Sherwin-Williams	Supplies	4.20
01/04/2017	rc	Comcast	Communication Services	158.12
01/04/2017	bw	Sherwin-Williams	Supplies	5.36
01/04/2017	bw	ADT Security Systems	Utilities	52.60
01/05/2017	ACH	WCOG Petty Cash	Replenish	300.00
01/05/2017	mf	Community Food Co-op	Supplies	11.72
01/05/2017	bw	Sherwin-Williams	Supplies	9.17
01/06/2017	rc	Clearly Communications	Communication Services	176.30
01/07/2017	mf	Rogers Media	Communication Services	40.78
01/08/2017	rc	Ting Inc.	Communication Services	8.34
01/09/2017	jm	Pendragon Software Corporation	Office Equipment & Software	40.00
01/10/2017	ACH	WCOG Petty Cash	Replenish petty cash	2.00
01/10/2017	rc	Heroku	Communication Services	157.06
01/10/2017	rc	Heroku	Communication Services	9.00
01/11/2017	3853	WCOG Petty Cash	Replenish petty cash	250.00
01/11/2017	3854	WCOG Petty Cash	Wilma Smith - WST quarterly winner	1,000.00
01/11/2017	rc	Superior Press	Supplies	124.13
01/11/2017	rc	Superior Press	Supplies	144.78
01/13/2017	bw	TownePlace Suites	Travel	233.58
01/17/2017	rc	Amazon	Supplies	107.61
01/17/2017	rc	GreenDisk	Utilities	79.95
01/17/2017	jm	Community Food Co-op	Supplies	23.30
01/18/2017	3856	WCOG Petty Cash	Replenish petty cash	954.17
01/18/2017	rc	GroupSpaces Ltd	Communication Services	19.99
01/18/2017	bw	Fred Meyer	Supplies	3.99
01/18/2017	bw	Fred Meyer	Supplies	3.99
01/19/2017	ma	Whatcom Council on Aging	Housing Opportunity 2017 - tabling registration	100.00
01/19/2017	mf	Starbucks	Supplies	34.68
01/19/2017	1001	WCOG Petty Cash	Baglery - IMTC Mtg	38.10
01/22/2017	bw	Lowe's Home Centers LLC	Supplies	19.78
01/23/2017	hc	Amazon	Supplies	57.58
01/24/2017	ACH	Intuit Payroll Service	Enrollment Fee	0.67
01/24/2017	ACH	Intuit Payroll Service	Enrollment Fee	0.85
01/24/2017	bw	Lowe's Home Centers LLC	Supplies	5.30
01/24/2017	eft	NAVIA Benefits	Healthcare	1.00
01/24/2017	1002	Whatcom Council of Governments	Move Square receipted funds to W.C. General Fund	145.35
01/25/2017	2001	AMPO	Membership	686.84
01/25/2017	2002	Applied Digital Imaging	Printing	139.99
01/25/2017	2003	Avenue Bakery LLC	WST Incentives	105.00
01/25/2017	2005	AWC	Benefits	1,232.70
01/25/2017	2004	Ballroom Events LLC	Room rental	240.00
01/25/2017	2006	Bay City Supply	Supplies	119.86
01/25/2017	2007	Bellingham/Whatcom Chamber	Membership	320.00
01/25/2017	2008	Bob Wilson	Employee reimbursement	61.56
01/25/2017	2009	Bruce's Janitor Service	Janitorial	625.00
01/25/2017	2010	BTC Leasing	Office Equipment & Software	449.18
01/25/2017	2011	Capitol City Press	Printing	6,530.37
01/25/2017	2012	Cascade Natural Gas	Utilities	305.63
01/25/2017	2013	Champion Building LLC	Rent	5,408.16
01/25/2017	2014	Chocolate Necessities	WST Incentives	198.00
01/25/2017	2015	Good Eye Design	Consultants & Contracted Services	555.52
01/25/2017	2016	IBI Group US	Consultants & Contracted Services	2,160.00
01/25/2017	2017	Keeney's Office Supply	Supplies	128.32
01/25/2017	2018	Melissa Fanucci	Employee Reimbursement	30.78
01/25/2017	2019	Nathan Carnes	Consultants & Contracted Services	175.00
01/25/2017	2020	Purchase Power	Utilities	872.15
01/25/2017	2021	Ricoh USA Inc.	Office Equipment & Software	450.02
01/25/2017	2022	Sanitary Service Corporation	Utilities	52.93
01/25/2017	2023	Security Solutions NW	Repair & Maintenance	369.59
01/25/2017	2024	Parker Northwest Associates	Consultants & Contracted Services	3,399.12
01/25/2017	2025	US Bank	2016 Purchase card charges	4,660.09

