

Councilmembers

Position No.

1. Tod Gunther
2. Barbara Ford, Deputy Mayor
3. Vacant
4. Dave Harman
5. Nicola McDonald
6. Josh Penner
7. Scott Drennen



Mayor Joachim Pestinger

ORTING CITY COUNCIL

Regular Business Meeting Agenda

Public Safety Building
401 Washington Ave. SE, Orting, WA

November 9, 2016
7 p.m.

A. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL. REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA.

B. PRESENTATIONS

1. AB 16-107- Interviews for Councilmember Position #3

- *Deputy Mayor Ford*

A. Executive Session- Recess to Executive Session to evaluate the qualifications of a candidate for appointment to elective office as authorized by RCW 42.30.110(h).

B. Reconvene the Council meeting.

C. Appointment of Councilmember.

- *Deputy Mayor Ford*

Motion: *To Appoint (Candidate Name) To Council Position #3.*

C. CONSENT AGENDA

- Minutes of October 26, 2016
- Payroll and Claims Warrants

Motion: *To Approve Consent Agenda as prepared.*

D. PUBLIC COMMENTS

E. PUBLIC HEARINGS

1. AB-16-108 -2017 Proposed Budget

- *Scott Larson- Proposed Budget*

2. AB-16-109-2017 Property Tax Levy- Resolution No. 2016-27

- *Scott Larson*

Motion-*To Approve First Reading Of Resolution No. 2016-27 For The 2017 Property Tax Levy.*

3. AB16-110- 2017 Utility Rate Changes- Ordinance No. 2016-998

- *CM McDonald /JC Hungerford*

Motion: *To Approve First Reading Of Ordinance No. 2016-998 For Recommended Rate Changes.*

4. AB16-111-Closed Record Hearing- Meadows Division 2 Phase III, Final Plat

- *JC Hungerford*

Motion: *To Approve Meadows Division 2 Phase III, Final Planned Development And Plat.*

5. AB16-112- Closed Record Hearing- Village Green 8 Phase II, Final Plat

- *JC Hungerford*

Motion: *To Approve Village Green 8, Phase Two Final Planned Development and Plat.*

Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219

F. COMMITTEE AND COUNCIL STANDING REPORTS

- Finance - *DM Ford*
- Public Safety- *CM Gunther/CM Harmon*
- Public Works- *CM McDonald/CM Penner-*
- Emergency Evacuation Bridge System- *CM Drennen*
- Mayor's Report – *Mayor Pestinger*
- Miscellaneous activity reports.

G. COMMISSION REPORTS

- Planning Commission
- Parks Commission

H. OLD BUSINESS

1. AB16-113- Council Rules of Procedure

- *CM Harmon/CM Drennen*

Motion: *To Approve Second Reading And Adoption Of Amendments To The Council Rules Of Procedure.*

I. NEW BUSINESS

1. AB16-114 – Backhoe, Trailer & Hydraulic Arm for VAC Trailer.

- *CM McDonald/CM Penner*

Motion: *1. To Approve The Bid Of \$7,575 From Trailers Plus For The Purchase Of A Backhoe Trailer.*

Motion: *2. To Approve The Bid Of \$35,352 From Brim Tractor For The Purchase Of A Backhoe Tractor.*

Motion: *3. To Approve The Purchase Of A Hydraulic Arm For The VAC Trailer For \$10,900 From Vermeer NW.*

2. AB16-115- Collective Bargaining Agreement- AFSCME, Local 120.

- *Scott Larson*

Motion: *To Authorize The Mayor To Enter Into A Collective Bargaining Agreement Starting January 1st, 2017 And Ending December 31, 2019, Between The City Of Orting And AFSCME, Local 120.*

3. AB16-116- Internship- Records Management

- *Mark Bethune*

Motion: *To Authorize The Mayor To Enter Into An Internship Agreement For Records Management, In The Amount Of \$10.00 Per Hour Up To 90 Hours.*

4. AB16-117-Request for Proposal (RFP) - for Electronic Work Order and Asset Management Solutions.

- *Mark Bethune/Scott Larson*

Motion: *To Authorize The Mayor To Produce And Advertise A RFP For Electronic Work Order And Asset Management Solutions.*

J. EXECUTIVE SESSION

K. ADJOURNMENT

Motion: *Move to Adjourn.*

Upcoming Meeting- Next Regular Meeting: November 30, 2016 (PSB)

Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219



City Of Orting Council Agenda Summary Sheet

AB16-107 SUBJECT: Selection of Candidate to fill the unexpired term of Council Position #3.	Agenda Item #:	AB 16-107
	For Agenda of:	11/09/16
	Department:	Council
	Date Submitted:	11/03/16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	x	Cost of Item:	\$0
City Administrator, Mark Bethune	x	Amount Budgeted:	\$0
City Attorney, Charlotte Archer		Unexpended Balance:	\$0
City Clerk, Jane Montgomery	x	Timeline: 90 days from resignation of Councilmember	
City Treasurer, Scott Larson			
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note: N/A	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input checked="" type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

<p>Attachments:</p> <p>SUMMARY STATEMENT: Councilmember Hoyt submitted his resignation to Mayor Pestinger on October 12, 2016.</p> <p><i>Per the City Council Rules of Procedure:</i></p> <p>8.1 Notice of Vacancy: If a Council vacancy occurs, the Deputy Mayor will take the lead with the assistances of two councilmembers and guide the Council through the procedures as outlined in RCW 42.12.070. In order to fill the vacancy with the most qualified person available, until an election is held, the Council will widely distribute and publish a notice of the vacancy, procedure, deadline for applying for the position and the date of the interview.</p> <p><i>Deputy Mayor Ford is leading the process for the appointment to this position. Deputy Mayor Ford provided Councilmember's the applicant's information after the meeting on October 26th. Each Councilmember will be asking applicants from 1-2 questions. When the candidates have all been interviewed the Council will recess to an Executive Session to discuss the qualifications of each applicant. When the Executive session is over Council is expected to return to open session where further action to appoint a Councilmember will be taken.</i></p> <p>COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: N/A</p> <p>RECOMMENDED ACTION: N/A</p>
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Mayor Joachim Pestinger

ORTING CITY COUNCIL

Regular Business Meeting Agenda

Orting Public Safety Building
401 Washington Ave. SE, Orting, WA

October 26, 2016
7 p.m.

A. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL.

Mayor Pestinger called the meeting to order at 7:00p.m. in the in the Public Safety Building. Councilmember Penner led the Pledge of Allegiance.

Councilmembers Present

Deputy Mayor Barbara Ford, Councilmembers Scott Drennen, Tod Gunther, Dave Harman, Nicola McDonald, Josh Penner.

Staff Present

Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Scott Larson, Treasurer, Charlotte Archer, City Attorney,

REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA

Councilmember Harman asked that agenda item # G.1 be moved to the next meeting. Council agreed by consensus vote.

B. CONSENT AGENDA:

- Regular Meeting Minutes of October 12, 2016
- Special Meeting Minutes of October 13, 2016
- Special Meeting Minutes of October 19, 2016
- Payroll and Claims Warrants

Deputy Mayor Ford made a motion to approve Consent Agenda as prepared. Second by Councilmember Harman. Motion passed (6-0)

Mayor Pestinger read Council Rule 7.2 Meeting Participation out loud and then read Council Rule 7,5 Personal and Slanderous Remarks out loud as well.

C. PUBLIC COMMENTS

Parks Commissioner Jason Linkem

Commissioner Linkem stated that he was going to ask that the Parks discussion be moved out but Council had already done so. The Parks Commission would like more time to work on the plan.

Susan Rigley

Ms. Rigley represents the Pierce County Library in Orting. Ms. Rigley handed out an event flyer to the City shared on the following topics:

- Work source Resume class;
- Story Time statistics;
- Harvest Hoedown on November 19th.

D. PRESENTATION

The ST3 agenda item was moved down in the agenda because Chelsea Levee's fellow presenter was stuck in traffic.

1. FARMERS MARKET/AGRICULTURE- Patty Villa

Patty Villa addressed the Council on the following topics:

- Growth in the market of 20K since last year;
- Requested a functioning bathroom at Orting Station;
- Requested a small grant from the City for 2017;
- Pumpkin Festival events and success story.

2. SOUND TRANSIT- Proposition 1, "Mass Transit Now". – Chelsea Levee

Chelsea Levee handed out a Sound Transit 3 Flyer to Council and briefed the Council on the ST3 Plan. She discussed the ST3 Plan Projects by area:

- North- Link Light Rail- Sounder North- Commuter Rail
- East-Link Light Rail- Bus Rapid Transit
- Central- Link Light Rail- Bus Service Capital Improvements
- South Corridor- Link Light Rail- Sounder South Commuter Rail- Bus Service Capital Improvements
- Region Wide- ST express.

E. PUBLIC HEARING

1. AB16-102- 2017 REVENUE SOURCES

Mayor Pestinger asked Treasurer Scott Larson to present his report on 2017 Revenue Sources. He went thru a power point presentation and covered the following areas:

- Revenue Sources;
- Intergovernmental Revenue;
- Charges For Goods & Services;
- Fines and Forfeitures;
- Miscellaneous Revenues;
- General Fund Revenue;
- City Street Fund (101);
- Cemetery Fund (104);
- Park Improvement Fund (105);
- Park Improvement Fund Sources;
- Tourism Fund (107);
- Transportation Benefit District (108);
- Transportation Impact (320);

- Water Fund (401);
- Water Fund Revenue Sources;
- Wastewater Fund (408);
- Storm water Fund (410);
- Utility Land Acquisition & Building Fund (Fund 412);
- Cemetery Perpetual Care Fund(701);
- Skinner Fund (704).

The last slide showed Public Input opportunities for the 2017 Budget:

- October 26h- Revenue Sources Hearing;
- November 9th- First Public Hearing on the 2017 Budget, And Utility Rate Increases;
- November 30th- Second Public Hearing- 2017 Budget, Property Tax Levy, 2017 Utility Rate Increases.
- December 14th- 2017 Budget Adoption and 2016 Budget Amendments if required.

Mayor Pestinger opened the public hearing at 7:50p.m., and asked for citizen comments.

Chris Hopfauf

Asked about the 2.5% utility rate increase and wanted to know what caused the overage in the budget and why does the City have to increase taxes. Discussion followed.

Mayor Pestinger closed the public hearing at 7:53p.m.

F. COMMITTEE AND COUNCIL STANDING REPORTS

Community & Government Affairs

Councilmember Harman briefed on the discussions that took place during the meeting which was on October 21st. The meeting topics were:

- Sponsorship policy;
- Parks Commission;
- Focus Group;
- Homelessness in Pierce County;
- Council Rules;
- Economic Development;

Shelly Schlumpf will be at the next CGA meeting on the 4th of November.

Emergency Preparedness

No Report.

Transportation

Councilmember Penner briefed on the items covered at the last meeting:

- Trail improvements

- Improvements to Washington and Calistoga crosswalks
- Tress on Washington Avenue that are obscuring signage
- Projects- Emphasis on Kansas and White hawk Extensions

Mayor's Report

Mayor Pestinger reported that he had attended or will attend the following meetings:

- Department of Emergency management;
- Puget Sound Regional Council on the 27th ;
- Monthly Meeting with County Executive on Friday the 28th.

Miscellaneous activity reports.

No Reports.

G. OLD BUSINESS

1. Discussion- Calistoga Park Plan- Scope & Budget.

This agenda item was moved forward to the 2nd meeting in November.

2. AB 16-103- Ordinance No. 2016-997, Amending Ordinance No. 2016-989, As Amended At Ordinance No. 2016-994, And Orting Municipal Code 6-3b-10 Violation; Penalty; Regarding Regulation Of Livestock Within City.

City Attorney Charlotte Archer briefed on the Ordinance. This Ordinance had its first read on October 12th and the modification is a housekeeping measure to correct the Ordinance to conform to the adoption of Pierce County codes.

Deputy Mayor Ford made a motion to approve second reading and adoption of Ordinance No. 2016-997. Amending Ordinance No. 2016-989, as amended at Ordinance No. 2016-994, and Orting Municipal Code 63b-10 (violation; penalty; regarding regulation of livestock within the City. Second by Councilmember Harman. Motion passed (6-0)

H. NEW BUSINESS

1. AB16-104- Council Rules of Procedure

Councilmember Harman briefed on this agenda item. City Council requested that the CGA committee look at Council rules to recommend various changes. The documents provided to Council show the scope of change which includes amending the order of the meeting agenda and correcting Scribner errors. The Committee has elected to not amend 4.5 Contracts and purchases and have requested that the Mayor develop a purchasing policy that is in alignment with state law.

Councilmember Harman made a motion to approve first reading of amendments to the Council Rules of Procedure. Second by Councilmember Penner. Motion Passed (6-0)

2. AB16-105-Discussion- Interview Process for the position of Councilmember.

Deputy Mayor Ford briefed the Council on the resignation of Councilmember Hoyt. The Vacancy for the City Council Position was advertised and the City received five

(5) applicants. Two (2) of the applicants are not eligible because they do not live in the City of Orting. Deputy Mayor Ford will send the Council the applicant information and the rules of procedure for applicants. Council was asked to provide her any revisions prior to the packet being distributed for the meeting on the 9th. Discussion followed in regard to how many questions to ask each applicant.

3. AB16-106-Focus Group Discussion

Administrator Bethune briefed on the agenda item. The City Council had Begun discussions on selecting a random group of citizens who would be surveyed to determine satisfaction with City services. A random group of citizens has been selected and Administrator Bethune asked if Council wanted him to proceed with the survey. Discussion followed.

Councilmember Drennen made a motion to authorize the City Administrator to contact a random sample of Orting citizens to participate in a forum to determine satisfaction with city services and future needs of the City at a cost of \$1,200. Second by Deputy Mayor Ford. Motion Passed (6-0)

Administrator Bethune further discussed a previous request posed by Councilmember McDonald in regard to the City Budget and the need for the 2.5% Utility tax.

Mayor Pestinger congratulated Councilmember Drennen for his daughter's achievement in running and scholastic achievement. She received the Farmers athlete of the month award.

4. EXECUTIVE SESSION

Mayor Pestinger announced that there would be an Executive Session in regard to Union Negotiations per RCW 42.30.140. 4 (a), the session is expected to last 10 minutes, and no action by the Council is anticipated after they reconvene the meeting. The Council took a 3 minute recess.

8:31p.m. - Recessed to Executive session for 10 minutes

8:41p.m. - Extended for 10 minutes

8:51p.m. - Extended for 5 minutes

Mayor Pestinger called the meeting back to order at 8:56p.m.

5. ADJOURNMENT

Deputy Mayor Ford made a motion to adjourn. Second by Councilmember Harman. Motion passed (6-0). The Meeting adjourned at 8:56p.m.

ATTEST:

Joachim Pestinger, Mayor

Jane Montgomery, City Clerk, CMC

CITY OF ORTING
VOUCHER/WARRANT REGISTER
FOR NOVEMBER 9, 2016 COUNCIL

CLAIMS/PAYROLL VOUCHER APPROVAL

CITY OF ORTING

WE, THE UNDERSIGNED, 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 CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF ORTING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

CLAIMS WARRANTS #44093 THRU #44140
IN THE AMOUNT OF \$ 154,792.18

PAYROLL WARRANTS # 22661 THRU #22680
IN THE AMOUNT OF \$ 172,471.40

ARE APPROVED FOR PAYMENT ON NOVEMBER 9, 2016

FINANCE COMMITTEE CHAIR _____

COUNCILPERSON _____

COUNCILPERSON _____

CITY CLERK _____



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2016 - November 2016 - 1st Council
System Types: Financials

Fund Number	Description	Amount
001	Current Expense	\$36,210.31
101	City Streets	\$10,096.75
104	Cemetery	\$145.02
105	Parks Department	\$860.88
320	Transportation Impact	\$57.19
401	Water	\$7,802.18
408	Wastewater	\$4,447.69
410	Stormwater	\$95,172.16
	Count: 8	\$154,792.18

Register

Fiscal: 2016

Deposit Period: 2016 - November 2016

Check Period: 2016 - November 2016 - 1st Council

Bank Accounts: Key Bank - 2000073

Register Types: Warrant

Show Outstanding: All

System Types: Financials

Outstanding Date: 11/4/2016 10:23:22 AM

Show Details: Hide

Number	Name	Print Date	Clearing Date	Amount
Key Bank	2000073			
Check	Comfort Air Systems-Gerald Cowan	10/31/2016		\$6,682.46
44093	Dept of Transportation	10/31/2016		\$2,206.74
44094	Puget Sound Clean Air Agency	10/31/2016		\$3,106.50
44095	Secretary of State-Corporation Division	10/31/2016		\$165.00
44096	Department of Labor And Industries	11/3/2016		\$1,047.42
44097	Applied Concepts, Inc	11/9/2016		\$2,189.60
44098	Arrow Lumber	11/9/2016		\$1,002.77
44099	Atlas Copco Compressors LLC	11/9/2016		\$103.36
44100	Brisco Inc.	11/9/2016		\$316.12
44101	Capital One Commercial	11/9/2016		\$164.09
44102	Ceccanti Inc.	11/9/2016		\$88,618.82
44103	Centurylink	11/9/2016		\$2,594.82
44104	CenturyLink/Qwest	11/9/2016		\$274.30
44105	City Of Fife	11/9/2016		\$304.00
44106	Columbia Bank	11/9/2016		\$4,268.73
44107	Comcast	11/9/2016		\$482.34
44108	Coral Sales Copmany	11/9/2016		\$3,629.57
44109	Crystal & Sierra Springs	11/9/2016		\$102.43
44110	Curry & Williams, P.I.I.c	11/9/2016		\$1,875.00
44111	Dell Financial Services Payment	11/9/2016		\$1,235.41
44112	Processing Services			
44113	Department of Enterprise Services-Financial Office	11/9/2016		\$43.56
44114	Department of Health	11/9/2016		\$87.00
44115	Equipment Experts INC	11/9/2016		\$324.91
44116	G.W., Inc. Law Enforcement & Safety Equipment	11/9/2016		\$1,449.22
44117	H D Fowler Company	11/9/2016		\$1,974.86
44118	Hot Off The Press	11/9/2016		\$427.59
44119	Iglesias, M Antonia	11/9/2016		\$125.28
44120	Jim Wetton's Plumbing	11/9/2016		\$216.40

Account	Company Name	Print Date	Amount
44121	Key Mechanical Company	11/9/2016	\$889.25
44122	Larson, Scott	11/9/2016	\$31.28
44123	Lewis, Jennifer	11/9/2016	\$672.00
44124	McLendon Hardware, Inc	11/9/2016	\$189.28
44125	Meadows, Lonny	11/9/2016	\$187.45
44126	Miller Paint Co	11/9/2016	\$235.43
44127	Mitel Leasing	11/9/2016	\$409.38
44128	Mountain Mist	11/9/2016	\$6.53
44129	Murphy-Brown, Mary	11/9/2016	\$460.00
44130	Orting Transmission	11/9/2016	\$2,393.60
44131	Orting Valley Senior Cent	11/9/2016	\$1,083.33
44132	Pierce County	11/9/2016	\$3,701.75
44133	Popular Networks, Llc	11/9/2016	\$8,500.75
44134	Puget Sound Energy	11/9/2016	\$1,278.98
44135	Smith, Jason	11/9/2016	\$96.00
44136	The Walls Law Firm	11/9/2016	\$1,833.33
44137	UniFirst Corporation	11/9/2016	\$260.97
44138	Usabluebook	11/9/2016	\$1,152.47
44139	Verizon Wireless	11/9/2016	\$2,373.93
44140	Vision Forms LLC	11/9/2016	\$4,018.17
	Total	Total	\$154,792.18
		Check	\$154,792.18
		2000073	\$154,792.18
	Grand Total		\$154,792.18



Custom Council Report

Vendor	Number	Invoice	Account Number	Notes	Amount
Applied Concepts, Inc	44098	S197891	001-594-21-64-41	Vehicle Radar Unit	\$2,189.60
Total					\$2,189.60
Arrow Lumber	44099	600186-Nov2016	001-571-20-31-21	Tape for Dance Class	\$7.16
			001-571-20-31-21	Tape for Dance Class	\$7.16
			101-542-30-48-02	Fasteners for Cross Walk Light	\$4.24
			101-542-64-49-00	Redimix for Eldredge Speed Limit Signs	\$6.94
			101-542-64-49-00	Redimix for Eldredge Speed Limit Signs	\$6.94
			104-536-20-31-00	Tape Measure	\$21.75
			105-576-80-31-00	Tools & Supplies for Parks Truck-FA1068	\$8.43
			105-576-80-35-00	Tools & Supplies for Parks Truck-FA1028	\$41.12
			105-576-80-35-00	Tools & Supplies for Parks Truck-FA1068	\$43.50
			105-576-80-48-00	Paint-Soccer Fields	\$29.11
			105-576-80-48-00	4-Wire Cap Combo-Spider Boxes	\$32.62
			105-576-80-48-02	Rags-Blue Tape-Numbers on Trucks	\$5.18
			401-534-10-31-00	Rags-Blue Tape-Numbers on Trucks	\$5.18
			401-534-50-48-02	Spray Paint-Hillman Fasteners Well 3 Compressor	\$17.79
			401-534-50-48-02	Parts for Well 3 Compressor	\$22.97
			401-534-50-48-02	Parts for Well 3 Compressor	\$41.29
			401-534-50-48-03	Hillman Fasteners-Harman Springs	\$0.60
			401-534-50-48-03	Hillman Fasteners-Water	\$2.61
			408-535-10-31-00	Rags-Blue Tape-Numbers on Trucks	\$5.18
			408-535-50-35-00	12" Ladder for WWTP	\$320.95
			408-535-50-48-02	Wax-North Park Bathroom	\$4.12
			408-535-50-48-02	Caulk-North Park Bathroom	\$5.10
			408-535-50-48-02	Concrete for Sewer Deeded Lane SW	\$7.06
			408-535-50-48-02	Mortar & Bucket WWTP	\$17.05
			408-535-50-48-02	Flex Coupling-503 Deeded Lane SW	\$18.47

Vendor	Number	Invoices	Account Number	Notes	Amount
Arrow Lumber	44099	600186-Nov2016	408-535-50-48-02	Top Soil for Deeded Lane SW	\$26.02
			408-535-50-48-02	Top Soil-Rake	\$43.44
			408-535-50-48-03	Sewer Repair-Deeded Lane SW	
				Hillman Fasteners-North Park	\$3.92
			408-535-50-48-03	Bathroom	
				Hillman Fasteners-North Park	\$15.60
			408-535-60-48-04	Bathroom	
				Hinge-PVC Honey Bucket	\$6.72
			408-535-60-48-04	Rivet Tool-Honey Bucket	\$25.01
			410-531-38-31-00	Tarp-Bins	\$36.10
			410-531-38-31-00	Trap & Re-Grip for Street Sweeper	\$55.21
			410-531-38-35-00	Tools & Supplies for Parks Truck-FA1028	\$41.11
			410-531-38-48-00	Coil Chain-Clevis to Unload Sander	\$67.12
	Total	\$1,002.77			
Atlas Copco Compressors LLC	44100	750395	401-534-50-48-04	Oil for Compressors	\$103.36
				Total	\$103.36
Brisco Inc.	44101	Nov2016-	001-524-20-32-01	Fuel	\$35.50
			001-524-20-32-01	Fuel	\$91.32
			105-576-80-32-00		\$27.69
			401-534-80-32-00		\$35.08
			408-535-80-32-00		\$35.08
			410-531-38-32-02	Fuel	\$44.81
			410-531-38-32-02	Fuel	\$46.64
	Total	\$316.12			
Capital One Commercial	44102	7003-7311-0004-8356	408-535-60-48-04	Toilet for Orting Station	\$164.09
				Total	\$164.09
Ceccanti Inc.	44103	Pay Request #15 -Calistoga Setback Levee	410-594-31-63-15	Pay Request #15 - Calistoga Setback Levee	\$88,618.82
				Total	\$88,618.82
Centurylink	44104	300549640-Nov2016	408-535-10-42-01	WWTP Phones	\$41.51
		300549818-Nov2016	001-514-23-42-00	City Phones	\$729.21
			001-521-50-42-00	City Phones	\$120.83
			001-522-20-42-01	City Phones	\$263.24
			001-524-20-42-00	City Phones	\$27.87
			320-595-30-63-01	City Phones	\$57.19
			401-534-10-42-01	City Phones	\$176.13
			408-535-10-42-01	City Phones	\$377.00
		300549906-Nov2016	401-534-10-42-01	Harman Springs	\$53.83
		300550216-Nov2016	408-535-10-42-01	WWTP Phones	\$178.55
		300550553-Nov2016	001-521-50-42-00	PD Phones	\$403.76
		300550592-Nov2016	001-512-50-42-00	Court Phones	\$95.72

Vendor	Number	Invoice	Account Number	Notes	Amount
Centurylink	44104	409178327-Nov2016	001-521-50-42-01	PD Repeater	\$69.98
				Total	\$2,594.82
CenturyLink/Qwest	44105	464B-Nov2016	001-521-20-45-02	Cell Connection	\$116.53
		465B-Nov2016	001-521-20-45-02	Cell Connection	\$81.50
		492B-Nov2016	001-521-20-45-02	Cell Connection	\$76.27
				Total	\$274.30
City Of Fife	44106	2016-09	001-523-60-41-00	Jail Fees Sept 2016 & Healthcare	\$304.00
				Total	\$304.00
Columbia Bank	44107	Pay Request #15 -Calistoga Setback Levee-7000752100	410-594-31-63-15	Pay Request Retainage Calistoga Setback Levee- 7000752100	\$4,268.73
				Total	\$4,268.73
Comcast	44108	0221105-Nov2016	001-514-23-42-00	City Hall Internet	\$60.30
			001-524-20-31-00	City Hall Internet	\$60.29
			401-534-10-42-01	City Hall Internet	\$60.29
			408-535-10-42-01	City Hall Internet	\$60.29
		0221113-Nov2016	001-521-50-42-00	PSB Internet	\$120.58
			001-522-20-42-01	PSB Internet	\$120.59
				Total	\$482.34
Comfort Air Systems-Gerald Cowan	44093	CO071816	001-514-21-48-01	City Hall Furnace- Motor Install-Under Warranty	\$256.18
		CO072416	001-514-21-48-01	Filters for-City Hall	\$61.65
			001-521-50-48-06	Filters for PSB	\$30.83
			001-522-20-48-02	Filters for PSB	\$30.83
			001-575-50-48-00	Filters for -MPC	\$61.65
		CO080816	001-521-50-48-06	Isolate & Exhaust Evidence Room for PD	\$888.90
		CO082516	001-575-50-48-00	Repair to the MPC Furnace	\$5,352.42
				Total	\$6,682.46
Coral Sales Copmpany	44109	INV-B058546	101-594-42-63-15	To Replace Damaged Flashing Signal @ Rocky Road	\$3,629.57
				Total	\$3,629.57
Crystal & Sierra Springs	44110	5225720 101516	401-534-10-31-00	Water for Public Works	\$62.18
			408-535-10-31-00	Water for Public Works	\$40.25
				Total	\$102.43

Vendor	Number	Invoice	Account Number	Notes	Amount
Curry & Williams, P.I.I.c	44111	Nov2016-206	001-512-50-10-02	Court Judge-Oct 2016	\$1,875.00
				Total	\$1,875.00
Dell Financial Services Payment Prosessing Services	44112	78741239	001-594-12-41-01	PSB Server	\$25.00
			001-594-14-41-02	City Hall Server	\$50.00
			001-594-21-41-01	PSB Server	\$753.41
			001-594-24-41-01	City Hall Server	\$37.00
			001-594-76-41-01	City Hall Server	\$12.00
			101-594-42-41-01	City Hall Server	\$12.00
			105-594-76-41-01	City Hall Server	\$12.00
			401-594-34-42-02	City Hall Server	\$111.00
			408-594-35-64-44	City Hall Server	\$149.00
			410-594-31-74-02	City Hall Server	\$74.00
				Total	\$1,235.41
Department of Enterprise Services- Financial Office	44113	1516236	001-594-21-64-37	Flags for City Council Meetings	\$43.56
				Total	\$43.56
Department of Health	44114	1853-Harter	401-534-90-49-00	Application for Certification-Harter	\$87.00
				Total	\$87.00
Department of Labor And Industries	44097	ZB10663-Thebeau	001-514-20-10-10	Refund for Overpayment from L&I for Thebeau	\$10.47
			001-554-30-10-03	Refund for Overpayment from L&I for Thebeau	\$20.95
			101-542-30-10-08	Refund for Overpayment from L&I for Thebeau	\$314.23
			104-536-20-10-06	Refund for Overpayment from L&I for Thebeau	\$20.94
			105-576-80-10-01	Refund for Overpayment from L&I for Thebeau	\$377.07
			401-534-50-10-08	Refund for Overpayment from L&I for Thebeau	\$94.27
			408-535-50-10-08	Refund for Overpayment from L&I for Thebeau	\$94.27
			410-531-35-10-06	Refund for Overpayment from L&I for Thebeau	\$115.22
				Total	\$1,047.42
Dept of Transportation	44094	RE-313-ATB60815122	101-595-30-41-02	SR162 Two Way Turn Lane-General Project Management	\$1,329.96

Vendor	Number	Invoice	Account Number	Notes	Amount
Dept of Transportation	44094	RE-313-ATB61017102	101-595-30-41-02	SR162 Two Way Turn Lane-General Project Management-Consultant Admin	\$876.78
				Total	\$2,206.74
Equipment Experts INC	44115	140002214	101-542-30-48-04	Inspection on Backhoe Brakes-FA1034	\$48.73
			105-576-80-48-01	Inspection on Backhoe Brakes-FA1034	\$48.73
			401-534-50-48-04	Inspection on Backhoe Brakes-FA1034	\$97.50
			408-535-50-48-04	Inspection on Backhoe Brakes-FA1034	\$81.22
			410-531-38-48-01	Inspection on Backhoe Brakes-FA1034	\$48.73
				Total	\$324.91
G.W., Inc. Law Enforcement & Safety Equipment	44116	886093	001-594-21-64-43	Guns-Glock 40-Glock 9MM-Glock 45	\$1,449.22
				Total	\$1,449.22
H D Fowler Company	44117	14359837	401-534-50-48-02	Supplies for Water Meters	\$188.15
		14359838	408-535-50-48-02	Gasket-PVC-Pipe Lube-PSM Donut	\$102.42
		14371986	401-534-50-48-02	Parts for Harman Springs	\$1,684.29
				Total	\$1,974.86
Hot Off The Press	44118	9813	001-571-20-31-32	Volleyball Shirts	\$427.59
				Total	\$427.59
Iglesias, M Antonia	44119	16-1004-1	001-512-50-49-05	Court Appointed Interpreter	\$125.28
				Total	\$125.28
Jim Wetton's Plumbing	44120	13716	001-521-50-48-03	Repair to PSB Restroom	\$216.40
				Total	\$216.40
Key Mechanical Company	44121	311256	001-521-50-48-04	Repair to the Commerical Evidence Fridge	\$889.25
				Total	\$889.25
Larson, Scott	44122	Nov2016-200	001-514-23-43-00	Fuel for Vision Conference	\$31.28
				Total	\$31.28

Vendor	Number	Invoice	Account Number	Notes	Amount
Lewis, Jennifer	44123	Nov2016-203	001-571-20-31-34	Dog Training Classes-OCT 2016	\$672.00
				Total	\$672.00
Mclendon Hardware, 44124 Inc		106220-Nov2016	401-534-50-48-04	Ladder-Sprayer	\$175.15
			408-535-50-48-02	Flapper	\$14.13
				Total	\$189.28
Meadows, Lonny	44125	Nov2016-208	001-521-20-31-04	Mileage Reimbursment for Civil Service Training Conference	\$187.45
				Total	\$187.45
Miller Paint Co	44126	29781224	105-576-80-48-00	Paint for Skate Park	\$235.43
				Total	\$235.43
Mitel Leasing	44127	1396626	001-594-12-41-02	PSB Phone Lease	\$23.07
			001-594-21-41-03	PSB Phone Lease	\$103.81
			001-594-22-41-01	PSB Phone Lease	\$103.80
		1396628	001-594-14-41-03	City Hall Phone Lease	\$44.68
			001-594-24-41-02	City Hall Phone Lease	\$8.93
			001-594-76-41-02	City Hall Phone Lease	\$8.94
			101-594-42-41-02	City Hall Phone Lease	\$8.93
			401-594-34-42-03	City Hall Phone Lease	\$50.04
			408-594-35-64-55	City Hall Phone Lease	\$48.25
			410-594-31-41-42	City Hall Phone Lease	\$8.93
				Total	\$409.38
Mountain Mist	44128	039199-Nov2016	001-514-23-31-01	Water for City Hall	\$6.53
				Total	\$6.53
Murphy-Brown, Mary44129		Nov2016-207	001-571-20-31-21	Dance Class-Oct 2016	\$460.00
				Total	\$460.00
Orting Transmission 44130		2003-Tahoe	001-524-20-48-01	Transmission Rebuild-2003 Tahoe FA-1074	\$2,393.60
				Total	\$2,393.60
Orting Valley Senior Cent	44131	Nov2016-201	001-571-20-31-06	Monthly Support	\$1,083.33
				Total	\$1,083.33

Vendor	Member	Invoice	Account Number	Notes	Amount
Pierce County	44132	CI-222959 C-104188	101-542-64-48-00	Traffic Operations- Street Sweeping	\$3,701.75
				Total	\$3,701.75
Popular Networks, Llc	44133	18496	001-512-50-41-01	Computer Maintenance	\$15.37
			001-513-23-41-01	Computer Maintenance	\$76.87
			001-514-23-41-04	Computer Maintenance	\$199.85
			001-524-20-41-01	Computer Maintenance	\$153.73
			001-525-60-41-03	Disaster Recovery Backup-Server	\$984.86
			001-575-50-41-03	Computer Maintenance	\$138.36
			101-542-30-41-04	Computer Maintenance	\$76.87
			104-536-20-41-01	Computer Maintenance	\$30.75
			401-534-10-41-05	Computer Maintenance	\$322.84
			408-535-10-41-05	Computer Maintenance	\$322.84
			410-531-38-41-04	Computer Maintenance	\$199.86
	18508		001-521-50-41-01	Computer Maintenance-PD PSB	\$1,672.25
			001-525-60-41-03	Disaster Recovery Backup-Server	\$26.55
	18527		001-512-50-41-01	Computer Maintenance	\$15.96
			001-513-23-41-01	Computer Maintenance	\$79.81
			001-514-23-41-04	Computer Maintenance	\$207.49
			001-524-20-41-01	Computer Maintenance	\$159.61
			001-525-60-41-03	Disaster Recovery Backup-Server	\$984.85
			001-575-50-41-03	Computer Maintenance	\$143.65
			101-542-30-41-04	Computer Maintenance	\$79.81
			104-536-20-41-01	Computer Maintenance	\$31.92
			401-534-10-41-05	Computer Maintenance	\$335.18
			408-535-10-41-05	Computer Maintenance	\$335.18
			410-531-38-41-04	Computer Maintenance	\$207.49
	18533		001-521-50-41-01	Computer Maintenance-PD PSB	\$1,672.25
			001-525-60-41-03	Disaster Recovery Backup-Server	\$26.55
				Total	\$8,500.75

Vendor	Number	Invoice	Account Number	Notes	Amount
Puget Sound Clean Air Agency	44095	16-066S-2	001-531-70-51-00	2016 Clean Air Assessment	\$3,106.50
				Total	\$3,106.50
Puget Sound Energy	44134	200002119249-Nov2016	401-534-50-47-02	Chlorinator	\$21.48
		200005438367-Nov2016	401-534-50-47-05	Wingate	\$548.64
		200015669910-Nov2016	401-534-50-47-02	Wingate Chlorinator	\$100.88
		200021064239-Nov2016	401-534-50-47-03	Well 1	\$607.98
				Total	\$1,278.98
Secretary of State-Corporation Division	44096	Nov2016-100	001-513-10-31-00	Trademark Registration for the City of Orting Logo	\$165.00
				Total	\$165.00
Smith, Jason	44135	Nov2016-204	001-571-20-31-33	Karate Instruction-OCT 2016	\$96.00
				Total	\$96.00
The Walls Law Firm	44136	650	001-515-30-41-03	Prosecuting Attorney-Oct 2016	\$1,833.33
				Total	\$1,833.33
UniFirst Corporation	44137	3301240209-3301242321-3301244454-3301246592	408-535-10-31-03	Supplies	\$260.97
				Total	\$260.97
Usabluebook	44138	064982	401-534-50-48-04	Peristaltic Pump With 4-20 MA	\$1,152.47
				Total	\$1,152.47
Verizon Wireless	44139	9773733939	001-514-23-42-00	Cell Phones	\$207.84
			001-524-20-42-00	Cell Phones	\$58.47
			104-536-20-42-00	Cell Phones	\$39.66
			401-534-10-42-01	Cell Phones	\$304.61
			408-535-10-42-01	Cell Phones	\$304.61
		9773733940	001-512-50-42-00	Cell Phone Court	\$58.47
			001-521-20-45-01	Cell Phones-PD	\$760.11
			001-521-20-45-02	Cell Connection-PD	\$640.16
				Total	\$2,373.93
Vision Forms LLC	44140	3833	401-534-10-31-00	Utility Bill Processing & Mailing	\$180.46
			401-534-10-42-00	Utility Bill Processing & Mailing	\$437.62
			408-535-10-31-00	Utility Bill Processing & Mailing	\$180.47
			408-535-10-42-00	Utility Bill Processing & Mailing	\$437.62
			410-531-38-31-00	Utility Bill Processing & Mailing	\$180.46
			410-531-38-42-00	Utility Bill Processing & Mailing	\$437.63
		3837	401-534-10-31-00	Utility Bill Processing & Mailing	\$29.29

Vendor	Number	Invoice	Account Number	Notes	Amount
Vision Forms LLC	44140	3837	401-534-10-42-00	Utility Bill Processing & Mailing	\$71.64
			408-535-10-31-00	Utility Bill Processing & Mailing	\$29.29
			408-535-10-42-00	Utility Bill Processing & Mailing	\$71.63
			410-531-38-31-00	Utility Bill Processing & Mailing	\$29.28
			410-531-38-42-00	Utility Bill Processing & Mailing	\$71.64
		3852	401-534-10-31-00	Utility Bill Processing & Mailing	\$180.67
			401-534-10-42-00	Utility Bill Processing & Mailing	\$439.71
			408-535-10-31-00	Utility Bill Processing & Mailing	\$180.68
			408-535-10-42-00	Utility Bill Processing & Mailing	\$439.70
			410-531-38-31-00	Utility Bill Processing & Mailing	\$180.67
			410-531-38-42-00	Utility Bill Processing & Mailing	\$439.71
				Total	\$4,018.17
				Grand Total	\$154,792.18

Cash and Investment Activity

Period: 2016 - October 2016
 Period Totals

Fund	Beginning Cash	Beginning Investments	Activity In	Activity Out	Ending Cash	Ending Investments	Ending Balance
001 Current Expense	\$95,710.86	\$1,907,944.30	\$466,764.39	\$478,961.68	\$4,109.79	\$1,943,338.69	\$1,947,448.48
101 City Streets	\$18,733.99	\$330,168.42	\$59,506.35	\$59,722.62	\$3,316.01	\$345,492.15	\$348,808.16
104 Cemetery	\$7,777.93	\$4,098.40	\$3,096.79	\$3,967.75	\$6,906.97	\$4,100.24	\$11,007.21
105 Parks Department	\$42,999.77	\$318,962.68	\$35,700.11	\$16,578.15	\$62,121.73	\$319,048.59	\$381,170.32
107 Tourism Fund	\$0.00	\$5,421.04	\$34.09	\$17.05	\$0.00	\$5,438.09	\$5,438.09
108 TBD	\$0.00	\$48,606.40	\$30,954.64	\$20,737.84	\$0.00	\$48,345.74	\$48,345.74
120 Police Department Drug	\$23.07	\$2,358.11	\$1.06	\$1.06	\$23.07	\$2,359.17	\$2,382.24
201 Public Safety Bldg Ltgo Debt	\$55,221.05	\$8,482.62	\$8,587.14	\$3.80	\$63,804.39	\$8,486.42	\$72,290.81
320 Transportation Impact	\$118,722.13	\$563,159.62	\$4,458.72	\$645.74	\$122,535.11	\$563,320.34	\$685,855.45
401 Water	\$86,644.23	\$1,728,502.18	\$147,406.03	\$225,225.53	\$8,824.73	\$1,728,967.72	\$1,737,792.45
408 Wastewater	\$67,434.79	\$5,168,293.49	\$288,416.63	\$187,858.44	\$167,992.98	\$5,169,232.54	\$5,337,225.52
410 Stormwater	\$388,809.47	\$876,850.12	\$69,016.11	\$61,298.24	\$396,527.34	\$877,066.10	\$1,273,593.44
412 Utility Land Acquisition	\$158,909.62	\$987,655.63	\$7,102.44	\$227.44	\$165,784.62	\$987,883.07	\$1,153,667.69
631 Payroll Fund	\$45,568.10	\$0.00	\$157,272.23	\$172,563.32	\$30,277.01	\$0.00	\$30,277.01
632 Claims Fund	\$61,112.87	\$0.00	\$419,869.44	\$206,574.33	\$274,407.98	\$0.00	\$274,407.98
633 Treasurer's Trust	\$0.00	\$0.00	\$8,879.12	\$8,879.12	\$0.00	\$0.00	\$0.00
634 Customer Deposits	\$39,383.88	\$111,400.33	\$2,725.00	\$900.00	\$41,208.88	\$111,400.33	\$152,609.21
635 Transportation Benefit District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
701 Cemetery Perpetual Fund	\$172.35	\$498,533.56	\$167.00	\$0.00	\$339.35	\$498,533.56	\$498,872.91
704 Skinner Estate Fund	\$4.98	\$463,776.57	\$0.00	\$0.00	\$4.98	\$463,776.57	\$463,781.55
Totals	\$1,187,229.09	\$13,024,213.47	\$1,550,117.96	\$1,336,586.26	\$1,348,184.94	\$13,076,789.32	\$14,424,974.26

Cash and Investment Activity

Period: 2016 - October 2016
Fiscal Totals

Fund	Beginning Cash	Beginning Investments	Activity In	Activity Out	Ending Cash	Ending Investments	Ending Balance
001	\$109,242.61	\$1,710,718.30	\$6,912,183.65	\$5,210,247.15	\$4,109.79	\$1,943,338.69	\$1,947,448.48
101	\$32,886.91	\$261,199.48	\$541,604.40	\$427,587.19	\$3,316.01	\$345,492.15	\$348,808.16
104	\$4,448.58	\$6,999.15	\$40,460.33	\$38,001.94	\$6,906.97	\$4,100.24	\$11,007.21
105	\$49,422.15	\$281,315.31	\$322,145.72	\$250,405.87	\$62,121.73	\$319,048.59	\$381,170.32
107	\$0.00	\$5,349.96	\$4,054.75	\$2,027.75	\$0.00	\$5,438.09	\$5,438.09
108	\$0.00	\$0.00	\$458,960.47	\$312,612.94	\$0.00	\$48,345.74	\$48,345.74
120	\$51.07	\$2,350.71	\$480.46	\$508.46	\$23.07	\$2,359.17	\$2,382.24
201	\$667.24	\$8,456.02	\$85,863.80	\$22,726.65	\$63,804.39	\$8,486.42	\$72,290.81
320	\$77,417.64	\$488,043.13	\$299,538.41	\$136,340.41	\$122,535.11	\$563,320.34	\$685,855.45
401	\$144,743.80	\$1,435,991.17	\$3,295,189.08	\$2,314,377.98	\$8,824.73	\$1,728,967.72	\$1,737,792.45
408	\$616,444.27	\$5,409,833.11	\$5,516,083.33	\$4,205,402.38	\$167,992.98	\$5,169,232.54	\$5,337,225.52
410	\$241,329.67	\$514,726.26	\$2,357,074.74	\$1,387,883.88	\$396,527.34	\$877,066.10	\$1,273,593.44
412	\$45,893.91	\$1,033,911.81	\$817,287.04	\$349,559.35	\$165,784.62	\$987,883.07	\$1,153,667.69
631	\$144,816.96	\$0.00	\$1,472,169.16	\$1,586,709.11	\$30,277.01	\$0.00	\$30,277.01
632	\$85,454.60	\$0.00	\$3,984,449.25	\$3,795,495.87	\$274,407.98	\$0.00	\$274,407.98
633	\$0.00	\$0.00	\$86,136.22	\$86,136.22	\$0.00	\$0.00	\$0.00
634	\$38,108.88	\$111,400.33	\$22,900.00	\$19,800.00	\$41,208.88	\$111,400.33	\$152,609.21
635	\$67,724.32	\$31,151.13	\$31,151.13	\$98,875.45	\$0.00	\$0.00	\$0.00
701	\$541.02	\$491,780.40	\$351,970.90	\$176,105.47	\$339.35	\$498,533.56	\$498,872.91
704	\$1,640.96	\$459,539.33	\$322,048.32	\$161,859.91	\$4.98	\$463,776.57	\$463,781.55
	\$1,660,834.59	\$12,252,765.60	\$14,423,258.56	\$13,911,884.49	\$1,348,184.94	\$13,076,789.32	\$14,424,974.26

Cash Activity In

Period: 2016 - October 2016
 Period Totals: Period

Fund	Description	Beginning Balance	Receipts	Investment Liquidated	Transfers In	Total Available
001	Current Expense	\$95,710.86	\$342,859.86	\$44,500.75	\$0.00	\$483,071.47
101	City Streets	\$18,733.99	\$44,304.64	\$0.00	\$0.00	\$63,038.63
104	Cemetery	\$7,777.93	\$3,096.79	\$0.00	\$0.00	\$10,874.72
105	Parks Department	\$42,999.77	\$35,700.11	\$0.00	\$0.00	\$78,699.88
107	Tourism Fund	\$0.00	\$17.05	\$0.00	\$0.00	\$17.05
108	TBD	\$0.00	\$10,238.59	\$10,499.25	\$0.00	\$20,737.84
120	Police Department Drug	\$23.07	\$1.06	\$0.00	\$0.00	\$24.13
201	Public Safety Bldg Ltgo Debt	\$55,221.05	\$3.80	\$0.00	\$8,583.34	\$63,808.19
320	Transportation Impact	\$118,722.13	\$4,458.72	\$0.00	\$0.00	\$123,180.85
401	Water	\$86,644.23	\$147,406.03	\$0.00	\$0.00	\$234,050.26
408	Wastewater	\$67,434.79	\$150,198.27	\$0.00	\$138,218.36	\$355,851.42
410	Stormwater	\$388,809.47	\$69,016.11	\$0.00	\$0.00	\$457,825.58
412	Utility Land Acquisition	\$158,909.62	\$227.44	\$0.00	\$6,875.00	\$166,012.06
631	Payroll Fund	\$45,568.10	\$0.00	\$0.00	\$157,272.23	\$202,840.33
632	Claims Fund	\$61,112.87	\$0.00	\$0.00	\$419,869.44	\$480,982.31
633	Treasurer's Trust	\$0.00	\$8,879.12	\$0.00	\$0.00	\$8,879.12
634	Customer Deposits	\$39,383.88	\$2,725.00	\$0.00	\$0.00	\$42,108.88
635	Transportation Benefit District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
701	Cemetery Perpetual Fund	\$172.35	\$0.00	\$0.00	\$167.00	\$339.35
704	Skinner Estate Fund	\$4.98	\$0.00	\$0.00	\$0.00	\$4.98
		\$1,187,229.09	\$819,132.59	\$55,000.00	\$730,985.37	\$2,792,347.05

Cash Activity In

Period: 2016 - October 2016
 Period Totals: Fiscal

Fund	Description	Beginning Balance	Receipts	Investment Liquidated	Transfers In	Total Available
001	Current Expense	\$109,242.61	\$3,527,103.20	\$1,578,011.13	\$0.00	\$5,214,356.94
101	City Streets	\$32,886.91	\$337,894.40	\$60,121.89	\$0.00	\$430,903.20
104	Cemetery	\$4,448.58	\$37,540.33	\$2,920.00	\$0.00	\$44,908.91
105	Parks Department	\$49,422.15	\$241,129.60	\$21,975.85	\$0.00	\$312,527.60
107	Tourism Fund	\$0.00	\$88.13	\$1,939.62	\$0.00	\$2,027.75
108	TBD	\$0.00	\$115,466.05	\$98,271.44	\$98,875.45	\$312,612.94
120	Police Department Drug	\$51.07	\$480.46	\$0.00	\$0.00	\$531.53
201	Public Safety Bldg Ltgo Debt	\$667.24	\$30.40	\$0.00	\$85,833.40	\$86,531.04
320	Transportation Impact	\$77,417.64	\$137,506.19	\$43,951.69	\$0.00	\$258,875.52
401	Water	\$144,743.80	\$1,351,995.25	\$826,463.66	\$0.00	\$2,323,202.71
408	Wastewater	\$616,444.27	\$1,612,156.29	\$2,006,576.44	\$138,218.36	\$4,373,395.36
410	Stormwater	\$241,329.67	\$1,090,231.81	\$452,849.74	\$0.00	\$1,784,411.22
412	Utility Land Acquisition	\$45,893.91	\$5,151.86	\$395,548.20	\$68,750.00	\$515,343.97
631	Payroll Fund	\$144,816.96	\$0.00	\$0.00	\$1,472,169.16	\$1,616,986.12
632	Claims Fund	\$85,454.60	\$0.00	\$0.00	\$3,984,449.25	\$4,069,903.85
633	Treasurer's Trust	\$0.00	\$86,136.22	\$0.00	\$0.00	\$86,136.22
634	Customer Deposits	\$38,108.88	\$22,900.00	\$0.00	\$0.00	\$61,008.88
635	Transportation Benefit District	\$67,724.32	\$0.00	\$31,151.13	\$0.00	\$98,875.45
701	Cemetery Perpetual Fund	\$541.02	\$2,791.49	\$169,352.31	\$3,760.00	\$176,444.82
704	Skinner Estate Fund	\$1,640.96	\$2,601.26	\$157,622.67	\$0.00	\$161,864.89
		\$1,660,834.59	\$8,571,202.94	\$5,846,755.77	\$5,852,055.62	\$21,930,848.92

Cash Activity Out

Period: 2016 - October 2016
 Period Totals: Period

Fund	Description	Investments Accrued	Transfer Claims/Payroll	Other Transfers	Disbursements	Total Used	Ending Balance
001	Current Expense	\$79,895.14	\$246,108.21	\$8,583.34	\$144,374.99	\$478,961.68	\$4,109.79
101	City Streets	\$15,323.73	\$40,889.59	\$417.00	\$3,092.30	\$59,722.62	\$3,316.01
104	Cemetery	\$1.84	\$2,902.02	\$167.00	\$896.89	\$3,967.75	\$6,906.97
105	Parks Department	\$85.91	\$13,061.58	\$208.00	\$3,222.66	\$16,578.15	\$62,121.73
107	Tourism Fund	\$17.05	\$0.00	\$0.00	\$0.00	\$17.05	\$0.00
108	TBD	\$10,238.59	\$10,499.25	\$0.00	\$0.00	\$20,737.84	\$0.00
120	Police Department Drug	\$1.06	\$0.00	\$0.00	\$0.00	\$1.06	\$23.07
201	Public Safety Bldg Ligo Debt	\$3.80	\$0.00	\$0.00	\$0.00	\$3.80	\$63,804.39
320	Transportation Impact	\$160.72	\$485.02	\$0.00	\$0.00	\$645.74	\$122,535.11
401	Water	\$465.54	\$55,277.06	\$140,718.36	\$28,764.57	\$225,225.53	\$8,824.73
408	Wastewater	\$939.05	\$161,776.85	\$3,333.00	\$21,809.54	\$187,858.44	\$167,992.98
410	Stormwater	\$215.98	\$46,142.09	\$417.00	\$14,523.17	\$61,298.24	\$396,527.34
412	Utility Land Acquisition	\$227.44	\$0.00	\$0.00	\$0.00	\$227.44	\$165,784.62
631	Payroll Fund	\$0.00	\$0.00	\$0.00	\$172,563.32	\$172,563.32	\$30,277.01
632	Claims Fund	\$0.00	\$0.00	\$0.00	\$206,574.33	\$206,574.33	\$274,407.98
633	Treasurer's Trust	\$0.00	\$0.00	\$0.00	\$8,879.12	\$8,879.12	\$0.00
634	Customer Deposits	\$0.00	\$0.00	\$0.00	\$900.00	\$900.00	\$41,208.88
635	Transportation Benefit District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
701	Cemetery Perpetual Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$339.35
704	Skinner Estate Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.98
		\$107,575.85	\$577,141.67	\$153,843.70	\$605,600.89	\$1,444,162.11	\$1,348,184.94

Cash Activity Out

Period: 2016 - October 2016
 Period Totals: Fiscal

Fund	Description	Applications Available	Transfer Charitable/Parol	Other Transfers	Debitments	Total Used	Existing Balance
001	Current Expense	\$1,810,631.52	\$1,921,803.38	\$85,833.40	\$1,391,978.85	\$5,210,247.15	\$4,109.79
101	City Streets	\$144,414.56	\$254,099.14	\$4,170.00	\$24,903.49	\$427,587.19	\$3,316.01
104	Cemetery	\$21.09	\$25,951.15	\$3,760.00	\$8,269.70	\$38,001.94	\$6,906.97
105	Parks Department	\$59,709.13	\$155,404.17	\$2,080.00	\$33,212.57	\$250,405.87	\$62,121.73
107	Tourism Fund	\$2,027.75	\$0.00	\$0.00	\$0.00	\$2,027.75	\$0.00
108	TBD	\$146,617.18	\$165,995.76	\$0.00	\$0.00	\$312,612.94	\$0.00
120	Police Department Drug	\$8.46	\$500.00	\$0.00	\$0.00	\$508.46	\$23.07
201	Public Safety Bldg Ltgo Debt	\$30.40	\$0.00	\$0.00	\$22,696.25	\$22,726.65	\$63,804.39
320	Transportation Impact	\$119,228.90	\$17,111.51	\$0.00	\$0.00	\$136,340.41	\$122,535.11
401	Water	\$1,119,440.21	\$546,868.51	\$163,218.36	\$484,850.90	\$2,314,377.98	\$8,824.73
408	Wastewater	\$1,765,975.87	\$1,924,601.09	\$33,330.00	\$481,495.42	\$4,205,402.38	\$167,992.98
410	Stormwater	\$815,189.58	\$444,243.81	\$4,170.00	\$124,280.49	\$1,387,883.88	\$396,527.34
412	Utility Land Acquisition	\$349,519.46	\$39.89	\$0.00	\$0.00	\$349,559.35	\$165,784.62
631	Payroll Fund	\$0.00	\$0.00	\$0.00	\$1,586,709.11	\$1,586,709.11	\$30,277.01
632	Claims Fund	\$0.00	\$0.00	\$0.00	\$3,795,495.87	\$3,795,495.87	\$274,407.98
633	Treasurer's Trust	\$0.00	\$0.00	\$0.00	\$86,136.22	\$86,136.22	\$0.00
634	Customer Deposits	\$0.00	\$0.00	\$0.00	\$19,800.00	\$19,800.00	\$41,208.88
635	Transportation Benefit District	\$0.00	\$0.00	\$98,875.45	\$0.00	\$98,875.45	\$0.00
701	Cemetery Perpetual Fund	\$176,105.47	\$0.00	\$0.00	\$0.00	\$176,105.47	\$339.35
704	Skinner Estate Fund	\$161,859.91	\$0.00	\$0.00	\$0.00	\$161,859.91	\$4.98
		\$6,670,779.49	\$5,456,618.41	\$395,437.21	\$8,059,828.87	\$20,582,663.98	\$1,348,184.94

Investments Activity

Period: 2016 - October 2016
 Period Totals: Period

Item #	Description	Beginning Balance	Investments Acquired	Liquidated	Reversions Interest	Ending Balance
001	Current Expense	\$1,907,944.30	\$79,403.78	\$44,500.75	\$491.36	\$1,943,338.69
101	City Streets	\$330,168.42	\$15,201.71	\$0.00	\$122.02	\$345,492.15
104	Cemetery	\$4,098.40	\$0.00	\$0.00	\$1.84	\$4,100.24
105	Parks Department	\$318,962.68	\$0.00	\$0.00	\$85.91	\$319,048.59
107	Tourism Fund	\$5,421.04	\$17.04	\$0.00	\$0.01	\$5,438.09
108	TBD	\$48,606.40	\$10,216.80	\$10,499.25	\$21.79	\$48,345.74
120	Police Department Drug	\$2,358.11	\$0.00	\$0.00	\$1.06	\$2,359.17
201	Public Safety Bldg Ltgo Debt	\$8,482.62	\$0.00	\$0.00	\$3.80	\$8,486.42
320	Transportation Impact	\$563,159.62	\$0.00	\$0.00	\$160.72	\$563,320.34
401	Water	\$1,728,502.18	\$0.00	\$0.00	\$465.54	\$1,728,967.72
408	Wastewater	\$5,168,293.49	\$0.00	\$0.00	\$939.05	\$5,169,232.54
410	Stormwater	\$876,850.12	\$0.00	\$0.00	\$215.98	\$877,066.10
412	Utility Land Acquisition	\$987,655.63	\$0.00	\$0.00	\$227.44	\$987,883.07
631	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
632	Claims Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
633	Treasurer's Trust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
634	Customer Deposits	\$111,400.33	\$0.00	\$0.00	\$0.00	\$111,400.33
635	Transportation Benefit District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
701	Cemetery Perpetual Fund	\$498,533.56	\$0.00	\$0.00	\$0.00	\$498,533.56
704	Skinner Estate Fund	\$463,776.57	\$0.00	\$0.00	\$0.00	\$463,776.57
		\$13,024,213.47	\$104,839.33	\$55,000.00	\$2,736.52	\$13,076,789.32

INVESTMENTS POOL FOR MONTH ENDING October 2016

FUNDS:	001 GENERAL FUND	101 STREET FUND	104 CEMETERY FUND	105 PARKS FUND	107 TOURISM FUND	108 TRD FEES	120 POLICE DEPT DRUG FUND	201 FSB LTGO BOND FUND	320 TRAFFIC IMPACT	401 WATER FUND	408 WASTEWATER FUND	410 STORMWATER FUND	412 UTILITY FACILITY	634 CUSTOMER DEPOSIT	701 IRREDUCIBLE CEMETARY	704 SKINNER ESTATE	TOTAL
BEG. BAL.	\$984,606.99	\$272,164.60	\$4,098.40	\$191,624.25	\$16.93	\$48,505.40	\$2,358.11	\$8,482.62	\$358,482.76	\$1,038,412.18	\$2,094,581.67	\$481,757.03	\$507,318.18	\$111,400.33	\$0.00	\$0.00	\$6,103,912.49
Pool Interest	\$491.36	\$122.02	\$1.84	\$85.91	\$0.01	\$21.79	\$1.06	\$3.80	\$160.72	\$445.54	\$939.05	\$215.98	\$227.44	\$0.00	\$0.00	\$0.00	\$2,756.52
Invest Sale	(\$44,500.75)					(\$10,899.25)											(\$55,000.00)
State Rmt.	\$79,403.78	\$15,201.71			\$17.04	\$10,218.80											\$104,839.33
Invest Purch (to LSP)																	
Subtotal	\$1,020,003.38	\$287,486.33	\$4,100.24	\$191,710.16	\$33.98	\$48,345.74	\$2,359.17	\$8,486.42	\$359,643.48	\$1,038,877.72	\$2,095,520.72	\$481,973.01	\$507,545.62	\$111,400.33	\$0.00	\$0.00	\$6,156,488.30
US Bank	\$523,335.31	\$58,003.82	\$0.00	\$127,338.43	\$5,404.11	\$0.00	\$0.00	\$0.00	\$204,676.86	\$690,090.00	\$3,073,711.82	\$395,093.09	\$480,337.45	\$0.00	\$0.00	\$0.00	\$6,920,301.02
Invest Sale 1																	\$0.00
Invest Sale Correction																	\$0.00
Subtotal	\$523,335.31	\$58,003.82	\$0.00	\$127,338.43	\$5,404.11	\$0.00	\$0.00	\$0.00	\$204,676.86	\$690,090.00	\$3,073,711.82	\$395,093.09	\$480,337.45	\$0.00	\$0.00	\$0.00	\$6,920,301.02
END BAL.	\$1,943,338.69	\$345,492.15	\$4,100.24	\$319,048.59	\$5,438.09	\$48,345.74	\$2,359.17	\$8,486.42	\$563,320.34	\$1,728,967.72	\$5,169,232.54	\$877,066.10	\$987,883.07	\$111,400.33	\$498,533.56	\$463,776.57	\$13,076,789.32

NOTE: 635 Transportation Benefit District (TBD) Vehicle Fees was Fund 109; changed 1/21/15 per SAO retroactive to 1/1/14

Fund titles changed to be consistent with OMC Ordinances; e.g., 701 was Investment Trust and Cemetary Perpetual

108 Transportation Benefit District (TBD) was changed from 635 on 1/1/16

Outstanding Warrants

Fiscal: 2016 - October 2016

Warrant Number	Fiscal Description	Amount
Financials		
010601	2010 - Conversion - Conversion Date	\$18.85
011005	2010 - Conversion - Conversion Date	\$140.16
011170	2010 - Conversion - Conversion Date	\$20.00
012920	2010 - Conversion - Conversion Date	\$150.00
013275	2010 - Conversion - Conversion Date	\$75.00
013779	2010 - Conversion - Conversion Date	\$119.68
015011	2010 - Conversion - Conversion Date	\$80.00
16713	2011 - January - 2 nd Council	\$120.00
16761	2011 - February - 1st Council	\$10.00
16813	2011 - February - 1st Council	\$10.00
16867	2011 - February - 2 nd Council	\$51.03
17204	2011 - June - 1 st Council	\$25.27
17385	2011 - July - 2 nd Council	\$10.00
18106	2012 - January - 2nd Council	\$26.00
18230	2012 - February - 2nd Council	\$125.00
18695	2012 - June - 2nd Council	\$33.00
18848	2012 - August - 1st Council	\$360.00
19658	2013 - March 2013 - 2nd Council	\$66.00
20257	2013 - August 2013 - 1st Council	\$33.65
40376	2013 - December 2013 - 1st Council	\$200.00
40681	2014 - March 2014 - 2nd Council	\$100.00
41618	2014 - December 2014 - 1st Council	\$660.00
41976	2015 - March - 1st Council	\$272.00
42426	2015 - July - 2nd Council	\$397.43
43250	2016 - February 2016 - 2nd Council	\$44.84
43458	2016 - April 2016 - 2nd Council	\$96.00
43495	2016 - May 2016 - 1st Council	\$1,833.33
43613	2016 - June 2016 - 2nd Council	\$550.00
43644	2016 - June 2016 - 2nd Council	\$207.14
43830	2016 - August 2016 - 1st Council	\$120.00
43845	2016 - August 2016 - 2nd Council	\$5,500.00
43887	2016 - August 2016 - 2nd Council	\$400.00
44016	2016 - October 2016 - 1st Council	\$2,915.00
44026	2016 - October 2016 - 1st Council	\$10,499.25
44027	2016 - October 2016 - 1st Council	\$96.00
44038	2016 - October 2016 - 2nd Council	\$386.00
44039	2016 - October 2016 - 2nd Council	\$100.00
44040	2016 - October 2016 - 2nd Council	\$1,353.81
44041	2016 - October 2016 - 2nd Council	\$45.00
44042	2016 - October 2016 - 2nd Council	\$1,746.24
44043	2016 - October 2016 - 2nd Council	\$178.64
44044	2016 - October 2016 - 2nd Council	\$6,429.24
44045	2016 - October 2016 - 2nd Council	\$512.93
44046	2016 - October 2016 - 2nd Council	\$285.33
44048	2016 - October 2016 - 2nd Council	\$277.33
44049	2016 - October 2016 - 2nd Council	\$20.70
44050	2016 - October 2016 - 2nd Council	\$1,845.24

Warrant Number	Fiscal Description	Amount
Financials		
44051	2016 - October 2016 - 2nd Council	\$11,210.03
44052	2016 - October 2016 - 2nd Council	\$1,276.68
44053	2016 - October 2016 - 2nd Council	\$306.24
44054	2016 - October 2016 - 2nd Council	\$149.32
44055	2016 - October 2016 - 2nd Council	\$275.00
44056	2016 - October 2016 - 2nd Council	\$53.16
44057	2016 - October 2016 - 2nd Council	\$241.15
44058	2016 - October 2016 - 2nd Council	\$4,715.33
44059	2016 - October 2016 - 2nd Council	\$2,513.92
44060	2016 - October 2016 - 2nd Council	\$70.04
44061	2016 - October 2016 - 2nd Council	\$950.00
44062	2016 - October 2016 - 2nd Council	\$1,115.18
44063	2016 - October 2016 - 2nd Council	\$2,465.00
44064	2016 - October 2016 - 2nd Council	\$93.79
44065	2016 - October 2016 - 2nd Council	\$662.35
44066	2016 - October 2016 - 2nd Council	\$98,950.15
44067	2016 - October 2016 - 2nd Council	\$38.33
44068	2016 - October 2016 - 2nd Council	\$152.00
44069	2016 - October 2016 - 2nd Council	\$810.00
44070	2016 - October 2016 - 2nd Council	\$484.83
44071	2016 - October 2016 - 2nd Council	\$439.00
44072	2016 - October 2016 - 2nd Council	\$250.00
44073	2016 - October 2016 - 2nd Council	\$125.00
44074	2016 - October 2016 - 2nd Council	\$24,964.17
44075	2016 - October 2016 - 2nd Council	\$4,710.00
44076	2016 - October 2016 - 2nd Council	\$260.85
44077	2016 - October 2016 - 2nd Council	\$552.00
44078	2016 - October 2016 - 2nd Council	\$758.00
44079	2016 - October 2016 - 2nd Council	\$2,333.10
44080	2016 - October 2016 - 2nd Council	\$966.00
44081	2016 - October 2016 - 2nd Council	\$44,932.18
44082	2016 - October 2016 - 2nd Council	\$105.00
44083	2016 - October 2016 - 2nd Council	\$337.84
44084	2016 - October 2016 - 2nd Council	\$192.00
44085	2016 - October 2016 - 2nd Council	\$63.14
44086	2016 - October 2016 - 2nd Council	\$1,975.93
44087	2016 - October 2016 - 2nd Council	\$809.77
44088	2016 - October 2016 - 2nd Council	\$638.00
44089	2016 - October 2016 - 2nd Council	\$2,762.38
44090	2016 - October 2016 - 2nd Council	\$812.38
44091	2016 - October 2016 - 2nd Council	\$616.80
44092	2016 - October 2016 - 2nd Council	\$20,726.85
Totals for Financials		\$274,407.98

Warrant Number	Fiscal Description	Amount
Payroll		
017343	2010 - Conversion - Conversion Date	\$940.04
017409	2010 - Conversion - Conversion Date	\$129.29
017776	2010 - Conversion - Conversion Date	\$2,198.38
018254	2010 - Conversion - Conversion Date	\$466.73
018952	2010 - Conversion - Conversion Date	\$427.17
019519	2010 - Conversion - Conversion Date	\$1,416.79
019941	2010 - Conversion - Conversion Date	\$92.35
21777	2014 - August 2014 - 1st Council	\$92.35
22566	2016 - August 2016 - 1st Council	\$92.35
22640	2016 - October 2016 - 1st Council	\$3,439.91
22651	2016 - October 2016 - 2nd Council	\$420.83
22652	2016 - October 2016 - 2nd Council	\$394.51
22653	2016 - October 2016 - 2nd Council	\$3,331.63
22655	2016 - October 2016 - 2nd Council	\$15,882.03
22657	2016 - October 2016 - 2nd Council	\$450.00
22658	2016 - October 2016 - 2nd Council	\$502.65
Totals for Payroll		\$30,277.01
Grand Totals		\$304,684.99



**City Of Orting
Council Agenda Summary Sheet**

AB16-108 SUBJECT: PUBLIC HEARING- 2017 Proposed Budget	Agenda Item #:	AB16-108
	For Agenda of:	11/09/16
	Department:	Finance
	Date Submitted:	11/ 04 /16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	<u> \$0 </u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u> \$0 </u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u> \$0 </u>
City Clerk, Jane Montgomery		Timeline: <i>enter a timeline if applicable</i>	
City Treasurer, Scott Larson	X		
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note:	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: Budget Changes, 2017 Proposed Budget
SUMMARY STATEMENT: The attached budget represents the final budget unless there are amendments requested by Council.
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:
RECOMMENDED ACTION: N/A – Public Hearing ONLY; second Public Hearing to be held 11/30/16; with adoption at the 12/14/16 regular Council meeting.

Changes Since Budget Retreat

Staffing Consultant	General Gov	8,118.52
	Police	19,332.98
	Building	1,355.30
	Streets	1,142.71
	Parks	1,421.74
	Water	7,082.12
	Sewer	6,922.67
	Storm	4,623.97
Utility Rate Increases	Water	7.5%
	Sewer	5.5%
	Storm	5.5%
Facilities Maintenance Consultant	General Gov	2,000.00
	Police	2,000.00
	Parks	500.00
	Water	1,000.00
	Sewer	4,000.00
	Storm	500.00
Water Meter Handheld		10,300.00
Water Meter Wand		2,200.00
Capital Management Software	General Gov	1,000.00
*Added under Work Order Software	Police	1,000.00
	Parks	250.00
	Water	500.00
	Sewer	2,000.00
	Storm	250.00

2017 Expenses

BARS	Description	2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget
General Fund					
Legislative - Council					
001-511-60-10-01	Salary Council	\$7,151.08	\$13,400.00	\$25,200.00	18,000.00
001-511-60-31-01	Supplies - Council Office & Operating	\$1,053.93	\$571.29	\$1,500.00	1,500.00
001-511-60-41-01	Training - Council Workshops	\$767.41	\$310.00	\$1,500.00	1,500.00
001-511-60-49-03	Services - Official Publication	\$3,908.35	\$4,616.90	\$3,900.00	3,900.00
001-511-60-49-04	ADA Compliance Work	\$0.00	\$0.00	\$500.00	500.00
	Total	12,880.77	18,898.19	32,600.00	25,400.00
Judicial - Court					
Salary & Benefits					
001-512-50-10-01	Salary - Municipal Court Administrator	\$64,154.77	\$55,545.22	\$68,200.00	86,615.86
001-512-50-10-02	Salary - Municipal Court Judge	\$21,600.00	\$16,875.00	\$22,500.00	23,000.00
001-512-50-10-03	Salary - Assistant Court Clerk	\$42,866.31	\$36,071.42	\$45,500.00	50,256.18
001-512-50-10-04	Overtime - Court	\$60.98	\$0.00	\$200.00	-
001-512-50-10-05	Salary - Court Pro-Tem Judge	\$1,150.00	\$200.00	\$1,000.00	1,000.00
001-512-50-20-01	Benefits - OASI - Court	\$8,191.88	\$7,008.83	\$8,700.00	10,470.71
001-512-50-20-02	Benefits - Retirement - Court	\$10,299.02	\$9,443.53	\$12,700.00	14,161.93
001-512-50-20-03	Benefits - Medical/LTD/Life - Court	\$22,707.06	\$12,455.74	\$26,500.00	20,517.83
001-512-50-20-04	Benefits - Dental & Vision - Court	\$2,622.40	\$2,029.12	\$2,700.00	1,277.16
001-512-50-20-05	Benefits - Labor & Industry - Court	\$570.57	\$428.35	\$600.00	683.39
	Total Salary & Benefits	174,222.99	140,057.21	188,600.00	207,983.06
O&M					
001-512-50-31-00	Supplies - Court - Office	\$3,991.97	\$3,660.84	\$2,800.00	6,000.00
001-512-50-31-01	Postage - Court	\$1,014.46	\$947.89	\$1,200.00	1,200.00
	Payroll Processing		\$0.00		300.00
001-512-50-41-00	Contract - Court Clerk	\$188.50	\$240.50	\$500.00	500.00
001-512-50-41-01	IT - Computer Maintenance - Court	\$0.00	\$138.33	\$200.00	200.00
001-512-50-41-02	Fees - Court-Bank Analysis	\$328.64	\$573.99	\$800.00	800.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
001-512-50-41-03	State Audit	\$698.16	\$0.00	\$0.00	\$0.00	700.00	
001-512-50-42-00	Communication - phone - Court	\$1,936.74	\$1,604.27	\$2,500.00	\$2,500.00	2,500.00	
001-512-50-48-00	R & M Office Equipment - Court	\$0.00	\$640.00	\$1,300.00	\$1,300.00	1,300.00	
001-512-50-49-00	Miscellaneous - Court	\$149.50	\$0.00	\$0.00	\$0.00	-	
001-512-50-49-01	Fees - Court Appointed Attorney	\$21,600.00	\$16,499.97	\$22,000.00	\$22,000.00	22,000.00	
001-512-50-49-02	Service - Petit Jury	\$538.42	\$0.00	\$500.00	\$500.00	500.00	
001-512-50-49-03	Training - Court	\$631.58	\$499.87	\$1,000.00	\$1,000.00	1,000.00	
001-512-50-49-04	Services - Witness Services	\$0.00	\$0.00	\$100.00	\$100.00	100.00	
001-512-50-49-05	Service - Court Appointed Interpreter	\$597.74	\$125.28	\$1,500.00	\$1,500.00	1,000.00	
001-512-50-49-06	Dues - Court Memberships/Subscriptions	\$300.00	\$0.00	\$300.00	\$300.00	300.00	
001-512-50-49-07	Fees - Bank Charges - Court	\$2,097.71	\$3,313.52	\$2,100.00	\$2,100.00	3,000.00	
001-512-50-49-08	Conflict Public Defender	\$3,629.33	\$1,000.00	\$1,500.00	\$1,500.00	1,500.00	
001-512-50-49-09	ADA Compliance Work	\$0.00	\$0.00	\$500.00	\$500.00	500.00	
001-594-12-41-01	Server Lease	\$9,040.92	\$125.00	\$300.00	\$300.00	300.00	
001-594-21-12-02	Copier Lease	\$7,187.45	\$0.00	\$300.00	\$300.00	300.00	
	Total O&M	53,931.12	29,369.46	39,400.00	39,400.00	44,000.00	
	Total	228,154.11	169,426.67	228,000.00	228,000.00	251,983.06	
Executive - Mayor/City Administrator							
Salary & Benefits							
001-513-10-10-01	Salary - Mayor	\$12,000.00	\$9,000.00	\$12,000.00	\$12,000.00	12,000.00	
001-513-10-10-03	Salary - City Administrator	\$34,405.74	\$27,715.68	\$35,000.00	\$35,000.00	35,930.92	
001-513-20-20-01	OASI	\$1,415.41	\$1,090.40	\$3,600.00	\$3,600.00	3,844.60	
001-513-20-20-02	Benefits Retirement	\$3,457.04	\$3,052.63	\$3,900.00	\$3,900.00	2,748.72	
001-513-20-20-03	Benefits - Medical/LTD/Life	\$4,919.93	\$4,191.44	\$5,400.00	\$5,400.00	4,360.78	
001-513-20-20-04	Benefits - Dental/Vision	\$399.06	\$310.77	\$400.00	\$400.00	531.01	
001-513-20-20-05	Benefits - Labor and Industry	\$385.84	\$274.18	\$300.00	\$300.00	119.59	
	Total Salary & Benefits	56,983.02	45,635.10	60,600.00	60,600.00	59,535.61	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Total Exp.	YTD Exp.	Total Exp.	Budget
	O&M						
001-513-10-31-00	Supplies - Office & Operating	\$2,301.78	\$1,056.58	\$1,500.00	\$1,500.00	1,500.00	
001-513-10-31-01	Postage - Executive	\$102.70	\$361.63	\$100.00	\$100.00	100.00	
001-513-10-31-02	Supplies - Employee Recognition	\$37.70	\$105.11	\$500.00	\$500.00	500.00	
001-513-10-31-03	Health & Wellness Program	\$269.51	\$54.42	\$300.00	\$300.00	300.00	
001-513-10-43-00	Reimb - Travel Exp-Meals, Mileage	\$1,350.26	\$593.50	\$1,000.00	\$1,000.00	1,000.00	
001-513-10-48-01	R & M - Office Equipment - Exec	\$0.00	\$0.00	\$400.00	\$400.00	400.00	
001-513-10-49-00	Training - Executive	\$1,480.22	\$1,273.06	\$1,200.00	\$1,200.00	1,500.00	
001-513-10-49-01	ADA Compliance Work	\$0.00	\$0.00	\$500.00	\$500.00	500.00	
001-513-23-41-01	IT - Computer Maintenance - Exec	\$1,703.37	\$1,301.18	\$1,400.00	\$1,400.00	1,500.00	
	Total O&M	7,245.54	4,745.48	6,900.00	6,900.00	7,300.00	
	Total	64,228.56	50,380.58	67,500.00	67,500.00	66,835.61	
	Finance						
	Salary & Benefits						
001-514-20-10-02	Salary - Gen Fund	\$32,455.52	\$27,532.64	\$33,900.00	\$33,900.00	42,103.21	
001-514-20-10-03	Salary - Office Supervisor/Accountant II	\$2,217.05	\$1,455.21	\$1,800.00	\$1,800.00	-	
001-514-20-10-04	Salary - Accounting Clerk I	\$3,907.87	\$2,883.08	\$1,700.00	\$1,700.00	-	
001-514-20-10-05	Overtime - Finance/Admin Dept.	\$8,250.88	\$4,616.46	\$4,800.00	\$4,800.00	4,800.00	
001-514-20-10-06	Salary - City Clerk	\$29,393.30	\$21,560.44	\$29,100.00	\$29,100.00	34,328.10	
001-514-20-10-07	Salary - Parks And Rec Director	\$7,716.23	\$428.98	\$500.00	\$500.00	582.65	
001-514-20-10-08	Salary - City Treasurer	\$22,361.02	\$18,534.52	\$21,800.00	\$21,800.00	31,150.16	
001-517-21-20-01	Benefits-OASI	\$10,518.66	\$8,655.29	\$8,800.00	\$8,800.00	8,387.00	
001-517-21-20-02	Benefits-Retirement	\$9,860.78	\$8,411.02	\$10,100.00	\$10,100.00	11,896.98	
001-517-31-21-00	Benefits-Medical & Ltd	\$18,134.26	\$14,089.52	\$25,700.00	\$25,700.00	17,509.45	
001-517-31-22-00	Benefits-Dental & Vision	\$2,220.42	\$1,764.08	\$2,300.00	\$2,300.00	2,703.37	
001-517-60-20-00	Benefits-Labor & Industries	\$726.50	\$542.54	\$700.00	\$700.00	627.71	
	Total Salary & Benefits	147,762.49	110,473.78	141,200.00	141,200.00	154,088.63	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget		Budget
	O&M						
001-514-20-41-01	Contract City Clerk	\$0.00	\$6,265.00	\$0.00	\$0.00	-	
001-514-20-49-03	ADA Compliance Work	\$0.00	\$0.00	\$500.00	\$500.00	500.00	
001-514-23-31-01	Postage - Finance/Admin	\$1,886.07	\$1,861.90	\$1,800.00	\$1,800.00	1,800.00	
001-514-23-31-02	Supplies - Office & Operating	\$2,669.69	\$2,000.55	\$3,200.00	\$3,200.00	3,200.00	
001-514-23-41-04	IT - Computer Maintenance	\$3,938.66	\$4,533.70	\$4,100.00	\$4,100.00	4,100.00	
001-514-23-41-10	Contract - Sterling Codifiers	\$5,089.00	\$1,258.00	\$3,000.00	\$3,000.00	3,000.00	
001-514-23-41-12	IT - Website Maintenance	\$3,578.00	\$1,412.64	\$1,500.00	\$1,500.00	1,500.00	
001-514-23-41-14	Audit Services	\$1,745.43	\$0.00	\$1,000.00	\$1,000.00	1,800.00	
001-514-23-42-00	Communications-Phone,Cell,DSL	\$12,330.45	\$8,896.21	\$12,000.00	\$12,000.00	12,000.00	
001-514-23-43-00	Reimb - Travel Exp-Meals, Mileage	\$282.30	\$42.51	\$400.00	\$400.00	400.00	
001-514-23-45-00	Equip Rental-Postage Machine	\$1,763.28	\$1,795.31	\$1,900.00	\$1,900.00	1,900.00	
001-514-23-46-00	Bonds/Insurance - AWC	\$10,300.00	\$10,736.07	\$10,700.00	\$10,700.00	26,478.64	
001-514-23-49-05	Miscellaneous	\$5,088.00	\$0.00	\$0.00	\$0.00	-	
001-514-23-49-06	Fees - Bank Charges	\$13,513.96	\$3,958.47	\$11,500.00	\$11,500.00	5,000.00	
001-514-30-49-01	Services - Recording/filing Documents	\$330.95	\$313.00	\$200.00	\$200.00	200.00	
	Payroll Processing		\$0.00	\$0.00	\$0.00	700.00	
	Staffing Consultant		\$0.00	\$0.00	\$0.00	8,118.52	
	Facilities Maintenance Consultant		\$0.00	\$0.00	\$0.00	2,000.00	
	Facilities Maintenance Software		\$0.00	\$0.00	\$0.00	1,000.00	
001-514-40-41-19	Training - Finance Staff	\$514.67	\$0.00	\$600.00	\$600.00	1,000.00	
001-514-40-41-49	Training - Finance Director	\$445.00	\$951.44	\$500.00	\$500.00	1,000.00	
001-514-40-49-02	Dues/membership/subscriptions	\$695.00	\$210.00	\$800.00	\$800.00	800.00	
001-514-79-90-01	Other Operating Expenditures	\$0.00	\$0.00	\$100.00	\$100.00	100.00	
001-513-10-41-01	Services - Professional Services	\$0.00	\$0.00	\$500.00	\$500.00	500.00	
001-518-10-41-01	Personnel Services	\$980.30	\$44.00	\$400.00	\$400.00	400.00	
001-518-30-40-00	Tort Payout	\$32.81	\$0.00	\$0.00	\$0.00	-	
001-594-14-41-01	Coper Lease	\$6,171.52	\$0.00	\$6,000.00	\$6,000.00	6,000.00	
001-594-14-41-02	Server Lease	\$618.53	\$250.00	\$600.00	\$600.00	600.00	
001-594-14-41-03	Phone Lease	\$596.77	\$223.40	\$700.00	\$700.00	700.00	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
001-594-14-60-02	Capout Finance - Computers (2)	\$0.00	\$0.00	\$4,000.00	2,000.00		
001-594-14-64-01	Capital Asset Maint Software	\$0.00	\$0.00	\$300.00	300.00		
	Total O&M	72,570.39	44,752.20	66,300.00	87,097.16		
	CapEx						
	Capout Finance - Vision Server				5,000.00		
	Total CapEx	-	-	-	5,000.00		
	Total	\$220,332.88	\$155,225.98	\$207,500.00	\$246,185.79		
	City Hall Facility Exp.						
	Salary & Benefits						
001-514-20-10-09	Facility Exp. Salary	\$0.00	\$440.55	\$900.00	1,469.87		
001-514-20-10-10	Maintenance Worker 1	\$0.00	\$693.35	\$500.00	-		
001-514-20-10-12	Maintenance Worker 2	\$0.00	\$215.89	\$0.00	-		
	Total Salary & Benefits	-	1,349.79	1,400.00	1,469.87		
	O&M						
001-514-21-32-01	Natural Gas - City Hall	\$481.13	\$286.31	\$800.00	600.00		
001-514-21-41-01	Contract - Janitorial	\$1,275.00	\$680.00	\$3,000.00	3,000.00		
001-514-21-47-01	Electricity - City Hall	\$1,419.18	\$1,320.67	\$1,700.00	1,700.00		
001-514-21-48-01	R & M - City Hall	\$1,209.70	\$1,400.13	\$10,000.00	25,000.00		
001-514-23-41-07	Contract - Window Washing	\$0.00	\$0.00	\$300.00	300.00		
001-514-23-41-08	Contract - Carpet Cleaning	\$0.00	\$0.00	\$400.00	400.00		
	Total O&M	\$4,385.01	\$3,687.11	\$16,200.00	\$31,000.00		
	CapEx						
	2016 Vehicle Purchase (P)				519.57		
	2016 Vehicle Purchase (i)				22.30		
	Total CapEx	\$0.00	\$0.00	\$0.00	\$541.87		
	Total	\$4,385.01	\$5,036.90	\$17,600.00	\$33,011.74		

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Total Exp.	Budget
Legal Services							
001-515-30-41-01	Legal - City Attorney Retainer	\$38,500.00	\$35,000.00	\$42,000.00	\$30,000.00		
001-515-30-41-02	Legal - City Attorney Services	\$78,565.04	\$64,793.77	\$35,000.00	70,000.00		
001-515-30-41-03	Salary - Prosecuting Attorney	\$21,600.00	\$16,499.97	\$22,000.00	22,500.00		
	Total	138,665.04	116,293.74	99,000.00	122,500.00		
Police							
Salary & Benefits							
001-521-10-10-00	Salary - Police Chief	\$104,712.83	\$79,997.08	\$100,000.00	101,865.24		
001-521-10-10-01	Salary - Police Clerk	\$23,533.43	\$23,542.05	\$34,400.00	45,089.73		
001-521-10-10-02	Salary - Court Administrator	\$3,376.48	\$2,923.27	\$3,600.00	-		
001-521-10-10-03	Salary - Court Clerk	\$2,259.34	\$1,898.50	\$2,400.00	-		
001-521-20-10-01	Salary - Code Enforcement Officer	\$34,272.29	\$27,955.88	\$35,000.00	35,517.74		
001-521-25-10-00	Salary - Police Sergeant/Lieutenant	\$33,737.74	\$26,875.90	\$37,500.00	34,479.98		
001-521-50-10-03	Court Clerk - Janitorial	\$3,528.24	\$2,591.28	\$5,000.00	4,000.00		
001-521-70-10-03	Salary - Police Reserves	\$21,595.88	\$14,712.76	\$12,500.00	18,500.00		
001-521-70-10-04	Salary - Police Sgt/Lieutenant- Traffic	\$44,722.20	\$35,626.12	\$49,600.00	45,706.02		
001-521-70-10-05	Overtime - PD	\$154,371.53	\$186,560.45	\$110,000.00	90,000.00		
001-521-70-10-07	Salary - Police Officer	\$568,138.16	\$495,944.84	\$625,000.00	646,018.69		
001-521-20-20-01	Benefits-Labor & Industries	\$33,394.52	\$28,758.63	\$39,800.00	38,451.46		
001-521-20-20-02	Benefits-Medical & Ltd	\$138,340.97	\$119,168.41	\$178,300.00	161,699.52		
001-521-20-20-03	Benefits-Dental & Vision	\$13,983.27	\$11,674.10	\$16,800.00	19,328.76		
001-521-20-20-04	Benefits-OASI	\$77,211.87	\$68,619.56	\$76,600.00	77,814.07		
001-521-20-20-05	Benefits-Retirement	\$56,416.58	\$50,703.97	\$55,500.00	55,670.69		
	Total Salary & Benefits	1,313,595.33	1,177,552.80	1,382,000.00	1,374,141.89		
O&M							
001-521-20-30-01	Supplies - Physicals (pathogens)	\$0.00	\$0.00	\$0.00	-		
001-521-20-31-01	Benefits - Uniforms & Clothing	\$12,374.44	\$11,999.63	\$12,000.00	13,000.00		
001-521-20-31-02	Supplies - Civil Service Comm.	\$168.48	\$175.23	\$500.00	500.00		

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget		
001-521-20-31-03	Supplies - Office & Operating	\$2,088.49	\$2,854.70	\$3,000.00	5,000.00		
001-521-20-31-04	Training - Civil Service Comm.	\$4,044.14	\$387.88	\$300.00	500.00		
001-521-20-31-05	Service - Public Safety Testing	\$500.00	\$375.00	\$600.00	750.00		
001-521-20-31-06	Operating Expenses - PD	\$2,628.82	\$1,216.64	\$2,100.00	-		
001-521-20-31-07	Postage - PD	\$230.76	\$268.65	\$400.00	400.00		
001-521-20-32-00	Gasoline - PD	\$26,769.25	\$22,622.48	\$31,200.00	30,000.00		
001-521-20-34-00	Supplies - Manual Supplements	\$2,008.63	\$0.00	\$5,000.00	4,100.00		
	Payout of Sick Time		\$0.00		5,000.00		
	Payroll Processing		\$0.00		4,000.00		
	Staffing Consultant		\$0.00		19,332.98		
	Facilities Maintenance Consultant		\$0.00		2,000.00		
	Facilities Maintenance Software		\$0.00		1,000.00		
001-521-20-41-00	Benefits - Medical Exams	\$2,077.02	\$0.00	\$1,600.00	1,600.00		
	Gym Membership		\$0.00		2,400.00		
001-521-20-41-02	Civil Service Legal Expense	\$14,249.06	\$6,128.00	\$0.00	-		
001-521-20-45-01	Communications - Cellular Phones - Cars	\$7,944.13	\$6,973.39	\$10,800.00	11,016.00		
001-521-20-45-02	Communications - Cell Connection Data Interface	\$10,563.35	\$7,582.52	\$12,000.00	12,240.00		
001-521-20-46-00	Bonds/Insurance - AWC	\$29,000.00	\$30,227.76	\$30,200.00	53,797.82		
001-521-20-50-01	State Audit (\$18,000) PD	\$1,745.43	\$0.00	\$0.00	2,000.00		
001-521-21-31-01	Supplies - Investigation & Evidence	\$7,365.24	\$388.68	\$7,500.00	5,000.00		
001-521-21-41-49	Investigation Transcription	\$0.00	\$30.42	\$500.00	510.00		
001-521-21-49-00	Miscellaneous - PD	\$1,894.93	\$1,909.56	\$2,500.00	-		
001-521-21-49-01	Services - Investigation-Informant	\$0.00	\$0.00	\$500.00	500.00		
001-521-23-41-00	Dues - Pierce CO Special Units	\$208.88	\$0.00	\$5,500.00	5,500.00		
001-521-23-41-01	Contract - Evidence Custodian	\$6,454.38	\$5,433.76	\$6,800.00	7,000.00		
001-521-30-31-04	IT - Computer Software/Supplies	\$901.01	\$245.51	\$2,000.00	-		
001-521-30-49-00	Service - Crime Prevention Programs	\$255.64	\$1,358.13	\$2,500.00	500.00		
001-521-40-41-06	Benefits - Academy Tuition	\$3,113.00	\$0.00	\$4,500.00	4,500.00		
001-521-40-43-01	Reimb - Code Enforcement	\$0.00	\$0.00	\$500.00	300.00		
001-521-40-49-00	Training - PD	\$6,636.62	\$8,938.30	\$10,000.00	15,000.00		

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
001-521-50-41-01	IT - Computer Maintenance	\$18,471.11	\$13,516.97	\$18,500.00	\$18,500.00	18,500.00	18,500.00
001-521-50-41-02	Legal - Services - PD	\$35,894.08	\$10,452.98	\$5,000.00	\$5,000.00	4,000.00	4,000.00
001-521-50-41-03	Contract - Carpet Cleaning - PD	\$0.00	\$0.00	\$800.00	\$800.00	900.00	900.00
001-521-50-41-04	Contract - Janitorial - PD	\$427.01	\$89.58	\$0.00	\$0.00	300.00	300.00
001-521-50-41-05	IT - Software License Renewal	\$0.00	\$0.00	\$3,700.00	\$3,700.00	3,700.00	3,700.00
001-521-50-42-00	Communications - Phone	\$11,143.48	\$5,643.63	\$11,500.00	\$11,500.00	11,730.00	11,730.00
001-521-50-42-02	Services - Monitoring Security System	\$205.26	\$0.00	\$300.00	\$300.00	300.00	300.00
001-521-50-42-03	Communications - SS911 Subscriber Fee	\$0.00	\$0.00	\$9,900.00	\$9,900.00	10,000.00	10,000.00
001-521-50-45-05	ADA Compliance Work	\$0.00	\$0.00	\$500.00	\$500.00	500.00	500.00
001-521-50-47-00	Electricity - PD	\$9,278.98	\$8,156.61	\$9,200.00	\$9,200.00	9,200.00	9,200.00
001-594-21-41-03	Phone Lease	\$1,550.24	\$519.05	\$0.00	\$0.00	-	-
001-594-21-75-00	Copier Lease - PD	\$0.00	\$5,135.96	\$5,000.00	\$5,000.00	5,000.00	5,000.00
001-594-21-75-01	Phone Lease - PD	\$0.00	\$519.03	\$1,600.00	\$1,600.00	1,000.00	1,000.00
001-594-21-75-02	PSB Server Lease - PD	\$0.00	\$3,767.05	\$8,400.00	\$8,400.00	8,400.00	8,400.00
001-521-50-48-01	R & M - Communications	\$230.53	\$0.00	\$3,000.00	\$3,000.00	1,000.00	1,000.00
001-521-50-48-02	R & M - Vehicles	\$33,380.27	\$23,619.34	\$25,000.00	\$25,000.00	18,000.00	18,000.00
001-521-50-48-03	R & M - Office Facilities	\$5,016.17	\$1,274.76	\$5,000.00	\$5,000.00	2,500.00	2,500.00
001-521-50-48-04	R & M - Equipment	\$6,989.45	\$4,163.76	\$5,500.00	\$5,500.00	4,000.00	4,000.00
001-521-50-48-05	R & M - Bicycles	\$614.48	\$0.00	\$1,500.00	\$1,500.00	1,000.00	1,000.00
001-521-50-48-06	R & M Building	\$164.48	\$1,064.71	\$5,000.00	\$5,000.00	2,500.00	2,500.00
001-521-50-49-00	Dues - WA Assoc. of Sheriffs	\$50.00	\$50.00	\$300.00	\$300.00	300.00	300.00
001-521-50-49-01	Dues - Misc	\$150.00	\$0.00	\$300.00	\$300.00	300.00	300.00
001-521-50-49-02	Dues - PC Police Chiefs Assoc	\$0.00	\$0.00	\$200.00	\$200.00	200.00	200.00
001-521-50-51-00	Contract - Dispatch	\$130,521.50	\$71,030.00	\$71,000.00	\$71,000.00	85,000.00	85,000.00
001-521-90-40-12	Supplies - Physicals (pathogens)	\$0.00	\$0.00	\$300.00	\$300.00	300.00	300.00
001-521-90-40-13	Supplies - Aid Equipment - Pathogens	\$0.00	\$0.00	\$500.00	\$500.00	300.00	300.00
	Total O&M	397,308.74	258,119.67	344,500.00	344,500.00	396,376.80	396,376.80
	Jail						
001-523-21-41-00	Fees - Home Monitoring	\$40.00	\$323.00	\$1,000.00	\$1,000.00	500.00	500.00
001-523-60-41-00	Fees - Jail	\$106,555.69	\$79,895.64	\$130,000.00	\$130,000.00	90,000.00	90,000.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
	Total Jail	106,595.69	80,218.64	131,000.00	90,500.00		
	CapEx						
001-594-21-64-05	PD Capout - Rifles	\$0.00	\$0.00	\$0.00	-		
001-594-21-64-37	Capout - PD - Equipment	\$0.00	\$2,444.48	\$5,000.00	3,500.00		
001-594-21-64-38	Lease Match - Video Rec Equip	\$3,349.83	\$4,000.00	\$4,000.00	2,000.00		
001-594-21-64-39	Night Vision Equipment	\$900.00	\$900.00	\$1,800.00	1,800.00		
001-594-21-64-40	Portable Breath Test Analyzer	\$0.00	\$0.00	\$500.00	1,000.00		
001-594-21-64-41	Vehicle Radar Replacement	\$2,000.00	\$2,931.86	\$4,000.00	3,000.00		
001-594-21-64-42	Spot Light Replacement	\$0.00	\$0.00	\$900.00	-		
001-594-21-64-43	Rifles/Pistols	\$0.00	\$0.00	\$2,000.00	5,000.00		
001-594-21-64-44	Safe for Rifles	\$0.00	\$1,440.00	\$1,500.00	-		
001-594-21-64-45	Office Cubicle Retrofit	\$0.00	\$0.00	\$6,000.00	-		
001-594-21-64-46	Computer Replacement - in cars	\$0.00	\$9,071.03	\$12,600.00	4,000.00		
001-594-21-75-03	Lease Fee - 3 Vehicles (Cap Asset Reserve)	\$30,607.75	\$63,369.01	\$32,000.00	-		
	2016 Vehicle Purchase (P)		\$0.00		27,044.18		
	2016 Vehicle Purchase (i)		\$0.00		1,160.58		
	Total CapEx	\$36,857.58	\$84,156.38	\$70,300.00	\$48,504.76		
	Total	\$1,854,357.34	\$1,600,047.49	\$1,927,800.00	\$1,909,523.44		