Whatcom Council of Governments

CLAIMS LISTING

January through May 2017

06/06/17

Cash Basis

Date	Num	Source Name	Memo	Paid Amount
01/25/2017	2026	WC Admin Services	Consultants & Contracted Services	300.00
01/25/2017	2027	Wilson Engineering LLC	Consultants & Contracted Services	12,782.25
01/25/2017	ACH	WA Emp Sec Dept	Payroll taxes	22.55
01/25/2017	ACH	WA Dept of L&I	Payroll taxes	685.86
01/25/2017	us bank	US Bank	Late payment charge	46.54
01/25/2017	RC	Amazon	Supplies	49.16
01/25/2017	RC	Superior Press	Supplies	97.17
01/27/2017	BW	Amazon	Supplies	59.85
01/28/2017	RC	WA Dept of Revenue	Sales tax remittance	3.48
01/28/2017	RC	WA Dept of Revenue	Office Equipment & Software	31.32
01/28/2017	RC	WA Dept of Revenue	Supplies	5.03
01/28/2017	RC	WA Dept of Revenue	Communication Services	549.91
01/28/2017	RC	WA Dept of Revenue	Office Equipment & Software	240.20
01/28/2017	RC	WA Dept of Revenue	Supplies	45.86
01/28/2017	RC	WA Dept of Revenue	Utilities	6.09
01/28/2017	RC	WA Dept of Revenue	Supplies	3.98
01/28/2017	RC	WA Dept of Revenue	Supplies	25.61
01/28/2017	RC	WA Dept of Revenue	Miscellaneous	22.79
01/30/2017	ACH	Intuit Payroll Service	Created by Payroll Service on 01/26/2017	36,448.02
01/30/2017	ACH	Intuit Payroll Service	Created by Payroll Service on 01/26/2017	6,207.56
01/30/2017	MF	Survey Monkey	Communication Services	26.00
01/31/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 338470162	8,725.00
01/31/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 338470162	920.02
01/31/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 338470162	920.02
01/31/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 339551262	51.00
01/31/2017	2028	AWC-Additional Life	Employee paid life ins.	22.50
01/31/2017	2029	AFLAC	Employee paid insurance	77.82
01/31/2017	2030	United Way	Employee contributions	500.00
01/31/2017	2032	WA Dept of Retirement Systems	Retirement	10,130.66
01/31/2017	eft	AWC	Employee benefits	9,958.03
01/31/2017	eft	AWC	Benefits	1,323.00
02/01/2017	eft	Mass Mutual	Retirement	3,362.00
02/01/2017	eft	Mass Mutual	Retirement	3,630.65
02/01/2017	eft	WA Dept of Employment Security	Payroll Taxes	49.82
02/01/2017	eft	NAVIA Benefits	Benefits	300.00
02/01/2017	RC	Google	Communication Services	79.16
02/03/2017	LC	American Planning Association (...)	Professional Development	498.00
02/03/2017	RC	Comcast	Communication Services	160.39
02/03/2017	MF	Amazon Web Services	Communication Services	243.40
02/03/2017	MF	Amazon Web Services	Communication Services	243.40
02/05/2017	RC	Amazon	Supplies	12.70
02/05/2017	BW	ADT Security Systems	Utilities	55.46
02/06/2017	BW	Quicksilver Photo Lab	Supplies	20.56
02/06/2017	BW	Hardware Sales	Supplies	7.60
02/08/2017	RC	Ting Inc.	Communication Services	8.34
02/08/2017	MF	Rogers Media	Communication Services	40.92
02/08/2017	JM	Pendragon Software Corporation	Office Equipment & Software	40.00
02/08/2017	BW	Amazon	Supplies	44.85
02/09/2017	RC	Heroku	Communication Services	157.01
02/09/2017	RC	Heroku	Communication Services	9.00
02/10/2017	eft	NAVIA Benefits	Benefits	2.00
02/10/2017	1003	WCOG Petty Cash	Lisa Burn - 2017-Jan WST	250.00
02/15/2017	RC	Clearly Communications	Communication Services	176.30
02/15/2017	MA	Community Transportation Assn ...	Professional Development	250.00
02/16/2017	2033	Applied Digital Imaging	Printing	96.33
02/16/2017	2034	Bellingham Herald	Public Hearing Notices	67.55
02/16/2017	2035	Bob Wilson	Employee Reimbursement	243.44
02/16/2017	2036	Bruce's Janitor Service	Janitorial	625.00
02/16/2017	2037	BTC Leasing	Office Equipment/Software	449.18
02/16/2017	2038	Cascade Natural Gas	Utilities	325.71
02/16/2017	2039	Champion Building LLC	Rental	5,408.16
02/16/2017	2040	Culligan Northwest	Supplies	17.25
02/16/2017	2041	Good Eye Design	Professional Services	724.48
02/16/2017	2042	Hugh Conroy	Employee Reimbursement	69.89
02/16/2017	2043	Mary Anderson	Employee Reimbursement	46.02
02/16/2017	2044	Parker Northwest Associates	Professional Services	3,493.00
02/16/2017	2045	Pitney Bowes	Postage	184.61