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
	Fire Department Facility Expense						
001-522-20-42-01	Communications - Basic Phone	\$4,447.92	\$3,477.80	\$4,000.00	\$4,000.00	4,000.00	4,000.00
001-522-20-46-01	Bonds/Insurance - AWC (\$205,000)	\$1,800.00	\$1,876.20	\$1,800.00	\$1,800.00	4,714.05	4,714.05
001-522-20-48-01	R & M - Equipment - FD	\$1,301.48	\$0.00	\$500.00	\$500.00	500.00	500.00
001-522-20-48-02	Fire - R & M Building - FD	\$9,375.50	\$3,153.62	\$15,000.00	\$15,000.00	5,000.00	5,000.00
001-522-20-48-04	Fees - Fire Investigation	\$5,651.74	\$2,623.50	\$6,000.00	\$6,000.00	6,000.00	6,000.00
001-522-50-41-02	ADA Compliance Work	\$0.00	\$0.00	\$500.00	\$500.00	-	-
001-522-50-47-00	Electricity - FD	\$156.34	\$1,494.97	\$200.00	\$200.00	200.00	200.00
001-522-60-41-00	Legal - Services - FD	\$6,039.00	\$1,632.00	\$1,000.00	\$1,000.00	1,000.00	1,000.00
001-594-22-41-01	Phone Lease	\$1,550.25	\$519.00	\$0.00	\$0.00	-	-
001-594-22-75-01	Phone System Lease - FD	\$0.00	\$519.02	\$1,600.00	\$1,600.00	1,600.00	1,600.00
	Total	30,322.23	15,296.11	30,600.00	30,600.00	23,014.05	23,014.05
	Building Department						
	Salary & Benefits						
001-524-10-10-05	Salary - Overtime	\$17.40	\$7.62	\$100.00	\$100.00	-	-
001-524-10-10-06	Salary - City Administrator	\$4,914.87	\$3,167.41	\$4,000.00	\$4,000.00	-	-
001-524-10-10-07	Salary - City Clerk	\$2,713.66	\$1,960.07	\$2,600.00	\$2,600.00	-	-
001-524-10-10-08	Salary - Clerk 2 - Permits Coord	\$27,418.82	\$20,146.71	\$23,400.00	\$23,400.00	-	-
001-524-10-10-09	Salary - Building Official	\$41,298.82	\$36,274.34	\$45,300.00	\$45,300.00	47,897.10	47,897.10
001-524-10-10-11	Overtime - Bldg	\$168.22	\$162.71	\$0.00	\$0.00	-	-
	Salary - Building Department		\$0.00			33,396.97	33,396.97
001-524-20-20-01	Benefits-Labor & Industries	\$273.47	\$241.16	\$300.00	\$300.00	348.53	348.53
001-524-20-20-02	Benefits-Medical & Ltd	\$8,169.33	\$6,165.36	\$13,800.00	\$13,800.00	8,000.61	8,000.61
001-524-20-20-03	Benefits-Dental & Vision	\$1,032.18	\$739.00	\$1,400.00	\$1,400.00	1,645.90	1,645.90
001-524-20-20-04	Benefits-OASI	\$5,831.49	\$4,724.62	\$5,800.00	\$5,800.00	6,219.00	6,219.00
001-524-20-20-05	Benefits-Retirement	\$6,923.52	\$6,580.29	\$8,400.00	\$8,400.00	8,711.10	8,711.10
	Total	98,761.78	80,169.29	105,100.00	105,100.00	106,219.20	106,219.20

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget		
	O&M						
001-524-20-31-00	Supplies - Office & Operating	\$1,393.84	\$2,579.45	\$2,500.00	2,500.00		
001-524-20-31-01	Benefits - Clothing - Bldg	\$29.29	\$366.16	\$700.00	500.00		
001-594-24-41-01	Server Lease	\$444.00	\$185.00	\$400.00	400.00		
001-594-24-41-02	Phone Lease	\$169.73	\$44.65	\$200.00	200.00		
001-524-10-41-01	Ada Compliance Work	\$0.00	\$0.00	\$500.00	500.00		
001-524-20-31-02	Postage - Bldg	\$176.34	\$71.41	\$100.00	100.00		
001-524-20-32-01	Gasoline - Bldg	\$939.96	\$1,076.33	\$2,800.00	1,000.00		
001-524-20-32-02	Reimb - Mileage - Bldg	\$171.12	\$0.00	\$300.00	200.00		
001-524-20-32-05	Electricity & Natural Gas - Bldg	\$457.40	\$399.29	\$1,300.00	600.00		
001-524-20-35-00	Supplies - Small Tools & Equipment	\$25.00	\$0.00	\$800.00	600.00		
	Payroll Processing		\$0.00		300.00		
	Staffing Consultant		\$0.00		1,355.30		
001-524-20-41-01	IT - Computer Maintenance - Bldg	\$2,711.03	\$2,419.49	\$3,000.00	3,000.00		
001-524-20-41-02	Eng - Inspection - Dev Costs	\$126,454.67	\$84,542.05	\$60,000.00	40,000.00		
001-524-20-41-05	Training - Bldg	\$1,424.82	\$0.00	\$3,500.00	2,000.00		
001-524-20-42-00	Communication - Cell Phone - Bldg	\$1,314.63	\$940.29	\$1,500.00	1,500.00		
001-524-20-46-00	Bonds/Insurance Awc (\$205,000)	\$10,300.00	\$10,736.07	\$10,700.00	3,504.08		
001-524-20-48-01	R & M - Vehicle	\$786.74	\$1,728.32	\$2,000.00	500.00		
001-524-20-48-02	R & M - Equipment	\$0.00	\$0.00	\$600.00	600.00		
001-524-20-49-00	Contract - Plan Review - Bldg	\$9,985.00	\$300.00	\$3,000.00	1,500.00		
001-524-20-49-01	Contract - Inspections - Bldg	\$5,085.50	\$2,045.00	\$9,000.00	5,000.00		
001-524-20-49-02	Contract - Janitorial - Bldg	\$425.00	\$170.00	\$300.00	300.00		
001-524-20-49-05	Dues - Memberships/Subscriptions	\$220.00	\$1,543.70	\$500.00	1,500.00		
001-524-20-50-01	State Audit - Bldg (\$18,000)	\$840.83	\$0.00	\$0.00	900.00		
001-524-60-31-00	Publications - Bldg	\$0.00	\$0.00	\$100.00	100.00		
001-524-60-31-01	Supplies - CRS Materials	\$1,781.60	\$1,781.60	\$2,000.00	2,000.00		
	Total	165,136.50	110,928.81	105,800.00	70,659.38		
	CapEx						
	Truck Principal		\$0.00		6,900.00		

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
001-594-24-64-05	Truck Interest	\$0.00	\$0.00	\$4,500.00		1,500.00	
	Vision Permitting Software	-	-	4,500.00		9,000.00	
	Total CapEx	263,898.28	191,098.10	215,400.00		17,400.00	
	Total					194,278.58	
	Emergency Management						
001-525-10-51-00	Dues - PCEmerg Mgmt Agreement	\$6,005.25	\$6,196.50	\$11,500.00		11,500.00	
001-525-30-30-00	Supplies - Disaster Relief	\$218.05	\$241.01	\$1,000.00		1,000.00	
001-525-50-47-01	Electricity - Lahar Sirens	\$129.97	\$108.38	\$200.00		200.00	
	Emergency Evacuation Drill		\$0.00			3,500.00	
001-525-60-41-00	Services - Hazard Mitigation - Planning	\$9,458.95	\$0.00	\$500.00		1,500.00	
001-525-60-41-01	Equipment - Hazard Mitigation	\$1.80	\$0.00	\$1,000.00		1,000.00	
001-525-60-41-03	IT - Disaster Recover-Server Backup	\$8,012.00	\$7,727.57	\$5,200.00		5,200.00	
	Total	23,826.02	14,273.46	19,400.00		23,900.00	
	Animal Control						
	Salary & Benefits						
001-554-30-10-01	Salary - City Clerk	\$576.29	\$0.00	\$400.00		-	
	Accounting Clerk I		\$0.00			1,478.12	
001-554-30-10-02	Salary - Clerical 2	\$548.54	\$108.61	\$600.00		-	
001-554-30-10-03	Salary - Maint Wkr 2	\$1,515.93	\$440.75	\$1,100.00		-	
001-554-30-10-04	Salary - W/WW Oper 1	\$570.34	\$249.66	\$500.00		-	
001-554-30-10-05	Salary - Maint Wkr 1	\$475.76	\$255.73	\$500.00		-	
001-554-30-10-06	Salary - Maint Wkr 2	\$0.00	\$0.00	\$500.00		-	
001-554-30-10-07	Salary - Cashier	\$0.00	\$331.08	\$0.00		-	
001-554-30-10-08	Water/WW Operator II	\$0.00	\$137.45	\$0.00		-	
001-554-30-10-09	Public Works Supervisor	\$0.00	\$89.71	\$0.00		-	
001-554-30-20-01	Benefits - Labor & Industry	\$138.62	\$59.15	\$100.00		10.25	
001-554-30-20-02	Benefits - Medical/LTD/Life	\$947.20	\$416.79	\$1,000.00		243.10	
001-554-30-20-03	Benefits - Dental/Vision	\$78.40	\$46.11	\$100.00		52.71	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2017 Budget
001-554-30-20-04	Benefits - OASI	\$277.63	\$131.00	\$300.00
001-554-30-20-05	Benefits - Retirement	\$359.06	\$190.85	\$400.00
	Total Salary & Benefits	5,487.77	2,456.89	5,500.00
	O&M			
001-554-30-31-00	Animal Control - Kennel Costs	\$1,879.66	\$1,474.13	\$4,000.00
	Pierce County Animal Control			
	Total O&M	1,879.66	1,474.13	4,000.00
	CapEx			
001-594-24-64-06	Pickup Truck Purchase		\$0.00	\$2,900.00
	Total CapEx	-	-	-
	Total	7,367.43	3,931.02	32,062.52
	Planning & Development			
001-558-60-31-00	Supplies - Office & Operating	\$76.37	\$27.73	\$100.00
001-558-60-31-01	Salary - Hearing Examiner	\$150.00	\$997.00	\$600.00
001-558-60-31-02	Postage - Planning	\$190.67	\$120.64	\$100.00
001-558-60-31-03	Publications - Planning	\$1,825.59	\$2,273.09	\$200.00
001-558-60-41-00	Community Development	\$3,193.20	\$124.18	\$1,500.00
001-558-60-41-01	Eng - Planning & Land Use	\$21,190.06	\$13,929.65	\$7,000.00
001-558-60-41-02	Contract - Planning Consultant	\$59,097.21	\$46,130.86	\$35,000.00
001-558-60-41-03	Joint Planning With Pierce County - UGA	\$0.00	\$0.00	\$2,000.00
	Total	85,723.10	63,603.15	46,500.00
	Community Program Grants			
001-571-20-31-06	Grant - Orting Valley Senior Center	\$13,000.00	\$10,833.30	\$13,000.00
001-571-20-31-09	Grant - Daffodil Festival - Float	\$1,000.00	\$1,000.00	\$1,000.00
001-571-20-31-10	Grant - Daffodilians	\$500.00	\$826.40	\$500.00
001-571-20-31-11	Grant - Orting Historical Society	\$500.00	\$500.00	\$500.00
001-571-20-31-13	Grant - Food Bank	\$2,000.00	\$2,000.00	\$2,000.00
001-571-20-31-14	Grant - Opportunity Center	\$1,500.00	\$2,500.00	\$2,500.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
001-571-20-31-35	Grant - Farmers Market	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	2,000.00	
	Total	\$18,500.00	19,659.70	21,500.00	21,500.00	21,500.00	
	Recreation Programs						
001-571-20-31-17	Adult Softball	\$2,180.98	\$1,924.10	\$2,200.00	\$2,200.00	2,472.00	
001-571-20-31-18	Adult Basketball	\$0.00	\$0.00	\$1,000.00	\$1,000.00	-	
001-571-20-31-19	Zumba	\$794.91	\$219.33	\$1,200.00	\$1,200.00	-	
001-571-20-31-20	Youth Fast Pitch	\$0.00	\$73.44	\$0.00	\$0.00	-	
001-571-20-31-21	Dance Class	\$4,690.30	\$2,653.90	\$5,500.00	\$5,500.00	-	
001-571-20-31-22	Dance/Drill Team	\$4,091.76	\$6,039.07	\$4,100.00	\$4,100.00	-	
001-571-20-31-23	Tots Soccer	\$2,117.84	\$1,587.26	\$3,200.00	\$3,200.00	2,800.00	
001-571-20-31-24	Flag Football	\$500.97	\$0.00	\$500.00	\$500.00	-	
001-571-20-31-25	Youth Baseball	\$7,070.64	\$7,490.04	\$7,100.00	\$7,100.00	12,548.00	
001-571-20-31-26	Family Dodge Ball	\$0.00	\$0.00	\$700.00	\$700.00	700.00	
001-571-20-31-27	Art Class	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-571-20-31-28	Youth Kickball	\$0.00	\$0.00	\$500.00	\$500.00	-	
001-571-20-31-29	Fun Runs	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-571-20-31-30	Summer Fun	\$754.11	\$168.62	\$400.00	\$400.00	400.00	
001-571-20-31-31	Fitness Class	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-571-20-31-32	Youth Volleyball	\$5,203.93	\$0.00	\$600.00	\$600.00	3,730.00	
001-571-20-31-33	Karate	\$2,860.00	\$1,328.00	\$4,200.00	\$4,200.00	1,440.00	
001-571-20-31-34	Puppy/Dog Training	\$3,654.00	\$3,584.00	\$4,300.00	\$4,300.00	2,304.00	
001-571-20-44-00	Advertising - Parks & Rec	\$664.26	\$188.88	\$700.00	\$700.00	700.00	
	Total	\$34,583.70	\$25,256.64	\$36,200.00	\$36,200.00	27,094.00	
	Parks & Rec Ops						
	Salary & Benefits						
001-575-50-10-00	Salary - Parks & Recreation Director	\$38,580.66	\$32,154.02	\$39,900.00	\$39,900.00	43,698.45	
001-575-50-10-01	Salary - Part Time Help	\$930.00	\$0.00	\$0.00	\$0.00	-	
001-575-50-20-01	Benefits - Labor & Industries	\$256.12	\$179.36	\$300.00	\$300.00	256.27	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2017 Budget
001-575-50-20-02	Benefits - Medical & Ltd	\$7,768.85	\$5,964.24	\$7,800.00
001-575-50-20-03	Benefits - Dental & Vision	\$855.15	\$665.80	\$1,100.00
001-575-50-20-04	Benefits - OASI	\$3,163.36	\$2,501.00	\$3,000.00
001-575-50-20-05	Benefits - Retirement	\$3,962.66	\$3,542.78	\$4,500.00
001-575-50-20-06	Overtime - Parks & Recreation	\$2,901.28	\$1,380.63	\$1,500.00
	Total Salary & Benefits	58,418.08	46,387.83	58,100.00
	O&M			
001-571-20-31-01	Supplies - Parks & Rec	\$2,403.96	\$2,023.56	\$3,000.00
001-571-20-31-03	Pgm - Parks & Rec - Sports	\$0.00	\$12.22	\$0.00
001-571-20-31-04	Pgm - Parks & Rec - Movies Park	\$326.44	\$400.00	\$300.00
001-575-21-50-01	State Audit (\$18,000) Recr	\$904.29	\$0.00	\$0.00
001-575-50-31-01	Supplies - Office & Operating	\$2,120.01	\$905.33	\$500.00
001-575-50-31-02	Postage - Parks & Rec	\$64.99	\$28.95	\$300.00
	Payroll Processing		\$0.00	200.00
001-575-50-41-03	IT - Computer Maintenance	\$2,711.01	\$2,281.13	\$2,800.00
001-575-50-42-01	Comm - Phone/Internet	\$0.00	\$0.00	\$600.00
001-575-50-48-01	R & M - Shed	\$628.95	\$0.00	\$500.00
001-575-50-48-02	R & M - Vehicle	\$76.79	\$109.35	\$300.00
001-575-50-48-03	ADA Compliance Work	\$0.00	\$0.00	\$500.00
001-575-50-49-02	Trng - Parks & Rec Training	\$0.00	\$25.00	\$800.00
001-576-80-31-00	Supplies - Park Operating	\$0.00	\$0.00	\$0.00
001-576-80-32-00	Gasoline Parks & Rec	\$0.00	\$0.00	\$0.00
001-576-80-48-00	R&M - Park/Park Facilities	\$0.00	\$0.00	\$0.00
001-576-80-48-01	R&M - Park Equipment	\$0.00	\$0.00	\$0.00
001-576-80-48-02	R&M - Park Vehicle	\$0.00	\$0.00	\$0.00
001-576-80-48-05	Service - Waste Hauling	\$0.00	\$0.00	\$0.00
001-594-76-75-01	Phone System Lease - Parks & Rec	\$0.00	\$44.70	\$200.00
001-594-76-75-06	Capout - City Hall Server Lease - P&R	\$0.00	\$60.00	\$200.00
	Total O&M	9,236.44	5,890.24	9,500.00
	Total	\$67,654.52	\$52,278.07	\$74,328.06

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget		Budget
Library and MPS Facilities Exp.							
001-575-50-32-00	Natural Gas - MPC	\$0.00	\$0.00	\$100.00		100.00	
001-575-50-41-01	Contract - Janitorial - MPC Library	\$0.00	\$0.00	\$4,100.00		4,100.00	
001-575-50-41-02	Contract - Floor Cleaning	\$0.00	\$500.00	\$500.00		2,000.00	
001-575-50-47-01	Electricity - MPC	\$7,936.86	\$7,611.23	\$9,200.00		9,200.00	
	Curtain Cleaning		\$0.00			1,000.00	
	MPC Tables and Chairs		\$0.00			2,300.00	
001-575-50-48-00	R & M - MPC	\$2,517.33	\$1,278.14	\$7,000.00		35,000.00	
	Total	\$10,454.19	\$9,389.37	\$20,900.00		53,700.00	
Misc.							
001-511-20-49-00	Dues - Assoc of Wa Cities (AWC)	\$4,411.00	\$4,597.00	\$4,600.00		4,782.00	
001-511-20-49-01	Dues - Puget Sound Regional Council	\$1,896.00	\$2,315.70	\$1,900.00		1,985.00	
001-511-20-49-03	Dues - Orting Chamber of Commerce	\$133.35	\$0.00	\$200.00		200.00	
001-511-20-49-04	Dues - Pierce County Regional Council	\$330.70	\$0.00	\$400.00		400.00	
001-511-20-49-05	Dues - Pierce County Cities & Towns	\$50.00	\$50.00	\$100.00		100.00	
001-511-20-49-08	Fees - PEG, Cable, TV	\$2,340.21	\$0.00	\$0.00		-	
	Homelessness		\$0.00			1,000.00	
001-514-23-41-11	Dues - Rainier Cable Commission	\$6,142.47	\$8,640.32	\$8,000.00		8,000.00	
001-514-40-41-20	Voter Costs - Pierce County Auditor	\$13,883.75	\$25,569.00	\$12,500.00		12,500.00	
001-514-50-53-00	Tax - Surface Water	\$0.00	\$26.42	\$100.00		100.00	
001-514-60-50-00	Tax - Surface Water	\$20.12	\$0.00	\$0.00		-	
001-517-78-20-00	Unemployment Compensation	\$10,729.05	\$0.00	\$1,000.00		1,000.00	
001-519-79-53-00	Tax - Excise Tax	\$1,401.22	\$2,109.33	\$2,500.00		2,500.00	
001-531-70-51-00	Fees - Puget Sound Clean Air Agency	\$2,610.00	\$1,905.50	\$4,200.00		4,255.00	
001-538-40-47-00	Fees - PEG, Cable, TV	\$0.00	\$4,174.44	\$4,000.00		4,000.00	
001-539-20-50-01	Tax - Noxious Weeds	\$204.97	\$175.02	\$200.00		200.00	
001-541-69-40-01	Golf Cart Licensing	\$0.00	\$27.20	\$0.00		10.00	
001-566-00-51-00	Tax - Alcohol Program Tax - To P.C.	\$1,620.93	\$1,439.64	\$1,800.00		1,800.00	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
001-576-80-53-00	Fees - State Forest Protection	\$107.40	\$0.00	\$0.00	\$0.00	-	-
001-586-00-01-00	Building Code Fee - To State	\$288.00	\$450.00	\$450.00	\$0.00	500.00	500.00
001-586-00-08-00	Peg Fee - AT&T Cable	\$3,448.71	\$4,174.44	\$4,174.44	\$0.00	-	-
001-597-22-00-01	To Fund #201 - PSB Bond	\$103,000.00	\$85,833.40	\$85,833.40	\$103,000.00	103,000.00	103,000.00
001-597-76-00-00	Transfer to Parks O&M	\$14,000.00	\$0.00	\$0.00	\$0.00	-	-
	Total	166,617.88	141,487.41	141,487.41	144,500.00	146,332.00	146,332.00
	Total General Fund	3,231,951.06	2,651,582.58	3,195,000.00	3,195,000.00	3,301,148.86	3,301,148.86

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget		
General Fund							
001-308-00-00-00	Beginning Net Cash & Invest.	\$0.00	\$0.00	\$0.00	\$0.00	1,965,095.15	
001-308-80-00-00	Unreserved	\$0.00	\$0.00	\$0.00	\$0.00		
001-311-10-01-00	Tax - Real & Personal Property	\$768,436.61	\$463,824.32	\$833,400.00	\$833,400.00	942,618.46	
001-313-11-00-00	Tax - Retail Sales & Use	\$574,511.49	\$512,766.55	\$580,000.00	\$580,000.00	600,000.00	
001-313-11-00-01	Tax - Parks & Rec Sales	\$0.00	\$250.12	\$100.00	\$100.00	100.00	
001-313-71-00-00	Criminal Justice - Low Pop	\$110,598.71	\$100,058.73	\$100,000.00	\$100,000.00	105,000.00	
001-316-41-00-00	Tax - B&O Utility - Electricity	\$210,800.44	\$234,758.29	\$230,000.00	\$230,000.00	230,000.00	
001-316-43-00-00	Tax - B&O Utility - Natural Gas	\$111,452.79	\$106,131.68	\$125,000.00	\$125,000.00	125,000.00	
001-316-46-00-00	Tax - B&O Telecom - Cable	\$113,868.12	\$124,776.65	\$123,000.00	\$123,000.00	123,000.00	
001-316-47-00-00	Tax - B&O Telecom - Telephone/Cell Phone	\$153,462.44	\$109,225.73	\$160,000.00	\$160,000.00	142,400.00	
	City Utility Tax 2.5%		\$0.00			103,337.50	
001-316-81-00-00	Tax - Punch Board And Pull Tabs	\$25,505.93	\$47,631.34	\$25,000.00	\$25,000.00	20,000.00	
001-316-81-01-00	Tax - Punch Board And Pull Tabs Penalty	\$0.00	\$14,600.13	\$0.00	\$0.00	2,500.00	
001-321-91-00-00	Fee - Franchise - Comcast	\$87,904.43	\$96,450.79	\$80,000.00	\$80,000.00	95,000.00	
001-321-99-00-00	Licenses - Business & Permits	\$17,730.00	\$15,500.00	\$16,500.00	\$16,500.00	15,000.00	
001-321-99-00-01	License - One Day Business	\$225.00	\$200.00	\$200.00	\$200.00	200.00	
001-322-10-01-00	Permits - Building	\$117,828.65	\$168,925.50	\$120,000.00	\$120,000.00	150,000.00	
001-322-10-02-00	Permits - Plumbing	\$16,686.77	\$25,078.15	\$17,600.00	\$17,600.00	22,000.00	
001-322-10-03-00	Permits - Fence	\$490.00	\$545.00	\$600.00	\$600.00	600.00	
001-322-10-04-00	Permits - Mechanical	\$19,551.51	\$26,812.16	\$17,600.00	\$17,600.00	24,000.00	
001-322-10-06-00	Permits - Fireworks	\$410.00	\$300.00	\$400.00	\$400.00	400.00	
001-322-10-07-00	Fees - Passports	\$5,350.00	\$8,735.00	\$4,500.00	\$4,500.00	8,000.00	
001-322-10-08-00	Permits - Backflow	\$375.00	\$2,325.00	\$0.00	\$0.00		
001-322-30-00-00	Licenses - Animal	\$5,715.00	\$5,130.00	\$6,500.00	\$6,500.00	-	
001-322-40-01-00	Permits - Street Opening/Closing	\$5,905.16	\$5,466.51	\$5,000.00	\$5,000.00	5,000.00	
001-322-90-01-00	Permits - Concealed Weapons	\$794.00	\$0.00	\$0.00	\$0.00	-	
001-322-90-02-00	Permits - Land Use Variance	\$1,000.00	\$1,500.00	\$500.00	\$500.00	500.00	
001-322-90-03-00	Fees - Short Plats	\$0.00	\$0.00	\$700.00	\$700.00	700.00	
001-322-90-04-00	Fees - Boundary Line Adjustments	\$150.00	\$0.00	\$500.00	\$500.00	500.00	
001-322-90-05-01	Subdivision Final Plat Application	\$3,500.00	\$1,500.00	\$1,500.00	\$1,500.00	1,500.00	
001-322-90-07-00	Permits - Conditional Use	\$0.00	\$0.00	\$500.00	\$500.00	500.00	
001-322-90-08-00	Permits - Special Use	\$0.00	\$0.00	\$200.00	\$200.00	200.00	

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget	Budget	
001-322-90-09-00	Permits - Orling Valley Market Vendors	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-322-90-11-00	Fees - Golf Cart Registration	\$135.00	\$90.00	\$100.00	\$100.00	100.00	
001-334-04-20-00	GMA Comp P/Plan Update Grant	\$1,800.00	\$0.00	\$0.00	\$0.00	-	
001-336-00-98-00	Shared - City Assistance	\$83,893.72	\$54,774.07	\$90,000.00	\$90,000.00	85,000.00	
001-336-06-21-00	Shared - CJ - Violent Crimes/pop.	\$1,887.83	\$2,007.91	\$2,000.00	\$2,000.00	2,000.00	
001-336-06-26-00		\$6,916.98	\$7,320.87	\$7,000.00	\$7,000.00	7,000.00	
001-336-06-51-00	Shared - DUI/Other Crim Just. Asst	\$1,070.31	\$1,136.63	\$1,500.00	\$1,500.00	1,500.00	
001-336-06-94-00	Shared - Liquor/beer Excise	\$19,234.79	\$34,012.62	\$17,000.00	\$17,000.00	33,000.00	
001-336-06-95-00	Shared - Liquor Profits	\$61,905.69	\$47,112.60	\$65,000.00	\$65,000.00	65,000.00	
001-341-33-02-00	Rev - Warrant Costs	\$3,852.68	\$5,227.76	\$5,500.00	\$5,500.00	5,500.00	
001-341-33-03-00	Rev - Deferred Prosecution Costs	\$142.78	\$326.80	\$600.00	\$600.00	600.00	
001-341-33-06-00	Fees - Fee - IT Time Pay/Court	\$550.17	\$920.11	\$1,000.00	\$1,000.00	1,000.00	
001-341-43-00-00	Fees - Credit Card/Debit Card	\$282.00	\$408.69	\$800.00	\$800.00	800.00	
001-341-62-00-01	Fees - Court Copies/Tape	\$3.34	\$13.64	\$0.00	\$0.00	-	
001-341-62-00-05	City Standards Copies	\$58.35	\$8.35	\$100.00	\$100.00	100.00	
001-341-93-00-00	Reimb - Library	\$4,839.39	\$4,573.49	\$5,600.00	\$5,600.00	5,600.00	
001-341-95-00-00	Court Legal Services	\$0.00	\$0.00	\$100.00	\$100.00	100.00	
001-342-10-00-00	Reimb - SRO - School District	\$49,900.00	\$59,000.00	\$59,000.00	\$59,000.00	59,000.00	
001-342-33-00-00	Fees - Adult Probation	\$0.00	\$150.00	\$0.00	\$0.00	-	
001-342-33-06-00	Fees - Record Check	\$5,056.83	\$21,319.67	\$15,000.00	\$15,000.00	20,000.00	
001-342-33-07-00	Fees - Sentence Compliance-Probation	\$11,451.23	\$8,242.02	\$11,400.00	\$11,400.00	11,400.00	
001-342-36-00-00	Fees - HSNB/MNTR PRSNR	\$250.00	\$663.72	\$200.00	\$200.00	200.00	
001-342-37-00-00	Booking Fees	\$80.37	\$66.94	\$0.00	\$0.00	-	
001-342-38-01-00	Fees - PreTrial Supervision	\$2,108.00	\$1,940.00	\$2,300.00	\$2,300.00	2,300.00	
001-342-50-00-00	Fees - DUI Emergency Response	\$0.00	\$346.50	\$0.00	\$0.00	-	
001-343-19-01-00	Permit - Grade & Fill	\$0.00	\$0.00	\$500.00	\$500.00	500.00	
001-344-20-01-00	Gravel	\$45.00	\$195.00	\$0.00	\$0.00	-	
001-345-83-00-00	Fees - Plan Review/Inspections	\$75,215.95	\$111,512.90	\$70,000.00	\$70,000.00	100,000.00	
001-345-83-01-00	Fees - Expedited Plan Review	\$600.00	\$0.00	\$1,500.00	\$1,500.00	1,500.00	
001-345-83-02-00	Fees - Energy Review	\$1,470.00	\$2,012.00	\$1,500.00	\$1,500.00	1,500.00	
001-345-83-03-00	Fees - Architectural Design Application	\$550.00	\$0.00	\$200.00	\$200.00	200.00	
001-345-83-04-00	Fees - SEPA Review	\$0.00	\$0.00	\$3,000.00	\$3,000.00	3,000.00	
001-345-83-05-00	Fees - Eng. - Plan Review/inspection	\$144,992.71	\$96,890.18	\$50,000.00	\$50,000.00	50,000.00	

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget	Budget	
001-345-83-06-00	Fees - Building Inspect/re-inspect	\$3,854.50	\$910.00	\$1,500.00	\$1,500.00	1,500.00	
001-345-83-07-00	Fees - Developers Utility Extension Application	\$0.00	\$12,473.00	\$10,000.00	\$10,000.00	5,000.00	
001-345-83-08-00	Fees - Shoreline Development Permit	\$0.00	\$100.00	\$0.00	\$0.00	-	
001-345-83-09-00	Fees - Building Fines	\$0.00	\$250.00	\$0.00	\$0.00	-	
001-347-60-01-01	Dance Class	\$5,560.00	\$6,115.00	\$6,000.00	\$6,000.00	-	
001-347-60-01-02	Dance/Drill Team	\$5,909.40	\$7,472.36	\$2,500.00	\$2,500.00	-	
001-347-60-01-03	Karate	\$3,367.54	\$1,840.00	\$4,300.00	\$4,300.00	1,800.00	
001-347-60-01-04	Tots Soccer	\$4,952.45	\$3,878.21	\$4,200.00	\$4,200.00	3,200.00	
001-347-60-01-05	Flag Football	\$1,136.36	\$0.00	\$1,300.00	\$1,300.00	-	
001-347-60-01-06	Youth Baseball	\$11,198.93	\$12,642.98	\$16,000.00	\$16,000.00	12,580.00	
001-347-60-01-07	Family Dodge Ball	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-347-60-01-08	Art Class	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-347-60-01-09	Youth Kickball	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-347-60-01-10	Fun Runs	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-347-60-01-11	Summer Fun	\$560.95	(\$100.00)	\$400.00	\$400.00	-	
001-347-60-01-12	Puppy/Dog Training (non-tax)	\$4,590.90	\$3,630.00	\$4,500.00	\$4,500.00	2,880.00	
001-347-60-05-01	Adult Softball	\$3,546.30	\$2,573.52	\$3,000.00	\$3,000.00	2,800.00	
001-347-60-05-02	Adult Basketball	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-347-60-05-03	Zumba	\$875.36	\$275.36	\$6,700.00	\$6,700.00	-	
001-347-60-05-04	Youth Fast Pitch	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-347-60-05-05	Youth Volleyball	\$3,067.55	\$3,053.36	\$6,000.00	\$6,000.00	4,000.00	
001-347-60-05-06	Fitness Class	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-347-90-00-00	Fees - NSF & Charges	\$40.00	\$0.00	\$100.00	\$100.00	100.00	
001-352-30-00-00	Fines - Mandatory Insurance Costs	\$1,601.86	\$3,511.86	\$2,500.00	\$2,500.00	2,500.00	
001-353-10-00-00	Fines - Traffic Infract Prior To 07/03	\$437.63	\$205.50	\$100.00	\$100.00	100.00	
001-353-10-01-00	Fines - School Safety Zone	\$0.00	\$0.00	\$2,000.00	\$2,000.00	2,000.00	
001-353-10-02-00	Fines - Traffic Infract After 07/03	\$835.05	\$217.09	\$1,000.00	\$1,000.00	500.00	
001-353-10-03-00	Fines - Traffic Infract	\$21,524.23	\$8,253.08	\$40,000.00	\$40,000.00	10,000.00	
001-353-10-04-00	Legis Assmnt	\$1,935.30	\$4,141.80	\$2,000.00	\$2,000.00	2,000.00	
001-353-10-05-00	Traffic INF	\$2,034.49	\$26,696.18	\$0.00	\$0.00	30,000.00	
001-353-70-00-00	Non-Traffic Infractions	\$0.00	\$42.26	\$0.00	\$0.00	-	
001-353-70-04-00	Other Infractions	\$93.15	\$0.00	\$300.00	\$300.00	300.00	
001-353-70-13-00	Other Infract	\$0.00	\$2,894.64	\$0.00	\$0.00	-	

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget	Budget	
001-354-00-00-00	Fines - Parking Infractions	\$275.00	\$0.00	\$100.00	100.00	100.00	
001-354-00-03-00	Parking Infractions	\$175.00	\$350.00	\$500.00	500.00	500.00	
001-354-00-07-00	Fines - Handicapped Parking Infraction	\$375.03	\$0.00	\$500.00	500.00	500.00	
001-355-20-00-00	Fines - DUI	\$2,697.38	\$2,185.83	\$1,700.00	1,700.00	1,700.00	
001-355-20-01-00	DUI - DP Acct	\$902.45	\$724.40	\$500.00	500.00	500.00	
001-355-20-03-00	CRI CNV Fee DUI	\$41.85	\$68.16	\$0.00	-	-	
001-355-80-00-00	Fines - Crim Traffic Misd To 7/03	\$168.78	\$0.00	\$200.00	200.00	200.00	
001-355-80-01-00	Fines - Crim Traffic Misd After 7/03	\$6,494.90	\$6,174.14	\$6,000.00	8,000.00	8,000.00	
001-355-80-02-00	Criminal Conv Traffic Fee	\$943.78	\$985.46	\$1,000.00	1,000.00	1,000.00	
001-356-50-03-00	City Drug Buy Fund	\$248.69	\$24.97	\$200.00	200.00	200.00	
001-356-90-02-00	Fines - Animal Violations	\$2,315.00	\$1,320.00	\$200.00	200.00	200.00	
001-356-90-04-00	Fines - Crim. Non-Traffic After 7/03	\$2,546.08	\$686.93	\$1,500.00	1,500.00	1,500.00	
001-356-90-08-00	Fines - Domestic Violence	\$17.69	\$438.56	\$200.00	200.00	200.00	
001-356-90-14-00	Fee - Conv Fee CN 1/13	\$609.73	\$643.87	\$500.00	500.00	500.00	
001-357-30-00-00	Reimb - Criminal Costs Recouped	\$0.00	\$0.00	\$300.00	300.00	300.00	
001-357-33-00-00	Reimb - Public Defense Cost	\$2,421.46	\$2,311.83	\$4,000.00	4,000.00	4,000.00	
001-359-00-00-01	Animal License Late Penalty	\$0.00	\$2,205.00	\$0.00	-	-	
001-361-11-00-00	Int - Investment Interest Earned	\$3,238.76	\$9,520.45	\$2,500.00	8,000.00	8,000.00	
001-361-40-00-00	Int - Sales & Use Tax	\$289.39	\$375.28	\$100.00	100.00	100.00	
001-361-40-01-00	Int - Court Collections	\$1,480.19	\$1,617.43	\$2,000.00	2,000.00	2,000.00	
001-361-40-03-00	Court Current Expense	\$1,480.19	\$1,617.43	\$2,000.00	2,000.00	2,000.00	
001-361-40-04-00	Int - Property Tax	\$84.70	\$135.44	\$0.00	-	-	
001-362-30-00-00	Parking Permits	\$6,020.00	\$1,540.00	\$0.00	3,500.00	3,500.00	
001-362-40-00-00	Rental - Multi-Purpose Center	\$2,030.00	\$3,530.00	\$1,500.00	2,000.00	2,000.00	
001-362-40-03-00	Lease - Chamber Office	\$480.00	\$600.00	\$500.00	500.00	500.00	
001-362-40-04-00	Fees - Special Events	\$2,385.00	\$1,805.00	\$600.00	600.00	600.00	
001-362-40-05-00	Lease - Fire Station	\$144,001.00	\$108,333.30	\$130,000.00	130,000.00	130,000.00	
001-365-00-00-00	Misc - Cash Till	\$0.00	\$0.00	\$0.00	-	-	
001-367-00-04-00	Animal Control Donation	\$25.00	\$0.00	\$0.00	-	-	
001-369-10-00-00	Sale of Surplus Items	\$50.00	\$0.00	\$0.00	-	-	
001-369-81-01-00	Cash Overage & Shortage	\$0.50	(\$69.00)	\$0.00	-	-	
001-369-81-02-00	Cash Overage & Shortage Court	\$10.84	\$0.00	\$0.00	-	-	
001-369-90-00-00	Misc - Revenue	\$0.00	\$1,940.26	\$1,000.00	1,000.00	1,000.00	