Whatcom Council of Governments

CLAIMS LISTING

January through May 2017

06/06/17

Cash Basis

Date	Num	Source Name	Memo	Paid Amount
02/16/2017	2046	Puget Sound Energy	Utilities	499.84
02/16/2017	2047	Purchase Power	Postage	58.91
02/16/2017	2048	Ricoh USA Inc.	Office Equipment/Software	421.54
02/16/2017	2049	Robeks Fruit Smoothies	Incentives	39.65
02/16/2017	2050	Sanitary Service Corporation	Utilities	52.93
02/16/2017	2051	Sole Graphics	Professional Services	1,260.00
02/16/2017	2052	The Bagelry	Incentives	900.00
02/16/2017	2053	US Bank	Purchase Card	2,835.03
02/16/2017	2054	Wilson Engineering LLC	Professional Services	2,933.25
02/16/2017	MA	Whatcom Council on Aging	Communication Services	330.00
02/17/2017	MF	Amazon	Supplies	46.50
02/17/2017	MF	Amazon	Supplies	15.07
02/18/2017	RC	GroupSpaces Ltd	Communication Services	19.99
02/21/2017	RC	Amazon	Supplies	11.22
02/21/2017	RC	GoDaddy	Communication Services	32.98
02/21/2017	RC	Walgreens	Supplies	15.48
02/22/2017	RC	Intuit Payroll Service	Office Equipment & Software	202.10
02/22/2017	BW	The Governor Hotel	Travel	122.77
02/23/2017	RC	RingCentral	Communication Services	171.75
02/23/2017	RC	Community Food Co-op	Supplies	9.76
02/24/2017	BW	Quicksilver Photo Lab	Supplies	9.75
02/27/2017	ACH	Intuit Payroll Service	Created by Payroll Service on 02/23/2017	40,806.76
02/28/2017	2055	AWC-Additional Life	Employee paid life ins.	22.50
02/28/2017	2056	AFLAC	Employee paid insurance	77.82
02/28/2017	eft	Mass Mutual	Retirement	3,889.00
02/28/2017	eft	Mass Mutual	Retirement	3,598.17
02/28/2017	2057	United Way	Employee contributions	500.00
02/28/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 343894372	8,262.00
02/28/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 343894372	892.08
02/28/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 343894372	892.08
02/28/2017	eft	WA Dept of Retirement Systems	Retirement	3,551.73
02/28/2017	eft	WA Dept of Retirement Systems	Retirement	6,488.30
02/28/2017	eft	AWC	Benefits	9,970.99
02/28/2017	eft	AWC	Benefits	1,323.00
02/28/2017	BW	Bellingham Frameworks	Supplies	304.58
02/28/2017	BW	Bellingham Frameworks	Supplies	31.70
03/01/2017	BW	Fred Meyer	Supplies	10.86
03/01/2017	BW	Quicksilver Photo Lab	Supplies	14.08
03/01/2017	BW	Amazon	Supplies	26.37
03/02/2017	eft	NAVIA Benefits	Benefits	300.00
03/02/2017	RC	Google	Communication Services	79.16
03/02/2017	RC	Intuit Payroll Service	Office Equipment & Software	19.57
03/03/2017	RC	The Knox Company	Miscellaneous	728.29
03/03/2017	RC	GoToMyPC	Office Equipment & Software	124.70
03/03/2017	MF	Amazon Web Services	Communication Services	219.25
03/03/2017	MF	Amazon Web Services	Communication Services	219.25
03/03/2017	MF	Starbucks	Supplies	52.01
03/03/2017	MA	Holiday Inn Express	Travel	417.06
03/03/2017	1004	The Bagelry	Supplies	54.35
03/04/2017	RC	Comcast	Communication Services	160.39
03/04/2017	55.46	ADT Security Systems	Utilities	55.46
03/06/2017	RC	Clearly Communications	Communication Services	176.30
03/07/2017	MF	Haggen	Supplies	4.34
03/07/2017	JM	Pendragon Software Corporation	Office Equipment & Software	40.00
03/07/2017	MA	Community Food Co-op	Supplies	24.04
03/07/2017	1005	Shannon Skinner	Incentives	250.00
03/08/2017	RC	Ting Inc.	Communication Services	8.34
03/08/2017	BW	Fred Meyer	Supplies	8.97
03/08/2017	BW	Starbucks	Supplies	17.34
03/09/2017	2058	Applied Digital Imaging	Printing	35.91
03/09/2017	2059	Bellingham Herald	Public Hearing Notices	65.62
03/09/2017	2060	Bob Wilson	Employee Reimbursement	218.32
03/09/2017	2061	Bruce's Janitor Service	Janitorial	625.00
03/09/2017	2062	BTC Leasing	Office Equipment/Software	449.18
03/09/2017	2063	Caliper Corporation	Software	2,400.00
03/09/2017	2064	Cascade Natural Gas	Utilities	263.15
03/09/2017	2065	Champion Building LLC	Rental	5,408.16

Whatcom Council of Governments

CLAIMS LISTING

January through May 2017

06/06/17

Cash Basis

Date	Num	Source Name	Memo	Paid Amount
03/09/2017	2066	Culligan Northwest	Supplies	23.00
03/09/2017	2067	IBI Group US	Professional Services	1,080.00
03/09/2017	2068	Lethal Coe III	Expense Reimbursement	28.36
03/09/2017	2069	Mallard Ice Cream	Incentives	206.31
03/09/2017	2070	Melissa Fanucci	Expense Reimbursement	82.93
03/09/2017	2071	Parker Northwest Associates	Professional Services	3,493.00
03/09/2017	2072	Puget Sound Energy	Utilities	267.15
03/09/2017	2073	Ricoh USA Inc.	Office Equipment/Software	471.46
03/09/2017	2074	Sanitary Service Corporation	Utilities	52.93
03/09/2017	2075	The Language Exchange	Translation Services	118.30
03/09/2017	2076	US Bank	Purchase Card	4,200.91
03/09/2017	2077	Wilson Engineering LLC	Professional Services	7,362.50
03/09/2017	RC	Heroku	Communication Services	149.89
03/09/2017	RC	Heroku	Communication Services	9.00
03/09/2017	MF	Rogers Media	Communication Services	39.86
03/09/2017	BW	Fred Meyer	Supplies	9.84
03/10/2017	eft	NAVIA Benefits	Benefits	2.00
03/10/2017	eft	WA Dept of Retirement Systems	Retirement	11,668.58
03/12/2017	LC	American Planning Association (...)	Professional Development	191.00
03/13/2017	RC	Hardware Sales	Supplies	58.35
03/13/2017	RC	Lewis Publishing Company	Supplies	36.00
03/13/2017	BW	Amazon	Supplies	45.90
03/14/2017	BW	Quicksilver Photo Lab	Supplies	3.25
03/14/2017	1006	Bellingham Fitness	Healthcare	100.00
03/15/2017	MF	Port of Bellingham	Miscellaneous	100.00
03/15/2017	BW	Fred Meyer	Supplies	4.23
03/16/2017	MF	Starbucks	Supplies	34.68
03/17/2017	rc	Washington Finance Officers Ass...	Professional Development	125.00
03/18/2017	RC	GroupSpaces Ltd	Communication Services	19.99
03/18/2017	1007	The Bagelry	Supplies	35.76
03/21/2017	MF	BodyBoss.com	Healthcare	65.90
03/23/2017	RC	Office Depot	Supplies	54.34
03/29/2017	BW	Sherwin-Williams	Supplies	20.66
03/29/2017	BW	DexMex	Supplies	83.50
03/30/2017	ACH	Intuit Payroll Service	Created by Payroll Service on 03/28/2017	41,184.44
03/30/2017	LC	American Planning Association (...)	Professional Development	100.00
03/31/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 349815812	8,390.00
03/31/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 349815812	900.51
03/31/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 349815812	900.51
03/31/2017	2078	AWC-Additional Life	Employee paid life ins.	22.50
03/31/2017	2079	United Way	Employee contributions	500.00
03/31/2017	2080	AFLAC	Employee premiums	77.82
03/31/2017	eft	WA Dept of Retirement Systems	PERS Contribution	3,585.25
03/31/2017	eft	WA Dept of Retirement Systems	PERS Contribution	6,549.53
03/31/2017	EFT	AWC	Benefits	9,952.89
03/31/2017	eft	Mass Mutual	Retirement	3,889.00
03/31/2017	BW	Sherwin-Williams	Supplies	18.56
03/31/2017	eft	Mass Mutual	Retirement	3,632.12
04/01/2017	eft	NAVIA Benefits	Benefits	300.00
04/01/2017	BW	Amazon	Supplies	51.75
04/01/2017	EFT	AWC	Benefits	1,323.00
04/02/2017	RC	Intuit Payroll Service	Consultants & Contracted Services	39.13
04/02/2017	RC	Google	Communication Services	79.16
04/03/2017	RC	Comcast	Communication Services	160.39
04/03/2017	MF	Amazon Web Services	Communication Services	226.94
04/03/2017	MF	Amazon Web Services	Communication Services	226.93
04/04/2017	LC	American Planning Association (...)	Professional Development	412.73
04/04/2017	LC	American Planning Association (...)	Professional Development	12.27
04/05/2017	BW	ADT Security Systems	Utilities	55.46
04/06/2017	RC	Clearly Communications	Communication Services	176.99
04/06/2017	MF	Rogers Media	Communication Services	40.12
04/08/2017	RC	Ting Inc.	Communication Services	8.36
04/10/2017	JM	Pendragon Software Corporation	Office Equipment & Software	40.00
04/11/2017	1008	City of Blaine, WA	Miscellaneous	250.00
04/11/2017	RC	Amazon	Supplies	79.93
04/11/2017	RC	Heroku	Communication Services	157.12
04/11/2017	RC	Heroku	Communication Services	9.00