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	To Date	Budget	Budget	Budget
001-369-90-01-00	Cellular Phone Reimb.	\$0.00	\$7.20	\$100.00	\$100.00	100.00	
001-369-90-03-00	Fees - Court NSF	\$0.00	\$25.00	\$0.00	\$0.00	-	
001-369-90-05-00	Parking Permits	\$0.00	\$0.00	\$5,500.00	\$5,500.00	-	
001-386-00-00-01	Parks and Rec Sales Tax	\$665.39	\$50.00	\$0.00	\$0.00	-	
001-386-00-01-00	State Building Code Fees	\$306.00	\$414.00	\$0.00	\$0.00	-	
001-386-00-02-00	State Share Ccw's	\$824.00	\$0.00	\$0.00	\$0.00	-	
001-386-00-03-00	Facilities Deposits	\$0.00	\$0.00	\$0.00	\$0.00	-	
001-386-00-04-00	Ccw Fingerprint Costs	\$407.00	\$0.00	\$0.00	\$0.00	-	
001-386-00-07-00	Peg Fees - Comcast	\$3,335.78	\$4,253.16	\$0.00	\$0.00	-	
001-386-12-00-00	Crime Victims	\$901.95	\$1,312.19	\$0.00	\$0.00	-	
001-386-83-09-00	JIS Trauma	\$803.82	\$6,037.51	\$0.00	\$0.00	-	
001-386-83-33-00	Legis Assmt	\$7.68	\$0.00	\$0.00	\$0.00	-	
001-386-97-05-00	Local/JIS Account	\$12.33	\$16.02	\$0.00	\$0.00	6,000.00	
001-386-97-06-00	Local/JIS Acct	\$0.00	\$2.66	\$0.00	\$0.00	-	
001-386-99-07-00	SCH SCHOOL SPD	\$198.44	\$1,694.02	\$0.00	\$0.00	-	
001-389-00-03-00	Healthcare Savings Account	\$526.42	\$0.00	\$0.00	\$0.00	-	
001-397-00-03-00	Transfer In-From Skinner Fund	\$750.00	\$0.00	\$4,000.00	\$4,000.00	4,000.00	
	Total	\$3,098,214.32	\$2,796,716.82	\$3,141,800.00	\$3,141,800.00	\$3,435,415.96	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2017 Budget
Streets Fund				
101-508-00-00-00	Ending Cash & Investments	\$0.00		\$120,800.00
101-508-10-00-00	Capital Asset Reserve Beg	\$0.00		\$19,200.00
101-508-10-00-01	Capital Asset Reserve Ending Balance	\$0.00		\$0.00
Salary & Benefits				
Salary Streets				
101-542-30-10-02	Salary - Maintenance Worker I	\$4,279.12	\$4,591.01	\$14,900.00
101-542-30-10-05	Overtime - Streets	\$753.76	\$486.39	\$1,000.00
101-542-30-10-06	Salary - Public Works Director	\$4,341.18	\$4,250.96	\$5,300.00
101-542-30-10-07	Salary - Public Works Supervisor	\$2,924.15	\$1,225.60	\$2,200.00
101-542-30-10-08	Salary - Maintenance Worker II	\$14,986.83	\$6,046.80	\$27,000.00
101-542-30-10-11	Salary - W/WW Operator II	\$1,745.89	\$910.82	\$1,700.00
101-542-30-10-12	Salary - W/WW Operator 1	\$1,884.75	\$7,383.54	\$4,300.00
101-542-90-10-00	Salary - City Administrator	\$4,914.87	\$3,167.41	\$4,000.00
101-542-90-10-01	City Treasurer	\$1,118.18	\$926.89	\$1,100.00
101-542-90-10-02	Salary - City Clerk	\$1,603.07	\$1,176.18	\$1,600.00
101-542-90-10-06	Salary - Clerical II	\$2,741.91	\$1,150.25	\$2,300.00
101-542-90-10-07	Salary - Senior Accountant	\$0.00	\$1,558.56	\$1,900.00
101-542-30-20-01	Benefits - Labor & Industries	\$1,366.70	\$1,068.16	\$2,700.00
101-542-30-20-02	Benefits - Mdical & Ltd	\$9,979.93	\$9,245.30	\$16,400.00
101-542-30-20-03	Benefits - Dental & Vision	\$938.55	\$847.67	\$1,700.00
101-542-30-20-04	Benefits - OASI	\$3,145.13	\$2,745.06	\$5,000.00
101-542-30-20-05	Benefits-Retirement	\$4,126.49	\$3,977.94	\$7,300.00
	Total Salary & Benefits	60,850.51	50,758.54	100,400.00
O&M				
101-542-30-31-00	Supplies - Office & Operating	\$439.29	\$296.93	\$800.00
101-542-30-31-02	Benefits - Clothing - Streets	\$0.00	\$0.00	\$800.00
101-542-30-32-00	Gasoline - Streets	\$1,140.88	\$862.12	\$1,100.00
101-542-30-32-01	Diesel - Streets	\$0.00	\$127.69	\$1,200.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
101-542-30-35-00	Supplies - Small Tools	\$114,31	\$42.42	\$500.00	\$500.00	500.00	500.00
	Payroll Processing		\$0.00		300.00	300.00	300.00
	Staffing Consultant		\$0.00		1,142.71	1,142.71	1,142.71
101-542-30-41-01	Eng - On Call	\$8,865.01	\$15,068.00	\$10,000.00	\$10,000.00	10,000.00	10,000.00
101-539-20-50-01	Tax - Noxious Weeds - Property	\$112.13	\$112.13	\$100.00	\$100.00	200.00	200.00
101-542-30-41-02	State Audit - (\$18,000)	\$1,745.43	\$0.00	\$0.00	\$0.00	1,800.00	1,800.00
101-542-30-41-03	One-Call Services	\$0.00	\$0.00	\$200.00	\$200.00	200.00	200.00
101-542-30-41-04	IT - Computer Maintenance	\$1,489.37	\$1,301.11	\$1,600.00	\$1,600.00	1,600.00	1,600.00
101-542-30-41-05	Legal - Attorney Fees - Streets	\$854.40	\$1,111.18	\$500.00	\$500.00	900.00	900.00
101-542-30-41-07	Eng - City Utility Mapping	\$0.00	\$0.00	\$4,000.00	\$4,000.00	4,000.00	4,000.00
101-542-30-41-08	Eng - Grant Writing	\$0.00	\$0.00	\$4,000.00	\$4,000.00	4,000.00	4,000.00
101-542-30-41-10	Web Site Maintenance/Hosting	\$0.00	\$0.00	\$100.00	\$100.00	100.00	100.00
101-542-30-41-11	Eng - Grant Writing - Pedestrian Evac Bridge	\$0.00	\$0.00	\$5,000.00	\$5,000.00	5,000.00	5,000.00
101-542-30-41-12	ADA Compliance Plan	\$0.00	\$0.00	\$2,500.00	\$2,500.00	2,500.00	2,500.00
101-542-30-41-13	Eng - Transportation Master Plan	\$0.00	\$4,062.50	\$50,000.00	\$50,000.00	50,000.00	50,000.00
101-542-30-44-00	Advertising - Streets	\$176.51	\$0.00	\$0.00	\$0.00	200.00	200.00
101-542-30-46-00	Bonds/Insurance - AWC	\$10,400.00	\$10,840.30	\$10,900.00	\$10,900.00	3,049.69	3,049.69
101-542-30-48-02	R&M - Roads/Streets	\$3,866.93	\$2,219.05	\$5,000.00	\$5,000.00	5,000.00	5,000.00
101-542-30-48-04	R&M - Equipment	\$7,198.30	\$2,130.09	\$4,000.00	\$4,000.00	3,500.00	3,500.00
101-542-30-48-05	Underground Pollution Removal	\$600.00	\$413.34	\$1,000.00	\$1,000.00	1,000.00	1,000.00
	Work Order Management		\$0.00		\$1,200.00	1,200.00	1,200.00
101-542-30-48-06	Service - Waste Removal	\$819.20	\$246.06	\$1,500.00	\$1,500.00	1,000.00	1,000.00
101-542-30-48-07	R&M Sidewalks	\$7,063.50	\$7,594.07	\$7,000.00	\$7,000.00	8,500.00	8,500.00
101-542-30-48-08	R&M Tree Maintenance	\$0.00	\$0.00	\$1,500.00	\$1,500.00	1,000.00	1,000.00
101-542-30-48-09	RFP For Vehicle Maintenance	\$0.00	\$0.00	\$200.00	\$200.00	-	-
101-542-30-49-00	Miscellaneous	\$203.27	\$0.00	\$0.00	\$0.00	-	-
101-542-30-53-01	Tax - Excise Tax	\$0.00	\$0.55	\$100.00	\$100.00	100.00	100.00
101-542-63-47-01	Electricity - City Shop	\$226.80	\$180.23	\$400.00	\$400.00	300.00	300.00
101-542-63-47-03	Electricity - Street Lights	\$63,235.56	\$57,163.62	\$64,000.00	\$64,000.00	68,000.00	68,000.00
101-542-64-48-00	Traffic Services- Striping	\$2,950.09	\$0.00	\$3,800.00	\$3,800.00	3,500.00	3,500.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
101-542-64-48-01	Crosswalk & Stop Sign Line Torch Downs	\$0.00	\$81.58	\$1,300.00		2,500.00	
101-542-64-49-00	Traffic Services - Signs	\$5,725.09	\$2,283.66	\$3,500.00		3,500.00	
101-542-64-49-01	Traffic Services - Paint	\$2,179.74	\$1,971.61	\$3,000.00		3,000.00	
101-542-66-49-00	Traffic Services - Snow & Ice	\$0.00	\$0.00	\$500.00		500.00	
101-542-90-40-01	Bank Fees	\$0.00	\$25.60	\$0.00		-	
101-584-00-00-00	Investment Purchase		\$0.00	\$0.00		-	
101-594-42-41-01	Server Lease	\$127.65	\$60.00	\$0.00		-	
101-594-42-41-02	Phone Lease	\$144.00	\$44.65	\$0.00		-	
	Total O&M	119,677.46	108,238.49	189,800.00		191,992.40	
	CapEx						
101-594-42-63-03	Capout - Sidewalk Program	\$676.74	\$565.65	\$5,000.00		5,000.00	
101-594-42-63-06	Capout - SR162 Lighting Upgrade at Crosswalk	\$0.00	\$0.00	\$2,400.00		1,300.00	
101-594-42-63-07	Capout - Street Lights VanScyoc	\$8,936.38	\$7,548.69	\$0.00		-	
101-594-42-63-15	Cross Walk Lights - Callistoga	\$0.00	\$583.17	\$0.00		-	
101-594-42-64-01	Capout - Equip - Traffic Devices	\$0.00	\$0.00	\$100.00		100.00	
101-594-42-64-24	Alarm System (\$6,500)	\$0.00	\$0.00	\$500.00		500.00	
101-594-42-64-25	Capout - New Pickup (\$19,000)	\$1,282.34	\$0.00	\$0.00		-	
101-594-42-64-26	Capout - Gator (\$7,500) (REET)	\$1,100.00	\$0.00	\$0.00		-	
101-594-42-64-30	Truck Safety Lights	\$0.00	\$0.00	\$100.00		100.00	
101-594-42-64-31	Capout - Capital Asset Maintenance Software	\$0.00	\$0.00	\$100.00		100.00	
101-594-42-75-01	Phone System Lease - Streets	\$0.00	\$44.65	\$200.00		200.00	
101-594-42-75-41	Capout - Server Lease - Streets	\$0.00	\$60.00	\$500.00		500.00	
101-594-44-41-06	ADA Self Assessment	\$0.00	\$0.00	\$1,000.00		500.00	
101-594-44-61-01	Small Dump Truck	\$0.00	\$0.00	\$2,400.00		-	
101-594-44-61-02	Vac Trailer	\$0.00	\$0.00	\$900.00		-	
101-594-44-61-03	Flat Bed Truck	\$0.00	\$24.48	\$2,300.00		-	
101-594-44-61-04	New BARS Number	\$0.00	\$0.00	\$1,200.00		-	
101-594-44-61-05	Misc Cap. Equip. Expense	\$0.00	\$0.00	\$300.00		-	
101-594-44-61-06	Small Backhoe	\$0.00	\$0.00	\$1,000.00		-	
	Electronic Speed Sign		\$0.00			4,000.00	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
	Backpack Blower		\$0.00		200.00		200.00
	Wire Feed Welder		\$0.00		100.00		100.00
	Message Board		\$0.00		2,000.00		2,000.00
	Computer Station		\$0.00		500.00		500.00
101-594-76-10-02	Wages - Maint Worker I	\$0.00	\$0.00	\$300.00	300.00		300.00
101-594-76-10-03	Wages - Maint Worker II	\$0.00	\$0.00	\$300.00	300.00		300.00
101-595-10-40-01	Eng - Project Management	\$0.00	\$9,897.13	\$16,800.00	5,000.00		5,000.00
101-595-10-40-02	Eng - Topographic Survey	\$0.00	\$310.05	\$3,100.00	3,100.00		3,100.00
101-595-10-40-03	Survey Equipment Public	\$0.00	\$0.00	\$100.00	100.00		100.00
101-595-20-60-01	Right of Way Acquisition	\$0.00	\$4,133.75	\$12,000.00	-		-
101-595-30-41-02	Eng - Design of Left Turn Lane (REET)	\$112,893.95	\$70,675.14	\$63,000.00	10,000.00		10,000.00
101-595-30-41-03	SR162 Improvement Study (REET)	\$0.00	\$0.00	\$10,000.00	10,000.00		10,000.00
101-595-30-41-04	Trail Safety at Intersection Project	\$0.00	\$0.00	\$1,500.00	1,500.00		1,500.00
101-595-30-60-01	Sanitary Sewer Force Main	\$0.00	\$4,895.91	\$17,200.00	17,200.00		17,200.00
101-595-30-60-02	Water Main o Rocky Road NE	\$0.00	\$0.00	\$13,200.00	13,200.00		13,200.00
101-595-30-60-03	Private Utility Coordination	\$0.00	\$0.00	\$8,500.00	8,500.00		8,500.00
101-595-90-40-02	Applied Professional Services	\$0.00	\$0.00	\$600.00	600.00		600.00
101-595-90-40-03	In-house Copies	\$0.00	\$0.00	\$100.00	100.00		100.00
101-595-90-40-04	Milage	\$0.00	\$0.00	\$200.00	200.00		200.00
101-595-90-50-05	State Review and Coordination Fee	\$0.00	\$0.00	\$25,000.00	25,000.00		25,000.00
101-595-90-60-01	Permitting	\$0.00	\$0.00	\$5,200.00	5,200.00		5,200.00
	Total CapEx	\$124,889.41	\$98,738.62	\$195,100.00	\$115,400.00		
	Transfers & Debt Service						
101-597-44-00-01	To Fund #412 Utility Land	\$5,000.00	\$4,170.00	\$5,000.00	5,000.00		5,000.00
	2016 Vehicle Purchase (P)				7,224.23		7,224.23
	2016 Vehicle Purchase (i)				297.26		297.26
	Total Transfers & Debt Service	5,000.00	4,170.00	5,000.00	12,521.49		12,521.49
	Total	\$310,417.38	\$261,905.65	\$490,300.00	\$397,757.16		

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget		Budget
Streets							
101-308-00-00-00	Beginning Cash & Invest.	\$0.00		\$0.00		348,808.16	
101-318-34-00-01	Real Estate Excise Tax	\$128,492.02	\$150,980.85	\$110,000.00		125,000.00	
101-333-00-00-10	WSDOT Grant - Emergency Evac Ped Bridge	\$0.00	\$19,297.79	\$102,000.00		82,702.21	
101-333-20-20-05	Grant - PCRC Left Turn Lane SR162	\$82,521.74	\$8,374.07	\$60,000.00		12,240.00	
101-334-03-85-00	TIB Grant Calistoga W. Overlay	\$12,827.60	\$0.00	\$0.00		-	
101-336-00-71-00	Multimodal Transportation - City	\$0.00	\$6,216.29	\$0.00		-	
101-336-00-87-00	Motor Vehicle Fuel Tax	\$148,873.50	\$130,591.62	\$140,000.00		150,000.00	
101-361-11-00-00	Int - Investment Interest Earned	\$280.99	\$1,166.80	\$200.00		500.00	
101-369-10-00-00	Sale of Surplus Items	\$5.00	\$0.00	\$500.00		500.00	
	Total	373,000.85	316,627.42	412,700.00		370,942.21	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2017 Budget
Cemetery				
104-508-00-00-00	Ending Cash & Investments	\$0.00		\$17,100.00
104-508-10-00-00	Capital Asset Reserve Beg Bal	\$0.00		\$3,200.00
104-508-10-00-01	Capital Asset Reserve Ending Bal	\$0.00		\$0.00
104-508-80-00-00	Unreserved	\$0.00		\$0.00
Salary & Benefits				
104-536-20-10-01	Salary - Cemetery	\$2,596.49	\$1,039.01	\$1,300.00
104-536-20-10-02	Salary - Office Supervisor/Accountant II	\$3,382.17	\$1,789.71	\$0.00
104-536-20-10-03	Salary - Maintenance Worker I	\$516.77	\$192.02	\$1,100.00
104-536-20-10-05	Salary - W/WW Operator I	\$591.12	\$447.69	\$500.00
104-536-20-10-06	Overtime - Cemetery	\$9,684.52	\$6,081.04	\$9,200.00
104-536-20-10-07	Salary - Maintenance Worker II	\$730.94	\$1,018.51	\$700.00
104-536-20-10-08	Salary - Public Works Supervisor	\$0.00	\$708.54	\$0.00
104-536-20-20-01	Public Works Director	\$1,117.62	\$459.36	\$800.00
104-536-20-20-02	Benefits-Labor & Industries	\$5,215.76	\$4,001.28	\$4,600.00
104-536-20-20-03	Benefits-Medical & Ltd	\$439.91	\$315.10	\$400.00
104-536-20-20-04	Benefits-Dental & Vision	\$1,334.78	\$879.08	\$1,100.00
104-536-20-20-05	Benefits-OASI	\$1,416.97	\$1,054.14	\$1,600.00
	Benefits-Retirement			
	Total Salary & Benefits	27,027.05	17,985.48	21,300.00
O&M				
104-536-20-31-00	Supplies - Office & Operating	\$617.21	\$264.54	\$200.00
104-536-20-31-01	Postage - Cemetery	\$3.60	\$4.24	\$100.00
104-536-20-34-00	Supplies - Markers/Liners/Vases	\$378.63	\$1,746.24	\$3,700.00
104-536-20-41-01	IT - Computer Maintenance	\$0.00	\$276.74	\$500.00
104-536-20-42-00	Comm - Phone - Cemetery	\$760.30	\$357.39	\$500.00
104-536-20-53-00	Tax - Excise Tax	\$734.66	\$399.44	\$800.00
104-536-50-32-00	Gasoline - Cemetery	\$0.00	\$44.67	\$100.00
104-536-50-35-00	Supplies - Small Tools	\$191.45	\$0.00	\$200.00
	Total			23,481.54

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
104-536-50-41-00	Payroll Processing	\$0.00	\$0.00	\$0.00	100.00
	Service - Sani-Can Maintenance	\$0.00	\$0.00	\$0.00	200.00
	Bonds/Insurance - AWC		\$0.00		1,583.05
104-536-50-47-01	Electricity - City Shop	\$181.44	\$144.15	\$300.00	300.00
104-536-50-47-02	Electricity - Cemetery Shop	\$938.68	\$762.09	\$1,100.00	900.00
104-536-50-48-00	R&M - Cemetery	\$544.65	\$167.24	\$500.00	500.00
104-536-50-48-01	R&M - Equipment	\$1,426.69	\$101.65	\$700.00	700.00
104-536-50-53-00	Tax - Surface Water	\$129.10	\$145.61	\$200.00	200.00
104-536-60-40-01	ADA Self Assessment	\$0.00	\$0.00	\$700.00	300.00
104-584-00-00-00	Investment Purchase	\$0.00	\$0.00	\$0.00	-
	Total O&M	5,906.41	4,414.00	9,700.00	10,808.05
	CapEx				
104-594-36-64-08	Small Backhoe	\$0.00	\$0.00	\$2,000.00	-
104-594-36-64-09	Flat Bed Truck	\$0.00	\$24.48	\$400.00	-
104-594-36-64-10	Pickup Truck	\$0.00	\$0.00	\$2,300.00	-
104-594-36-64-11	Equipment Trailer	\$0.00	\$0.00	\$400.00	-
	Total CapEx	-	24.48	5,100.00	-
	Transfers & Debt Service				
104-597-36-00-01	TO Fund #701 - Cemetery Perpetual	\$0.00	\$3,760.00	\$2,000.00	2,000.00
	2016 Vehicle Purchase (P)		\$0.00		4,603.53
	2016 Vehicle Purchase (I)		\$0.00		197.56
	Total Transfers & Debt Service	-	3,760.00	2,000.00	6,801.09
	Total	32,933.46	26,183.96	38,100.00	41,090.68

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget		
Cemetery							
104-308-00-00-00	Beginning Cash & Invest.	\$0.00		\$0.00		11,007.21	
104-313-11-00-00	Tax - Sales	\$0.00	\$176.00	\$200.00		200.00	
104-343-60-01-00	Sales - Cemetery Lots	\$10,955.00	\$10,235.35	\$11,000.00		11,000.00	
104-343-60-02-00	Sales - Liners	\$3,000.00	\$2,000.00	\$4,000.00		4,000.00	
104-343-60-03-00	Fees - Opening & Closing	\$7,900.00	\$6,050.00	\$10,000.00		10,000.00	
104-343-60-04-00	Fees - Saturday Service	\$750.00	\$500.00	\$1,000.00		1,000.00	
104-343-60-05-00	Fees - Marker Setting Fees	\$4,270.00	\$2,540.00	\$5,000.00		5,000.00	
104-343-60-06-00	Fees - Vase Setting	\$0.00	\$336.00	\$100.00		100.00	
104-343-60-08-00	Fees - Setup	\$600.00	\$600.00	\$800.00		800.00	
104-343-60-09-00	Sales - Columbarium Niche	\$0.00	\$3,285.00	\$4,000.00		2,000.00	
104-361-11-00-00	Int - Investment Interest Earned	\$12.39	\$21.09	\$0.00		-	
104-386-00-00-01	Cemetery Sales Tax	\$264.00	\$0.00	\$0.00		-	
	Total	27,751.39	25,743.44	36,100.00		34,100.00	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget		Budget
Parks							
105-508-00-00-00	Ending Cash & Investments	\$0.00			\$113,100.00		
105-508-10-00-01	Capital Asset Reserve Beg Bal	\$0.00			\$0.00		
105-508-10-00-02	Capital Asset Reserve Ending Bal	\$0.00			\$0.00		
105-508-10-01-00	Impact Fees Beg Bal	\$0.00			\$13,175.00		
105-508-10-01-01	Impact Fees Ending Bal	\$0.00			\$0.00		
105-508-10-02-00	Grazer Ballfield Reserve	\$0.00			\$13,100.00		
Salary & Benefits							
Salary - Parks							56,256.24
105-576-10-10-04	Salary - Public Works Director	\$0.00	\$0.00		\$900.00		-
105-576-80-10-00	Salary - Maint Worker I	\$36,959.77	\$20,777.05		\$45,200.00		-
105-576-80-10-01	Salary - Maint Worker II	\$27,278.63	\$9,307.54		\$37,400.00		-
105-576-80-10-02	Salary - Water/MW Operator I	\$1,458.86	\$816.72		\$1,000.00		-
105-576-80-10-03	Salary - Water/MW Operator II	(\$1,505.69)	\$141.27		\$600.00		-
105-576-80-10-04	Salary - Summer Interns	\$1,806.00	\$0.00		\$7,500.00		-
105-576-80-10-05	Salary - Overtime	\$2,304.15	\$3,409.83		\$2,500.00		2,500.00
105-576-80-10-07	Salary - Public Works Supervisor	(\$217.65)	\$960.63		\$1,500.00		-
105-576-80-10-08	Salary - Clerical II	\$548.19	\$263.51		\$600.00		-
105-576-80-10-09	Salary - Parks & Rec Director	\$5,144.10	\$3,858.60		\$4,800.00		-
105-576-80-10-10	Salary - City Treasurer	\$2,795.23	\$926.89		\$1,100.00		-
105-576-80-10-11	Salary - Public Works Director	\$868.35	\$708.54		\$0.00		-
105-576-80-10-12	City Administrator	\$0.00	\$792.05		\$1,000.00		-
105-576-80-10-13	Senior Accountant	\$0.00	\$1,558.56		\$1,900.00		-
105-576-80-20-01	Benefits - Labor & Industry	\$4,252.35	\$1,934.74		\$5,600.00		2,487.95
105-576-80-20-02	Benefits - Medical Insurance	\$18,649.87	\$10,033.64		\$21,100.00		15,443.87
105-576-80-20-03	Benefits - Dental Vision Insurance	\$2,424.90	\$1,125.84		\$2,500.00		1,570.56
105-576-80-20-04	Benefits - OASI - Fed Taxes	\$6,331.31	\$3,591.63		\$7,100.00		4,303.60
105-576-80-20-05	Benefits - Retirement	\$8,020.05	\$5,226.23		\$9,900.00		6,228.78
Total Salary & Benefits		117,118.42	65,433.27		152,200.00		88,791.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
	O&M						
105-576-80-31-00	Supplies - Park Operations	\$1,932.00	\$505.31	\$4,000.00	\$4,000.00	1,500.00	
105-576-80-31-01	Supplies - Parks Commission	\$6.56	\$0.00	\$200.00	\$200.00	200.00	
105-576-80-32-00	Gasoline	\$62.99	\$334.59	\$1,900.00	\$1,900.00	1,500.00	
105-539-20-50-01	State Forest Protection	\$0.00	\$132.14	\$0.00	\$0.00	-	
	Work Order Software		\$0.00	\$500.00	\$500.00	1,250.00	
105-576-80-35-00	Supplies - Small Tools	\$164.16	\$88.09			500.00	
	Payroll Processing		\$0.00			500.00	
	Staffing Consultant		\$0.00			1,421.74	
	Facilities Maintenance Consultant		\$0.00			500.00	
105-576-80-40-01	Parks Tree Pruning	\$5,004.80	\$175.00	\$5,000.00	\$5,000.00	3,500.00	
105-576-80-41-01	Eng - Landscape Architect Services	\$0.00	\$0.00	\$2,000.00	\$2,000.00	15,000.00	
105-576-80-41-03	Professional - Planning	\$973.64	\$3,925.97	\$5,000.00	\$5,000.00	5,000.00	
105-576-80-41-04	Advertising - Parks	\$0.00	\$0.00	\$100.00	\$100.00	100.00	
105-576-80-41-05	IT - Website Maintenance/Hosting	\$0.00	\$67.53	\$100.00	\$100.00	100.00	
105-576-80-41-09	Bank Fees	\$0.00	\$25.60	\$0.00	\$0.00	20.00	
105-576-80-46-00	Liability Bond/Insurance AWC (205,000)	\$4,148.00	\$4,323.61	\$4,500.00	\$4,500.00	5,059.79	
105-576-80-47-01	Electricity - North Park	\$1,471.73	\$1,419.49	\$2,500.00	\$2,500.00	2,000.00	
105-576-80-47-02	Electricity - Main Park	\$2,740.85	\$2,600.62	\$3,500.00	\$3,500.00	3,000.00	
105-576-80-47-03	Electricity - Bell Tower	\$1,174.63	\$1,114.49	\$1,400.00	\$1,400.00	1,500.00	
105-576-80-48-00	R&M Parks/Facilities	\$5,443.37	\$8,007.36	\$4,500.00	\$4,500.00	9,000.00	
105-576-80-48-01	R&M Park Equipment	\$5,621.62	\$2,574.45	\$3,000.00	\$3,000.00	3,500.00	
105-576-80-48-02	R&M Vehicles	\$5,021.04	\$1,165.44	\$3,000.00	\$3,000.00	2,500.00	
105-576-80-48-03	R&M Park Bathrooms	\$24.93	\$1,063.07	\$2,000.00	\$2,000.00	2,000.00	
105-576-80-48-05	Waste Hauling	\$1,101.91	\$183.73	\$800.00	\$800.00	500.00	
105-576-80-48-06	RFP For Vehicle Maintenance	\$0.00	\$111.00	\$200.00	\$200.00	-	
105-594-76-75-04	Capout - Server Lease	\$0.00	\$60.00	\$600.00	\$600.00	600.00	
105-576-80-48-07	ADA Compliance Plan	\$0.00	\$0.00	\$2,500.00	\$2,500.00	500.00	
105-576-80-48-08	Landscape Services	\$0.00	\$32,597.65	\$0.00	\$0.00	32,000.00	
105-576-80-49-01	Dues - Wildlife & Rec Coalition	\$125.00	\$250.00	\$200.00	\$200.00	275.00	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
105-576-80-49-02	Trail R&M	\$0.00	\$1,050.01	\$600.00	\$600.00	600.00	
105-576-80-49-03	WRPA	\$0.00	\$0.00	\$100.00	\$100.00	100.00	
105-576-80-53-01	Tax - Excise Tax	\$39.60	\$24.98	\$200.00	\$200.00	100.00	
105-576-90-40-00	State Audit	\$904.29	\$0.00	\$0.00	\$0.00	1,000.00	
105-584-00-00-00	Investment Purchase		\$0.00	\$0.00	\$0.00	-	
	Total O&M	35,961.12	61,800.13	48,400.00	48,400.00	95,326.53	
	CapEx						
105-594-76-10-01	Wages - Maintenance Wkr I	\$2,171.78	\$2,004.99	\$300.00	\$300.00	2,500.00	
105-594-76-10-02	Wages - Maintenance Wkr 2	\$2,344.01	\$1,583.28	\$300.00	\$300.00	2,000.00	
105-594-76-10-03	Public Works Supervisor	\$948.59	\$0.00	\$0.00	\$0.00	-	
105-594-76-10-07	Wages - WWW Operator 1	\$0.00	\$0.05	\$0.00	\$0.00	-	
105-594-76-20-01	Benefits - OASI	\$0.00	\$274.03	\$0.00	\$0.00	300.00	
105-594-76-20-02	Benefits - Retirement	\$0.00	\$401.18	\$0.00	\$0.00	500.00	
105-594-76-20-03	Benefits - Medical/LTD/Life	\$0.00	\$2,193.44	\$0.00	\$0.00	2,500.00	
105-594-76-20-04	Benefits - Dental/Vision	\$0.00	\$242.62	\$0.00	\$0.00	300.00	
105-594-76-20-05	Benefits - Labor & Industry	\$0.00	\$198.83	\$0.00	\$0.00	300.00	
105-594-76-41-01	Server Lease	\$144.00	\$60.00	\$0.00	\$0.00	-	
105-594-76-63-02	North Park Fountain (REET)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	2,500.00	
105-594-76-63-04	Capout - New Gazebo Roof (REET)	\$6,475.00	\$0.00	\$0.00	\$0.00	-	
105-594-76-63-10	Capout - Rainier Med Park (REET)	\$13,496.00	\$0.00	\$0.00	\$0.00	-	
105-594-76-63-17	Capout - Callistoga Park (REET)	\$0.00	\$0.00	\$40,000.00	\$40,000.00	-	
105-594-76-63-19	Capout - Gratzler Wetland Mitigation	\$0.00	\$0.00	\$20,000.00	\$20,000.00	20,000.00	
105-594-76-63-31	Lighting in the Parks	\$20,635.68	\$17,613.62	\$0.00	\$0.00	-	
105-594-76-63-34	Barbecue Pit Roof (REET)	\$6,475.00	\$0.00	\$0.00	\$0.00	-	
105-594-76-63-35	VanScoyoc Landscape and Irrigation	\$0.00	\$0.00	\$2,400.00	\$2,400.00	5,000.00	
105-594-76-63-36	Splash Park - Callistoga Park	\$0.00	\$0.00	\$225,000.00	\$225,000.00	-	
105-594-76-63-37	Callistoga Park Restroom	\$0.00	\$0.00	\$100,000.00	\$100,000.00	-	
105-594-76-63-38	Gratzler Ball Fields Parking Increase	\$0.00	\$2,363.22	\$2,500.00	\$2,500.00	-	
105-594-76-63-40	Small Truck	\$0.00	\$0.00	\$900.00	\$900.00	-	
105-594-76-63-41	Small Truck	\$0.00	\$0.00	\$1,800.00	\$1,800.00	-	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Total Exp.	Budget
105-594-76-63-42	Flat Bed Truck	\$0.00	\$24.48	\$2,700.00	-		
105-594-76-63-43	Vactor Machine With Trailer	\$0.00	\$0.00	\$900.00	-		
105-594-76-63-44	Equipment Trailer	\$0.00	\$0.00	\$300.00	-		
105-594-76-63-45	Small Backhoe	\$0.00	\$0.00	\$2,000.00	-		
105-594-76-63-46	ADA Assessment	\$0.00	\$0.00	\$1,000.00	-		
105-594-76-63-90	Small Dump Truck	\$0.00	\$0.00	\$3,300.00	-		
105-594-76-64-04	Capout - Equip - Hanging Baskets	\$1,428.40	\$1,511.00	\$2,200.00	2,200.00		
105-594-76-64-09	Capout - Equip - Garbage Cans	\$0.00	\$0.00	\$1,400.00	1,000.00		
105-594-76-64-10	Capout - Winter Decorations	\$1,598.47	\$0.00	\$2,000.00	2,000.00		
105-594-76-64-17	Capout - Mower	\$0.00	\$0.00	\$0.00	-		
105-594-76-64-25	Capout - Gazebo Stairs	\$943.48	\$0.00	\$0.00	-		
105-594-76-64-26	Capout - Park Signage	\$0.00	\$0.00	\$0.00	-		
105-594-76-64-27	Capout - Gator (\$7,500)	\$1,700.00	\$0.00	\$0.00	-		
105-594-76-64-28	Capout - New Pickup (\$19,000)	\$2,564.70	\$0.00	\$0.00	-		
105-594-76-64-32	Capital Asset Maintenance Software	\$0.00	\$0.00	\$100.00	100.00		
105-594-76-64-33	Dog Park	\$330.89	\$0.00	\$0.00	-		
105-594-76-64-36	Weed Eaters	\$48.64	\$0.00	\$100.00	100.00		
105-594-76-64-37	Security Cameras	\$103.54	\$0.00	\$500.00	500.00		
105-594-76-64-38	Truck Safety Lights	\$0.00	\$0.00	\$100.00	100.00		
105-594-76-64-39	Park Sound System	\$1,523.20	\$3,107.33	\$4,000.00	-		
	Backpack Blower		\$0.00		100.00		
	Electronic Message Board		\$0.00		3,000.00		
	Computer Station		\$0.00		100.00		
	Total CapEx	\$62,931.38	\$31,578.07	\$414,800.00	45,100.00		
	Transfers & Debt Service						
105-597-41-00-00	Transfer to fund 412	\$2,500.00	\$2,080.00	\$2,500.00	2,500.00		
	2016 Vehicle Purchase (P)				10,571.18		
	2016 Vehicle Purchase (i)				453.65		
	Total Transfers & Debt Service	2,500.00	2,080.00	2,500.00	13,524.83		
	Total	218,510.92	160,891.47	617,900.00	242,742.37		

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget	Budget	
Parks							
105-308-00-00-00	Beginning Cash & Invest.	\$0.00		\$0.00		\$0.00	381,387.92
105-311-10-00-01	Park Sales Tax	\$62,367.61	\$0.00	\$0.00		\$0.00	-
105-313-11-00-00	Tax - Sales Tax - Park	\$0.00	\$55,991.80	\$59,000.00		\$59,000.00	70,000.00
105-318-35-00-00	REET 2 - Parks	\$128,491.93	\$150,980.85	\$115,000.00		\$115,000.00	125,000.00
105-334-04-20-01	State Capital Grant - Splash Park	\$0.00	\$0.00	\$200,000.00		\$200,000.00	-
105-345-85-00-00	Parks Impact Fees	\$41,500.00	\$0.00	\$30,000.00		\$30,000.00	50,000.00
105-361-11-00-00	Int - Investment Interest Earned	\$252.73	\$1,154.28	\$100.00		\$100.00	1,000.00
105-362-40-01-00	Rental - Bbq & Gazebo	\$1,470.00	\$960.00	\$800.00		\$800.00	1,000.00
105-362-40-02-00	Rental - North Park Bldg	\$1,600.00	\$1,110.00	\$2,000.00		\$2,000.00	1,200.00
105-362-40-03-00	Gratzer Park Rental	\$55.00	\$1,345.00	\$0.00		\$0.00	1,500.00
105-369-10-00-00	Sale of Surplus Items	\$0.00	\$0.00	\$500.00		\$500.00	500.00
105-397-76-00-00	Transfer In from 001 or Parks O&M	\$14,000.00	\$0.00	\$0.00		\$0.00	-
	Total	249,737.27	211,541.93	407,400.00		407,400.00	250,200.00

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
	<u>Tourism</u>				
107-584-00-00-00	Investment Purchase	\$0.00	\$0.00	\$0.00	-
107-591-22-78-03	Tourism Marketing Expense	\$0.00	\$0.00	\$5,100.00	5,100.00
	Total	\$0.00	\$0.00	\$5,100.00	\$5,100.00

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget		
	Hotel Tax						
107-308-00-00-00	Beginning Cash & Invest.	\$0.00		\$0.00			
107-313-31-00-00	Retail Sales and Use Taxes	\$145.62	\$35.70	\$0.00		10.00	
107-313-31-00-01	Tax - Hotel-Motel Tax	\$1,555.72	\$22.57	\$0.00		10.00	
107-361-11-00-00	Investment Interest Earned	\$6.55	\$29.86	\$0.00		10.00	
	Total	1,707.89	88.13	-		30.00	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
	<u>TBD* Changed from fund number 635 in 2016</u>				
108-508-00-00-00	Ending Cash and Investments	\$0.00		\$65,300.00	
	Kansas Street Rebuild Reserve Beg Bal				20,000.00
	Kansas Street Rebuild Reserve End Bal				30,000.00
	TBD Sidewalk Projects				5,000.00
108-514-80-46-00	AWC Liability Insurance	\$0.00	\$0.00	\$1,200.00	1,200.00
108-542-30-63-01	TBD Street Projects	\$0.00	\$165,995.76	\$120,000.00	120,000.00
108-584-00-00-00	Investment Purchase	\$0.00		\$0.00	-
	Total	\$0.00	\$165,995.76	\$121,200.00	\$126,200.00

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	To Date	Budget	To Date	Budget
	TBD						
108-308-00-00-00	Beginning Net Cash & Investments	\$0.00			\$0.00	48,345.74	
108-317-60-00-00	TBD Vehicle Fees	\$0.00	\$115,196.40		\$135,000.00	135,000.00	
108-361-11-00-00	Investment Interest Earned	\$0.00	\$269.65		\$100.00	200.00	
	Total	-	115,466.05		135,100.00	135,200.00	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
<u>Police Drug Fund</u>					
120-521-21-31-00	Supplies - Drug Fund Supplies	\$109.85	\$0.00	\$500.00	500.00
120-521-21-49-00	Misc - Police Drug Fund	\$0.00	\$500.00	\$800.00	800.00
120-584-00-00-00	Investment Purchase		\$0.00	\$0.00	-
	Total	109.85	500.00	1,300.00	1,300.00

2017 Revenue

BARS	Description	2015		2016		2017
		Total Rev.	To Date	Budget	Budget	Budget
Drug Fund						
120-308-00-00-00	Beginning Cash & Invest.	\$0.00		\$800.00		
120-361-11-00-00	Int - Investment Interest Earned	\$2.41	\$8.46	\$0.00		-
120-369-30-00-00	Rev - Confiscated/forfeited Property	\$516.07	\$472.00	\$500.00		500.00
	Total	518.48	480.46	500.00	500.00	500.00

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
<u>LTGO Debt Service Fund</u>					
201-508-00-00-00	Ending Cash & Investments	\$0.00		\$16,400.00	
201-508-80-00-00	Unreserved	\$0.00		\$0.00	
201-584-00-00-00	Investment Purchase			\$0.00	
201-591-22-78-02	Debt Principle 2005 Ltgo Bond	\$50,000.00	\$0.00	\$50,000.00	55,000.00
201-592-22-83-01	Debt Interest 2005 Ltgo Bonds	\$47,267.50	\$22,696.25	\$45,400.00	43,217.50
201-592-22-89-00	Misc - PSB Dept Service Costs	\$300.00	\$0.00	\$300.00	300.00
	Total	\$97,567.50	\$22,696.25	\$95,700.00	\$98,517.50

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget		
<u>PSB Debt Service Fund</u>							
201-308-00-00-00	Beginning Cash & Invest	\$0.00		\$0.00	72,290.81		
201-361-11-00-00	Int - Investment Interest Earned	\$17.21	\$30.40	\$0.00	-		
201-397-00-02-00	Transfer In - From Fund #001	\$103,000.00	\$85,833.40	\$103,000.00	103,000.00		
	Total	103,017.21	85,863.80	103,000.00	103,000.00		

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
<u>Transportation Impact</u>					
320-508-00-00-00	Ending Cash & Investments	\$0.00		\$144,300.00	144,300.00
320-542-30-41-03	Eng - SR 162 Rechannellization	\$78.80	\$28.31	\$0.00	-
320-584-00-00-00	Investment Purchase			\$0.00	-
320-595-30-63-01	Capout - SR 162 Rechannellization	\$876.29	\$716.36	\$0.00	-
320-595-30-63-04	Capout - SR 162 Left Turn Lane	\$0.00	\$8,915.00	\$1,000,000.00	1,100,000.00
320-595-30-63-05	Capout-Eng-Design & Eng SR162 turn lane	\$77.30	\$2,794.19	\$105,000.00	-
320-595-30-63-06	Capout - Two Way Left Turn Lane Grant Match	\$0.00	\$3,612.37	\$10,000.00	10,000.00
320-595-30-63-07	Left Turn Lane Const Mngmnt	\$0.00	\$1,045.28	\$200,000.00	200,000.00
	Total	\$1,032.39	\$17,111.51	\$1,315,000.00	\$1,310,000.00

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	To Date	Budget	Budget	Budget
<u>Transportation Impact</u>							
320-308-00-00-00	Beginning Cash & Invest.	\$0.00			\$0.00		685,855.45
320-334-03-85-02	TIB Grant Left Turn Lane	\$0.00	\$0.00	\$0.00	\$813,800.00		813,800.00
320-345-85-00-00	Fees - Transportation Impact	\$105,301.00	\$135,387.00	\$135,387.00	\$110,000.00		150,000.00
320-361-11-00-00	Int - Investment Interest Earned	\$381.62	\$2,119.19	\$2,119.19	\$200.00		1,000.00
	Total	105,682.62	137,506.19	137,506.19	924,000.00		964,800.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
Water Fund							
401-508-00-00-00	Ending Cash & Investments	\$0.00		\$1,000,200.00		1,000,200.00	
401-508-10-00-00	Capital Asset Reserve Beg Bal	\$0.00		\$185,500.00		185,500.00	
401-508-10-00-01	Capital Asset Reserve Ending Bal	\$0.00		\$0.00		-	
401-508-10-01-00	GFC Reserve Beg Bal + New GFCs	\$0.00		\$0.00		-	
401-508-10-02-01	Orville Water Line Beg Reserve	\$0.00		\$450,000.00		450,000.00	
401-508-10-02-02	Orville Water Line Ending Reserve	\$0.00		\$0.00		-	
401-508-10-03-01	Well #1 Rehab Reserve Beg Bal	\$0.00		\$65,000.00		65,000.00	
401-508-10-03-02	Well #1 Rehab Reserve Ending Bal	\$0.00		\$65,000.00		65,000.00	
401-508-80-00-00	Unreserved	\$0.00		\$0.00		-	
Salary & Benefits							
Salary - Water							
401-534-10-10-00	Salary - City Administrator	\$17,694.71	\$15,045.68	\$19,000.00		343,889.38	
401-534-50-10-01	Salary - Water/MW Plant Supervisor	\$2,037.23	\$290.55	\$2,100.00		-	
401-534-50-10-02	Salary - Public Works Supervisor	\$36,550.32	\$42,346.03	\$61,200.00		-	
401-534-50-10-03	Salary - Water/MW Operator I	\$47,547.29	\$56,014.09	\$68,000.00		-	
401-534-50-10-05	Overtime - Water PW	\$12,216.11	\$9,501.38	\$10,500.00		12,000.00	
401-534-50-10-06	Salary - Public Works Director	\$39,072.07	\$29,758.15	\$38,300.00		-	
401-534-50-10-07	Salary - Maint Worker I	\$6,522.04	\$6,385.16	\$11,900.00		-	
401-534-50-10-08	Salary - Maint Worker II	\$12,051.13	\$3,001.72	\$7,400.00		-	
401-534-50-10-09	Salary - Water/MW Operator II	\$35,312.96	\$41,636.95	\$53,200.00		-	
401-534-70-10-02	Salary - Office Supervisor/Accountant II	\$12,982.34	\$8,311.62	\$10,200.00		-	
401-534-70-10-03	Salary - Accounting Clerk I	\$14,189.02	\$11,640.48	\$14,600.00		-	
401-534-70-10-04	Salary - Cashier	\$11,723.49	\$9,610.53	\$12,900.00		-	
401-534-70-10-06	Salary - City Clerk	\$11,076.18	\$4,704.02	\$6,300.00		-	
401-534-70-10-07	Overtime - Water Admin	\$6,289.05	\$1,459.12	\$100.00		500.00	
401-534-70-10-08	Salary - Clerical II	\$4,442.56	\$13,532.75	\$14,000.00		-	
401-534-70-10-09	Salary - City Treasurer	\$4,305.88	\$8,803.80	\$10,400.00		-	
401-534-70-10-10	Salary - Recreation Director	\$0.00	\$2,143.69	\$2,700.00		-	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
401-534-10-20-01	Benefits-Labor & Industries	\$7,347.28	\$6,792.41	\$10,100.00	9,697.45
401-534-10-20-02	Benefits - Medical & Ltd	\$58,605.89	\$54,044.03	\$80,600.00	67,214.52
401-534-10-20-03	Benefits - Dental & Vision	\$6,126.74	\$5,521.46	\$7,400.00	7,918.46
401-534-10-20-04	Benefits - OASI	\$20,848.32	\$20,541.41	\$25,400.00	26,307.54
401-534-10-20-05	Benefits - Retirement	\$27,563.44	\$29,799.36	\$37,200.00	38,091.74
	Total Salary & Benefits	394,504.05	380,884.39	503,500.00	505,619.10
	O&M				
401-534-10-31-00	Supplies - Office & Operating	\$7,449.22	\$5,146.67	\$9,700.00	7,500.00
401-534-10-31-01	Supplies Chlorine - Water	\$9,125.56	\$9,665.61	\$10,200.00	11,500.00
401-534-10-31-02	Benefits - Clothing - Water	\$0.00	\$0.00	\$200.00	-
401-534-10-31-04	Supplies - Safety Clothing/Equipment	\$1,966.72	\$523.32	\$700.00	2,000.00
401-534-10-31-05	Supplies - Potassium Permanganate	\$0.00	\$0.00	\$800.00	500.00
	Backflow Assembly Payment Assistance Program		\$0.00	\$0.00	15,000.00
	Payroll Processing		\$0.00	\$0.00	1,500.00
	Staffing Consultant		\$0.00	\$0.00	7,082.12
	Facilities Maintenance Consultant		\$0.00	\$0.00	1,000.00
401-534-10-41-01	Eng - Engineering On Call	\$16,148.65	\$10,698.80	\$35,000.00	25,000.00
401-534-10-41-02	State Audit (\$18,000)	\$2,777.48	\$0.00	\$0.00	2,800.00
401-534-10-41-03	Service - Lab Testing	\$8,963.03	\$6,983.00	\$9,500.00	9,500.00
401-534-10-41-04	Legal - Attorney Legal Services	\$595.44	\$2,994.08	\$5,000.00	5,000.00
401-534-10-41-05	IT - Computer Maintenance	\$5,879.63	\$4,794.57	\$6,500.00	6,500.00
401-534-10-41-13	Eng - City Utility Mapping	\$16.01	\$0.00	\$4,000.00	4,000.00
401-534-10-41-14	Eng - City Standards Update	\$0.00	\$0.00	\$4,000.00	4,000.00
401-534-10-41-16	Eng - Water System Plan Update	\$35,719.45	\$14,030.34	\$50,000.00	30,000.00
401-534-10-41-19	Eng - Telemetry O & M	\$0.00	\$7,820.00	\$25,000.00	20,000.00
401-534-10-41-22	Eng - Operational Optimization	\$0.00	\$0.00	\$7,000.00	7,000.00
401-534-10-41-29	Eng - Orville Rd Easements	\$3,564.99	\$1,025.30	\$5,000.00	5,000.00
401-534-10-41-30	Eng - Water Efficiency Monitor	\$0.00	\$0.00	\$5,000.00	600.00
401-534-10-41-34	IT - Website Maintenance/Hosting	\$0.00	\$337.65	\$500.00	600.00
401-534-10-42-00	Postage - Water	\$6,642.13	\$4,570.08	\$7,100.00	7,200.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
401-534-10-42-01	Comm - Phone - Water	\$6,791.30	\$5,391.24	\$6,000.00	\$6,000.00	7,000.00	
401-534-10-42-02	Comm-Intertel Lease - Water	\$0.00	\$0.00	\$200.00	\$200.00	200.00	
	Work Order Software		\$0.00			2,000.00	
401-534-10-44-00	Advertising - Water	\$0.00	\$0.00	\$500.00	\$500.00	500.00	
401-534-10-46-00	Bond/Ins AWC (\$215,000)	\$49,900.00	\$52,012.59	\$52,500.00	\$52,500.00	46,776.96	
401-534-10-53-00	Tax - Excise Tax	\$67,323.23	\$57,733.08	\$60,000.00	\$60,000.00	60,000.00	
401-534-10-53-02	Tax - Excise Tax on GFC's	\$2,877.77	\$86.54	\$5,000.00	\$5,000.00	5,000.00	
401-534-20-41-30	Eng - WSDOT Franchise Permit	\$1,627.20	\$786.46	\$0.00	\$0.00	-	
401-534-50-35-00	Supplies - Small Tools	\$883.18	\$1,170.90	\$600.00	\$600.00	700.00	
	R&M Generators		\$0.00			-	
401-534-50-47-01	Electricity - City Shop	\$1,705.87	\$1,536.90	\$2,500.00	\$2,500.00	2,100.00	
401-534-50-47-02	Electricity - Chlorinator	\$320.55	\$427.59	\$400.00	\$400.00	600.00	
401-534-50-47-03	Electricity - Well #1	\$11,464.99	\$9,090.86	\$13,000.00	\$13,000.00	12,000.00	
401-534-50-47-04	Electricity - Well #2	\$631.96	\$458.92	\$900.00	\$900.00	600.00	
401-534-50-47-05	Electricity - Wingate Pump	\$3,568.23	\$2,250.47	\$4,600.00	\$4,600.00	4,000.00	
401-534-50-47-06	Supplies - Chlorinator (Wingate)	\$1,050.48	\$516.02	\$1,200.00	\$1,200.00	1,200.00	
401-534-50-47-07	Electricity - Harman Springs	\$156.69	\$250.61	\$400.00	\$400.00	400.00	
401-534-50-47-08	Electricity - Well #3	\$16,991.84	\$5,738.62	\$6,500.00	\$6,500.00	5,000.00	
401-534-50-47-09	Gasoline - City Shop Service-Train St	\$466.54	\$293.79	\$800.00	\$800.00	800.00	
401-534-50-47-11	Electricity - Well #4 and Pump Station	\$28,445.17	\$28,517.05	\$32,000.00	\$32,000.00	31,000.00	
401-534-50-48-01	Equip - Meter Purchases	\$14,946.56	\$20,692.40	\$20,000.00	\$20,000.00	25,000.00	
401-534-50-48-02	R&M - Water	\$47,550.70	\$14,346.49	\$17,000.00	\$17,000.00	17,000.00	
401-534-50-48-03	R&M - Building	\$775.03	\$783.43	\$1,500.00	\$1,500.00	1,500.00	
401-534-50-48-04	R&M - Equipment	\$9,489.84	\$2,938.42	\$20,000.00	\$20,000.00	20,000.00	
401-534-50-48-05	Underground Pollution Removal	\$300.00	\$413.33	\$500.00	\$500.00	500.00	
401-534-50-48-06	R&M - Vehicles	\$3,620.95	\$2,602.37	\$5,000.00	\$5,000.00	4,000.00	
401-534-50-49-01	Dues - WA Rural Water Assoc	\$645.60	\$645.60	\$700.00	\$700.00	700.00	
401-534-50-49-02	Dues - AWWA Membership	\$589.00	\$420.00	\$400.00	\$400.00	500.00	
401-534-50-49-03	Dues - Regional WEater Cooperative	\$0.00	\$0.00	\$1,500.00	\$1,500.00	1,500.00	
401-534-50-49-15	Cert - DOE Operators	\$210.00	\$42.00	\$500.00	\$500.00	500.00	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
401-534-50-49-16	Service - Fire Extinguisher	\$0.00	\$0.00	\$500.00	500.00
401-534-50-49-17	Service - Waste Removal	\$1,499.38	\$246.05	\$4,000.00	4,000.00
	Meter Handheld		\$0.00		10,300.00
	Meter Wand		\$0.00		2,200.00
401-534-50-53-00	Tax - Surface Water	\$167.12	\$189.71	\$300.00	300.00
401-534-50-53-01	Dues - State Forest Protection	\$0.00	\$0.00	\$100.00	100.00
401-534-60-41-00	Service - One-Call	\$365.75	\$247.94	\$300.00	300.00
401-534-60-48-00	Contract - Backflow Inspect.	\$11,489.28	\$0.00	\$12,000.00	12,000.00
401-534-60-48-01	Contract - Leak Det. Testing	\$0.00	\$2,513.00	\$2,600.00	2,700.00
401-534-60-48-02	R&M Generators	\$4,405.45	\$4,547.39	\$6,500.00	6,500.00
401-534-60-48-04	IT - Cross Connection Software Service	\$313.20	\$313.20	\$400.00	400.00
401-594-34-42-02	Server Lease	\$1,332.00	\$555.00	\$0.00	1,400.00
401-594-34-42-03	Phone Lease	\$656.68	\$250.20	\$0.00	700.00
401-594-34-75-01	Phone System Lease - Water	\$0.00	\$250.20	\$500.00	500.00
401-594-34-75-02	Lease - Server	\$0.00	\$555.00	\$1,500.00	1,500.00
401-534-70-44-00	Publication - Flyers For Ccr	\$0.00	\$326.27	\$1,000.00	500.00
401-534-70-44-01	RFP For Vehicle Maintenance	\$0.00	\$0.00	\$700.00	-
401-534-80-32-00	Gasoline - Water	\$5,548.09	\$4,229.72	\$7,500.00	6,500.00
401-534-80-32-01	Diesel - Water	\$1,265.26	\$631.85	\$1,700.00	1,700.00
401-534-80-43-00	Reimb - Mileage - Water	\$0.00	\$0.00	\$100.00	100.00
401-534-90-40-01	Internet Payment Expense	\$2,683.04	\$2,644.30	\$2,600.00	2,900.00
401-534-90-40-02	Bank Fees	\$0.00	\$2,532.05	\$0.00	3,000.00
401-534-90-49-00	Training - Water	\$1,911.00	\$224.37	\$2,000.00	2,500.00
401-534-90-49-01	ADA Compliance Plan	\$0.00	\$0.00	\$1,500.00	500.00
401-534-90-49-16	Permits - Water System Permit/DOH Review	\$4,953.70	\$7,383.70	\$3,800.00	7,500.00
401-539-20-50-01	Tax - Noxious Weeds - Property	\$38.06	\$25.17	\$100.00	100.00
401-559-30-41-01	Harman Tank Demolition	\$0.00	\$0.00	\$55,000.00	-
401-584-00-00-00	Investment Purchase	\$0.00	\$0.00	\$0.00	-
401-586-00-00-00	Misc Refunds BY Check	\$9,554.89	\$7,867.96	\$0.00	-
401-586-00-00-01	Hydrant Deposit Refund	\$3,224.12	\$0.00	\$0.00	-