Whatcom Council of Governments

CLAIMS LISTING

January through May 2017

06/06/17

Cash Basis

Date	Num	Source Name	Memo	Paid Amount
04/11/2017	RC	Office Depot	Supplies	255.60
04/11/2017	MA	Cafe Velo	Repair & Maintenance	163.05
04/12/2017	1009	Michael Parelskin	Incentives	1,000.00
04/12/2017	BW	Tsue Chong Company Inc.	Supplies	144.00
04/12/2017	MA	Cafe Velo	Repair & Maintenance	70.66
04/13/2017	RC	GoDaddy	Communication Services	32.98
04/13/2017	RC	GoDaddy	Communication Services	32.98
04/13/2017	RC	Sanitary Service Corporation	Utilities	15.00
04/14/2017	2081	Applied Digital Imaging	Printing	41.69
04/14/2017	2082	Avenue Bakery LLC	Incentives	120.00
04/14/2017	2083	Bay City Supply	Supplies	132.98
04/14/2017	2084	Bruce's Janitor Service	Janitorial	625.00
04/14/2017	2085	BTC Leasing	Office Equipment/Software	449.18
04/14/2017	2086	Capitol City Press	Printing	3,704.72
04/14/2017	2087	Cascade Natural Gas	Utilities	166.62
04/14/2017	2088	Champion Building LLC	Rental	5,408.16
04/14/2017	2089	Chocolate Necessities	Incentives	96.75
04/14/2017	2090	Good Eye Design	Professional Services	617.50
04/14/2017	2091	IBI Group US	Professional Services	2,160.00
04/14/2017	2092	Mary Anderson	Employee Reimbursement	145.52
04/14/2017	2093	Parker Northwest Associates	Professional Services	3,493.00
04/14/2017	2094	Puget Sound Energy	Utilities	252.53
04/14/2017	2095	Ricoh USA Inc.	Office Equipment/Software	379.69
04/14/2017	2096	Robeks Fruit Smoothies	Incentives	45.75
04/14/2017	2097	Salud Spanish Programs	Prof. Development	170.00
04/14/2017	2098	Sanitary Service Corporation	Utilities	52.93
04/14/2017	2099	Security Solutions NW	Fire Extinguisher Service	75.00
04/14/2017	2100	Sole Graphics	Professional Services	5,520.00
04/14/2017	2101	US Bank	Purchase Card	3,789.29
04/14/2017	2102	Washington State Ridesharing Or...	Employer Training	825.00
04/14/2017	2103	Western Washington University	Partner Pass-Through	206.52
04/14/2017	Transfer	WCOG Petty Cash	Petty Cash Refill	440.11