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
	City B&O Tax on Utilities 2.5%		\$0.00			36,820.00	
	Total O&M	420,588.01	313,268.18	544,100.00	529,279.08		
	CapEx						
401-594-34-41-01	Eng - Well #1 Rehab	\$3,267.72	\$0.00	\$15,000.00	-		
401-594-34-42-01	ADA Self Assessment	\$0.00	\$0.00	\$1,000.00	-		
401-594-34-63-02	Capout - Orville RD Easement Acq	\$259.00	\$5,000.00	\$5,000.00	-		
401-594-34-63-08	Capout - Well #1 Restoration	\$0.00	\$0.00	\$0.00	-		
401-594-34-63-09	Capout - Wtr Meter Upgrades/repl	\$20,000.00	\$19,772.23	\$20,000.00	20,000.00		
401-594-34-63-30	Capout - WSDOT Water Line Replacement	\$0.00	\$1,346.45	\$20,000.00	20,000.00		
401-594-34-63-35	Capout-Rainier Ln. Eng-Construction Mngmnt	\$15,980.05	\$20,042.47	\$0.00	-		
401-594-34-63-36	Proj - Rainier Lane Rehab Const	\$130,432.45	\$3,527.42	\$0.00	-		
401-594-34-63-47	Capout - Phase I Orville Road	\$0.00	\$3,578.00	\$650,000.00	1,500,000.00		
401-594-34-63-48	Eng - Phase I Orville Road	\$0.00	\$0.00	\$15,000.00	-		
401-594-34-63-49	Capout - Phase I Orville Road Const Mngmnt	\$0.00	\$0.00	\$100,000.00	100,000.00		
401-594-34-63-50	Capout - Washington Ave Waterline Replmnt	\$0.00	\$0.00	\$60,000.00	35,000.00		
401-594-34-64-01	Equip - Traffic Devices	\$0.00	\$0.00	\$200.00	200.00		
401-594-34-64-17	Equip - Weed Eater	\$300.00	\$0.00	\$0.00	200.00		
401-594-34-64-37	Alarm System (\$6,500)	\$0.00	\$0.00	\$2,500.00	2,500.00		
401-594-34-64-38	Capout - New Pickup (\$19,000)	\$12,823.49	\$0.00	\$0.00	-		
401-594-34-64-39	Capout - Gator (\$7,500)	\$2,700.00	\$0.00	\$0.00	-		
401-594-34-64-41	Capout - Security Camera Upgrade	\$0.00	\$0.00	\$300.00	300.00		
401-594-34-64-45	Capout - Truck liftgate (\$2300)	\$0.00	\$0.00	\$1,000.00	1,000.00		
401-594-34-64-46	Capout - Truck Safety Lights	\$0.00	\$0.00	\$500.00	1,000.00		
401-594-34-64-51	Capout - Capital Asset Maint Software	\$0.00	\$0.00	\$100.00	100.00		
401-594-34-64-52	BLR Saafety Resources	\$398.33	\$431.67	\$600.00	500.00		
401-594-34-64-53	Chlorine Pumps Peristaltic (3)	\$3,242.85	\$0.00	\$2,000.00	3,000.00		
401-594-34-64-54	Chlorine Transfer Pump	\$0.00	\$0.00	\$1,000.00	1,000.00		
401-594-34-64-55	3" Diaphragm Pump	\$0.00	\$1,000.00	\$1,000.00	1,000.00		
401-594-34-64-56	Line Locator (AML+)((\$6,500)	\$0.00	\$0.00	\$2,500.00	2,600.00		
401-594-34-64-57	3" Suction & Discharge Hose	\$0.00	\$0.00	\$200.00	200.00		

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
401-594-34-64-58	Message Board	\$0.00	\$0.00		3,000.00
401-594-34-64-59	Truck Tool Box	\$0.00	\$0.00		500.00
401-594-34-64-60	Wire Feed Welder	\$0.00	\$0.00		300.00
401-594-34-64-61	Hydrant Seat Removal Tool	\$0.00	\$0.00		3,500.00
401-594-34-64-62	Hand Truck Drum Hustler	\$0.00	\$0.00		700.00
401-594-34-64-63	Laptop Computer	\$0.00	\$935.76	\$1,700.00	1,700.00
401-594-34-64-64	Scada Software Renewal	\$0.00	\$0.00	\$2,400.00	2,400.00
401-594-34-64-65	Pickup Trucks	\$0.00	\$0.00	\$4,600.00	-
401-594-34-64-66	Flat Bed Truck	\$0.00	\$49.75	\$800.00	-
	Van	\$0.00	\$0.00	\$3,100.00	-
	Small Backhoe	\$0.00	\$0.00	\$2,100.00	-
	Vac Trailer	\$0.00	\$0.00	\$5,400.00	-
	Small Dump Truck	\$0.00	\$0.00	\$1,900.00	-
	Equipment Trailer	\$0.00	\$0.00	\$800.00	-
	Total CapEx	189,403.89	55,683.75	920,700.00	1,700,700.00
	Transfers & Debt Service				
401-581-20-00-00	Interfund Loan from 408 (P)	\$151,058.25	\$136,000.00	\$250,000.00	136,000.00
401-592-11-80-00	Interfund Loan Interest (from 408)	\$0.00	\$2,218.36	\$1,000.00	732.00
401-591-34-78-01	DWSRF Harman/Wingate (P)	\$30,972.36	\$30,972.35	\$31,000.00	31,000.00
401-592-34-83-01	DWSRF - Harman Wingate (I)	\$5,420.16	\$4,645.85	\$4,700.00	3,871.55
401-591-34-78-02	DWSRF North Reservoir (P)	\$162,955.77	\$162,955.79	\$163,000.00	163,000.00
401-592-34-83-02	DWSRF- North Reservoir (I)	\$36,665.04	\$34,220.71	\$34,300.00	31,776.38
	2016 Vehicle Purchase (P)		\$0.00		16,721.29
	2016 Vehicle Purchase (I)		\$0.00		717.58
401-597-44-00-01	Transfer To Utility Facility Fund 412	\$30,000.00	\$25,000.00	\$30,000.00	30,000.00
	Total Transfers & Debt Service	417,071.58	396,013.06	514,000.00	413,818.80
	Total	1,421,567.53	1,145,849.38	2,482,300.00	3,149,416.97

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget	Budget	Budget
	Water						
401-308-00-00-00	Beginning Cash & Invest.	\$0.00		\$0.00	\$0.00	1,737,792.45	
401-343-40-00-01	Lien Fees	\$33.00	\$0.00	\$0.00	\$0.00	-	
401-343-40-00-02	Waterline Repair	\$0.00	\$769.34	\$0.00	\$0.00	-	
401-343-40-01-00	Sales - Water	\$1,292,167.02	\$1,141,714.59	\$1,321,500.00	\$1,321,500.00	1,472,800.00	
401-343-40-02-00	Charges - Water Hookups	\$27,115.00	\$30,400.00	\$25,000.00	\$25,000.00	25,000.00	
401-343-40-03-00	Fes - Penalties On Utilities	\$97,385.25	\$79,842.25	\$93,000.00	\$93,000.00	93,000.00	
401-343-40-04-00	Water GFC	\$187,013.12	\$4,480.00	\$370,000.00	\$370,000.00	370,000.00	
401-343-40-05-00	Phone Lease - PD	\$1,982.12	\$44.80	\$3,700.00	\$3,700.00	3,700.00	
401-343-40-06-00	NSF Fees	\$3,033.00	\$2,050.00	\$0.00	\$0.00	-	
401-343-40-07-00	Hydrant Permit	\$300.00	\$1,600.00	\$0.00	\$0.00	-	
401-343-40-08-00	Removal of Water Meter	\$398.00	\$398.00	\$0.00	\$0.00	-	
401-343-40-09-00	Backflow Inspection	\$9,511.34	\$921.00	\$0.00	\$0.00	-	
401-359-90-00-00	Fees - Turn Off Processing Fees	\$20,040.00	\$19,690.00	\$22,000.00	\$22,000.00	22,000.00	
401-361-11-00-00	Int - Investment Interest Earned	\$2,230.62	\$6,637.84	\$500.00	\$500.00	500.00	
401-369-10-00-00	Sale of Scrap	\$0.00	\$23.04	\$1,000.00	\$1,000.00	1,000.00	
401-369-90-01-00	Permits - Hydrant Permit	\$0.00	\$0.00	\$100.00	\$100.00	100.00	
401-369-90-02-00	Fees - Backflow Inspection Fees	\$0.00	\$9,210.00	\$9,000.00	\$9,000.00	9,000.00	
401-369-90-03-00	Rev - Miscellaneous	\$0.00	\$166.00	\$100.00	\$100.00	100.00	
401-369-90-04-00	Fees - NSF - Water	\$0.00	\$3,360.00	\$2,900.00	\$2,900.00	2,900.00	
401-386-00-01-00	Deposits - Hydrant Deposit	\$4,500.00	\$1,600.00	\$0.00	\$0.00	-	
	Total	1,645,708.47	1,302,906.86	1,848,800.00	1,848,800.00	2,000,100.00	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget		Budget
Sewer Fund							
408-508-00-00-00	Ending Cash & Investments	\$0.00			\$2,593,400.00		2,593,400.00
408-508-10-00-01	GFC Reserve + New GFCs	\$0.00			\$1,031,700.00		1,031,700.00
408-508-10-00-02	GFC Reserve Ending Bal	\$0.00			\$411,700.00		411,700.00
408-508-10-01-00	Bond Reserve	\$0.00			\$223,000.00		223,000.00
408-508-10-02-00	Capital Asset Reserve Beg Bal	\$0.00			\$80,000.00		80,000.00
408-508-10-02-01	Capital Asset Reserve Ending Bal	\$0.00			\$631,100.00		631,100.00
408-508-80-00-00	Unreserved	\$0.00			\$0.00		-
Salary & Benefits							
Salary - Sewer							
408-535-10-10-01	Salary - City Administrator	\$23,592.36	\$15,045.68		\$19,000.00		332,639.47
408-535-50-10-01	Salary - Water/MW Plant Supervisor	\$65,866.78	\$54,390.05		\$66,900.00		-
408-535-50-10-02	Salary - Public Works Supervisor	\$24,854.09	\$3,362.20		\$5,200.00		-
408-535-50-10-03	Salary - Water/MW Operator I	\$30,765.41	\$18,390.19		\$30,000.00		-
408-535-50-10-04	Overtime - Wastewater PW	\$15,923.69	\$9,846.81		\$13,000.00		13,000.00
408-535-50-10-06	Salary - Public Works Director	\$33,862.49	\$28,340.83		\$35,600.00		-
408-535-50-10-07	Salary - Maint Worker I	\$12,630.94	\$6,925.02		\$11,900.00		-
408-535-50-10-08	Salary - Maint Worker II	\$14,502.56	\$17,962.83		\$11,500.00		-
408-535-50-10-09	Salary - Water/MW Operator II	\$73,222.72	\$47,974.24		\$56,700.00		-
408-535-70-10-02	Salary - Office Supervisor/Accountant II	\$10,385.57	\$8,311.42		\$10,200.00		-
408-535-70-10-03	Salary - Accounting Clerk I	\$17,736.08	\$11,640.25		\$14,600.00		-
408-535-70-10-04	Salary - Cashier	\$15,630.80	\$12,814.19		\$12,900.00		-
408-535-70-10-05	Salary - City Clerk	\$8,016.38	\$5,096.03		\$6,900.00		-
408-535-70-10-06	Overtime - Wastewater Admin	\$3,349.07	\$1,992.86		\$1,800.00		2,000.00
408-535-70-10-08	Salary - Clerical II	\$9,322.20	\$3,770.88		\$8,800.00		-
408-535-70-10-09	Salary - City Treasurer	\$11,739.51	\$8,803.80		\$10,400.00		-
408-535-70-10-10	Salary - Recreation Director	\$0.00	\$2,143.69		\$2,700.00		-
408-535-10-20-01	Benefits - Labor & Industries	\$10,688.29	\$6,615.28		\$8,800.00		9,632.86
408-535-10-20-02	Benefits-Medical & Ltd	\$73,397.22	\$49,852.96		\$59,800.00		67,214.52

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2017 Budget
408-535-10-20-03	Benefits - Dental & Vision	\$8,682.63	\$5,614.40	\$6,500.00
408-535-10-20-04	Benefits - OASI	\$28,233.15	\$19,636.57	\$22,800.00
408-535-10-20-05	Benefits - Retirement	\$36,257.11	\$27,675.43	\$33,300.00
	Total Salary & Benefits	\$528,659.05	\$366,205.61	\$449,300.00
	O&M			
408-535-10-31-00	Operation & Maint. Supplies	\$32,261.05	\$21,498.94	\$35,000.00
408-535-10-31-01	Supplies - Chlorine - Sewer	\$0.00	\$0.00	\$300.00
408-535-10-31-03	Supplies - Clothing - Protective Services	\$2,119.23	\$2,403.07	\$2,500.00
408-535-10-31-04	Supplies - Chemical Purchases	\$0.00	\$0.00	\$200.00
	Supplies - Park Bathrooms	\$0.00	\$0.00	\$5,000.00
408-535-10-31-05	Safety Clothing & Equip	\$1,429.30	\$766.10	\$4,500.00
	Payroll Processing		\$0.00	\$1,300.00
	Staffing Consultant		\$0.00	\$6,922.67
	Facilities Maintenance Consultant		\$0.00	\$4,000.00
408-535-10-41-01	Eng - On Call Services	\$20,538.48	\$35,752.72	\$15,000.00
408-535-10-41-02	State Audit (\$18,000)	\$3,125.75	\$0.00	\$0.00
408-535-10-41-03	Service - Lab Testing	\$12,539.00	\$10,179.00	\$4,700.00
408-535-10-41-04	Legal - Attorney Services	\$495.96	\$1,021.31	\$4,000.00
408-535-10-41-05	IT - Computer Maintenance	\$5,879.63	\$4,870.57	\$6,500.00
408-535-10-41-06	R&M - Computers/Scada Alarm	\$0.00	\$0.00	\$4,000.00
408-535-10-41-07	Service - Security Monitoring	\$932.87	\$708.00	\$500.00
408-535-10-41-09	Annual Flow Calibration - Soldiers Home	\$1,713.60	\$1,713.60	\$3,000.00
408-535-10-41-18	Eng - City Utility Mapping	\$16.49	\$0.00	\$4,000.00
408-535-10-41-19	Eng - City Standards Update	\$0.00	\$0.00	\$5,000.00
408-535-10-41-21	Eng - Telemetry O & M	\$0.00	\$1,780.30	\$7,000.00
408-535-10-41-26	Eng - Update I & I Report	\$0.00	\$0.00	\$5,000.00
408-535-10-41-34	Eng - WWTP Energy Assess	\$0.00	\$0.00	\$5,000.00
408-535-10-41-35	Eng - Utility Master Plan	\$0.00	\$0.00	\$3,000.00
408-535-10-41-36	IT - Website Maintenance/Hosting	\$0.00	\$607.76	\$900.00
408-535-10-42-00	Postage - Wastewater	\$6,506.77	\$4,451.67	\$6,500.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
408-535-10-42-01	Work Order Software	\$11,175.03	\$0.00			4,000.00	
408-535-10-44-00	Comm - Phone - Wastewater	\$0.00	\$8,735.51		\$9,900.00	11,500.00	
408-535-10-46-00	Advertising - Wastewater	\$80,600.00	\$658.91		\$400.00	1,300.00	
408-535-10-46-00	Bond/Ins AWC (\$207,000)	\$61,089.02	\$84,012.33		\$84,700.00	65,309.01	
408-535-10-53-00	Tax - Excise Tax	\$6,931.62	\$54,432.80		\$60,000.00	60,000.00	
408-535-10-53-01	Tax - Excise Tax on GFC's	\$0.00	\$2,178.04		\$3,000.00	3,000.00	
408-535-20-41-10	Proj - Sewer Comp Plan Amendment	\$205.11	\$360.75		\$0.00	-	
408-535-50-35-00	Supplies - Small Tools	\$1,660.51	\$206.94		\$1,000.00	1,000.00	
408-535-50-47-01	Electricity - City Shop	\$1,319.75	\$1,500.84		\$2,500.00	2,500.00	
408-535-50-47-02	Electricity - Lift Station #1	\$998.36	\$1,078.96		\$1,800.00	1,800.00	
408-535-50-47-03	Electricity - High Cedars Lift Station	\$95,011.09	\$1,016.10		\$1,500.00	1,500.00	
408-535-50-47-04	Electricity - W.W.T.P.	\$3,286.00	\$68,259.18		\$107,000.00	100,000.00	
408-535-50-47-05	Electricity - Village Green	\$326.40	\$3,063.28		\$3,900.00	4,000.00	
408-535-50-47-06	Electricity - Rainier Meadows	\$2,048.63	\$287.39		\$500.00	400.00	
408-535-50-47-07	Electricity -1410 Hansberry Ave NE	\$466.54	\$1,868.02		\$2,300.00	2,300.00	
408-535-50-47-08	Gasoline - City Shop Service-Train St	\$0.00	\$286.25		\$700.00	600.00	
408-535-50-47-09	Service - Fire Extinguisher	\$16,053.94	\$0.00		\$600.00	400.00	
408-535-50-48-02	R&M - Sewer	\$2,558.06	\$25,394.27		\$25,000.00	25,000.00	
408-535-50-48-03	R&M - Building	\$9,118.30	\$676.82		\$1,500.00	1,000.00	
408-535-50-48-04	R&M - Equipment	\$3,029.60	\$15,143.67		\$25,000.00	30,000.00	
408-535-50-48-05	R&M - S.T.E.P. Tanks	\$1,931.53	\$2,472.26		\$6,000.00	6,000.00	
408-535-50-48-06	R&M -Underground Pollution Removal	\$5,384.44	\$413.33		\$300.00	200.00	
408-535-50-48-07	R&M - Generator	\$2,391.36	\$5,403.81		\$5,500.00	5,500.00	
408-535-50-48-08	R&M Vehicles	\$180.00	\$2,321.41		\$4,000.00	4,000.00	
408-535-50-49-15	Cert - DOE Operators	\$6,811.95	\$0.00		\$500.00	500.00	
408-535-50-51-00	Permits - DOE - NPDES	\$0.00	\$8,702.72		\$7,500.00	9,000.00	
408-535-50-51-01	Fees - DOE Lab Accredit	\$1,979.01	\$0.00		\$900.00	900.00	
408-535-50-51-02	Permits - DOE- Bio-Solids	\$0.00	\$5,197.57		\$2,400.00	3,600.00	
408-535-50-51-03	Permits - DOE- Air Quality	\$0.00	\$0.00		\$100.00	100.00	
408-535-50-51-05	Fee - Hazardous Waste Education	\$0.00	\$0.00		\$200.00	200.00	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
408-535-50-51-06	Service - Waste Removal	\$858.30	\$269.52	\$4,000.00	\$4,000.00	2,000.00	
408-535-50-51-07	Service - Sewer System Clean (Vac Truck)	\$3,949.18	\$1,560.00	\$5,000.00	\$5,000.00	5,000.00	
408-535-50-53-00	Fees - State Forest Protection	\$0.00	\$0.00	\$100.00	\$100.00	100.00	
408-535-60-41-00	Service - One Call	\$50.05	\$246.40	\$300.00	\$300.00	300.00	
408-535-60-41-02	RFP For Vehicle Maintenance	\$0.00	\$0.00	\$800.00	\$800.00	-	
408-535-60-41-03	ADA Compliance Plan	\$0.00	\$0.00	\$1,500.00	\$1,500.00	-	
408-535-60-47-00	Contract - Garbage Disposal	\$7,367.70	\$5,222.84	\$7,500.00	\$7,500.00	7,500.00	
408-535-60-47-01	IT - Grease Program Software	\$57.42	\$0.00	\$100.00	\$100.00	100.00	
408-535-60-48-04	Maintenance - Sanican	\$4,893.53	\$5,380.37	\$3,000.00	\$3,000.00	6,000.00	
408-535-60-48-05	Maintenance - MPC bathroom Janitorial	\$3,240.00	\$3,240.00	\$4,200.00	\$4,200.00	4,000.00	
408-594-60-42-01	Phone System Upgrade - Wastewater	\$0.00	\$0.00	\$500.00	\$500.00	-	
408-535-80-32-00	Gasoline - Wastewater	\$5,397.89	\$3,521.97	\$7,000.00	\$7,000.00	5,000.00	
408-535-80-32-01	Deisel - Wastewater	\$1,299.38	\$631.85	\$4,000.00	\$4,000.00	3,000.00	
408-535-80-43-00	Reimb - Mileage - Wastewater	\$132.25	\$0.00	\$200.00	\$200.00	200.00	
408-535-90-40-01	Internet Payment Expense	\$2,683.01	\$2,644.33	\$1,200.00	\$1,200.00	3,000.00	
408-535-90-40-02	Bank Fees	\$0.00	\$2,583.23	\$0.00	\$0.00	3,000.00	
408-535-90-41-00	Benefits - Physicals/shots	\$0.00	\$0.00	\$400.00	\$400.00	400.00	
408-535-90-49-00	Training - seminars/workshops	\$1,888.40	\$724.38	\$2,500.00	\$2,500.00	2,500.00	
408-539-20-50-01	Tax - Noxious Weeds - Property	\$22.10	\$22.10	\$100.00	\$100.00	100.00	
408-584-00-00-00	Investment Purchase		\$0.00	\$0.00	\$0.00	-	
408-586-00-00-00	Misc Refunds BY Check	\$2,265.38	\$4,582.16	\$0.00	\$0.00	-	
408-592-35-89-00	Misc Debt Service Cost	\$0.00	\$425.00	\$300.00	\$300.00	500.00	
	City B&O Tax on Utilities 2.5%					44,275.00	
	Total O&M	436,218.97	410,478.35	518,000.00	518,000.00	578,506.68	
	CapEx						
408-594-35-35-02	Capout - Truck Safety Lights	\$0.00	\$0.00	\$0.00	\$0.00	200.00	
408-594-35-41-01	Capout-Eng-Solids Handling Pre-design	\$48,332.87	\$31,173.83	\$20,000.00	\$20,000.00	5,000.00	
408-594-35-41-11	Capout - Eng - High Cedars Force Main	\$85,122.27	\$84.15	\$0.00	\$0.00	-	
408-594-35-41-12	Eng - Class A Solids Handling Design	\$0.00	\$0.00	\$400,000.00	\$400,000.00	650,000.00	
408-594-35-41-13	Eng - I&I Design	\$12,294.03	\$6,244.43	\$20,000.00	\$20,000.00	20,000.00	

2017 Expenses

BARS	Description	2015 Total Exp.	YTD Exp.	2016 Budget	2017 Budget
408-594-35-41-14	Eng - I&I Const Mngmnt	\$0.00	\$0.00	\$20,000.00	20,000.00
408-594-35-41-15	Eng - Puyallup River Lift Station Upgrade	\$0.00	\$0.00	\$70,000.00	-
408-594-35-41-16	Eng - Rainier Meadows Lift Station Upgrade	\$0.00	\$21,409.54	\$70,000.00	15,000.00
408-594-35-41-17	ADA Self Assessment	\$0.00	\$0.00	\$1,000.00	-
408-594-35-63-03	Capout - Solids Removal Tx Plant	\$0.00	\$0.00	\$600,000.00	625,000.00
408-594-35-63-04	I&I Reduc Video Warranty Devel	\$0.00	\$0.00	\$3,500.00	3,500.00
408-594-35-63-05	I&I Reduc Video Inspec Various	\$0.00	\$0.00	\$2,500.00	5,000.00
408-594-35-63-16	Capout - I & I Projects	\$0.00	\$0.00	\$120,000.00	200,000.00
408-594-35-63-22	Capout - H2O Tight Manhole Covers	\$0.00	\$0.00	\$5,500.00	5,500.00
408-594-35-63-25	Capout - HC Forcemain Replace - Const	\$14,678.19	\$1,156,873.38	\$1,100,000.00	-
408-594-35-63-26	Capout - HC Pump Station Rehab	\$11,012.03	\$50,700.41	\$400,000.00	-
408-594-35-63-30	Eng - Rainier Lane Construction Services	\$15,980.11	\$20,042.48	\$0.00	-
408-594-35-63-31	Capout-Proj - Rainier Ln Rehab Const	\$140,876.11	\$18,812.89	\$0.00	-
408-594-35-63-33	Capout Puyallup River Lift Station Upgrade	\$0.00	\$0.00	\$350,000.00	-
408-594-35-63-34	Capout - Rainier Meadows Lift Station Upgrade	\$0.00	\$0.00	\$350,000.00	350,000.00
408-594-35-64-01	Equip - Traffic Devices	\$0.00	\$0.00	\$200.00	200.00
408-594-35-64-10	Equip - Weed Eater	\$300.00	\$0.00	\$300.00	300.00
	Lutz Drum Pump		\$0.00	\$0.00	200.00
	Security System (6,500)		\$0.00	\$0.00	2,500.00
	Truck Tool Box		\$0.00	\$0.00	500.00
	Automatic Door Locks Main Park Bathroom		\$0.00	\$0.00	6,200.00
	Message Board Replacement		\$0.00	\$0.00	3,000.00
	Wire Feed Welder		\$0.00	\$0.00	300.00
408-594-35-64-30	IT - Computer Replacement - lap top	\$0.00	\$1,000.00	\$1,000.00	1,000.00
408-594-35-64-35	Capout - New Pickup (\$25,000)	\$3,847.05	\$0.00	\$0.00	-
408-594-35-64-37	Capout - Gator (\$7,500)	\$2,800.00	\$0.00	\$0.00	-
408-594-35-64-38	Capout - Capital Asset Maint Software	\$0.00	\$0.00	\$100.00	100.00
408-594-35-64-40	Capout - Truck Liftgate (\$2300)	\$0.00	\$0.00	\$1,300.00	1,300.00
408-594-35-64-44	Capout - Server Lease	\$1,788.00	\$1,490.00	\$1,600.00	2,000.00
408-594-35-64-45	BLR Safety Resources	\$398.34	\$431.66	\$600.00	600.00

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
408-594-35-64-47	WWTP Dishwasher	\$0.00	\$0.00	\$0.00	\$0.00	-	-
408-594-35-64-48	Pickup Running Boards	\$0.00	\$0.00	\$0.00	\$0.00	500.00	500.00
408-594-35-64-49	WWTP Headworks Screen Basket	\$0.00	\$0.00	\$0.00	\$0.00	800.00	800.00
408-594-35-64-50	WWTP Life Rings	\$0.00	\$0.00	\$0.00	\$0.00	-	-
408-594-35-64-51	3" Diaphragm Pump	\$0.00	\$1,000.00	\$0.00	\$1,000.00	-	-
408-594-35-64-52	3" Suction and Discharge Hose	\$0.00	\$0.00	\$0.00	\$0.00	-	-
408-594-35-64-53	Line Locator	\$0.00	\$0.00	\$0.00	\$0.00	-	-
408-594-35-64-54	Scada Software Renewal	\$0.00	\$0.00	\$0.00	\$2,500.00	2,600.00	2,600.00
408-594-35-64-55	Phone System Upgrade - Wastewater	\$0.00	\$0.00	\$0.00	\$2,400.00	2,400.00	2,400.00
408-594-35-64-56	Pickup Trucks	\$701.60	\$482.50	\$800.00	\$800.00	-	-
408-594-35-64-57	Small Dump Truck	\$0.00	\$0.00	\$4,900.00	\$4,900.00	-	-
408-594-35-64-58	Flat Bed Truck	\$0.00	\$0.00	\$1,400.00	\$1,400.00	-	-
408-594-35-64-59	Van	\$0.00	\$49.75	\$800.00	\$800.00	-	-
408-594-35-64-60	Small Backhoe	\$0.00	\$0.00	\$3,100.00	\$3,100.00	-	-
408-594-35-64-61	Vac Trailer	\$0.00	\$0.00	\$2,000.00	\$2,000.00	-	-
408-594-35-64-62	Equipment Trailer	\$0.00	\$0.00	\$6,400.00	\$6,400.00	-	-
408-594-35-64-63	Sampler Head ASR, Soldiers Home	\$0.00	\$0.00	\$800.00	\$800.00	-	-
408-594-35-64-64	Diffuser Sleeves (WWTP Aerator Basin)	\$0.00	\$0.00	\$2,700.00	\$2,700.00	2,700.00	2,700.00
408-594-35-64-65	Misc Equipment (under \$500): WWTP Life	\$0.00	\$0.00	\$6,300.00	\$6,300.00	6,300.00	6,300.00
	Total CapEx	338,130.60	1,309,795.02	3,575,400.00	1,932,700.00		
	Transfers & Debt Service						
408-591-35-72-01	1998/2010 Bond (P)	\$240,000.00	\$250,000.00	\$300,000.00	\$300,000.00	260,000.00	260,000.00
408-592-35-83-01	1998/2010 Bond (I)	\$36,135.00	\$26,335.00	\$39,800.00	\$39,800.00	16,135.00	16,135.00
	2016 Vehicle Purchase (P)		\$0.00	\$0.00	\$0.00	17,368.58	17,368.58
	2016 Vehicle Purchase (I)		\$0.00	\$0.00	\$0.00	745.36	745.36
408-597-35-00-01	Transfer to Utility Facility Fund 412	\$39,400.00	\$33,330.00	\$40,000.00	\$40,000.00	40,000.00	40,000.00
	Total Transfers & Debt Service	315,535.00	309,665.00	379,800.00	334,248.94		
	Total	1,618,543.62	2,396,143.98	4,922,500.00	3,340,283.52		

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget		
	Sewer						
	Beginning Cash & Investment						
408-343-50-01-00	Sales - Sewer Service	\$1,507,438.03	\$1,281,873.68	\$1,501,500.00	5,337,225.52		
408-343-50-01-01	Sales - Sewer Service High Cedars	\$76,147.65	\$116,989.43	\$121,000.00	1,622,900.00		
408-343-50-02-00	Charges - Sewer Hookups	\$23,460.00	\$29,440.00	\$25,000.00	148,100.00		
408-343-50-04-00	Sewer GFC	\$476,840.00	\$112,860.00	\$100,000.00	25,000.00		
408-343-50-05-00	Sewer Surcharge	\$5,134.80	\$1,124.00	\$1,000.00	100,000.00		
408-361-11-00-00	Int - Investment Interest Earned	\$16,268.20	\$26,586.65	\$5,000.00	10,000.00		
408-361-40-00-00	Interfund Loan Interest (from 401)	\$0.00	\$2,218.36	\$100.00	100.00		
408-369-10-00-00	Sale of Surplus Items	\$0.00	\$0.00	\$1,000.00	732.00		
408-381-20-00-00	Loan Payment from 401	\$151,058.25	\$136,000.00	\$250,000.00	136,000.00		
	Total	2,256,346.93	1,707,092.12	2,004,600.00	2,043,832.00		

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget		Budget
Storm Water Fund							
410-508-00-00-00	Ending Cash & Investments	\$0.00			\$652,600.00		652,600.00
410-508-10-00-00	Capital Asset Reserve Beg Bal	\$0.00			\$5,000.00		5,000.00
410-508-10-00-01	Capital Asset Reserve End Bal+New GFCs	\$0.00			\$265,800.00		265,800.00
410-508-80-00-00	Unreserved	\$0.00			\$0.00		-
Salary & Benefits							
410-531-31-10-01	Salary - Storm Water	\$12,779.23	\$14,253.26	\$18,000.00			221,993.05
410-531-31-10-05	Salary - City Administrator	\$3,022.09	\$836.65	\$4,500.00			-
410-531-35-10-01	Overtime - Stormwater PW	\$8,682.67	\$7,085.52	\$8,900.00			-
410-531-35-10-03	Salary - Public Works Director	\$7,309.72	\$4,895.50	\$3,700.00			-
410-531-35-10-04	Salary - Public Works Supervisor	\$19,188.63	\$25,198.87	\$9,500.00			-
410-531-35-10-06	Salary - Maint Worker I	\$19,621.13	\$28,560.38	\$10,100.00			-
410-531-35-10-07	Salary - Maint Worker II	\$2,709.00	\$0.00	\$11,000.00			-
410-531-35-10-08	Salary - Temp Worker Intern	\$4,646.12	\$2,698.40	\$2,300.00			-
410-531-35-10-10	Salary - Water/WW Operator II	\$11,553.12	\$5,117.83	\$3,800.00			-
410-531-37-10-03	Salary - Water/WW Operator 1	\$5,344.30	\$4,704.02	\$6,300.00			-
410-531-37-10-04	Salary - City Clerk	\$7,815.49	\$6,406.92	\$12,900.00			-
410-531-37-10-05	Salary - Cashier	\$1,682.62	\$937.46	\$700.00			-
410-531-37-10-07	Overtime - Stormwater Admin	\$6,580.89	\$7,329.30	\$8,800.00			-
410-531-37-10-08	Salary - Clerical II	\$6,490.89	\$3,636.31	\$4,500.00			-
410-531-37-10-09	Salary - Office Supervisor/Accountant II	\$10,198.44	\$11,640.48	\$14,600.00			-
410-531-37-10-10	Salary Accounting Clerk I	\$8,385.23	\$8,340.23	\$9,800.00			-
410-531-37-10-11	Salary - City Treasurer	\$41,299.17	\$36,274.67	\$45,300.00			-
410-531-37-10-13	Salary - Building Official	\$0.00	\$2,143.69	\$0.00			-
410-531-31-20-01	Salary - Recreation Director	\$4,142.08	\$3,723.47	\$3,600.00			4,773.48
410-531-31-20-02	Benefits - Labor & Industries	\$31,688.33	\$32,558.02	\$30,200.00			42,575.78
410-531-31-20-03	Benefits - Medical & Ltd	\$3,736.11	\$3,446.46	\$3,300.00			5,361.32
410-531-31-20-04	Benefits - Dental & Vision	\$13,485.93	\$13,069.64	\$12,700.00			16,982.47

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
410-531-31-20-05	Benefits - Retirement	\$16,944.54	\$18,854.46	\$17,200.00		24,476.98	
	Total Salary & Benefits	\$247,305.73	\$241,711.54	\$241,700.00		316,163.09	
	O&M						
410-531-31-20-06	Training - Stormwater	\$206.28	\$8.33	\$300.00		300.00	
410-531-31-41-18	Eng - Stormwater Compliance Plan	\$0.00	\$0.00	\$2,000.00		2,000.00	
410-531-31-41-21	Eng - Grant Writing	\$11,219.68	\$348.32	\$10,000.00		5,000.00	
410-531-10-41-01	State Audit (\$18,000)	\$1,380.48	\$0.00	\$0.00		1,500.00	
410-531-10-46-00	Bond/ins AWC (\$207,000)	\$10,300.00	\$10,736.07	\$10,900.00		12,208.90	
410-531-10-49-01	Permit - Solid Waste Handling	\$900.00	\$0.00	\$1,000.00		1,000.00	
410-531-20-50-01	Tax - Noxious Weeds - Property	\$103.18	\$95.28	\$100.00		100.00	
410-531-30-51-00	Permits - Stormwater Discharge	\$2,157.50	\$4,553.28	\$4,500.00		5,000.00	
410-531-30-51-01	Permit - Stormwater Const	\$0.00	\$0.00	\$1,500.00		1,500.00	
410-531-38-31-00	Supplies - Office & Operating	\$6,113.64	\$4,213.25	\$6,000.00		5,000.00	
410-531-38-31-01	Publications - Legal - Stormwater	\$0.00	\$0.00	\$1,000.00		500.00	
410-531-38-32-01	Gasoline - Stormwater	\$955.92	\$621.55	\$1,200.00		1,000.00	
410-531-38-32-02	Deisel - Stormwater	\$908.06	\$1,001.58	\$1,700.00		1,000.00	
410-531-38-35-00	Supplies - Small Tools	\$64.08	\$492.94	\$500.00		600.00	
	Payroll Processing		\$0.00			700.00	
	Staffing Consultant		\$0.00			4,623.97	
	Facilities Maintenance Consultant		\$0.00			500.00	
410-531-38-41-04	IT - Computer Maintenance	\$4,657.99	\$3,272.54	\$4,000.00		4,000.00	
	Work Order Software		\$0.00			1,450.00	
410-531-38-41-05	IT - Website Maintenance/Hosting	\$0.00	\$270.12	\$400.00		400.00	
410-531-38-42-00	Postage - Stormwater	\$6,489.65	\$4,433.60	\$6,800.00		5,500.00	
410-531-38-42-01	Comm - Phone - Stormwater	\$0.00	\$0.00	\$200.00		200.00	
410-531-38-47-00	Electricity - VG Storm	\$1,273.23	\$1,111.57	\$1,400.00		1,600.00	
410-531-38-47-02	Fuel/Diesel-Backhoe, Generator	\$0.00	\$0.00	\$500.00		-	
410-531-38-48-00	R&M - System	\$1,657.33	\$5,956.72	\$5,000.00		5,500.00	
410-531-38-48-01	R&M - Equipment	\$8,197.67	\$3,082.47	\$7,000.00		7,000.00	
410-531-38-48-02	R&M - Storm (Vactor & Jet)	\$25,552.60	\$0.00	\$5,000.00		5,000.00	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	Budget	Budget	Budget	Budget
410-531-38-48-03	Service - Storm Pond Monitor & Treatment	\$2,268.48	\$2,437.14	\$3,500.00		4,500.00	
410-531-38-48-04	Service - Stormwater Waste-Material Test	\$221.18	\$1,029.00	\$900.00		900.00	
410-531-38-48-05	Service - Waste Removal	\$1,772.53	\$1,037.69	\$3,000.00		3,000.00	
410-531-38-48-06	RFP For Vehicle Maintenance	\$0.00	\$0.00	\$500.00		-	
410-531-38-48-07	ADA Compliance Plan	\$0.00	\$0.00	\$1,000.00		-	
410-531-38-53-00	Tax - Excise Tax	\$153.44	\$25.26	\$100.00		100.00	
410-531-39-41-01	Eng - Services On Call	\$11,783.46	\$12,552.50	\$20,000.00		15,000.00	
410-531-39-41-02	One-Call Service	\$0.00	\$0.00	\$200.00		200.00	
410-531-39-41-03	Advertising - Stormwater	\$0.00	\$0.00	\$200.00		200.00	
410-531-39-41-04	Legal - Services - Attorney	\$3,097.16	\$252.00	\$5,000.00		5,000.00	
410-531-39-41-05	Eng - City Utility Mapping Project	\$16.01	\$0.00	\$4,000.00		4,000.00	
410-531-39-41-06	Eng - City Standards Update	\$0.00	\$0.00	\$5,000.00		5,000.00	
410-531-39-41-39	NPDES - Stormwater Monitoring	\$4,302.00	\$4,302.00	\$5,000.00		5,000.00	
410-531-60-41-00	Fees - Locates	\$0.00	\$0.00	\$200.00		200.00	
410-531-90-40-00	Internet Payment Expense	\$2,683.05	\$2,644.32	\$2,600.00		3,000.00	
410-531-90-40-02	Bank Fees	\$0.00	\$2,532.07	\$0.00		3,000.00	
410-584-00-00-00	Investment Purchase	\$0.00	\$0.00	\$0.00		-	
410-594-31-41-41	Server Operating Lease	\$888.00	\$370.00	\$0.00		600.00	
410-594-31-41-42	Phone Operating Lease	\$175.03	\$44.65	\$0.00		200.00	
410-594-31-74-02	Server Lease	\$0.00	\$370.00	\$2,000.00		2,000.00	
410-594-31-75-01	Phone System Lease - Storm	\$0.00	\$44.65	\$200.00		100.00	
410-586-00-00-00	Misc Refunds By Check	\$504.00	\$2,655.90	\$0.00		-	
	City B&O Tax on Utilities 2.5%		\$0.00			22,242.50	
	Total O&M	110,001.63	70,494.80	124,400.00		147,425.37	
	CapEx						
410-594-31-41-03	Underground Pollution Removal	\$0.00	\$0.00	\$5,000.00		200.00	
410-594-31-41-16	Eng - Levee Wetland Mitigation	\$0.00	\$0.00	\$10,000.00		10,000.00	
410-594-31-41-20	Eng - Stormwater Management Program	\$0.00	\$97.24	\$2,000.00		2,000.00	
410-594-31-41-24	Eng - Master Planning Document	\$0.00	\$0.00	\$3,000.00		3,000.00	
410-594-31-41-25	Service - Army Corp Study	\$5,061.22	\$1,230.92	\$8,000.00		8,000.00	

2017 Expenses

BARS	Description	2015		2016		2017	
		Total Exp.	YTD Exp.	YTD Exp.	Budget	Total Exp.	Budget
410-594-31-41-30	Capout - Eng - Levee Outfall Design	\$0.00	\$0.00	\$136.25	\$50,000.00	\$0.00	50,000.00
410-594-31-41-37	Eng - Levee Certification	\$0.00	\$0.00	\$10,417.50	\$200,000.00	\$0.00	50,000.00
410-594-31-41-38	Eng - Village Green PS Panel Upgrade	\$0.00	\$0.00	\$0.00	\$45,000.00	\$0.00	45,000.00
410-594-31-41-40	ADA Self Assessment	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	-
410-594-31-63-15	Proj - Setback Levee Construction	\$1,409,248.83	\$149,185.81	\$149,185.81	\$0.00	\$0.00	-
410-594-31-63-16	Capout - Setback Levee Const Grant Match	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
410-594-31-63-24	Capout - Eng - Levee Const Mngmnt	\$437,901.06	\$45,717.42	\$45,717.42	\$10,000.00	\$0.00	-
410-594-31-63-25	Capout-Levee out fall Const Grant Match	\$0.00	\$0.00	\$0.00	\$29,000.00	\$0.00	29,000.00
410-594-31-63-26	Capout - Levee Outfall Const	\$0.00	\$0.00	\$0.00	\$194,000.00	\$0.00	194,000.00
410-594-31-63-28	Eng - Rainier Lane Const Services	\$12,428.91	\$15,466.88	\$15,466.88	\$0.00	\$0.00	-
410-594-31-63-29	Proj - Rainier Lane Construction	\$111,207.36	\$1,294.54	\$1,294.54	\$0.00	\$0.00	-
410-594-31-63-34	Outfall Const Mngmnt	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	20,000.00
410-594-31-63-39	Kansas Outfall Replacement Construction	\$0.00	\$0.00	\$0.00	\$150,000.00	\$0.00	150,000.00
410-594-31-63-40	Kansas Outfall Replacement Construction Management	\$0.00	\$0.00	\$13,305.00	\$20,000.00	\$0.00	20,000.00
410-594-31-63-41	Village Green PS Panel Upgrade	\$0.00	\$0.00	\$0.00	\$40,000.00	\$0.00	40,000.00
410-594-31-64-02	Capout - Equip-Weed Eater	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	300.00
410-594-31-64-06	Capout - Traffic Devices	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	100.00
410-594-31-64-20	Capout - Security Camera (\$6,500)	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	1,000.00
410-594-31-64-21	Capout - Gator (\$7,500)	\$1,700.00	\$0.00	\$0.00	\$0.00	\$0.00	-
410-594-31-64-29	Capout - Capital Asset Maint Software	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	100.00
410-594-31-64-30	Capout - Truck Safety Lights	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	200.00
410-594-31-64-36	BLR Safety Resources	\$398.33	\$431.67	\$431.67	\$400.00	\$0.00	500.00
410-594-31-64-37	Pickup Truck	\$5,129.40	\$0.00	\$0.00	\$0.00	\$0.00	-
410-594-31-64-38	3" Diaphragm Pump	\$0.00	\$0.00	\$276.29	\$400.00	\$400.00	-
410-594-31-64-39	3" Suction & Discharge Hose	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	-
	Backpack Blower			\$0.00		\$0.00	200.00
	Message Board Replacement			\$0.00		\$0.00	2,000.00
	Wire Feed Welder			\$0.00		\$0.00	100.00
	Computer Station			\$0.00		\$0.00	100.00
410-594-31-64-40	Line Locator	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0.00	1,600.00

2017 Expenses

BARS	Description	2015 Total Exp.	YTD Exp.	2016 Budget	2017 Budget
410-594-31-67-10	Pickup Trucks	\$0.00	\$0.00	\$1,200.00	-
410-594-31-67-11	Small Dump Truck	\$0.00	\$0.00	\$500.00	-
410-594-31-67-12	Flat Bed Truck	\$0.00	\$37.12	\$800.00	-
410-594-31-67-13	New BARS Number	\$0.00	\$0.00	\$1,000.00	-
410-594-31-67-14	Vac Trailer	\$0.00	\$0.00	\$4,500.00	-
410-594-31-67-15	Van/Box Truck	\$0.00	\$0.00	\$1,600.00	-
410-594-31-67-16	Equipment Trailer	\$0.00	\$0.00	\$400.00	-
	Total CapEx	1,983,375.11	237,596.64	800,800.00	627,400.00
	Transfers & Debt Service				
410-591-31-50-01	PWTF Levee Loan (P)	\$0.00	\$0.00	\$0.00	-
410-591-31-70-01	PWTF Levee Loan Principal	\$825,466.14	\$0.00	\$0.00	-
410-592-31-50-01	PWTF Levee Loan (I)	\$0.00	\$0.00	\$0.00	-
410-592-31-80-01	PWTF Levee Loan Interest	\$470.06	\$0.00	\$0.00	-
	2016 Vehicle Purchase (P)		\$0.00	\$0.00	8,861.76
	2016 Vehicle Purchase (I)		\$0.00	\$0.00	380.29
410-597-38-00-01	Transfer to Utility Facility Fund 412	\$5,000.00	\$4,170.00	\$5,000.00	5,000.00
	Total Transfers & Debt Service	830,936.20	4,170.00	5,000.00	14,242.05
	Total	3,171,618.67	553,972.98	1,171,900.00	1,105,230.51

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget	Budget	
Storm Water							
410-308-00-00-00	Beginning Cash & Invest.	\$0.00		\$0.00	\$0.00	1,273,593.44	
410-333-00-00-01	Grants - FEMA Pre-Mitigation Outfall Grant	\$0.00	\$0.00	\$221,200.00		221,200.00	
410-334-02-70-01	State SRFB Levee Salmon Habitat Grant	\$20,033.31	\$0.00	\$0.00		-	
410-334-03-10-02	State DOE Levee Storm Water Const Grant	\$200,000.00	\$0.00	\$0.00		-	
410-334-03-15-00	Grant - NPDES State	\$72,054.94	\$0.00	\$25,000.00		-	
410-337-10-00-00	Pierce County Flood District Levee Grant	\$1,375,768.37	\$352,647.83	\$200,000.00		200,000.00	
410-343-10-00-00	Fees - Storm Drainage	\$845,009.09	\$702,743.07	\$828,500.00		889,700.00	
410-343-10-01-00	Storm GFC	\$50,575.00	\$11,377.10	\$100,000.00		100,000.00	
410-343-10-02-00	Charges - GFC Surcharge	\$29.10	\$0.00	\$300.00		300.00	
410-343-10-02-01	Storm Surcharge	\$2,514.20	\$568.86	\$0.00		-	
410-361-11-00-00	Int - Investment Interest Earned	\$519.36	\$4,173.63	\$0.00		2,000.00	
410-391-80-00-00	State Public Works Trust Fund Loan - Levee	\$825,466.14	\$0.00	\$0.00		-	
410-396-10-00-00	Sale of Surplus Items	\$0.00	\$0.00	\$500.00		500.00	
	Total	3,391,969.51	1,071,510.49	1,375,500.00		1,413,700.00	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
<u>Utility Land Acquisition</u>					
412-508-00-00-00	Ending Cash & Investments	\$0.00		\$0.00	-
412-584-00-00-00	Investment Purchase			\$0.00	-
412-594-38-41-01	Eng - Design & Planning	\$0.00	\$39.89	\$162,300.00	162,300.00
412-594-38-62-01	Capout - Utility Maintenance Facility	\$0.00	\$0.00	\$1,000,000.00	1,000,000.00
	Total	\$0.00	\$39.89	\$1,162,300.00	1,162,300.00

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	Budget	Budget		
<u>Utility Land Acquisition</u>							
<u>Fund</u>							
412-308-00-00-00	Beginning Cash & Invest.	\$0.00		\$0.00			
412-361-11-00-00	Int - Investment Interest Earned	\$809.42	\$5,151.86	\$100.00		2,500.00	
412-397-00-01-00	From #410 - Utility Facility	\$0.00	\$2,085.00	\$0.00		-	
412-397-00-02-00	From #410 - Utility Facility	\$5,000.00	\$2,085.00	\$5,000.00		5,000.00	
412-397-00-03-00	From #408 - Utility Facility	\$39,400.00	\$33,330.00	\$40,000.00		40,000.00	
412-397-00-04-00	From #401 - Utility Facility	\$30,000.00	\$25,000.00	\$30,000.00		30,000.00	
412-397-00-05-00	From #101 - Utility Facility	\$5,000.00	\$4,170.00	\$5,000.00		5,000.00	
412-397-00-10-50	From Fund 105	\$2,500.00	\$2,080.00	\$2,500.00		2,500.00	
	Total	82,709.42	73,901.86	82,600.00		85,000.00	

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2017 Budget
<u>Cemetery Perpetual Fund</u>				
701-508-00-00-00	Ending Cash & Investments	\$0.00		497,800.00
701-508-80-00-00	Unreserved	\$0.00		497,800.00
701-584-00-00-00	Purchase of Investments			\$0.00
				-

2017 Revenue

BARS	Description	2015		2016		2017	
		Total Rev.	To Date	To Date	Budget	Budget	Budget
<u>Cemetery Perpetual Fund</u>							
701-308-00-00-00	Beginning Cash & Invest.	\$0.00			\$0.00		
701-361-11-00-00	Int - Investment Interest Earned	\$3,202.70	\$2,791.49	\$2,791.49	\$2,400.00	3,000.00	3,000.00
701-397-00-01-00	From #104	\$0.00	\$3,760.00	\$3,760.00	\$2,000.00	2,000.00	2,000.00
	Total	3,202.70	6,551.49	6,551.49	4,400.00	5,000.00	5,000.00

2017 Expenses

BARS	Description	2015 Total Exp.	2016 YTD Exp.	2016 Budget	2017 Budget
Skinner Fund					
704-508-00-00-00	Ending Cash & Investments	\$0.00		\$457,900.00	457,900.00
704-508-10-00-00	Reserved	\$0.00		\$457,000.00	457,000.00
704-508-80-00-00	Unreserved	\$0.00		\$900.00	900.00
704-584-00-00-00	Purchase of Investments			\$0.00	-
704-597-00-00-00	TO #001 - Community Programs	\$750.00	\$0.00	\$4,000.00	4,000.00
	Total Skinner Fund	750.00	-	4,000.00	4,000.00

2017 Revenue

BARS	Description	2015 Total Rev.	2016 To Date	2016 Budget	2017 Budget
Skinner Fund					
704-308-00-00-00	Beginning Cash & Investments	\$0.00		\$0.00	
704-361-11-00-00	Int - Investment Interest Earned	\$3,182.32	\$2,601.26	\$2,400.00	3,000.00
	Total	3,182.32	2,601.26	2,400.00	3,000.00



**City Of Orting
Council Agenda Summary Sheet**

AB16-109 SUBJECT: Public Hearing - 2017 Property Tax Levy and Resolution No. 2016-27.	Agenda Item #:	AB16-109
	For Agenda of:	11/09/16
	Department:	Finance
	Date Submitted:	11/04/16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	<u>\$0</u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u>\$0</u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u>\$0</u>
City Clerk, Jane Montgomery		Timeline:	
City Treasurer, Scott Larson	X		
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note:	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: Resolution No. 2016-27
SUMMARY STATEMENT:
<i>The dollar amount of the increase over the actual levy amount from the previous year shall be \$107,502.13 which is a percentage increase of eight percent (12.9%) from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in value of state assessed property, any annexation that have occurred and refunds made.</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:
RECOMMENDED ACTION: MOTION to approve first reading of Resolution No. 2016-27, requesting the highest lawful levy.