04/14/2017	E-pay	WA Dept of Employment Security	Payroll Taxes QB Tracking # 449268207	2,154.68
04/14/2017	ach	WA Dept of L&I	Payroll Taxes	759.02
04/17/2017	ach	NAVIA Benefits	Benefits	2.00
04/17/2017	ach	Purchase Power	Postage	1,036.80
04/18/2017	RC	GroupSpaces Ltd	Communication Services	19.99
04/19/2017	1012	Todd Quessenberry	Incentives	250.00
04/19/2017	1011	The Bagelry	Supplies	35.76
04/20/2017	MF	Starbucks	Supplies	34.68
04/27/2017	ACH	Intuit Payroll Service	Created by Payroll Service on 04/26/2017	39,575.79
04/28/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 459273597	8,065.00
04/28/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 459273597	869.09
04/28/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 459273597	869.09
04/28/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 459273597	0.00
04/28/2017	ACH	AWC	Benefits	9,952.89
04/28/2017	ACH	AWC	Benefits	1,323.00
04/28/2017	2104	AWC-Additional Life	Employee paid life ins.	22.50
04/28/2017	2105	United Way	Employee contributions	500.00
04/28/2017	2106	AFLAC	Employee paid insurance	77.82
04/28/2017	ACH	WA Dept of Retirement Systems	PERS Contribution	3,460.40
04/28/2017	ACH	WA Dept of Retirement Systems	PERS Contribution	6,321.46
04/28/2017	ACH	Mass Mutual	Retirement	3,839.00
04/28/2017	ACH	Mass Mutual	Retirement	3,505.64
04/28/2017	ACH	Mass Mutual	Retirement	100.00
05/01/2017	ACH	NAVIA Benefits	Benefits	300.00
05/11/2017	2107	Applied Digital Imaging	Printing	490.62
05/11/2017	2108	Bay City Supply	Supplies	76.49
05/11/2017	2109	Bob Wilson	Employee Reimbursement	185.15
05/11/2017	2110	Bruce's Janitor Service	Janitorial	625.00
05/11/2017	2111	BTC Leasing	Office Equipment/Software	449.18
05/11/2017	2112	Capitol City Press	Printing	493.49
05/11/2017	2113	Cascade Natural Gas	Utilities	105.63
05/11/2017	2114	Champion Building LLC	Rental	5,408.16
05/11/2017	2115	Culligan Northwest	Supplies	57.50
05/11/2017	2116	ESRI	GIS Software	6,739.40
05/11/2017	2117	Express Services Inc.	Temp personnel	1,229.97

Whatcom Council of Governments

CLAIMS LISTING

January through May 2017

06/06/17

Cash Basis

Date	Num	Source Name	Memo	Paid Amount
05/11/2017	2118	Federal Express	Communications	34.50
05/11/2017	2119	Good Eye Design	Professional Services	1,470.76
05/11/2017	2120	Jaymes McClain	Employee reimbursement	25.68
05/11/2017	2121	Lethal Coe III	Expense Reimbursement	17.12
05/11/2017	2122	Mary Anderson	Employee Reimbursement	43.34
05/11/2017	2123	Parker Northwest Associates	Professional Services	3,493.00
05/11/2017	2124	Pitney Bowes	Postage	184.61
05/11/2017	2125	Puget Sound Energy	Utilities	239.23
05/11/2017	2126	Ricoh USA Inc.	Office Equipment/Software	479.32
05/11/2017	2127	US Bank	Purchase Card	2,667.94
05/11/2017	2128	Wilson Engineering LLC	Professional Services	1,300.00
05/11/2017	Transfer	WCOG Petty Cash	Petty Cash Refill	1,535.76
05/11/2017	ACH	Purchase Power	Postage	60.59
05/12/2017	1013	Jones, Lea	Incentives	250.00
05/25/2017	1014	Whatcom Council of Governments	F. Steele cycling class via Square	23.97
05/30/2017	ACH	Intuit Payroll Service	Created by Payroll Service on 05/25/2017	41,911.31
05/30/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 469676737	7,155.00
05/30/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 469676737	892.88
05/30/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 469676737	892.88
05/30/2017	E-pay	Internal Revenue Service	26-3877986 QB Tracking # 469676737	0.00
05/30/2017	2129	AFLAC	Employee paid ins.	77.82
05/30/2017	2130	AWC-Additional Life	Employee paid life ins.	22.50
05/30/2017	2131	United Way	Employee contributions	500.00
05/31/2017	ACH	WA Dept of Retirement Systems	PERS Contribution	3,554.89
05/31/2017	ACH	WA Dept of Retirement Systems	PERS Contribution	6,494.07
05/31/2017	ach	Mass Mutual	Retirement	3,839.00
05/31/2017	ach	Mass Mutual	Retirement	3,601.35
05/31/2017	ach	Mass Mutual	Retirement	100.00
05/31/2017	ACH	AWC	Benefits	9,952.89
05/31/2017	ACH	AWC	Benefits	1,323.00