**CITY OF ORTING
WASHINGTON
RESOLUTION NO. 2016-27**

**A RESOLUTION OF THE CITY OF
ORTING, WASHINGTON, REQUESTING
THE HIGHEST LAWFUL LEVY**

WHEREAS, the City Council of Orting, Washington has met and considered its budget for the calendar year 2017; and

WHEREAS, the districts actual levy amount from the previous year was \$835,116.33; and

WHEREAS, the population of this district is less than 10,000; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ORTING,
WASHINGTON, DOES RESOLVE AS FOLLOWS:**

Be it resolved by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2017 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$107,502.13 which is a percentage increase of eight percent (12.9%) from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in value of state assessed property, any annexation that have occurred and refunds made.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON
THE 30TH DAY OF NOVEMBER, 2016.**

CITY OF ORTING

Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

Jane Montgomery, City Clerk

Approved as to form:

Charlotte Archer, City Attorney



**City Of Orting
Council Agenda Summary Sheet**

AB16-110 SUBJECT: PUBLIC HEARING- 2017 Utility Rate Changes – (First Read)	Agenda Item #:	AB16-110
	For Agenda of:	11/09/16
	Department:	Utilities
	Date Submitted:	11/04/16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	<u> \$0 </u>
City Administrator, Mark Bethune	x	Amount Budgeted:	<u> \$0 </u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u> \$0 </u>
City Clerk, Jane Montgomery		Timeline: N/A	
City Treasurer, Scott Larson	x		
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note:	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: Proposed Ordinance No. 2016-998; 2017 Proposed Rates
SUMMARY STATEMENT: The cost of service analysis provided by FCS Group has shown that additional rate increases are needed to sufficiently fund the currently planned Capital Improvement Projects for the Sanitary Sewer, Water and Storm Sewer utilities as well as operations and maintenance. These rate increases reflect the recommended Utility Committee percentage increases for 2017.
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: <i>The Public Works Committee is recommending approval.</i>
RECOMMENDED ACTION: MOTION – To Approve First Reading Of Ordinance No. 2016-998 For Recommended Rate Changes.

**CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2016-998**

**AN ORDINANCE OF THE CITY OF ORTING,
WASHINGTON, RELATING TO UTILITY RATES;
ADOPTING ADJUSTMENTS TO WATER, SEWER AND
STORMWATER UTILITY RATES; PROVIDING FOR
SEVERABILITY; AND ESTABLISHING AN EFFECTIVE
DATE**

WHEREAS, in 2010 the City of Orting, by and through Parametrix, its contract engineering firm, contracted with FCS Group (hereinafter the “Consultant”) to conduct a comprehensive utility rate and cost of service study (hereinafter the “Study”); and

WHEREAS, the purpose of this Study was to assist the City in maintaining financially stable utilities and to promote a fair and equitable allocation of water, sewer, and stormwater system costs to its customers; and

WHEREAS, the scope of this study included the following major elements:

- Financial policies development;
- General facility charges (GFCs) update;
- Revenue requirements forecast;
- Cost of service analyses;
- Rate structure evaluation; and
- High Cedars sewer cost of service analysis (separate Technical Memorandum).

WHEREAS, the methods used to complete the Study were based on analytical principles generally accepted and widely followed throughout the industry, i.e., rates and charges must generate enough revenue to maintain self-supporting and financially viable utilities without undue discrimination toward or against any customer; and

WHEREAS, the Consultant worked closely with City staff to establish financial policies and arrive at rate and charge conclusions that meet forecasted utility financial obligations, achieve near term City goals, comply with legal requirements, and adhere to industry best practices; and

WHEREAS, the City Council adopted ordinances in 2011 and 2012 implementing the majority of the recommended changes to the water, sewerage and stormwater rates and rate structures; and

WHEREAS, the implemented rate increases were intended to reflect an amount up to but no greater than the cost of service and such revenues reasonably required to maintain self-supporting and financially viable utilities without undue discrimination toward or against any customer; and

WHEREAS, the Study recommended flat annual water utility rate increases of 9.5% commencing in year 2012 and ending in year 2018 in order to adequately fund operating expenses, debt service, and system reinvestment funded from water utility rate revenues; and

WHEREAS, the City Council having been in all matters fully advised finds that an adjustment to the water utility rates equal to or less than the recommended increase of 9.5% is necessary to meet revenue requirements to cover the costs necessary to maintain a self-supporting and financially viable water utility; and

WHEREAS, the Study also recommended a flat annual sanitary sewer utility rate increase of 3% commencing in 2013 and ending in 2018 with a potential 23% increase in 2019; and

WHEREAS, the City Council having been in all matters fully advised finds that an adjustment to the sanitary sewerage utility rates greater than 3% is necessary to meet revenue requirements to cover the costs necessary to maintain a self-supporting and financially viable sanitary sewer utility; and

WHEREAS, the Study recommended two years of 30% increases in stormwater utility rates for years 2011 and 2012 to pay debt service for the Setback Levee project, followed by 6.0% increases in years 2013-2016, and then 4.0% increases in years 2017-2019; and

WHEREAS, the City Council having been in all matters fully advised finds that an adjustment to the storm water utility rates greater than the recommended increase in 2017 is necessary to meet revenue requirements to cover the costs necessary to maintain a self-supporting and financially viable stormwater utility; and

WHEREAS, the City Council finds that it is in the public interest to implement the water, sewer and stormwater rate increases as set forth herein in order to ensure that each utility has sufficient revenue to be self-supporting and financially viable; and

WHEREAS, the City Council finds that it is in the public interest for the General Facility Charges to be increased to match the consumer price index to allow for increased costs of constructing utility infrastructure; and

Whereas, the rate increases for Water, Sewer, and Storm Water also take into account a new two and one half percent (2½%) Business and Operating tax upon the city owned utilities that will go into effect in 2017;

NOW, THEREFORE, the City Council of the City of Orting, Washington, do ordain as follows:

Section 1. Adoption of Recitals. The City Council hereby finds that the above recitals are true and correct and hereby adopts such recitals as though fully set forth herein.

Section 2. OMC Section 9-1B-3(A4) (General Facilities and Connection Charges: General Facilities Charges) Amended. Orting Municipal Code Section 9-1B-3(A4) is hereby amended to read as follows:

9-1B-3(A): General Facility Charges:

4. The base general facilities charge for each equivalent residential unit shall be set by ordinance of the city council, which sum may be changed from time to time.

Section 3. OMC Section 9-2B-2(D) General Facilities Charge Amended. Orting Municipal Code Section 9-2B-2(D) is hereby amended to read as follows:

9-2B-2(D): GENERAL FACILITIES CHARGE:

D. Charge Established: The base general facilities charge for each equivalent residential unit shall be set by ordinance of the city council, which sum may be changed from time to time.

Section 4. OMC Section 9-5C-9(C) Collection Amended. Orting Municipal Code Section 9-5C-9(C) is hereby amended to read as follows:

9-5C-9: COLLECTION:

C. The base general facilities charge per ERU shall be set by ordinance of the city council, which sum may be changed from time to time.

Section 5. Establishment of Water, Sewer and Storm Water Utility Rates and their respective General Facility Charges. Effective January 1, 2017, the rates for, water utility use fees imposed pursuant to OMC9-1D-3, sanitary sewer use charges imposed pursuant to OMC 9-2B-1, storm water utility use fees imposed pursuant to OMC 9-5C-6, water utility general facility charges imposed pursuant to OMC 9-1B-3(A4), sewer utility general facility charges imposed pursuant to OMC 9-2B-2(D), and storm water utility general facility charges imposed pursuant to OMC 9-5C-9(C) are adjusted to those amounts set forth in the 2017 Utility Rates exhibit "A", attached hereto and incorporated as though fully set forth herein.

Section 6. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 7. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force at 12:01 a.m. on January 1, 2017. A summary of this Ordinance may be published in lieu of publishing the ordinance in its entirety.

FIRST READING AND APPROVAL AT A REGULAR MEETING ON THE 9TH DAY OF NOVEMBER 2016.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 30TH DAY OF NOVEMBER, 2016.

CITY OF ORTING

Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

Jane Montgomery, City Clerk

Approved as to form:

Charlotte A. Archer
Kenyon Disend PLLC
City Attorney

Filed with the City Clerk: 11.04.16
Ordinance No. 2016-998
Date of Publication: December 2, 2016
Effective Date: December 7, 2016

Attachment: Exhibit. "A" (*Utility Rates*)

Appendix A: 2017 Utility Rates

WATER				
Monthly Base Charges				
Meter Size	2016		2017	
	SFR	COM	SFR	COM
0.75	\$19.63	\$19.63	\$21.10	\$21.10
1-1.5	\$32.05	\$32.05	\$34.45	\$34.45
2.0-4.0	\$45.51	\$45.51	\$48.92	\$48.92
Senior	\$15.85		\$16.17	
Single Block Rates				
Rate Class	2016		2017	
	SFR	COM	SFR	COM
Single Block rate (per ccf)		\$2.96		\$3.18
Senior (per ccf)				
Block 1: 1 to 6 CCF (per ccf)	\$2.13		\$2.29	
Block 2: 6 to 17 CCF (per ccf)	\$2.86		\$3.07	
Block 3: 17+ CCF (per ccf)	\$4.30		\$4.62	
Block 1: 0 to 6 CCF - Senior	\$1.66		\$1.69	
Block 2: 6 to 17 CCF - Senior	\$2.28		\$2.33	
Block 3: 17+ CCF - Senior	\$3.21		\$3.27	

GFC	
2016	2017
\$3,612.00	\$3,973.20

Recommended Increase: 7.5%
 Recommended Senior Increase: 2.0%
 Recommended GFC Increase: 10.0%

Sewer						
Customer Class	2016			2017		
	Base (per unit)	Allowance (ccf)	Flow (per ccf)	Base (per unit)	Allowance (ccf)	Flow (per ccf)
Single Family Residential	\$42.59			\$44.93		
SFR - Snowbird	\$30.97			\$32.68		
SFR - Senior	\$34.29			\$34.97		
Multi-family Residential	\$28.96			\$30.56		
Commercial - Domestic						
Churches/Lodges, Businesses	\$42.59	0	\$4.39	\$44.93	0	\$4.63
Library	\$23.16	0	\$4.39	\$24.44	0	\$4.63
Residence/Daycare, Residence/Business	\$42.59	0	\$4.39	\$44.93	0	\$4.63
Schools	\$42.59	0	\$4.39	\$44.93	0	\$4.63
Commercial - High						
Restaurant, Full Day	\$42.59	0	\$7.78	\$44.93	0	\$8.20
Restaurant, Half Day	\$42.59	0	\$7.78	\$44.93	0	\$8.20
Grocery With Deli	\$42.59	0	\$7.78	\$44.93	0	\$8.20
Other Food-related	\$42.59	0	\$7.78	\$44.93	0	\$8.20
High Cedars						
Single Family	\$54.09			\$57.06		
Business	\$54.09	0	\$5.58	\$57.06	0	\$5.89
Restaurant	\$54.09	0	\$9.88	\$57.06	0	\$10.42

GFC:	
2016	2017
\$7,765.00	\$8,541.50

Recommended Increase: 5.5%
 Recommended Senior Increase: 2.0%
 Recommended GFC Increase: 10.0%

Storm	
2016	2017
\$22.00	\$23.21

GFC	
2016	2017
\$866.00	\$952.60

Recommended Increase: 5.5%
 Recommended GFC Increase: 10.0%

Average Utility Bill						
Based on usage of 7.2 CCF of Water						
	Existing 2016	Proposed 2017	Sumner	Bonney Lake ¹	Buckley ²	Puyallup
Water:	\$33.71	\$36.24	\$35.32	\$27.06	\$31.56	\$31.03
Sewer:	\$42.59	\$44.93	\$65.00	\$78.28	\$77.99	\$72.72
Storm:	\$22.00	\$23.21	\$14.58	\$14.00	\$21.34	\$23.14
Total:	\$98.30	\$104.38	\$114.90	\$119.34	\$130.89	\$126.89

1 Includes a \$3.32 rate for irrigation meter. The winter rate is \$3.04

2 Based on summer rates



**City Of Orting
Council Agenda Summary Sheet**

AB16-111 SUBJECT: Close Record Hearing – The Meadows, Division 2, Phase Three Final Planned Development and Plat	Agenda Item #:	AB 2016-111
	For Agenda of:	11/09/16
	Department:	Planning
	Date Submitted:	11/04/16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger		Cost of Item:	<u> \$0 </u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u> \$0 </u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u> \$0 </u>
City Clerk, Jane Montgomery		Timeline:	
City Treasurer, Scott Larson		BARS:	
Police Chief, Bill Drake		Fiscal Note:	
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford	X		
BHC Consultants, Roger Wagoner	X		
Agenda Placement: <input type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: City of Orting Staff Report
SUMMARY STATEMENT: <i>The applicant requests Final Plat approval for Division 2, Phase 3 of the subject development, pursuant to OMC 12-6. The Meadows Division 2 consists of 98 single-family residential lots, a stormwater detention and treatment pond that will be shared with The Meadows subdivision I, and associated utilities and infrastructure. The subdivision received Preliminary Plat approval April 25, 2002. Subdivision 1 has been completed and built out. The Subdivision 2 is now divided into three phases. Phase 1 has been completed, Phase 3 is the subject of this application. It contains <u>24</u> single-family residential lots. This Final plat application only applies only to the <u>24</u> lots and associated improvements. The average lot size is 7,440 square feet. This recommendation pertains to the Phase 2 final plat for 24 lots of the Division.</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:
RECOMMENDED ACTION: MOTION: to approve Meadows Division 2 Phase III, final planned development and plat.

**CITY OF ORTING
PLANNING COMMISSION
FACTS AND FINDINGS
FINAL PLAT - DIVISION 2, PHASE 3
The Meadows (#PP01-04)**

Applicant/owner:

Soundbuilt Meadows at Orting, LLC
P.O. Box 73790
Puyallup, WA 98373
(253) 848-0820

Property Location:

The subject property is located south of the Calistoga Place Development, east of the Puyallup River and west of Beckett Lane SW. Also described as the North line of the S.W. ¼ of Section 32, Township19N, Range 5E, W.M. (Tax Parcel #7002580990).

Parcel Size:

5.10 acres.

Description of Proposal:

The Meadows Division 2 consists of 98 single-family residential lots, a stormwater detention and treatment pond that will be shared with The Meadows subdivision I, and associated utilities and infrastructure. The subdivision received Preliminary Plat approval April 25, 2002. Subdivision 1 has been completed and built out. The Subdivision 2 is now divided into three phases. Phase 1 has been completed, Phase 3 is the subject of this application. It contains 24 single-family residential lots. This Final plat application only applies only to the 24 lots and associated improvements.

ZONING:

Residential Urban

Existing Use:

Residential

Final Plat Approval Criteria OMC 12-8:

The application shall be reviewed in accordance with Orting Municipal Code (OMC) Title 12, Chapter 8 (General Requirements for Subdivision Approval) and Title 15 (Development Code Administration).

OMC 12-8-1

A. Land Use Controls:

The proposed subdivision conforms with applicable zoning ordinances, Comprehensive Plan and existing land use controls. Proposed lot sizes and setbacks meet the minimum requirement for the Residential Urban (RU) Zone.

“Dedications; Generally”:

Dedications shall be completed with final plat documents

“Dedication of public park”:

The applicant proposes to pay the Orting Park Mitigation Fee in lieu of dedication of park space.

“Release from damages”:

Complies

“Flood, inundation or swamp conditions”:

Complies

“Bonds”:

Maintenance Bond to be issued prior to bill of sale. To be completed with final plat

OMC 12-8-2: “Certificate to Accompany Final Plat”:

To be completed with final plat.

OMC 12-8-3: “General Requirements for Filing Plat”:

To be completed with final plat.

OMC 12-8-4: “Compliance With Public Works Standards”:

Complies

- A. Conforms to Preliminary Plat Approval: Conforms to all terms of the preliminary plat approval

Specific mitigations for Land Use, Transportation, Utilities, and parks were required in the “Requirements and Conditions” of the original Preliminary Plat approval. The following is a summary of remaining conditions of approval and their current status:

1. Land Use

- a. Restrict all residential development to that which lies outside designated wetlands and their buffers, and shorelines protected by the Shorelines Management Program of the City of Orting

In compliance

2. Transportation

- a. Subdivision 3 is tied to Subdivision 1 where a TIA was not completed. The City engineer determined that at final plat of phase 1 of Subdivision 2 a right turn pocket off of SR162 is necessary and already exists. Phase 3 of Subdivision 2 will not be allowed until there is a complete TIA.

Completed – no further mitigation required

3. Design

- a. All design plans and specifications, to include erosion control, grading and filling, road, water, sanitary and storm sewer, landscaping and park facilities, shall be reviewed and approved by the City Engineer and City Council prior to the start of construction

Completed

- b. The developer and the City shall enter into a Developer Extension Agreement prior to construction of any type.

Completed

4. Public Utilities

- a. Water

1. All water infrastructure projects shall be consistent with the Water Comprehensive Plan of the City of Orting.

Complies

b. Sanitary Sewer

1. All sanitary sewer infrastructure projects shall be consistent with the City of Orting General Sewer Plan and the Washington State Department of Ecology Criteria for Sewer Works Design.

Complies

c. Storm Sewer

1. The developer shall construct a storm sewer system to serve each phase of the development prior to the issuance of any certificates of occupancy for homes to be built within said phases.

Complies

5. Parks

- a. The developer shall pay park mitigation fees.

B. Meets other applicable requirements: Meets the requirement of chapter 58.17 RCW, other applicable State laws, this Title, Title 9, chapter 4 of this code and any other City ordinances which were in effect at the time of preliminary approval.

Meadows Subdivision 2, Phase 3 complies with all other applicable requirements.

C. Approval and Inscription: The City Planning Commission shall make a written Findings of Fact and make recommendation for approval or non-approval to the City Council.

The Planning Commission held a public hearing and considered the request for final plat approval November 7, 2016. This document shall serve as the Planning Commission Findings of Fact.

Planning Commission & Staff Recommendations:

The Planning Commission and staff have found that the Meadows Subdivision 2 phase 3, has met all Final Plat requirement when the City Engineer certifies that all site improvements have been completed and recommends approval with the following conditions including conditions from preliminary plat approval;

1. The following items shall be completed prior to execution of the bill of sale and signing of the final plat documents:
 - a. The developer shall submit record drawings for review and approval.

- b. The developer shall submit final plat documents.
 - c. The developer shall complete all outstanding punch list items.
 - d. The developer shall post a maintenance bond for onsite utilities
 - e. The developer shall pay all outstanding fees and charges.
2. The developer shall provide easements for conveyance of stormwater from adjacent property to the east to preserve the natural flow of surface water from the southeast to the northwest so that it may be directed to an appropriate outfall. Easement location to be approved by the City Engineer.
 3. Elevation changes at the northern property line abutting adjacent existing properties in the Calistoga place development shall be the least amount possible while still maintaining finished floor elevation one foot above the best available technology of the 100 year flood elevation. A drainage system shall be installed or other appropriate measures taken as necessary to prevent surface water from flowing onto existing adjacent properties to the north.
 4. The developer shall provide stormwater management analysis and plans consistent with the City and State standards in the design phase.
 5. Erosion control, grading, road, water, sanitary and storm sewer, and other public infrastructure designs shall be reviewed and approved by the City Engineer prior to the start of construction.
1. Streets dedicated to the city shall be a minimum 60' right-of-way with curb, gutter and sidewalks as specified by the City of Orting development standards.
 2. The developer shall provide traffic signs and street signs as appropriate.
 3. The Developer shall purchase and install street lights as deemed appropriate by the City and enter into a service and maintenance agreement with Puget Sound Energy. The terms of this agreement shall be transferred to the City of Orting upon approval of the final plat documents and acceptance of the streets and utilities by bill of sale.
 4. The developer shall enter into a Developer Utility Extension Agreement upon approval of the Preliminary Plat and prior to any review or construction activity associated thereof.
 5. The developer shall provide mailboxes or receptacles as specified by the Orting branch of the U.S. Post Office prior to final plat approval on any phase of the project.
 6. The developer shall coordinate with all local utilities such as gas, power, phone, cable, etc. and shall complete installation thereof prior to final plat.

7. New homes shall be placed and oriented to minimize impact to view corridors whenever possible.
8. The developer shall pay all fees, General Facility Charges (GFCs), and any other appropriate charges for each phase prior to final plat approval.
9. School impact fees shall be paid to the Orting School District prior to issuance of any building permits.
10. Water and sewer connection fees shall be paid to the City of Orting prior to issuance of any building permits.
11. The developer will provide a school bus stop with an appropriate shelter for children waiting for the bus.
12. Water Rights associated with the plat shall be transferred to the city of Orting prior to final plat.
13. Developer will have CC&R's that include the city's right to enforce CC&R's at its discretion and the Home Owners' Association will be responsible for upkeep of planter strips in city Right of Way and along Becket Lane.
14. Developer will disclose to builders/developers the latest FEMA information regarding flood plains.
15. Developer will provide frontage improvements including half street improvements, curb, gutter, sidewalks, landscaping (per OMC), and extension of the waterline along the entire frontage adjoining Beckett Lane S.W.
16. The number of lots shown, 24, is a representation of the maximum number of lots that could be captured giving the underlying zone and mitigation of stormwater runoff using Subdivision I. Preliminary plat approval was conditional upon legally binding the two plats and requiring Subdivision II of the Meadows to meet Stormwater Requirement per the *DOE Stormwater Management Manual for Western Washington (2001)*. Final plat for Division II, Phase 3 will be granted in accordance with the approved stormwater improvements included in Division I.
17. The Developer shall provide landscaping in the plat in accordance with OMC section 13-5-2.
18. The Developer shall construct a 6 foot high wood fence along the all sides of the plat not adjoining Meadows Subdivision I.

Planning Commission Recommendation to City Council subject to City Engineer Approval of all improvements. The applicant states that the improvements will be completed in November, 2016. Based on that schedule, and City Engineer approval, the City Council Closed Record Hearing and action is expected to occur at (TBD) , regular meeting.

Exhibits:

1. Final Plat Application
2. Plat Map
3. Orting OMC 12-6 “Final Plats
4. Orting OMC 12-8 “General Requirements for Subdivision Approval”

Jennifer Sergeant, Planning Commission Chairperson

Date

FR 2016-03

C.E.S. NW Inc.
Civil Engineering & Surveying

310 29th Street NE, Suite 101
Puyallup, WA 98372
Phone: (253) 848-4282
Fax: (253) 848-4278

RECEIVED BY
CITY CLERK

SEP 16 2016

CITY OF ORTING

Letter of Transmittal

TO: City of Orting
Planning and Land Use
110 Train Street SE
PO Box 489
Orting, WA 98360

CES Project No. 16143
Project Name: Meadows at Orting Division 2
Phase 3
Regarding: Final Plat Application
Permit #/Application ID: NA
Date: September 15, 2016
Parcel(s): 7002580990

WE ARE SENDING:

Quantity	No. of Pages	Dated	Description
5	1 ea		Application Cover Sheet
5	1 ea	09.09.2016	Affidavit of Ownership
5	129 ea	05.23.2016	Title Report
1	4	NA	Mailing Labels for all property owners within 300' of the property
5	3 ea		DRAFT First Amendment to the CC&Rs
5	3 ea	09.14.2016	Final Plat Map 18x24
5	31 ea	09.14.2016	Lot Closure Calculations
1			Submittal Documents on a CD
1			Fee of \$500 (payable to the City of Orting)

THESE ARE TRANSMITTED:

For your review are the necessary documents for the Final Plat application for the Meadows at Orting Division 2 Phase 3 Plat. Certification of any work required or completed by the City will be provided after the work is completed. As-Builts will be provided once they are completed. Final Plat map and As-Builts will be provided on mylar after all comments have been addressed and revised. Any and all dedications will be listed on the face of the Final Plat map. Certificates of Completion of all improvements will be provided after the work is completed.

If you have any questions, please contact Cara Visintainer or Jennifer Caldwell at 253.848.4282.

Thank you,

Rachel Mattock, CESCL
Land Planner
Site Inspector
C.E.S. NW, Inc.
310 29th St NE, Suite 101
253-848-4282
rmattock@cesnwinc.com

FP 2016 - 03

City of Orting -- Land Use Permits

**REQUIRED APPLICATION INFORMATION
(All Permits)**

If it is necessary to submit applications for more than one permit, just fill out this page once.

Property Owners' Name	Soundbuilt Meadows at Orting, LLC	
Affidavit of Ownership (Attached)	See attached	
Address	PO Box 73790 Puyallup, WA 98373	
Phone/Fax	253-848-0820	
Email	john@soundbuilthomes.com -- John Harkness	
Applicant/Agent's Name	CES NW, Inc	
Address	310 29 th ST NE, Suite 101 Puyallup, WA 98372	
Phone/Fax	Phone: 253-848-4282 Fax: 253-848-4278	
Email	cvisintainer@cesnwinc.com -- Cara Visintainer	
Project Site Address	Just south of Balmer ST SW, entrance at Koehler Ave SW.	
Tax Parcel Number(s)	7002580990	
Legal Description (May be on a separate sheet)	Tax Assessor's Description: Section 32 Township 19 Range 05 Quarter 32 MEADOWS AT ORTING DIV 2 PH 2 TR A - FUTURE DEVELOPMENT OUT OF 084-0 SEG 2015-0400 JP 05/15/15 JP	
Project Name (If Applicable)	Meadows at Orting Division 2 Phase 3	
Permits Needed (Check All that Apply)	<input type="checkbox"/> Short Plat <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Conditional Use <input type="checkbox"/> Variance <input type="checkbox"/> Clearing & Grading <input type="checkbox"/> Shoreline Variance <input type="checkbox"/> Planned Development <input type="checkbox"/> Master Plan	<input type="checkbox"/> Boundary Line Adjustment <input checked="" type="checkbox"/> Final Plat <input type="checkbox"/> Rezone <input type="checkbox"/> Critical Area Exception <input type="checkbox"/> Shoreline Development <input type="checkbox"/> Shoreline Conditional Use <input type="checkbox"/> Architectural Design Review <input type="checkbox"/> Binding Site Plan

RECEIVED BY
CITY CLERK

SEP 16 2016

CITY OF ORTING

Affidavit of Ownership

Parcel Information: 7002580990

Parcel Owner of Record: Soundbuilt Meadows at Orting, LLC

Address of Owner of Record: PO Box 73790, Puyallup, WA 98373

Section 32 Township 19 Range 05 Quarter 32 MEADOWS AT ORTING DIV 2 PH 2 TR A -
FUTURE DEVELOPMENT OUT OF 084-0 SEG 2015-0400 JP 05/15/15 JP

If Applicable:

Representative of Company: John Harkness

Second Representative of Company (not required):

Agent Information: CES NW Inc., 310 – 29th Street NE, Suite 101, Puyallup, WA 98372

By signing below, I/We verify that I/We are the sole owners of the above listed property and no other parties have rights to the property.



Signature of Owner of Record / Representative

9/9/16

Date Signed

Signature of Owner of Record / Representative

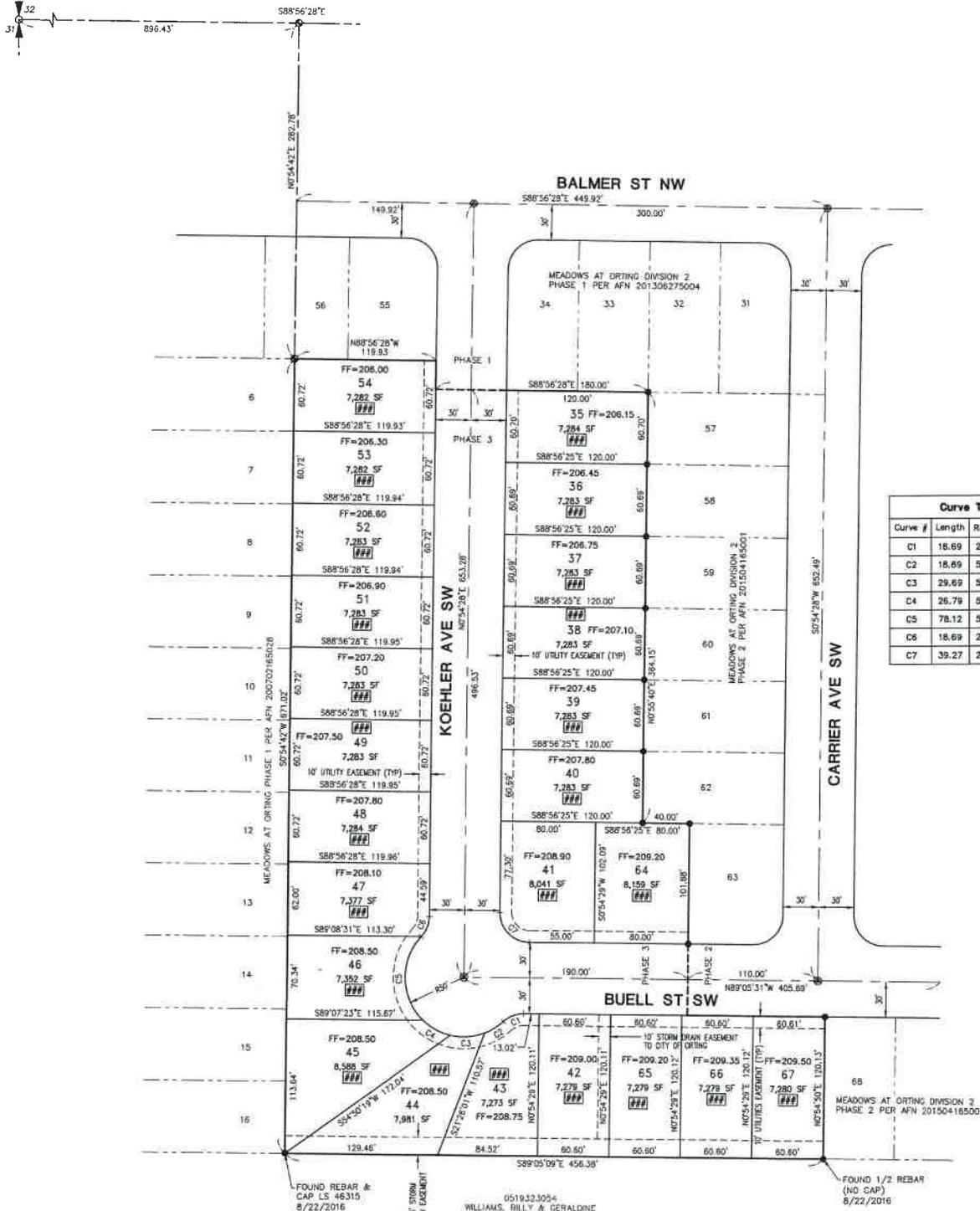
Date Signed

This statement is invalid if any of the required information is not supplied or is inaccurate.

RECEIVED BY
CITY CLERK
SEP 16 2016
CITY OF ORTING

MEADOWS AT ORTING DIVISION 2 PHASE 3

A PORTION OF THE NORTHWEST QUARTER AND THE NORTHEAST QUARTER,
OF SECTION 32, TOWNSHIP 19 NORTH, RANGE 5 EAST, WILLAMETTE
MERIDIAN, CITY OF ORTING, PIERCE COUNTY, WASHINGTON



Curve Table			
Curve #	Length	Radius	Delta
C1	18.69	25.00	42°50'00"
C2	18.69	50.00	21°25'14"
C3	29.69	50.00	34°01'14"
C4	26.79	50.00	30°42'08"
C5	78.12	50.00	89°31'24"
C6	18.69	25.00	42°50'00"
C7	39.27	25.00	89°59'59"

BUILDING SETBACKS
 FRONT 25'
 REAR 25'
 SIDE 5'
 CORNER LOT 20'

LEGEND

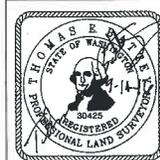
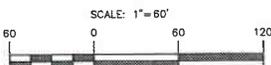
- FOUND 1/2" REBAR & CAP LS 46315 UNLESS OTHERWISE NOTED
- ⊙ FOUND 3" BRASS SURFACE MONUMENT
- ⊙ FOUND MONUMENT AS NOTED
- ⊙ CITY OF ORTING STANDARD ROAD MONUMENT TO BE SET WHEN CONSTRUCTION IS COMPLETED
- ### ADDRESS PROVIDED BY CITY OF ORTING
- FF FINISHED FLOOR
- SF SQUARE FOOTAGE OF LOT

VERTICAL DATUM

- 1) BASIS OF VERTICAL DATUM IS A 2" BRASS DISC AT THE INTERSECTION OF KANSAS STREET W AND CAUSTOGA STREET SW
 KNOWN AS PIERCE COUNTY SM#103-15 (NO LONGER PUBLISHED)
 ELEV= 190.759 (NGVD 29)
- 2) ALL FINISHED FLOOR ELEVATIONS SHOWN HEREON ARE MINIMUM FINISHED FLOOR ELEVATIONS

SURVEY NOTES

5/8" REBAR WITH PLASTIC CAP STAMPED "BATTEY LS 30425" SET AT ALL PROPERTY CORNER UNLESS OTHERWISE NOTED.



C.E.S. NW INC.
 CIVIL ENGINEERING & SURVEYING

310 - 29TH ST. NE, SUITE 101
 PUYALLUP, WA 98372
 Bus: (253) 848-4282
 Fax: (253) 848-4278
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**City Of Orting
Council Agenda Summary Sheet**

AB16-112 SUBJECT: Close Record Hearing – Village Green, Division 8, Phase Two Final Planned Development and Plat	Agenda Item #:	AB 2016-112
	For Agenda of:	11/09/16
	Department:	Planning
	Date Submitted:	11/04/16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger		Cost of Item:	<u> \$0 </u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u> \$0 </u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u> \$0 </u>
City Clerk, Jane Montgomery		Timeline:	
City Treasurer, Scott Larson			
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note:	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford	X		
BHC Consultants, Roger Wagoner	X		
Agenda Placement: <input type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: City of Orting Staff Report

SUMMARY STATEMENT:
The applicant requests Final Plat approval for Phase 2 Division 8 of the subject development, pursuant to OMC 12-6. The initial Village Green preliminary subdivision (PP01-03) was approved by the Orting City Council in 1993. Divisions 1, 2, 3 and 5 of that subdivision were constructed. In 2001, the remaining divisions (4, 6, 7 and 8) were redesigned and approved as a combined Preliminary Planned Development (PD01-01) and Subdivision (PP02-01). Phase 2 is 18 of the 83 total lots, leaving 51 lots in Phases 3 and 4. The average lot size is 5,851 square feet. This recommendation pertains to the Phase 2 final plat for 18 lots of the Division.

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:

RECOMMENDED ACTION: MOTION: to approve Village Green 8, Phase Two Final Planned Development and Plat.

**CITY OF ORTING PLANNING COMMISSION REVIEW, FINDINGS OF FACT
AND RECOMMENDATIONS TO THE CITY COUNCIL
VILLAGE GREEN PHASE TWO -DIVISION 8 (# PD-1-01 & PP02-01)
FINAL PLANNED DEVELOPMENT AND PLAT**

APPLICANT: Contour Engineering, LLC
4706 97th St. Suite 100
Gig Harbor, Washington 98332

OWNER: GE Land Development, LLC
9106 112th ST E.
Puyallup, WA 98373

PROPERTY LOCATION:

Between Washington Ave. N (SR162) and the Puyallup River, south of Village Green Divisions 1, 2, 3 and 5, north of Ptarmigan Ridge School. Portions of Sections 25 and 30 Township 19 North, Range 5 East.

DESCRIPTION OF PROPOSAL:

The applicant requests Final Plat approval for Phase 2 Division 7 of the subject development, pursuant to OMC 12-6.

The initial Village Green preliminary subdivision (PP01-03) was approved by the Orting City Council in 1993. Divisions 1,2,3 and 5 of that subdivision were constructed. In 2001, the remaining divisions (4,6,7 and 8) were redesigned and approved as a combined Preliminary Planned Development (PD01-01) and Subdivision (PP02-01). Division 7 was planned in two phases. Phase 1 was approved by the City in 2015.

Phase 2 consists of 45 single-family lots ranging in size from 4,425 square feet to 11,028 square feet (Lot 69 a flag lot with access driveway). The average lot size is 5851 square feet. Circulation consists of Colorossi Circle NW, Geels Way NW, O'Farrell Lane NW, and Antoine Lane NW. The eastern portion of O'Farrell is a cul-de-sac. Antoine Lane NW is a loop street bordering Phase 1 and Phase 2. All streets are 53 feet wide except Antoine Lane which is 32 feet wide. A small tract (A) is set aside for landscaping and is 715 square feet in area.

PLANNING COMMISSION REVIEW:

Final planned developments and final plats are “Type 4” permits subject to approval by the City Council. Per Section 12-6-4 OMC, final approvals are based on recommendations by the Planning Commission and City Engineer.

CRITERIA FOR APPROVAL:

Per 12-6-5 OMC, final approval shall be approved if the proposal:

- A. Meets approval requirements as set forth in chapter 8 (see findings below);
- B. Conforms to the preliminary approval conditions;
- C. Meets other applicable requirements such as state laws; and
- D. Has been contained in written findings of fact by the City Council.

FINDINGS OF FACT:

- A. Phase 2 Meets Plat Approval Requirements: Meets all general requirements for plat approval as set forth in Chapter 8 of this Title;*

OMC 12-8-1:

- Land Use Controls: Complies
- Dedications: PSE dedications of right of way to City – to be completed prior to bill of sale.
- Dedication of Public Park: Not applicable for this phase.
- Release From Damages: Complies
- Flood, Inundation or Swamp Conditions: Not applicable for this phase.
- Bonds: Maintenance bond to be issued prior to bill of sale.

OMC 12-8-2:

Final Plat Certificate: Complies

OMC 12-8-3:

General Filing Requirements: Complies

OMC 12-8-4:

Compliance With Public Works Standards: Complies

- B. Conforms to Preliminary Plat Approval: Conforms to all terms of the preliminary plat approval;*

Specific mitigations for Land Use, Transportation, Utilities and Parks were required in the “Requirements and Conditions” of the original Preliminary Planned Development and Plat approval (PD01-01 & PP02-01). Following is a summary of

remaining conditions of approval and their current status:

1. *Land Use*

- a. *Restrict all residential development to that which lies outside designated wetlands and their buffers, and shorelines protected by the Shorelines Management Program currently being developed by the City.*

Complies.

2. *Transportation*

Does not apply

3. *Design*

- a. *All design plans and specifications, to include erosion control, grading and filling, road, water, sanitary and storm sewer, landscaping and park facilities, shall be reviewed and approved by the City Engineer and City Council prior to the start of construction.*

Completed.

- b. *The developer and the City shall enter into a Developer Extension Agreement prior to construction of any type.*

Completed.

4. *Public Utilities*

a. *Water*

1. *All water infrastructure projects shall be consistent with the Water Comprehensive Plan currently being developed by the City of Orting.*

The City of Orting Water System Plan was adopted by the City in 2009. The current phase meets the requirements of this plan.

b. *Sanitary Sewer*

1. *All sanitary sewer infrastructure projects shall be consistent with the City of Orting General Sewer Plan and the Washington State Department of Ecology Criteria for Sewer Works Design.*

Complies.

c. Storm Sewer

- 1. The developer shall construct a storm sewer system to serve each phase of development prior to the issuance of any certificates of occupancy for homes to be built within said phases.*

Completed.

- C. Meets Other Applicable Requirements: Meets the requirements of chapter 58.17 RCW, other applicable State laws, this Title, Title 9, Chapter 4 of this code, and any other applicable City Ordinances which were in effect at the time of preliminary approval.*

Division 7 complies with all other applicable requirements.

- D. Approval and Inscription: The City Council shall make written findings of fact relating to its decision on the final plat, and if approved, shall suitably inscribe and execute its written approval on the face of the plat.*

To be completed after Council approval.

SUMMARY OF RECOMMENDATIONS:

The Planning Commission held a public hearing on November 7, 2016 during its regular meeting at 7:00 PM at the Orting Public Safety Building. A quorum was present. The consulting engineer was in attendance. Minutes of the public hearing are available for review. The Planning Commission discussed the proposal and reviewed the staff report and after deliberation moved to recommend approval of the Village Green Division 7 Phase 2 Final Plat. The Planning Commission finds that the dedication of the 36.17 acre Riverside Park and the dedication of 0.68 acre Trailside Park with improvements as well as the development of the other proposed private parks to be included within PD01-01/PP02-01 satisfies the original conditions of approval. These current and proposed parks and improvements make adequate provisions for open space and recreation according to the goals and policies of the Comprehensive Plan and the Development Code standards. The level of service for parks and recreation within the City will not be reduced by this action.

CONCLUSIONS:

The Planning Commission has jurisdiction to review this matter and make a recommendation to the City Council.

Done in Open Meeting this Seventh day of November, 2016 and signed in authentication of its passage this _____.

_____, Chairperson

VILLAGE GREEN DIVISION VIII, PHASE 2

SHEET 3 of 3

LINE	CHORD BEARING	ARC	DELTA	RADIUS
L1	N57°26'19"E	6.49'		
C1	N77°33'41"W	23.95'	30°00'00"	15.00'
L2	S57°26'19"W	20.00'		
C2	S12°26'19"W	23.95'	30°00'00"	15.00'
L3	S32°33'41"E	17.00'		
C3	N47°34'14"E	12.31'	20°44'11"	34.00'
C4	N64°30'01"E	38.10'	64°10'13"	34.00'
C5	N57°04'32"E	5.91'	1°49'06"	166.90'
C6	N56°06'32"E	6.34'	2°33'11"	126.50'
C7	N47°39'17"E	41.79'	19°54'46"	126.91'
C8	N79°37'31"E	32.06'	74°51'19"	25.00'
C9	N42°24'38"W	125.48'	48°24'29"	148.00'
C10	S49°42'18"E	103.21'	39°48'15"	148.50'
C11	S22°39'01"E	22.29'	9°39'14"	149.00'
C12	N05°28'12"W	136.95'	14°51'30"	656.00'
C13	S18°39'48"E	14.91'	1°34'45"	526.00'
C14	S22°32'42"E	50.71'	5°31'07"	526.00'
C15	S28°01'57"E	65.14'	5°27'23"	526.00'
C16	S31°34'20"E	21.19'	2°18'23"	586.00'
C17	N05°38'43"W	2.23'	0°16'18"	473.50'
C18	N19°20'06"E	39.69'	9°39'28"	291.50'
C19	S70°51'11"E	44.81'	102°14'37"	25.00'
C20	S18°30'28"E	11.93'	1°20'04"	473.50'
C21	S43°28'44"E	177.88'	50°34'41"	291.50'
C22	S19°37'49"W	2.87'	0°50'44"	291.50'
C23	N08°15'59"W	50.29'	14°19'40"	291.50'
C24	N08°38'43"W	50.70'	14°24'57"	291.50'
C25	N50°34'29"W	54.71'	19°39'28"	291.50'
C26	N05°04'09"W	15.10'	6°25'52"	291.50'
C27	S26°02'18"E	29.40'	67°20'30"	25.00'
C28	S03°18'24"E	11.41'	5°10'01"	126.50'
C29	S12°30'09"E	3.27'	12°25'22"	15.50'
C30	S52°17'19"W	26.54'	11°23'27"	133.50'

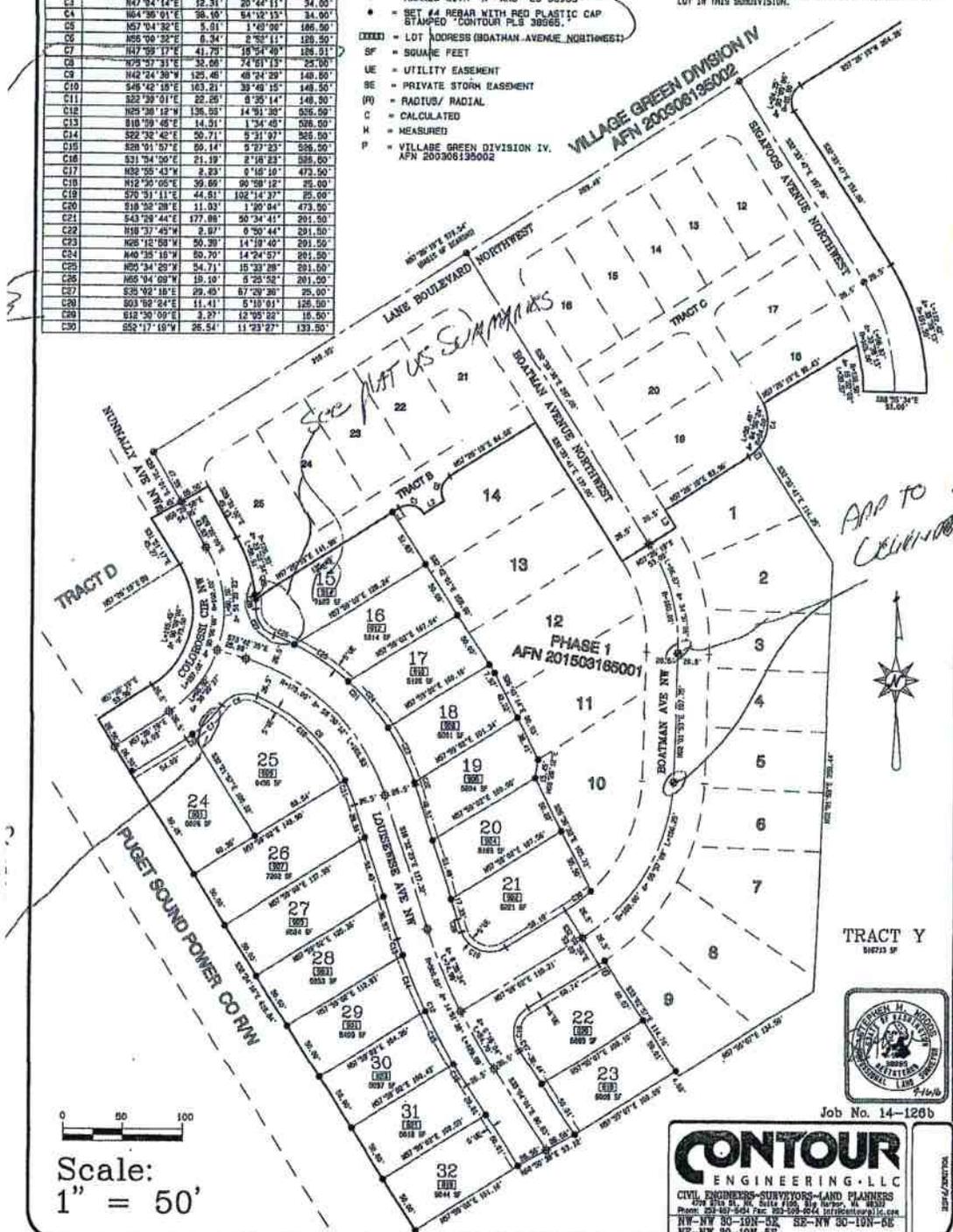
Legend:

- ⊙ = FOUND 2" BRASS DISC. (VIBRATED 7-29-2014)
- ⊕ = SET STANDARD CITY OF ORING BARS DISC. MARKED WITH "X" AND "LS 38965"
- = SET #4 REBAR WITH RED PLASTIC CAP STAMPED "CONTOUR PLS 38965"
- XXXX = LOT ADDRESS (BOATHAN AVENUE NORTHWEST)
- SF = SQUARE FEET
- UE = UTILITY EASEMENT
- SE = PRIVATE STORM EASEMENT
- R = RADIUS/ RADIAL
- C = CALCULATED
- H = MEASURED
- P = VILLAGE GREEN DIVISION IV. APN 200306135002

NOTES:

- 1) THE ONLY ACCESS TO LOT 15 SHALL BE VIA LOUISE WISE AVE NW. THE PRIVATE STORM DRAINAGE EASEMENTS SHOWN HEREON ARE FOR THE BENEFIT OF ALL LOTS AND WILL BE MAINTAINED BY EACH LOT IN THIS SUBDIVISION.

LOUISE WISE AVE. NORTHWEST



TRACT Y
10473 SF



Job No. 14-120b

CONTOUR
ENGINEERING - LLC
CIVIL ENGINEERS - SURVEYORS - LAND PLANNERS
One Mills St., Suite 100, Big Harbor, WA 98027
Phone: 206-847-5624 Fax: 206-847-5624 info@contourllc.com
NW-NW 30-10N-52 SE-NW 30-10N-6E
WE-NW 30-10N-6E

Scale:
1" = 50'



Contour Engineering LLC

PO Box 949
 Gig Harbor WA 98332
 PH: (253)857-5454 FAX (253)509-0044

To: City of Orting – Mark Bethune
 CC: File

From: Brett Allen

Date: **October 12, 2016**

**Village Green Div. 8 Phase II
 Final Plat Application**

Project Number: 14-126

Accompanying this transmittal are the following documents:

Date	# Copies	Description
10.12.16	1	Required Application Information Form
10.12.16	1	Mailing Labels – 3 sheets
10.12.16	1	Copies of Mailing Labels – 3 sheets
10.12.16	75	Area of Interest – 5 sheets
	1	Affidavit of Ownership
	1	Check #

RECEIVED BY
 CITY CLERK

OCT 13 2016

CITY OF ORTING

REQUIRED APPLICATION INFORMATION (All Permits)

If it is necessary to submit applications for more than one permit, just fill out this page once.

Property Owners' Name	GRE LAND DEVELOPMENT LLC	
Affidavit of Ownership (Attached)		
Address	9106 112TH ST E PUYALLUP, WA 98373-3879	
Phone/Fax	253-256-4271	
Email	pres.homes@comcast.net	
Applicant/Agent's Name	CONTOUR ENGINEER LLC STEPHEN BRIDGEFORD	
Address	PO BOX 949 GIG HARBOR, WA 98935	
Phone/Fax	253-857-5454	
Email	STEPHEN.B@CONTOURENGINEERINGLLC.COM	
Project Site Address	NO ADDRESS	
Tax Parcel Number(s)	7002570150	
Legal Description (May be on a separate sheet)	SECTION 30, TOWNSHIP 19, RANGE 05, QUARTER 24 VILLAGE GREEN DIVISION 8, PHASE 1, TRACT X FUTURE DEVELOPMENT OUT OF 02-029 SECT 2015-0313	
Project Name (If Applicable)	VILLAGE GREENS DIV. 8 PHASE II	
Permits Needed (Check All that Apply)	<input type="checkbox"/> Short Plat <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Conditional Use <input type="checkbox"/> Variance <input type="checkbox"/> Clearing & Grading <input type="checkbox"/> Shoreline Variance <input type="checkbox"/> Planned Development <input type="checkbox"/> Master Plan	<input type="checkbox"/> Boundary Line Adjustment <input checked="" type="checkbox"/> Final Plat <input type="checkbox"/> Rezone <input type="checkbox"/> Critical Area Exception <input type="checkbox"/> Shoreline Development <input type="checkbox"/> Shoreline Conditional Use <input type="checkbox"/> Architectural Design Review <input type="checkbox"/> Binding Site Plan



**City Of Orting
Council Agenda Summary Sheet**

AB16-113 SUBJECT: Council Rules of Procedure	Agenda Item #:	AB 2016-113
	For Agenda of:	11/09/16
	Department:	Administration
	Date Submitted:	10/21/16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger		Cost of Item:	<u>\$0</u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u>\$0</u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u>\$0</u>
City Clerk, Jane Montgomery	X	Timeline:	
City Treasurer, Scott Larson			
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note:	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input checked="" type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: Redline City Council Rules of Procedure
SUMMARY STATEMENT: The City Council requested that the CGA committee look at Council rules to recommend various changes. The attached documents show the scope of change which includes amending the order of the meeting agenda and correcting Scribner errors. The Committee has elected to not amend 4.5 Contracts and purchases and have requested that the Mayor develop a purchasing policy that is in alignment with state law. Council was provided the proposed amendments at the City Council Meeting on October 26 th .
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: CGA Recommends amendments
RECOMMENDED ACTION: Motion: Approve second reading and adoption of amendments to the Council Rules of Procedure.

City of Orting

City Council Rules of Procedure

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1. General Rules

1.1 Meetings to be Public: The meetings of the City Council shall be open to the public with the exception of executive sessions for certain limited topics (as defined in RCW Chapter 42.30). ~~After minutes have been approved the City Clerk will post the minutes on the website and retain the minutes in a fire proof safe or file and retain them in accordance with Washington State Retention schedules. The journal of proceedings (minute book) shall be open for public inspection.~~

1.2 Quorum: A simple majority of Councilmembers shall be in attendance to constitute a quorum and be necessary for the transaction of business. If a quorum is not present, those in attendance will be named and they shall adjourn to a later time, but no adjournment shall be for a longer period than until the next regular meeting.

1.3 Attendance, Excused Absences: RCW 35A.12.060 provides that a Councilmember shall forfeit his/her office by failing to attend three (3) consecutive regular meetings of the Council without being excused by the Council. The member shall contact the Mayor or the City Clerk prior to the meeting and state the reason for his/her inability to attend the meeting. ~~If the member is unable to contact the Mayor or his/her designee, the member shall contact the Executive Assistant City Clerk Clerk to the Mayor, who shall convey the message to the Mayor.~~ The Mayor shall inform the Council of the member's absence, state the reason for such absence and inquire if there is a motion to excuse the member. Upon passage of such motion by a majority of members present, the absent member shall be considered excused and the ~~Executive Assistant City Clerk to the Mayor~~ will make an appropriate notation in the minutes. If the motion is not passed, the ~~Executive Assistant City Clerk to the Mayor~~ will note in the minutes that the absence is unexcused

1.4 Council Meeting Staffing: The City Administrator, ~~Executive Assistant City Clerk City Clerk to the Mayor,~~ Treasurer, City Engineer and City Attorney shall attend all meetings of the Council unless excused. The staff may make recommendations to the Council and may take part in the discussions of the Council, but shall have no vote. The City Attorney shall give an opinion, either written or oral, on legal questions. The City Attorney shall act as the Council's parliamentarian.

Other City staff may be asked to attend if their expertise is required to answer questions or make a report on a specific agenda item.

1.5 Journal of Proceedings: The ~~Executive Assistant City Clerk to the Mayor or designee~~ will keep an account of all proceedings of the Council, in accordance with statutory requirements, all proceedings will be either audio or video recorded and then written minutes will be prepared by the City Clerk, as the recorded into the minute book constituting the official record of the Council ~~meeting.~~ All Planning Commission and Civil Service Commission meetings will be audio recorded and written minutes shall be retained according to Washington State Record Retention schedules archived. Committee meetings ~~ss~~ may be audio and written recorded and

retained according to Washington State Record Retention schedules and archived.

1.6 Right of Floor: Any Councilmember desiring to speak shall be recognized by the Chair and shall confine his/her remarks to one subject under consideration or to be considered. Councilmembers may speak about the subject under consideration for a reasonable length of time.

1.7 Rule of Order: Except as otherwise provided herein, *Robert's Rules of Order* shall be the guideline procedures for the proceedings of the Council.

1.8 Councilmember Seating: A Councilmember's seat at the dais will be determined as follows or as mutually agreed upon by Council:

(A) The Mayor shall sit in the center seat, and the Deputy Mayor shall sit to the Mayor's right

2. Types of Meetings

2.1 Regular Council Meetings: The Council shall meet on the second, and last Wednesday of each month at 7:00 pm, at the Public Safety Building (401 Washington Ave SE), or at another location the City Council may deem appropriate.

The Council may reschedule regular meetings to a different date or time by a motion and majority vote of the Council. All meetings shall be open to the public.

2.2 Special Meetings, Study Session and Workshops: Special meetings may be called by the Mayor or any three members of the Council in conformance with Chapter 35A.12 RCW. The Executive Assistant City Clerk to the Mayor or designee shall prepare a notice of the special meeting stating the time, place and business to be transacted. The Executive Assistant City Clerk to the Mayor or designee shall notify each member of the Council, as required by law, of the special meeting. The Executive Assistant City Clerk to the Mayor or designee shall give at least 24 hours' notice of the special meeting and post that notice to the City's website, each local newspaper of general circulation and to each local radio and/or television station, to the News Tribune, and to the information box at City Hall and at the location of the City Council meeting. ~~which has filed with the Executive Assistant to the Mayor a written request to be notified of special meetings.~~ No subjects other than those specified in the notice shall be considered during the meeting. The Council may not make final disposition on any matter not mentioned in the notice. All special meetings shall be open to the public.

The Council may meet informally in study sessions and workshops (open to the public), at the call of the Mayor or of any three or more members of the Council, to review forthcoming programs of the City, prepare the city budget, receive progress reports on current programs or projects, receive other similar information from City department heads or conduct procedures

workshops, provided that all discussions and conclusions shall be informal and do not constitute official actions of the Council.

2.3 Emergency Meetings: An emergency meeting is a Special Council meeting called without 24-hour notice. An emergency meeting deals with injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of a 24-hour notice is impractical and would likely increase such injury or damage. Emergency meetings may be called by the City Administrator or the Mayor or two Councilmembers. The minutes will indicate the reason for the emergency.

2.4 Executive Sessions: An executive session is a Council meeting that is closed except to the Council, City Administrator and staff members and/or consultants authorized by the Mayor.

The public is restricted from attendance and all matters discussed during an executive session are confidential. Executive sessions may be held during Regular or Special Council meetings or at separate meetings and will be announced by the Mayor.

Executive session subjects are limited to considering matters authorized by state law, as set forth in RCW 42.30.110, including considering real property acquisition and sale, public bid contract performance, complaints against public officers and employees, pending litigation, public employment applications and public employee evaluation, and elective office appointments.

Before convening in executive session the Mayor shall publicly announce the purpose for excluding the public from the meeting place, the time when the executive session will be concluded and the potential for action by Council when it reconvenes. Should the session require more time, a public announcement shall be made by the City Clerk, extending the meeting to a specific time. At the end of that time, if the discussion has not concluded, the meeting shall, by public announcement, again be extended to a specific time. If the Council wishes to adjourn at the close of a meeting from executive session, that fact will be announced along with the estimated time for the executive session.

2.5 Council Contact outside an Official Meeting: Generally Councilmembers have the same freedoms of association as any other citizen. Councilmembers must take great care when present at the same social, unofficial functions, or in any public setting to refrain from engaging in any activity which could be interpreted as de facto deliberation or action on a matter of city business.

3. Chairs and Duties

3.1 Chair: The Mayor shall preside as Chair at all meetings of the Council. In the absence of the Mayor, the Deputy Mayor shall preside. In the absence of both the Mayor and Deputy Mayor, the Council shall elect a Chair for that meeting.

3.2 Call to Order: The meetings of the Council shall be called to order by the Chair.

3.3 Preservation of Order: The Chair shall preserve order and decorum; prevent attacks on personalities or the impugning of members' motives and confine members in debate to the question under discussion.

3.4 Points of Order: The City Attorney who is the parliamentarian, Chair shall determine all points of order, subject to the right of any member to appeal to the Council. If any appeal is taken, the question shall be "Shall the decision of the parliamentarian Chair be sustained?"

3.5 Questions to be stated: The Chair shall state all motions submitted for a vote and announce the result. A roll call vote may be taken by the Executive Assistant City Clerk to the Mayor on any question at the request of the Mayor or any member of the City Council.

3.6 Mayor – Powers: The Mayor may not make or second motions, but may participate in debate to the extent that such debate does not interfere with chairing the meeting. If the Mayor wishes to participate vigorously in the debate of an issue, the Mayor shall turn over chairing of that portion of the meeting to the Deputy Mayor, or to another Councilmember if the Deputy Mayor is absent. The Mayor's voting rights and veto power are as specified in RCW 35A.12.100.

3.7 Duties: The Mayor or designee shall:

- (A) Be the official spokesperson for the City.
- (B) Act as the official head of the City for all ceremonial purposes.
- (C) Sign contracts and other documents as appropriate on behalf of the Council.
- (D) Observe and enforce all policies and procedures adopted by the Council.
- (E) Act as presiding officer at all meetings of the Council.
- (F) Preserve order and decorum in the Council Chambers.
- (G) ~~Decide all questions in order, in accordance with these policies and procedures, subject to appeal by any Councilmember.~~
- (H) Recognize Councilmembers in the order in which they request the floor.
- (I) Endeavor to keep the discussion moving and within a reasonable timeframe
- (J) Share information with Councilmembers on meetings, issues, etc., that the Mayor has received as part of his/her official status as Mayor.

3.8 Deputy Mayor – Powers:

- (A) In the event of the temporary disability or illness of the mayor the Deputy Mayor will assume the Mayor's powers.

3.9 Deputy Mayor -- Duties:

- (A) Term of the Deputy Mayor shall be one year. (January 01 through December 31.
- (B) Annually, in September, the outgoing Deputy Mayor, with the help of two councilmembers, will solicit and recommend a candidate for Deputy Mayor with confirmation from the entire council for his/her replacement in January.
- (C) If the Mayor is absent from a council meeting the Deputy Mayor shall be the presiding officer during the meeting.
- (D) When filling Council vacancies see section 8.

- (E) The Deputy Mayor will take the lead with one other councilmember and the mayor, in soliciting volunteers annually for the Council Chair and Co-Chair committee assignments:

E-1. The following criteria will be followed:

- A. Process to begin with first meeting in October; culminating with Council approval prior to the last meeting in November.
- B. Each Council member will be requested to fill one Chair and a minimum of one Co-Chair position for a yearly term with renewal options.
- C. Review each request, with seniority, balance of experience, knowledge and interest prior to assignment.
- D. Give weighted consideration for those working on long range project.
- E. Once the above criteria have been completed the recommendation must be tendered to the council for confirmation.

3.10 Councilmember - Powers: Any Councilmember may bring forth an item, resolution or ordinance by submitting a timely request to the [Executive Assistant City Clerk to the Mayor](#) for inclusion on the City Council Agenda. At the request of the Councilmember(s) sponsoring the proposed legislation, their name(s) shall appear on the agenda indicating such sponsorship.

3.11 Councilmember – Duties: Councilmembers are individually responsible for gathering additional information on issues, calling staff with questions or requesting information to be included in Council Meeting Packets. Councilmembers who attend meetings of another jurisdiction or regional meetings should provide a report.

4. Order of Business and Agenda

4.1 Order of Business: The order of business for all regular meetings shall be transacted as follows unless the Council, by a majority vote of the members present, suspends the rules and changes the order:

- (A) Call to Order: The Mayor calls the meeting to order.

- (B) Pledge of Allegiance
- (C) Roll Call: The Mayor requests a roll call of Councilmembers and indicates whether an absent Councilmember has requested an excused absence. Excused absences will be handled as stated in Section 1.3 of this document.

- (D) Public Comments : Members of the audience may comment on items relating to any matter not on the agenda. Comments are limited to three minutes, or for a person speaking on behalf of a group or organization, comments are limited to five minutes. No speaker may convey or donate his or her time for speaking to another speaker. Persons addressing the Council will be requested to step to the podium and give their name and address for the record.

- E. Awards, Confirmations & Presentations: The Mayor makes announcements of upcoming meetings and events. Other special presentations may also be scheduled at this time.

- F. Public Hearings: See Section 6.

- (G)—Consent Agenda: The Consent Agenda contains items which are of a routine and non-controversial nature which may include, but are not limited to, the following: meeting minutes, payroll, and claims. Any item on the Consent Agenda may be removed and considered separately as an agenda item at the request of any Councilmember.

- (H)—Commission Reports
- (I) Committee Reports
- (J)—Old Business
- (K)—New Business
- (L) Executive Session
- (M) Adjournment

4.2 Council Agenda: The Mayor, ~~and~~ City Administrator and Executive Assistant~~the City Clerk to the Mayor~~ shall prepare the agenda for Council meetings. Subject to the Council's right to amend the agenda, no legislative item shall be voted upon which is not on the Council agenda, except in emergency situations (defined as situations which would jeopardize the public's health, safety or welfare). An item may be placed on a Council meeting agenda by any of the following:

- (A) Any Councilmember
- (B) The Mayor
- (C) A Council Committee
- (D) A Department Director with the approval of the City Administrator.

Agenda items shall be submitted in final form to the Executive Assistant~~City Clerk to the Mayor~~ no later than 12:00 pm on the Thursday prior to the meeting. Items reviewed by Committee will be scheduled for Council action per committee recommendation. Committee Chairs will notify the

City Clerk of any upcoming Council agenda items or hearings, so that proper notification may be made.

An item may be delayed if the Mayor and/or City Administrator know it is of particular importance to an absent Councilmember.

4.3 Ordinances: Ordinances are legislative acts or local laws. They are the most permanent and binding form of Council action and may be changed or repealed only by a subsequent ordinance. Ordinances normally become effective five days after publication in the City's official newspaper. Ordinances may be passed under any of the agenda sections.

The ~~Finance Director/City Clerk/Treasurer~~City Clerk shall assign a permanent ordinance number prior to placing the ordinance on the agenda. The City Attorney shall review the ordinance prior to placing it before the City Council for their consideration.

Upon enactment of the ordinance, the ~~Executive Assistant~~City Clerk to the Mayor or designee shall obtain the signature of the City Attorney and the Mayor. ~~After the Mayor's signature, the Executive Assistant~~City Clerk to the Mayor shall sign the ordinance. The City Clerk is responsible for notifying will notify Sterling Publisher of new ordinances, so that they will be codified, and Ordinance titles or summaries shall be published in the official newspaper as a legal publication in the first publication following enactment.

4.4 Resolutions: Resolutions are adopted to express Council policy or to direct certain types of administrative ~~act~~action by the Mayor. A resolution may be changed by adoption of a subsequent resolution. Resolutions may be passed under any of the agenda sections.

The ~~Executive Assistant~~City Clerk to the Mayor shall assign a permanent resolution number prior to placing the resolution on the agenda. The City Attorney shall review the resolution prior to placing it before the City Council for their consideration.

Upon enactment of the resolution, the ~~Executive Assistant~~City Clerk to the Mayor shall obtain the signature of the City Attorney and the Mayor. After the Mayor's signature, the ~~Finance Director/City Clerk/Treasurer~~City Clerk shall sign the resolution.

4.5 Contracts: All contracts shall be approved using the following criteria:

- (A) If a contract is within a budgeted line item; the Mayor has the authority to sign it.
- (B) If a contract is over the budgeted line item; it shall be referred to the Finance Committee. The Finance Committee will make a recommendation to the City Council.
- (C) If a contract does not exceed \$5,000 for daily operating expenses, and is not budgeted; the Mayor has the authority to sign it. If a non-emergency contract is in the amount over \$5,000 the city will seek out a fair competitive process; Request for Proposal, Request for Qualifications, Request

for Bid, Sole Source, Small Works Roster, all of which would require council approval.

- (D) If a contract is a lease commitment longer than 90 days or a conveyance of real property; it shall be referred to the Finance Committee. The Finance Committee will make a recommendation to the City Council.
- (E) If a contract does not involve an expenditure of public funds, a lease commitment longer than 90 days, a conveyance of real property, or is not otherwise required by law to be approved by the City Council, the Mayor has the authority to sign it.

4.6 Council Packets: Agendas and packets will be provided to the City Council by 3:35 pm the Friday prior to the meeting. [The City Clerk will post the Agenda Packet on the City's Website.](#) Agendas and packet materials will be available at [the Council meeting and may be requested at City Hall for City staff, media and from the City Clerk by](#) the public.

4.7 Council Confirmation of Mayoral Appointments: In addition to select Councilmember participation in any Mayoral-defined hiring process, the Council will, per Ordinance 961, confirm the appointment of certain mayoral appointments prior to final hiring actions.

Currently the appointment of the City Administrator, City Treasurer, [City Clerk](#), Police Chief, City Attorney, Public Works Director, Building Inspector/Official, and Parks and Recreation Director are subject to Council confirmation. The confirmation of the Municipal Judge is provided pursuant to OMC Chapter 1-10.

The confirmation process, if circumstances allow, should be scheduled for televised meetings. These meetings should be broadly advertised via the official publication, reader boards, City website, social media pages, etc. to allow maximum public notification. The Mayor may request a Special Meeting if pressing and extenuating hiring circumstances exist.

The confirmation process is as follows:

- (A) Prior to the meeting, the Council will be provided a copy of the Employment Application and/or resume (with personal information redacted) for review in the Council Packet. Staff may provide other pertinent information as appropriate.
- (B) During the Confirmation agenda item of the Council meeting the:
 1. Mayor or City Administrator will introduce the nominated [applicant individual](#) and briefly recap the process that resulted in the nominee being selected for the position,
 2. [The applicant individual](#) (if available to attend) will [introduce themselves and provide a brief background and description](#) of their qualifications [to the Council, to and goals.](#)

3. Council will have a question and answer opportunity with the applicant and/or staff to last up to 30 minutes (time may be extended upon majority Council consent), and
4. Public Testimony will be taken with each speaker given a maximum of three minutes to provide comments. All comments must be directed toward the Chair and limited to the confirmation discussion. Two-way discussions are discouraged.

- (C) An Executive Session in accordance with RCW 42.30.110(g) may be requested by any Councilmember to “evaluate the qualifications of an applicant for public employment or to review the performance of a public employee” if questions or concerns arise that should not be discussed in a public forum. Final actions must take place in an open meeting.

(D) After the question and answer session, upon resumption of the regular meeting after an Executive Session (if requested), and upon a motion, the Council will vote to confirm the hire/ nomination on a simple majority vote of the present Council quorum.

5. Consensus, Motions and Decorum

5.1 Consensus Votes: When a formal motion is not required on a Council action or opinion, a consensus voice vote may be taken. The Chair will state the action or opinion. The Council as a group will indicate concurrence or non-concurrence. When the Council concurs or agrees to an item that does not require a formal motion, the Mayor will summarize the agreement at the conclusion of the discussion.

5.2 Motions:

- (A) **Making a Motion.** Motions shall be clear and concise and not include arguments for or against the motion within the motion. No motion shall be entertained or debated until duly seconded and announced by the Chair. A motion that does not receive a second dies. After a motion and second, the Mayor will indicate the names of the Councilmembers making the motion and second. After a motion has been made and seconded, the Councilmember making the motion may speak to the motion and then the Council may discuss their opinions on the issue prior to the vote. Motions that do not need a second include nominations, withdrawal of motion, agenda order, request for a roll call vote, and point of order.
- (B) **Audience Comment.** Audience comment on a motion may be taken after the briefing on the motion occurs and before the motion is voted on by the Council.
- (C) **Restatement of Motions.** The City Council votes on motions as restated by the Chair if the motion is amended.
- (D) **Votes on Motions.** Each member present shall vote on all questions put to the Council except on matters in which he or she has a conflict of interest. If a conflict of interest exists,

such member shall disqualify himself or herself prior to any discussion of the matter. If a majority of Council arrives at a consensus to put up an issue for vote and a Councilmember is not there when the vote takes place, the Councilmember cannot bring the item back.

- (E) **Failure to Vote on a Motion.** Any Councilmember present who fails to vote without a valid disqualification shall be declared to have voted in the affirmative on the question.
- (F) **Unanimous Vote.** If the vote is unanimous, the Mayor shall state that the motion has passed unanimously according to the number of Councilmembers present such as “7-0” or “6-0”.
- (G) **Roll Call Vote.** If a vote is not unanimous, and the Mayor or a Councilmember requests it, each Councilmember shall state his/her vote and the ~~Executive Assistant~~ City Clerk to the Mayor shall record it. The ~~Executive Assistant~~ City Clerk to the Mayor then restates the outcome of the vote. For example, the outcome may be restated as, “Councilmembers A, B, C and D vote ‘yes’. Councilmembers E, F and G vote ‘no’. The vote is 4-3 to adopt Ordinance No _____. The motion carries.”
- (H) **Tie Vote.** A motion that receives a tie vote is deemed to have failed.
- (I) **Topic Closed.** Once a vote on a motion has been taken, the topic of motion is closed for the remainder of that meeting.
- (J) **Withdrawal of Motion.** A motion may be withdrawn by the maker of the motion at any time before a vote is taken without the consent of the Council. If the motion had received a second, the Councilmember making the second must also agree to withdraw or the motion remains on the table for discussion, debate and disposition.
- (K) **Motions to Reconsider.** A motion to reconsider must be made by a person who voted with the majority on the principal question and must be made at the same or succeeding regular meeting. No motion to reconsider an adopted quasi-judicial written decision shall be entertained after the close of the meeting at which the written findings were adopted.
- (L) **Motion to Lay on the Table.** A motion to table shall preclude all amendments or debates of the issue under consideration. It requires a second, is not debatable, is not amendable, and requires a majority vote.

The purpose of the motion to lay on the table is to temporarily set aside the motion in order to conduct other more urgent business.

A motion not taken from the table by the close of that meeting or the next regular meeting dies on the table. If the motion to table prevails, the matter may be “taken from the table” by motion which requires a second, is not debatable and requires a majority vote. When a motion is taken from the table, everything is in the same condition as it was when laid on the

table, including any amendments to the original motion that received an affirmative vote prior to the motion to table.

- (M) **Motion to Postpone to Date Certain.** A motion to postpone to a time certain requires a second, is debatable, is amendable, requires a majority vote and may be reconsidered at the same meeting. The original motion being postponed must be considered at a time certain at a future regular or special Council meeting.
- (N) **Motion to Postpone Indefinitely.** A motion to postpone indefinitely requires a second, is debatable, is not amendable, and takes precedence over the main motion and requires a majority vote. This motion assists in disposing of the main motion. Its purpose is to reject a main motion without a vote on the main motion. Postponed indefinitely is an indirect or polite motion by which a main motion may be disposed of.
- (O) **Motion to Call for the Question.** A motion to call for the question shall close debate on the main motion and is not debatable. This motion must receive a second and fails without a two-thirds (2/3) vote. Debate is reopened if the motion fails.
- (P) **Motion to Amend.** A motion to amend is defined as amending a motion that is on the floor and has been seconded by inserting or adding, striking out, striking out and inserting, or substituting. Motions that cannot be amended include a motion to adjourn, to amend the agenda order, lay on the table, for a roll call vote, for a point of order, for reconsideration and take from the table. Amendments are voted on first, then the main motion as amended (if the amendment received an affirmative vote).
- (Q) **Interpretation.** The City Attorney shall decide all questions of interpretations of these rules and other questions of a parliamentary nature that may arise at a Council meeting.
- (R) **Order of Precedence.** All cases not provided for in these rules shall be governed by the most current version of Robert's Rules of Order Newly Revised. In the event of a conflict between Robert's Rules of Order and these Council rules, these Council rules shall prevail.

5.3 Council Relations with City Staff: The following guidelines should be adhered to:

- (A) There will be mutual respect from both City Staff and Councilmembers of their respective roles and responsibilities.
- (B) City staff shall acknowledge the Council as policy makers, and the Councilmembers shall acknowledge the City staff as administering the Council's policies.
- (C) Councilmembers with particular interest in an item or topic should be given a courtesy call if that item is rescheduled.
- (D) Councilmembers shall not attempt to direct City Staff in performing their regular daily functions.

- (E) No Councilmember shall direct the City Staff to initiate any action or prepare any report, or initiate any project or study without the consent of the Mayor. New initiatives having policy implementation shall be directed to a Council Committee for consideration.
- (F) Individual requests for information can be made directly to any staff member. If the request would create a change in work assignments or City staffing levels, the request must be made through the Mayor or City Administrator.
- (G) To provide staff the necessary preparation time, Councilmembers will provide staff advance notice of any questions or concerns they may have regarding an agenda item prior to a public meeting, if possible.

5.4 Council Representation to any Media and other Organizations: Councilmembers shall use the following guidelines when speaking with the media:

- (A) If a Councilmember appears on behalf of the City before another governmental agency, a community organization, or through the media, for the purpose of commenting on an issue, the Councilmember shall state the majority position of the Council, if known, on such issue. Personal opinions and comments which differ from the Council majority may be expressed if the Councilmember clarifies that these statements do not represent the Council's position.
- (B) Councilmembers need to have other Councilmembers' concurrence before representing: (1) another Councilmember's view or position, or (2) the majority of Council's view or position with the media, another governmental agency or community organization.
- (C) As a matter of courtesy, letters to the editor, interviews or other communication by a Councilmember of a controversial nature, which do not express the majority opinion of the Council, should be presented to the full Council and Mayor prior to publication so that the Councilmembers may be made aware of the pending publication.

6. Public Hearing Procedures

6.1 Definition of Public Hearing: There are two types of public hearings: legislative and quasi-judicial. Legislative hearings focus on broad policy with general application. Quasi-judicial hearings focus on the rights of specific parties and decisions must be based on a formal record. The Mayor will state the public hearing procedures before each public hearing, staff and/or consultants will introduce the topic. Citizens may comment on public hearing items.

6.2 Speaker Sign-In: Prior to the start of a public hearing the Mayor may require that all persons wishing to be heard sign in with the [Executive Assistant City Clerk to the Mayor](#), giving their name and whether they wish to speak as a proponent, opponent or from a neutral position. Any person who fails to sign in shall not be permitted to speak until all those who signed in

have given their testimony. The Mayor will establish time limits and otherwise control presentations. (The speaking time limit is three minutes per speaker or five minutes when presenting the official position of an organization or group). The Chair may change the order of speakers so that testimony is heard in the most logical groupings (i.e. proponents, opponents, adjacent owners, etc.).

6.3 Conflict of Interest/Appearance of Fairness: Prior to the start of a public hearing, the Chair will ask if any Councilmember has or may have an interest or may have engaged in an ex-parte communication which could, pursuant to Ch. 42.23 RCW or Ch. 42.36 RCW, prohibit or disqualify the Councilmember from participating in the public hearing process.

A Councilmember who refuses to step down after challenge and the advice of the City Attorney, a ruling by the Mayor or Chair and/or a request by the majority of the remaining members of the Council to step down, is subject to censure. The Councilmember who has stepped down shall not participate in the Council decision nor vote on the matter. The Councilmember shall leave the Council Chambers while the matter is under consideration, provided, however, that nothing herein shall be interpreted to prohibit a Councilmember from stepping down in order to participate in a hearing in which the Councilmember has a direct financial or other personal interest. The appearance of fairness doctrine applies only during quasi-judicial hearings. The conflict of interest provisions, however, apply anytime there will be a vote by the council on a contract. Normally, an announcement would not be required for a vote in which a conflict would occur and it is up to the elected official to bring up the conflict. The City Attorney may prompt the Councilmember to remove him or herself or not participate in the vote. However, if there is a conflict, this must be announced on the record before the vote. The Councilmember is not required to leave during the vote or discussion, but may not participate in the vote.

6.4 The Public Hearing Process: The Chair introduces the agenda item, opens the public hearing and announces the following Rules of Order intended to promote an orderly system of holding a public hearing, to give every person an opportunity to be heard, and to ensure that no individual is embarrassed by exercising his/her right to free speech.

- (A) All comments by proponents, opponents or other members of the public shall be made from the podium; individuals making comments shall first give their name and address.
- (B) No comments shall be made from any other location, unless it is impractical to make comment from the podium. Anyone making "out of order" comments shall be subject to removal from the meeting. If a citizen is disabled and requires accommodation, the citizen is required to advise the ~~Executive Assistant~~ [City Clerk to the Mayor](#).
- (D) There will be no demonstrations during or at the conclusion of a public hearing.
- (E) The order for a public hearing shall be as follows:
 1. The Chair calls upon City Staff to describe the matter under consideration.
 2. The Chair calls upon proponents, opponents and

all other individuals who wish to speak regarding the matter under consideration.

3. The Chair inquires as to whether any Council-member has questions to ask the proponents, opponents, speakers or staff. If any Council-member has questions, the appropriate individual will be recalled to the podium.
4. The Chair continues the public hearing to a specific time or closes the public hearing.

7. Duties and Privileges of Media and Citizens

7.1 Media Representation: Seating space shall be provided for the media at each public meeting. The media shall also be provided with a packet containing the background information provided to the Council.

7.2 Meeting Participation: Citizens are welcome at and encouraged to attend all Council meetings. Recognition of a speaker by the Chair is a prerequisite and necessary for an orderly and effective meeting, be the speaker a citizen, Councilmember or staff member. Further, it will be expected that all speakers will deliver their comments in a courteous and efficient manner and will speak only to the specific subject under consideration. Anyone making out-of-order comments or acting in an unruly manner shall be subject to removal from the meeting. Cell phones will be silenced and not used for phone calls during council meetings.

7.3 Subjects Not on the Current Agenda: Under agenda item "Comments from Citizens" citizens may address any item not already on the agenda. They shall first obtain recognition by the Chair, stand at the podium, state their name, address and subject of their comments. The Chair shall then allow the comments, subject to a three-minute limitation per speaker and five-minute limitation per speaker representing a group or organization, or other limitations as the Chair may deem necessary. Following such comments, if action is required or has been requested, the Chair may place the matter on the current agenda or a future agenda or refer the matter to staff or a Council committee for action or investigation and report at a future meeting.

7.4 Public Comments and Suggestions to Council: When citizen comments or suggestions unrelated to the agenda are brought before the City Council, the Chair shall first determine whether the issue is legislative or administrative in nature and then:

- (A) If the issue is legislative, and comments on the letter or intent of a legislative act or is a suggestion for changes to such an act, and if any Councilmember suggests a change to an ordinance or resolution of the City, the Council may refer the matter to a committee, City Administration, City Attorney or the Council as a whole for study and recommendation.
- (B) If the issue is administrative and comments on administrative staff performance, administrative execution of legislative policy or administrative policy within the authority of the City Administrator, the Chair should then refer the complaint

City Council Rules of Procedure
directly to the City Administrator for his/her review if the complaint has not yet been reviewed. The City Council may direct that the City Administrator report to the Council his/her response and resolution.

7.5 Personal and Slanderous Remarks: Any person making personal, offensive, impertinent or slanderous remarks or who shall become boisterous while addressing the Council may be requested to leave the meeting and may be barred from further audience participation before the Council during that Council meeting by the Mayor.

Any councilmember making personal, offensive, impertinent or slanderous remarks to a member of the audience, city staff member or another councilmember will be asked to refrain. If the remarks continue he/she may be asked to leave the meeting.

7.6 Written Communications: Interested parties, or their authorized representatives, may address the Council by written communication in regard to any matter concerning the City's business or over which the Council had control at any time.

The written communication may be submitted by direct mail, e-mail, text message or by addressing the communication to the [Executive Assistant City Clerk](#) who will distribute copies to the Mayor and Councilmembers. The communication will be entered into the record without the necessity for reading as long as sufficient copies are available to members of the audience/public.

8. Filling Council Vacancies and Selecting Deputy Mayor

8.1 Notice of Vacancy: If a Council vacancy occurs, the Deputy Mayor will take the lead with the assistance of two councilmembers and guide the Council through the procedures as outlined in RCW 42.12.070. In order to fill the vacancy with the most qualified person available, until an election is held, the Council will widely distribute and publish a notice of the vacancy, procedure, deadline for applying for the position and the date of the interview.

8.2 Application Procedure: Each applicant will submit a written request to the [City Clerk Deputy Mayor](#) prior to the posted deadline.

8.3 Interview Process: All candidates who submit an application by the deadline will be interviewed by the Council during a regular or special Council meeting. The order of the interviews will be determined by a drawing of names. Applicants will be asked to answer questions posed by each Councilmember during the interview process. Each candidate will be allowed two minutes for opening and closing comments. Candidates may not make comments or responses about other applicants.

8.4 Selection of Councilmember: The Council may recess into executive session to discuss the qualifications of all candidates. Nominations via a motion, voting and selection of a person to fill the

vacancy will be conducted during an open public meeting. If no motion is made, none of the candidates shall be selected.

The City Clerk/Administrator will prepare the Oath of Office and the Mayor, The City Administrator or the City Clerk may swear in any newly-appointed Councilmember. The new Councilmember will immediately take his/her seat with the Council.

8.5 Selecting Deputy Mayor: The Deputy Mayor will be selected by a majority of the Councilmembers annually beginning in September and concluding in October. Outgoing Deputy Mayor will solicit two other councilmembers to nominate a candidate for his/her replacement for a full council vote.—See 3.9 B.

9. Committees and Commissions

9.1 Citizen Committees, Boards and Commissions: The Council will create committees and commissions to assist in the conduct and operation of city government with such duties as are consistent with the Orting Municipal Code.

9.2 Types of Committees: There shall be four types of committees in the City of Orting.

- (A) Standing Committees. Such committees will be established to conduct business by the Deputy Mayor plus one council member and the mayor when delegated to the legislative body and approved by the council.
- (B) Ad Hoc Committees. Such Council Advisory Committees are to investigate a specific subject and report back to the City Council. Such a group may be chaired by a councilmember. Typically such a Committee would focus on a policy issue or legislative matter.
- (C) Citizen Advisory Commissions. Such groups are formed to promote citizen participation on a particular subject and provide guidance on community views on a subject to the Council, for example Parks and Planning Commissions.
- (D) Mayor's Committee. Such Committees are formed to investigate a specific operational issue and report back to the Mayor and City Council. It may be chaired by a councilmember or the Mayor.

9.3 Membership and Selection: Membership and selection of members shall be as provided by the Mayor or designee and confirmed by the Council. Any committee or commission so created shall cease to exist upon the accomplishment of the special purpose for which it was created, or when abolished by a majority vote of the Council. Committees so appointed shall have advisory powers to the Council except as otherwise specified in the Orting Municipal Code (OMC).

9.4 Committee Meetings: Committees shall establish a regular time, date location for their meetings. The Executive Assistant/City Clerk to the Mayor will maintain a list of committee meeting times, dates and locations. Committees may make recommendations for action to the Council as a

whole. Councilmembers who do not serve on a committee with questions or concerns about an agenda item, are responsible to contact staff or a committee member prior to the meeting to express their concern or need for additional information.

9.5 Committee Records: Draft summaries of each meeting will be prepared by a committee member or the staff assigned to the committee by the City Administrator and distributed to each Councilmember. Verbal reports may be given at Regular and Special Council meetings as requested by a committee member, the committee chair, the Mayor or any member of the Council.

9.6 Open Public Meetings Act: The City Council Committees shall comply with the state's "Open Public Meetings Act."

9.7 Removal of Members of Boards and Commissions: The Mayor may remove any member of any commission based upon the following criteria.

9.7.1 Parks Commission: Three consecutive unexcused absences will result in automatic removal. (OMC 2-5-2)

9.7.2 Planning Commission: The mayor may remove after a public hearing and with approval by the council. (OMC 2-1-3)

9.7.3 Civil Service Commission: Any member of the commission may be removed from office for incompetency, incompatibility or dereliction of duty, or malfeasance in office, or other good cause. (RCW 41.12.030)

10. Public Records

10.1 Public Records: Records created or received by the Mayor or any Councilmember should be transferred to the [Executive Assistant City Clerk to the Mayor office](#) for retention by the City in accordance with the Public Records Act, Chapter 42.56 RCW. Public records that are duplicates of those received by, or in the possession of the city, are not required to be retained. Questions about whether or not a document is a public record or if it is required to be retained; should be referred to the City Attorney.

10.2 Electronic Mail: Electronic communications that do not relate to the functional responsibility of the recipient or sender as a public official, such as meeting notices, reminders, telephone messages and informal notes, do not constitute a public record. All other messages that relate to the functional responsibility of the recipient or sender as a public official constitute public records.