Jan - May 17

584,769.08



MEMORANDUM

To: Executive Committee
From: Ron Cubellis, Deputy Executive Director
Date: June 6, 2017
Subject: Cancellation of Warrants, Resolution #17-06-1

Each year, the Whatcom County Administrative Services Department asks that junior districts cancel unredeemed warrants that are more than a year old. The attached resolution accomplishes this task for the one warrant we have outstanding. After the resolution is approved, we will pay the expense with a new check.

SUGGESTED MOTION: Approve resolution #17-06-1, cancelling warrants more than a year old.



**EXECUTIVE COMMITTEE
RESOLUTION NO. 17-06-1**

ORDERING THE CANCELLATION OF WARRANTS MORE THAN A YEAR OLD

WHEREAS, the Revised Code of Washington, Section 36.22.100 states that the county legislative authority shall cancel county warrants not presented within one year of the date of their issue; and

WHEREAS, Whatcom County's Administrative Services Department has provided a list of warrants that were issued by instruction and on behalf of the Whatcom Council of Governments prior to July 1, 2016 but never presented;

NOW, THEREFORE, BE IT RESOLVED, that the Whatcom Council of Governments hereby cancels the warrants listed in Exhibit A, attached hereto.

Approved this day, June 14, 2017, in Bellingham, Washington, a quorum being present.

Robert Bromley, Chairman

Robert H. Wilson, Executive Director

EXHIBIT A: CANCELLATION OF CHECKS (WARRANTS) OVER ONE YEAR OLD

(Checks issued before July 1, 2016)

Fund	Check No.	Check Date	G/L Date	Explanation	Amount
673	997914	04/12/16	04/12/16	ROBERT H. WILSON	\$ (50.00)
Total Council of Governments					\$ (50.00)



Congratulations! You have earned the 2017 WellCity Award!

Whatcom Council of Governments has met all 40 of the WellCity Award requirements established by the AWC Employee Benefit Trust. In recognition of this achievement, Whatcom Council of Governments has earned a 2% discount on all AWC Trust medical premiums in 2018.

You are among a record 115 employers in Washington to earn the WellCity Award this year. Thank you for your continued dedication to building a workplace culture where employee health is valued and supported. The tradition of wellness that you have established makes your program a model for other employers to emulate.

We're SHOUTING from the rooftops!

You are the first to know that you've earned the 2017 WellCity Award. As the Wellness Coordinator, we thought you deserved advanced notice of your accomplishment! We'll be officially announcing all the WellCity Award winners at the [Healthy Worksite Summit](#) in Lynnwood on March 22. If you haven't registered yet - there's still time! At the Summit, WellCity coordinators will receive their WellCity Plaques (or year plate), wellness committee certificates, WellCity window clings, and a supply of 2017 WellCity brochures - *hot off the press!*

Your outstanding achievement will be recognized in a special WellCity Award edition of *For Your Health* on March 28, and in our March 29 issue of *Cityvoice*. We'll continue acknowledging your achievement throughout the year - in AWC's *Cityvision* magazine, at our Annual Conference in June, and at the Member Expo in October.

Look for more information in April's *For Your Health* newsletter, including information about road signs, press releases, sample social media posts, and tweets. You will also receive permission to use the official WellCity logo on your website, email signature, and other media.

If you have any questions, feel free to contact [Niki](#) or [Jon](#).

Congratulations again!

In health,

Beverly Lakey
Employee Benefit Trust Manager

AWC's mission is to serve our members through advocacy, education, and services.

www.awcnet.org | © Copyright Association of Washington Cities, 2017

[Subscribe](#) | [Unsubscribe](#)

Choice | Health | Service