10.3 Open Public Meetings Act Regarding Electronic Mail: E-mails between elected officials of a governing body can implicate the Open Public Meetings Act. If discussing city business with a fellow Councilmember via e-mail, it can constitute a meeting and all the requirements for a public meeting would have to be met or a violation of the Act could occur.

11. Council Travel Policy

11.1 Applications: The provisions of Chapter 42.24 RCW and the Budgeting, Accounting, and Reporting Systems (BARS) manual prescribed by the Washington State Auditor's Office apply. The City of Orting reimburses its elected or appointed officials for reasonable travel, subsistence and related expenses incurred conducting City business provided the expenses are prudent and directly related to the individual's service on behalf of the City.

11.2 Administration: The ~~Executive Assistant~~City Treasurer/Clerk to the Mayor administers the travel and expense reimbursement program, designs and distributes forms and instruction and carries responsibility for review of claims. Claims will not be allowed without a detailed account of monies spent certified by the individual making the claim as required by the Division of Municipal Corporations in the Office of the State Auditor.

11.3 Documentation: Claims for personal reimbursement must be made on official forms, be accompanied by the vendor's original receipt or bankcard charge slip showing the date, vendor imprinted name, amount paid and the items/services received, and must be certified correct and signed by the individual seeking reimbursement.

In addition to the documentation above, claims for business related meals require the following documentation:

- (A) The names of the individuals participating.
- (B) Their official title or capacity as it relates to city business.
- (C) The nature of the topics discussed, nature of the occasion, what public purpose or policy was being served (and/or copy of agenda).

11.4 Council Retreats/Executive Team Retreats: The reasonable cost of necessary food and beverages while conducting a City retreat is authorized for reimbursement.

11.5 Service Awards Ceremonies: Expenditures for reasonable refreshments served and awards given are eligible for reimbursement.

11.6. Transportation Expenses: Public officials are to exercise prudent judgment in incurring travel expenses on official City business. Excessive or unnecessary expenses will not be reimbursed or paid for by the City. Authorization of travel is to be exercised through the use of the current budget. Reasonable transportation expenses for approved travel will be reimbursed. The most direct and cost effective mode of transportation will be the basis for the reimbursement. Out-of-state travel must be approved by the City Council. In-state travel means travel within the state of Washington. In special or unusual circumstances, arrangements will be made to accommodate unique transportation requirements.

11.7 Meals: Based on recommendations from the State Auditor's Office, the City uses the following guidelines in determining the use of public funds for expenditures for food and beverages:

- (A) Name of the consumer.
- (B) Nature of the occasion for the consumption.
- (C) Public purpose or policy objective was served.

- (D) The expenses are consistent with the policy authorizing reimbursement.

11.8 Local Business Meals: Meals (including snacks) between City public officials/employees will not normally be reimbursed. It is expected that City business between City public officials/employees can, for the most part, be conducted on City premises during normal work hours.

11.9 Meetings through Mealtimes: The City recognizes that there are occasions when it may be necessary for a group of public officials and/or employees to work through a meal in order to meet a deadline or to keep a group convened in order to accomplish the task. To be considered for reimbursement as a working meal, the meeting must span over a three-hour period, which includes the group's normal mealtime.

11.10 Business Meals between City Employees and Non-City Employees: The practice of the City providing meals to non-city employees is discouraged. However, for directors and above, the City recognizes that there are situations where non-city employees provide an unpaid service to the City during a mealtime. The costs of meals while conducting City business with persons other than City employees either locally or out of town are authorized for reimbursement subject to the limitations described in this document.

11.11 Meals While On Authorized Travel Status: Per Diem shall be used for meals while out of town on city business. Out of town means the one-way travel distance is greater than 40 miles from the city and overnight stay is required. Per Diem for meals shall be at the rate in effect at the time of travel for the specific area or locality. The maximum allowable rate shall be those in effect by the State of Washington, Office of Financial Management.

11.12 Non-Reimbursable Expenditures: Unauthorized expenditures include, but are not limited to, liquor, expenses of spouse, guests or other persons not authorized to receive reimbursement under this policy or state regulations. Situations not specifically addressed above will be reviewed by the City Administrator for propriety.

11.13 Lodging: Hotel/motel accommodations for public officials/employees attending out-of-town functions on city business are acceptable. Lodging expenses shall be reimbursed at actual costs, as evidenced by a receipt, up to the specific daily maximum allowable lodging rate in effect at the time of travel for the specific area or locality. The maximum allowable lodging rates shall be those in effect by the State of Washington, Office of Financial Management.

The cost of accommodations should be requested by purchase order and billed directly to the City by the vendor whenever possible. If advance payment is required, a purchase order will be prepared and the lodging registration will serve as supporting documentation for the claims check issued to the vendor. A vendor's receipt for these expenditures is required in all cases. In some situations, the maximum allowable lodging amount may not be adequate and the City Administrator may approve payment of lodging not to exceed 150% of the applicable maximum per diem amount.

11.14 Non-Allowable Expenses: Certain travel expenses are considered personal and not essential to the transaction of official city business and therefore not reimbursable. Such non-reimbursable expenses include, but are not limited to:

Baggage checking, valet services, laundry services, entertainment expenses, radio or television rental, transportation to or from places of entertainment, costs of personal trip insurance, medical and hospital services, personal toiletry articles, barber or hairdresser, personal postage or reading materials, expenses of a spouse or other family member, mileage allowance for commuting to regular, special, and committee meetings of the City Council, expenses on a personal car, meal expenses for formal meetings of City Council committees, fines for violation of motor vehicle laws.

12. Suspension and Amendment of These Rules

12.1 Suspension of These Rules: Any provision of these rules not governed by state law or the Orting Municipal Code may be temporarily suspended by a vote of a majority of the Council.

12.2 Amendment of These Rules: These rules may be amended or new rules adopted by a majority vote of all members of the Council, provided that the proposed amendments or new rules shall have been introduced into the record at a prior Council meeting.

12.3 Conflict: In the event of a conflict between the City Council Rules of Procedure and other rules adopted by resolution of the Council, these City Council Rules of Procedure shall prevail to the extent of the conflict. In the event of a conflict between these City Council Rules and state law, state law shall prevail to the extent of the conflict.

Adopted – 8/29/07

Revised –



**City Of Orting
Council Agenda Summary Sheet**

AB16-114 SUBJECT: Purchase of Small Backhoe & Backhoe Trailer, and Hydraulic Arm on VAC Trailer	Agenda Item #:	AB 2016-114
	For Agenda of:	11/09/16
	Department:	Public Works
	Date Submitted:	11/03/16

Orting Staff & Professional Representatives		
Mayor, Joachim Pestinger		Cost of Item: Small Backhoe \$35,351.86 _____ Backhoe Trailer \$ 7,574.08 _____ VAC Trailer Hydraulic Arm \$10,900.00 _____
City Administrator, Mark Bethune	X	Amount Budgeted: \$61,118.00 _____
City Attorney, Charlotte Archer		Unexpended Balance: \$ 7,292.06 _____
City Clerk, Jane Montgomery		Timeline:
City Treasurer, Scott Larson		
Police Chief, Bill Drake		BARS:
Public Works, Dean Kaelin	X	Fiscal Note:
Recreation and Parks, Beckie Meek		
Municipal Court, Kaaren Woods		
Parametrix, JC Hungerford		
BHC Consultants, Roger Wagoner		

Agenda Placement: Mayor Councilmember Committee Chair City Administrator

Attachments: Backhoe Tractor and Trailer Bids, and PO from Vermeer NW

SUMMARY STATEMENT: Small Backhoe & Backhoe Trailer—Bid sheets for each were presented at the meeting and we recommended they be presented at the next council meeting. **VAC Trailer Hydraulic Arm**—We discussed adding a hydraulic arm to the VAC portion of the VAC trailer to alleviate some of the heavy lifting needed to move hoses used in the process. When we originally ordered the VAC trailer, we decided we would try to save some money and not include the hydraulic arm. We were advised, at the time, that we should include it if possible but could get by without it. I brought up the addition of the Hydraulic arm at the Utility meeting because I found out we could use money from the \$50,000 storm water grant. But, when I brought it up, Mark said the money was pretty much spoken for. We also discussed the purchase of the small backhoe and the backhoe trailer at the meeting and we realized we were under budget by **\$ 18,129** on those two items so the committee decided we would use the savings to put toward the purchase of the hydraulic arm on the VAC trailer. A summary of the numbers is below:

- 2016 Small Backhoe Budget--\$ 48,000**
 Backhoe purchase price-----\$ 35,352
 Savings on Backhoe-----**\$ 12,648**

2. **2016 Backhoe Trailer Budget**---\$13,056
Trailer Purchase Price-----\$ 7,575
Savings on Trailer Purchase-----\$ 5,481

Total Under Budget for Item #1 & 2-----\$18,129

2016 Budget for VAC Trailer---\$99,117

3. **Hydraulic Arm Addition Price**---\$10,900

Total Purchase price for VAC Trailer with Hydraulic Arm---\$104,010.62

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: Public Works

RECOMMENDED ACTION: MOTIONS:

- 1. To approve the bid of \$7,575 from Trailers Plus for the purchase of a Backhoe Trailer.**
- 2. To approve the bid of \$35,352 from Brim Tractor for the purchase of a Backhoe Tractor.**
- 3. To approve the purchase of a Hydraulic Arm for the VAC Trailer for \$10,900 from Vermeer NW.**



**City Of Orting
Council Agenda Summary Sheet**

AB16-115 SUBJECT: Collective Bargaining Agreement between the City of Orting and AFSCME, Local 120. For Public Works and Administrative Staff.	Agenda Item #:	AB16-115
	For Agenda of:	11/9/16
	Department:	PW and Admin
	Date Submitted:	11/03/16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	<u> \$0 </u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u> \$0 </u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u> \$0 </u>
City Clerk, Jane Montgomery		Timeline:	
City Treasurer, Scott Larson	X		
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note:	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: SUMMARY STATEMENT: <p>The city administration and the union have reached a tentative agreement regarding the collective bargaining agreement that will go into effect January 1, 2017 and last until December 31, 2019. The two biggest changes are reallocation of several employees who are doing jobs that do not match their job descriptions, and a change to how the cost of medical insurance is split between the employee and employer. Some of the other changes include a refinement of the grievance process, a payout for sick leave upon separation after 20 years of service or death, and a boot allowance for employees who are required to wear protective boots..</p>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: RECOMMENDED ACTION: MOTION to authorize the Mayor to enter into a Collective Bargaining Agreement starting January 1, 2017 and ending December 31, 2019 between the City of Orting and AFSCME, Local 120.



Collective Bargaining Agreement
by and between

City Of Orting, Washington

and

**AFSCME, Local 120 Of The
Washington State Council of County and City Employees, Council 2**

Representing Public Works and Office Employees

January 1, ~~2014-2017~~ through December 31, ~~2016~~2019

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**Agreement by and between
City Of Orting
And
AFSCME, Local 120 of The Washington State Council
of County and City Employees, Council 2**

Representing Public Works and Office Employees

Article 1. Preamble

- 1.1 This Agreement is by and between the City of Orting, Washington ("Employer") and AFSCME Local #120, of the Washington State Council of County and City Employees and the American Federation of the State, County and Municipal Employees, AFL-CIO ("Union"). The parties agree that it is in their mutual interest and purpose to promote systematic and effective employee/management cooperation, to promote fair and reasonable working conditions, to promote effective methods from prompt adjustments of differences, misunderstandings, and disputes, to provide for meaningful collective negotiations and to provide equality of opportunity, consideration and treatment for all employees of the bargaining unit in all phases of the employment process.

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Article 2. Recognition

- 2.1 The Employer recognizes the Union as the designated representative of all regular full- time and regular part-time employees of the City of Orting as set forth in Appendix "A" for the purposes of bargaining with respect to wages, hours of work and working conditions. Individual members covered by this Agreement shall hereinafter be referred to as employees.
- 2.2 All collective bargaining shall be conducted only by authorized representatives of the Union and the Employer.

Article 3. Seniority/Promotions/Layoffs

- 3.1 Seniority shall consist of length of continuous service with the Employer; provided, however no employee shall have seniority established prior to the completion of six (6) months of probationary employment with the Employer. The Employer shall establish the pay rate for employees during their probationary period. Part-time employees shall accrue seniority on a pro rata basis.
- 3.2 Seniority shall not be lost because of absence due to illness, authorized leave of absence, or temporary lay-off of not more than sixty (60) days. A seniority list shall be posted in a conspicuous place by the Employer on or about January 1 of each year. Any objections as to the seniority list as posted shall be reported to the City Administrator within ten (10) days, or the list shall be deemed to be approved.
- 3.3 Promotion to a higher job classification shall be by ability and qualifications. Where ability and qualifications are equal, seniority shall prevail.
- 3.3.1 When a vacancy or new position is created, a notice of such vacancy of the new position shall be posted on a bulletin board for a period of five (5) working days.
- 3.4 Layoffs - Should it become necessary to reduce the work force, layoff shall be determined by seniority as long as the remaining employees' ability, qualifications and certifications are consistent

with the business need of the Employer. Each employee involved shall be given a four (4) week notice unless circumstances of the layoffs are beyond the control of the Employer.

- 3.5 Recall From Layoff - Employees shall be recalled from layoff in reverse order of their layoff, provided the employee is qualified to perform the duties previously assigned. An employee who is not recalled within twenty-four (24) months of the layoff shall lose all recall rights.

Article 4. Probationary Period

- 4.1 New employees shall serve a probationary period of six (6) months. During said probationary period employees may be discharged without cause. All employees who have successfully completed probation shall be known as regular employees, and the probationary period shall be considered part of their seniority time. During the probationary period any time spent on disability or light-duty shall not count towards the six (6) month probationary period. Probationary period may be extended by mutual agreement between Union and City.
- 4.2 Regular employees who are promoted or hired into a new position shall serve a probationary ~~trial-~~ service period of six (6) months. An employee who fails to pass the ~~probationary trial-service period~~ upon promotion or hire into a new position or who choose to revert back to their old position shall have the right to revert to the previously held classification for up to 30 days, or should a vacancy exist after such time. Should no vacancy exist that employee shall be considered laid off and placed on the recall list for twenty-four (24) months consistent with Article 3, Section 3.5.

Article 5. Union Security

- 5.1 Union Security - All employees who are members of the Union on the effective date of this agreement shall remain members in the Union. New employees shall, as a condition of employment, become members of the Union within thirty-one (31) days after being employed; provided, however, the right of non-association of employees based upon bona fide religious tenets or teachings of a church or a religious body of which such public employee is a member shall be protected at all times, and such public employee shall pay such sum to a non-religious charity mutually agreed by the employee and the Union.

Article 6. Holidays

- 6.1 Holidays - The following holidays shall be recognized as paid holidays: New Year's Day; Martin Luther King Jr Day; Presidents Birthday; Memorial Day; Fourth of July; Labor Day; Veteran's Day; Thanksgiving Day; Day after Thanksgiving Day; Day before Christmas and Christmas Day. In addition to the 10 listed holidays employees will be granted two (2) Floating Holidays to be scheduled subject to approval of the employer and may not be carried over to the subsequent year. Employees that do not complete a full calendar year of employment shall receive only those holidays which occur during their term of employment.
- 6.1.1 Employees shall receive eight (8) hours holiday pay at the regular straight time hourly rate of pay for all holidays.
- 6.1.2 If an employee works on a holiday, the employee shall be compensated at the rate of one and one-half (1½) times the employee's straight time hourly rate of pay for all hours worked, in addition to holiday pay.

- 6.2 To be eligible for holiday compensation an employee must be employed in a paid position both the day before and the day after the holiday. Holidays shall not accrue in advance with the exception of the two (2) Floating Holidays.
- 6.3 Holiday pay may not be converted into compensatory time.

Article 7. Sick Leave

- 7.1 Sick Leave - A limit of nine hundred and sixty (960) hours of sick leave may be accrued at the rate of eight (8) hours per month. Employees shall contact their supervisor as soon as possible to let them know they will not be at work. If the employee is under the care of a licensed treatment provider a doctor's note may be required after three (3) consecutive days absence, stating employee is able to return to work.
- 7.2 Permissible use of paid sick leave, given the employee has accrued sick leave hours - The following shall be permissible use of paid sick leave:
 - 7.2.1 Illness or injury which incapacitates the employee and prevents the employee from performing normal duties; or
 - 7.2.2 Illness or disability due to pregnancy of the employee or conditions related thereto; or
 - 7.2.3 Medical, dental or vision examinations or treatments if an appointment cannot be scheduled during off-duty time.
 - 7.2.4 Parental Leave Law as per RCW 49.78: The City of Orting is exempt from the Parental Leave Law so long as it has less fifty (50) employees. Any leave taken by an employee for the birth of a child must be taken from accrued sick and vacation leave.
 - 7.2.5 Immediate family emergencies which requires the employee's presence. "Emergency" is defined as an event sudden in onset which demands immediate action by the employee. Immediate family is defined in section 7.4.1 below. The employee shall be allowed up to three (3) work days off with pay per event. The employees accrued sick leave hours/days would be deducted for up to 3 work days.
 - 7.2.6 Employees may donate accrued vacation time/Comp Time/floating holiday time to other employees who do not have sufficient paid leave to cover an extended illness or the birth of a child. The vacation time / comp time / holiday time will be donated on a 1:1 hour basis and not adjusted according to level of pay.
- 7.3 Accumulated sick leave is not paid out when employment with the city terminates. Once an employee provides written notice of intent to terminate employment use of sick leave may not be permitted unless authorized in writing by a licensed treatment provider.
- 7.4 Bereavement Leave - All employees who suffer a death in their immediate family shall be allowed up to five (5) days' off per event with pay. If additional leave is necessary it may be granted, subject to the approval of the Employer and such additional bereavement leave may be deducted from accrued vacation, sick leave or leave without pay.
- 7.4.1 Immediate family shall be defined as a spouse, Washington State registered domestic partner, son, daughter, mother, father, brother, sister, mother-in-law, father-in-law, step child and step parent, sister-in-law, brother-in-law, grandchildren and grandparents on both sides.
- 7.5 Employees who are separated from service, and ~~accepting~~ ~~excepting~~ those that are terminated for just cause, shall be paid twenty-five percent (25%) of accrued sick leave if they have been employed by the employer for twenty (20) years or more.

An employee recalled to work under Article 3, shall have the option to buy back any portion of sick leave cashed out upon layoff at a cost of twenty-five percent (25%) of their current straight time rate of pay upon recall.

The employer will pay one-hundred percent (100%) of sick leave at the employees current straight time rate of pay for death while on the job, or death related to a workplace injury.

Article 8. Vacation

- 8.1 Vacation - Regular full-time employees shall earn vacation time each pay period in the following manner: (See Article 25)

Length of Service	Monthly Accrual
0 to 12 months	6.67 hours
13 months through 48 months	8.00 hours
49 months through 84 months	10.00 hours
85 months through 120 months	12.00 hours
121 months through 156 months	12.67 hours
157 months through 192 months	13.33 hours
193 months through 228 months	14.00 hours
229 months through 288 months	14.67 hours
289 months +	16.67 hours

- 8.2 Employees cannot take vacation in the pay period it was accrued.
- 8.2.1 Employees may accumulate a maximum accrual of 240 hours of vacation. Earned vacation time in excess of 240 hours shall be forfeited. If a request to use vacation accrual has been submitted and approved, and due to City operational needs, is subsequently denied, and denial of such vacation use request will result in loss of accrued vacation time, the timeline may be carried over until the next available time or it may be compensated.
- Employees may only carry over two hundred and forty (240) hours of vacation from one calendar year to the next calendar year. Any accruals in excess of two hundred and forty (240) will be forfeited at 12:01 AM on January 1, of each year. If a request to use vacation accrual has been submitted and approved, and due to City operational needs, is subsequently denied, and denial of such vacation use request will result in loss of accrued vacation time, the timeline may be carried over until the next available time or it may be compensated. It is understood and agreed that utilizing vacation requires pre-planning and vacation requests made during periods with previously approved vacations and/or holidays may be denied based on business needs.
- 8.2.2 Any employee terminating employment, shall be paid for vacation time accrued, up to 240 hours, to date of termination.
- 8.2.3 Employees may not take vacation during their probationary period unless authorized by the City Administrator or designee.
- 8.2.4 Employees may donate accrued vacation time / floating holiday time to other employees who do not have sufficient paid leave to cover an extended illness or the birth of a child. The vacation time / comp time / holiday time will be donated on a 1:1 hour basis and not adjusted according to level of pay.
- 8.3 Employees shall select vacation time in order of seniority within their department. Where an employee chooses to split vacation into two or more periods, no second or third choice may be made until all other employees have made their first selection or second selection respectively. The Employer will post a department vacation roster on or about December 1st for the next calendar

year. After January 1st, vacation scheduling will be on a first come first serve basis. Management reserves the right to make final changes or modifications depending on bona fide operational requirements.

Article 9. Hours of Work

- 9.1 Work Week - The work week shall consist of forty (40) hours Monday through Sunday. Any work performed in excess of forty (40) hours per week shall be compensated for at the rate of time and one-half (1½) the employee's regular straight time hourly rate of pay. Sick, vacation, compensatory or holiday pay shall be considered time worked when calculating overtime. ~~Employees who work on an approved 6th and/or 7th day of the work week, shall receive a rate of pay of one and one-half (1½) times the employee's regular straight time hourly rate of pay.~~
- 9.2 Employees who are required to work on Saturday or Sunday due to an emergency or special event shall be compensated at a rate of pay of one and one-half (1½) times the Employees regular straight time hourly rate of pay.
- 9.2.3 Call Out - When an employee is called out for work after their normal work hours they shall receive a minimum of two (2) hours compensation at one and one-half (1½) times their regular straight time hourly rate of pay. If the employee is called out during a scheduled vacation, their compensation shall be a minimum of four (4) hours at one and one-half times their regular straight time hourly rate of pay. Call out does not apply to scheduled training time, mandatory meetings, educational classes or extensions of work period.
- 9.3.4 Compensatory Time - Employees may accrue up to forty (40) hours of compensatory time. Such time shall be scheduled by mutual agreement between the employee and Employer. An employee may not use compensatory time when employees are expected to attend mandatory meetings or scheduled and required training. Any unused compensatory time shall be cashed out or carried over at the end of the calendar year.
- 9.45 Standby – any employee who is required to be on standby outside their normal shift shall receive one and one-half (1½) hours compensatory time for each day of such duty (Monday-Friday), and two (2) hours compensatory time for each weekend day (Saturday – Sunday) and four (4) hours for each holiday on standby. All qualified employees shall rotate through the standby assignment, provided that an employee may request to trade standby assignments with another employee based on seniority and subject to the approval of the Employer. The employee on standby may take a city vehicle home in order to achieve a quicker response to an event.

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Article 10. Out-Of-Classification Pay

- 10.1 Employees who are formally assigned by the Mayor, or his/or her designee, to the work of a higher paid classification for three (3) or more consecutive days shall be compensated at a rate of pay within the higher classification that represents a minimum of five percent (5%) increase over the employee's current rate of pay.

Article 11. Light Duty – On the Job Injury – Labor and Industry

- 11.1 The City may require, subject to the approval of a licensed treatment provider, a disabled employee to perform light duty. The employee will receive hourly pay and benefits for all hours worked while on light duty. If the employee receives L&I benefits during the time of light duty, the employee will reimburse the City that amount.

- 11.2 Reinstatement Provision – A disabled employee shall be reinstated to full duty by the City provided he/she is approved for such duty by the licensed treatment provider. At the city's discretion the employee may be directed to a physician for a second opinion.
- 11.3 An employee who is disabled and unable to perform light duty, and whose injury claim has been approved by Labor and Industry, shall receive full pay with no charge against sick leave. When the employee receives L&I benefits they will reimburse the City that amount.

Article 12. Discipline

- 12.1 Whenever the Employer intends to administer a written reprimand, suspension without pay, demotion or dismissal of an employee for just cause, the Employer shall give written notice to the employee clearly identifying the proposed discipline. The notice of proposed discipline shall include:
 - 12.1.1 The specific reason(s) for the alleged personnel action and an attached copy of supporting materials relied upon by the Employer for proposing the discipline.
 - 12.1.2 A statement that the employee has a right to answer orally or in writing or both and to furnish affidavits and other documentary evidence in support of the answer;
 - 12.1.3 The amount of time allowed for the employee to answer and a statement that consideration shall be given to extending the time if the employee requests an extension and provides sufficient reason for the request.

Article 13. Employee Rights

- 13.1 Employee Protection - All employees within the bargaining unit shall be entitled to the following protection:
- 13.2 Application of Discipline - Any formal discipline of employees shall be applied by the Employer. Discipline may include documented: oral warnings, written warnings, suspension or discharge for just cause. No employee covered by this Agreement shall formally discipline another employee, provided however, nothing in this Article shall prevent such employee from directing the workforce when so assigned by the Employer.
- 13.3 An employee subject to discipline shall be afforded the right to have the Union Steward and/or Union Representative present, if requested.
- 13.4 Any document of a disciplinary nature placed in the personnel file, should be signed by the employee which notes only that the employee saw the document not that they necessarily agree with its content. Any document in a personnel file not signed cannot be used in a disciplinary action. However, refusal to sign a document as "seen" would be grounds for further discipline.
- 13.5 Disciplinary Investigations - The employee shall be informed in writing, of the nature of the investigation and whether the employee is a witness or a suspect before any disciplinary investigation commences, including the name, address and other information necessary to reasonably inform the employee of allegations of such complaint.
- 13.6 Any disciplinary investigation of an employee shall be at a reasonable hour, when employee is on duty unless the exigencies of the investigation dictate otherwise. Where practicable, interrogations shall be scheduled for the daytime.

- 13.7 The disciplinary investigation (which shall not violate the employee's Constitutional rights) shall take place at an Employer's facility, except when impractical. The employee shall be afforded an opportunity and facilities to contact and consult privately with the Union Steward and/or Union Representative before being questioned. The Union Steward and/or a Union Representative shall be present during the questioning, if requested by the union member.
- 13.8 Polygraph Tests - No employee shall be required to take or be subjected to any polygraph as a condition of continued employment.
- 13.9 Substance Abuse Tests - No employee, except those employees required by state or federal law, shall be required to take or be subjected to any random alcohol or drug testing as a condition of continued employment. Post-accident testing and testing for probable cause are permissible under this section.

Article 14. Labor-Management Committee

- 14.1 Labor Management - The Employer and the Union agree that a need exists for closer cooperation between labor and management, and further, from time to time suggestions and complaints of a general nature affecting the Union and the Employer require consideration. To accomplish this objective, the Employer and the Union agree that no more than two (2) duly authorized employee representatives of the Union shall function as one-half (½) of a Labor-Management Committee, the other half being no more than two (2) certain representatives of the Employer named for that purpose. The committee shall meet periodically for the purpose of discussing and facilitating the resolution of all problems which may arise between the parties.
- 14.2 Should the Union and Employer mutually agree to change, add, or delete any provision of this agreement; such change shall be set forth in an Appendix to the Agreement or in such other manner as approved the parties.

Article 15. Insurance Plans

15.1. — Effective January 1, 2014 the Employer shall make available the AWC HealthFirst 250 and Group Health \$20 Copay health plans for all full-time employees. For the Healthfirst 250 plan, the employer shall pay 100% of the healthcare premium for the employee. If the employee wishes to add their spouse or dependent(s) to the medical insurance coverage, the employee shall pay twenty percent (20%) of the health care premium for the dependent(s) and the employer shall pay eighty percent (80%) of the health care premium for the dependent(s). \$120 per month per each eligible dependent up to a maximum of \$240. If the employee chooses the Group Health \$10-\$20 copay plan, the City will pay 100% of the monthly premium for the employee and all eligible dependents. The premium will automatically be deducted from his/her paycheck.

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The Employer will also make available the AWC Healthfirst and Group Health \$20 copay high deductible plans with a health savings account. The Employer will cover 100% of the monthly premium for the employee and dependent(s) and add the difference in premium from the Healthfirst plan to the employees' health savings account up to the allowable maximums. Appendix D shows the actual amounts of the employer's payments to the employees' health savings account.

Effective January 1, 2015 the Employer shall make available the AWC HealthFirst 250 and Group Health \$20 Copay health plans for all full time employees. For the Healthfirst 250 plan,

the employer shall pay 100% of the healthcare premium for the employee. If the employee wishes to add their spouse or dependent(s) to the medical insurance coverage, the employee shall pay \$90 per month per each eligible dependent up to a maximum of \$160. If the employee chooses the Group Health \$20 copay plan, the City will pay 100% of the monthly premium for the employee and all eligible dependents.

The Employer will also make available the AWC Healthfirst and Group Health \$20 copay high deductible plans with a health savings account. The Employer will cover 100% of the monthly premium for the employee and dependent(s) and add the difference in premium from the Healthfirst 250 plan to the employees' health savings account up to allowable maximums.

Effective January 1, 2016 the Employer shall make available the AWC HealthFirst 250 and Group Health \$20 Copay health plans for all full time employees. For the Healthfirst 250 plan, the employer shall pay 100% of the health care premium for the employee. If the employee wishes to add their spouse or dependent(s) to the medical insurance coverage, the employee shall pay \$100 per month per each eligible dependent up to a maximum of \$200. If the employee chooses the Group Health \$20 copay plan, the City will pay 100% of the monthly premium for the employee and all eligible dependents.

The Employer will also make available the AWC Healthfirst and Group Health \$20 copay high deductible plans with a health savings account. The Employer will cover 100% of the monthly premium for the employee and their dependent(s) and add the difference in premium from the HealthFirst 250 plan to the employees' health savings account up to allowable maximums.

15.3 Dental & Vision – Effective

January 1~~st~~ 2014, the Employer shall make available the following Vision & Dental insurance plans for all full-time employees, and shall pay one hundred percent (100%) of the premiums for each employee. If the employee wishes to add their spouse or dependent(s) to the Visions & Dental insurance coverage, the employee will pay a flat rate of \$20 per additional eligible family member not to exceed \$40 per month.

~~For 2015: The employee shall pay \$20 per additional family member not to exceed \$40 per month.~~

~~For 2016: The employee shall pay \$20 per additional family member not to exceed \$40 per month.~~ The premium will automatically be deducted from his/her paycheck.

Washington State Council of County & City Employees – Health & Welfare Trust:
Dental Plan - X (Ten) ~~Vision Care Plan -- 1 VSP~~

15.4 Long-Term Disability - The Employer shall make available the AWC Plan B long-term disability program underwritten by Standard Insurance Company for all full time employees, and shall continue to pay one hundred (100%) percent of the premiums through December 31, ~~2016~~2019.

15.5 Life - The Employer shall make available the AWC Life Insurance in the amount of ten thousand (\$10,000) dollars for all full time employees, and shall continue to pay one hundred (100%) percent of the premiums through December 31, ~~2016~~2019. The life insurance is prorated after age 65 in the following way:

- Age 65 – 69: City pays 65% of the premium and the employee’s beneficiary receives 65% of the benefit
- Age 70 – 74: City pays 50% of the premium and the employee’s beneficiary receives 50% of the benefit
- Age 75 – 79: City pays 30% of the premium and the employee’s beneficiary receives 30% of the benefit
- Age 80+: City pays 20% of the premium and the employee’s beneficiary receives 20% of the benefit

For The Standard, the person’s “age” is the age they are on January 1st of each calendar year. That means if someone turns 65 on January 8th, he or she would not go into the 65 – 69 age bracket until January of the following year.

- 15.6 EAP – The employer shall make available the AWC Employee Assistance Plan (EAP) for all full-time employees and shall pay one-hundred percent (100%) of the premiums through December 31, ~~2016~~2019.

Article 16. Health and Safety

- 16.1 All clothing, equipment, and training *required* by the Employer or by State or Federal Law shall be provided by the Employer, and shall remain the property of the Employer. The employee shall use and maintain protective clothing and equipment as required by applicable laws and regulations. City will provide appropriate training to any employee expected to participate in animal control.

All public works employees who require safety footwear will receive a three-hundred dollar (\$300) annual boot allowance.

Article 17. Grievance Procedure

- 17.1 Definition of Grievance - For the purpose of this Agreement the term "grievance" shall be defined as only those disputes involving the interpretation, application, or alleged violation of any provision of this Agreement. Grievances shall be processed in accordance with the following procedures within the stated time limits, unless mutually extended by the Union and Employer. Probationary employees may not use the grievance procedure to appeal disciplinary action. The intent is that grievances will be resolved at the lowest level possible, discussions with management will ideally take place before the filing of a grievance so that it can be resolved prior to filing an official grievance, with the understanding that this is not always possible and that grievances may be filed at any time. At any point either party may request PERC mediation.
- 17.1.1 A grievance may be initiated with the Employer within thirty (30) calendar days of the Union or grievant’s knowledge of the alleged violation, but in no event may a grievance be initiated after thirty (30) calendar days of the alleged violation or disciplinary action taken.
- 17.2 Step One: The Union shall submit the grievance in writing to their direct supervisor. The written grievance shall contain the specific Article & Section allegedly violated, and the

remedy requested. After the receipt of the grievance a meeting will be set as soon as possible for the Union to explain the details of the grievance, unless mutually waived by both parties. The direct supervisor or designee shall render a written decision within fifteen (15) calendar days after the meeting. Oral Discussion - Employees may notify their supervisor of the grievance and then, if they so desire, shall discuss the grievance with the steward or the Union Representative and if the steward or Union Representative considers the grievance to be valid, then the employee and the steward or Union Representative will contact the City Administrator or designee and shall attempt to effect a settlement of the complaint. The time period for settlement shall be no more than 7 days following contact with the City Administrator unless extended by agreement of the parties.

17.3 Step Two: If the grievance is not resolved to the Union's satisfaction at Step 1, the Union shall submit the grievance in writing to the City Administrator or designee. The written grievance shall contain the specific Article & Section allegedly violated, and the remedy requested. After the receipt of the grievance a meeting will be set as soon as possible for the Union to explain the details of the grievance, unless mutually waived by both parties. The direct supervisor or designee shall render a written decision within fifteen (15) calendar days after the meeting.

17.4 Step ~~Two~~Three: If the grievance is not resolved to the Union's satisfaction at Step ~~1~~2, the Union shall submit the grievance in writing to the Mayor or designee. The written grievance shall be filed within 7 days of conclusion of step ~~one~~two and contain the specific Article & Section allegedly violated, any and all relevant facts, and the remedy requested. After the receipt of the grievance a meeting will be set as soon as possible for the Union to explain the details of the grievance, unless mutually waived by both parties. The Mayor or designee shall render a written decision within fifteen (15) calendar days.

17.4 Step ~~Three~~Four: Arbitration - Union may appeal an adverse decision of the Mayor or designee to a neutral arbitrator. The Union shall give written notice to the Employer of its intent to submit a grievance to arbitration within thirty (30) calendar days of the Mayor's decision. Within ten (10) calendar days of the Union request to arbitrate, the Union shall request the appointment of an arbitrator from the Public Employment Relations Commission (PERC) or other agreed upon sources.

17.4.1 The arbitrator shall render a written decision which shall be final and binding on all parties. The arbitrator shall have no power to alter, amend or change the terms or conditions of this Agreement.

17.4.2 The expenses and fees incumbent to the services of the Arbitrator shall be shared equally by the parties. Each party shall bear the cost of presenting its own case. Either party may request a stenographic record of the hearing be made. The party requesting such record shall bear the cost thereof, provided, however, if the other party requests a copy, such cost shall be shared equally.

17.5 Failure of the grievant or the Union to meet any of the above time limits shall cause the grievance to be deemed abandoned. Should the Employer fail to respond to the grievance in the above time limits, the grievance shall automatically move to the next step.

Article 18. Payroll and Payroll Deduction

- 18.1 Upon receipt of written signed authorization, the Employer shall deduct in the manner provided by law, Union dues and assessments from wages of its employees, and remit such deductions each month to the Union's central office.
- 18.2 The pay period for employees shall be semi-monthly. Pay dates shall be on the 5th and 20th of each month. Should either the 5th or 20th fall on a City recognized holiday or on a Saturday or Sunday, said pay date will be the last work day preceding the weekend or City recognized holiday.
- 18.3 The Union shall hold the Employer harmless from any claims filed by any bargaining unit employee arising out of the Union membership and payroll deduction provisions of this Agreement.

Article 19. Management Rights

- 19.1 Direction of Workforce - The Union recognizes the prerogative of the Employer to operate and manage its affairs in all respects in accordance with its lawful mandate, and the powers of authority which the Employer has not specifically abridged, delegated, or modified by this Agreement are retained by the Employer, including but not limited to the right to contract services of any and all types. The direction of its working force is vested exclusively in the Employer. This shall include, but not be limited to, the rights to (a) direct employees; (b) hire, promote, transfer, assign and retain employees; (c) suspend, demote, discharge, or take legitimate disciplinary action against employees for just cause; (d) relieve employees from duty because of lack of work or other legitimate reasons; (e) maintain the efficiency of the operation entrusted to the city; (f) determine methods, means and personnel by which such operations are to be conducted; and (g) take any actions necessary in conditions of emergency regardless of prior commitments, to carry out the mission of the agency; provided, however, that items (a) through (f) shall not conflict with city ordinances, personnel rules and the terms of this Agreement.
- 19.2 Employer Rules and Regulations - The Employer shall have the right to make such reasonable direction, rules and regulations as may be deemed necessary by the Employer for the conduct and the management of the affairs of the Employer, and the Union agrees that the employees shall be bound by and obey such directions, rules, and the regulations insofar as the same do not conflict with the terms of the contract.
- 19.3 Application of Rules - Rules shall be applied in a fair and equitable manner to all employees. Rules and regulations shall be made available by the Employer in writing to all employees.

Article 20. Union Representation - Access to Employees

- 20.1 The Staff Representative of the Union shall be allowed access to all facilities of the City wherein the employees covered under this contract may be working for the purposes of investigating grievances, provided such Representative or steward does not interfere with the normal work processes. No Union member or officer shall conduct any internal Union business on City time and no Union meetings will be on City time.

- 20.2 The Employer agrees that employees covered by this Agreement shall not be discharged or discriminated against for upholding lawful Union principles or for performing duties authorized by the Union so long as these activities do not interfere with normal work processes of the Employer.
- 20.3 Union Bulletin Boards - The Employer shall provide suitable, non-public space for the Bargaining Unit to use a bulletin board in each City building staffed by bargaining unit employees. Postings by the Bargaining Unit on such boards shall be confined to official business of the Union.

Article 21. Nondiscrimination

- 21.1 It is mutually agreed that there shall be no unlawful discrimination because of lawful union activity, race, creed, color, religion, sex, age, marital status, sexual orientation, national origin or physical, mental or sensory handicaps that do not prevent proper performance of the job, unless based upon a bona fide occupational qualification. The Union and management representatives shall work cooperatively to assure the achievement of equal employment opportunity. Furthermore, employees who feel they have been unlawfully discriminated against shall be encouraged to use the grievance procedure set up under this Agreement prior to seeking relief through other channels.

Article 22. Strikes or Lockouts

- 22.1 During the term of this Agreement, neither the Union nor any employee shall cause, engage in, sanction, encourage, direct, request, or assist in a slow-down, work stoppage, interruption of work strike of any kind, including a sympathy strike, against the Employer. The Union and its representatives will undertake every reasonable measure to prevent and/or terminate all such strikes, slow-downs, or stoppage of work. The Employer may discipline or discharge any employee who violates this Article. This remedy shall not be exclusive of any other remedy available to the Employer. The sole question which may be processed through the grievance and arbitration procedure in the event of discipline or discharge for violation of this Article is whether in fact the employee did violate this Article. During the term of this Agreement, the Employer shall not cause, permit, or engage in any lockout of its employees. Both the employee and Employer shall comply with State Law as prescribed by the Revised Code of Washington 41.56.120 and 41.56.490.

Article 23. Complete Agreement

- 23.1 The Agreement expressed herein in writing constitutes the entire Agreement between the parties. All matters not specifically covered in the Agreement shall be deemed to have been raised and disposed of as if specifically covered herein. It is agreed that this document contains a full and complete Agreement on all negotiable issues between the parties hereto and for all whose benefit this Agreement is made, and no party shall be required during the term of this Agreement to negotiate or bargain upon any issue except as otherwise specified herein.

Article 24. Appendix Provisions - Wages and Classification

24.1 Appendix Provisions - The classification, and department specific provisions are set forth in the attached appendices and, by reference herein are made a part of this Agreement.

Article 25. Employee Definition

- 25.1 Regular Full-Time Employee - A regular full-time employee is defined as an employee who has completed the probationary period and works forty (40) hours per week.
- 25.2 Regular Part-Time – A Regular Part-Time employees shall mean any employee who regularly works at least twenty 24 hours and less than 40 hours per week. Benefits for part time employees shall be as follows:
 - 25.2.1 Health & Welfare - The Employer shall pay 100% of the employee only premiums necessary to provide the same coverage afforded to full time employees.
 - 25.2.2 Vacation and Sick Leave, shall be accrued on a pro-rata basis, based on the number of hours worked.
 - 25.2.3 Holiday and Bereavement Leave shall be paid on a pro-rata basis, based on the number of hours worked.
 - 25.2.4 Temporary Employee – Temporary employees which includes interns, are “at will” employees not covered by this agreement. Temporary employees may be hired for a maximum of 2,000 cumulative hours in a fiscal year to assist with seasonal fluctuations in workload.
- 25.3 Contracting Bargaining Unit Work
Prior to contracting out bargaining unit work the City agrees to provide sixty (60) days advance notice to the Union of the City’s intent to contract out the work, and afford the Union an opportunity to meet and confer regarding the City’s intent as well as bargain impacts.

Article 26. Longevity

26.1 Longevity – Longevity pay shall be added to the employee’s base pay according to the following schedule:

- Upon the beginning of 10 years of service 2% of base pay
- Upon the beginning of 15 years of service 3% of base pay
- Upon the beginning of 20 years of service 4% of base pay
- Upon the beginning of 25 years of service 5% of base pay

Article 27. Wages

27.1 On January 1st the Appendix B, Wage Scale, will be increased by 100% of CPI-U, June to June, with a floor of 1.5% and a ceiling of 3.5%.

Article ~~2728~~ Savings Clause

~~2728.1~~ If any provision of this Agreement or the application of such provision should be rendered or declared invalid by any court jurisdiction action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effective.

Article ~~2829~~ Duration

~~2829.1~~ This agreement shall take effect upon the signatures of the Employer and the Union and shall remain in full force and be effective from January 1, ~~2014~~ 2017 through December 31, ~~2016~~ 2019 at which time all articles shall be open for negotiation. Either party wishing to amend or modify such Agreement must notify the other party, in writing, no later than five (5) months prior to the filing of the preliminary budget. Within ten (10) days of receipt of such notification by either party, a conference shall be held between the City and Union negotiating committee for the purpose of such amendment or modification.

Signed this ~~31st~~ day of January, ~~2014~~ 2016.

City Of Orting

AFSCME, Local 120
Washington State Council of County and City
Employees, Council 2

By: _____
Mayor Joachim Pestinger

By: _____
WSCCCE Staff Representative

By: _____
Shop Steward, Local 120

By: _____
Shop Steward, Local 120

**Appendix A to the Agreement
by and between the City of Orting
and AFSCME, Local 120 of the Washington State Council
of County and City Employees, Council 2**

Representing Public Works and Office Employees

A.1 Effective January 1, ~~2014~~ the classification and range of city positions and the starting classification, range and step of specific employees shall be as follows:

Classification	Code	Range			
Accounting Clerk I	245	11 13			
Accounting Clerk II	250	16			
Administrative Assistant- Public Works Operations & Permit Tech		18			
Cashier	290	8			
Building Inspector	580	20			
Building Permit Coordinator	575	14			
Clerical I	200	8			
Clerical II & Bldg Permits	210	12 15			
Court Clerk	215	13			
Maintenance Worker I	400	13			
Maintenance Worker II	420	15			
Maintenance Worker Lead		16 17			
Police Records Clerk	394	11			
Public Works Supervisor	620	26			
Water / Wastewater Operator I	497	16			
Water / Wastewater Operator II	497	18			
Water / Wastewater Plant Supervisor	623	24			
Employee	Range	2014 2017 Step	2015 2018 Step	2016 2019 Step	
Barfield, Mark (Water/Wastewater Operator I)	16	H	H	H	
Bingham, Freda (Accounting Clerk II)	20	H	H	H	
Bingham, Mathew (Maintenance Worker I)	13	GF	DG	EH	
Buttz, Margaret O'Harra (Cashier Clerical II)	8 15	EC	FD	GE	
Emmons, Beverly (Accounting Clerk I)	14	DG	EH	FH	
Ewing, Pete (Water/Wastewater Operator II)	18	H	H	H	
Gosnell, Chris (Water/Wastewater Operator I)	16	CF	DG	EH	
Harpster, Tim (Public Works Supervisor)	26	H	H	H	
Harter, Larry (Water/Wastewater Operator I)	16	H	H	H	
Helgelien, Jane (Accounting Clerk I)	11 13	GH	H	H	

Hinds, Laura (Administrative Assistant- Public Works Operations & Permit Tech Clerical II & Building Permits)	1218	FG	GH	H
Huffman, Ed (Water/Wastewater Operator II)	18	FH	GH	H
Kainoa, Kim (Court Clerk)	13	EH	FH	GH
Krantz, Joshua (Water/Wastewater Operator I)	16	DG	EH	FH
Kurkov, Valeriy (Maintenance Worker I)	1513	GH	H	H
Nale, Justin (Maintenance Worker I)	13	E	F	G
Rundle, Denis (Water/Wastewater Plant Supervisor)	24	H	H	H
Swanson, Kristin (Police Records Clerk .5 FTE)	11	DG	EH	FH
Thebeau, Corky (Maintenance Worker #Lead)	4516	H	H	H

- A.2 Each step in the wage matrix shall be a 3% increase and twelve (12) months in duration. The number of steps for each position shall be eight (8). Progression through the steps of the wage matrix shall be based on satisfactory performance as evidenced by the employee's annual evaluation
- A.3 Employees who are promoted to a higher range shall be placed into a step within the new range that represents an increase over the rate from which they were promoted.
- A.4 ~~Moved to New Article- Wages A.27~~ ~~Effective January 1, 2014 the rates of pay set forth in section B.1 shall be increased by an amount equal to one percent (1%).~~
- ~~A.5 Effective January 1, 2015 the rates of pay set forth in section B.1, shall be increased by an amount equal to one and one half percent (1.5%) one and half percent (1.5%).~~
- ~~A.6 Effective January 1, 2016 the rates of pay set forth in section B.1, shall be increased by an amount equal to two percent (2%).~~

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~~Signed this ____ day of _____, 2016.~~
Signed this 31st day of January, 2014

City Of Orting

AFSCME, Local 120 of The Washington State Council of County and City Employees, Council 2

By: _____
Mayor Joachim Pestinger

By: _____
WSCCCE Staff Representative

By: _____
Shop Steward, Local 120

By: _____
Shop Steward, Local 120

Appendix B

CITY OF ORTING- 2017 ESTIMATED WAGE MATRIX								
	2017 COLA:	1.80%						
Step	A	B	C	D	E	F	G	H
Range								
1	\$13.51	\$13.91	\$14.33	\$14.76	\$15.20	\$15.66	\$16.13	\$16.61
2	\$13.91	\$14.33	\$14.76	\$15.20	\$15.66	\$16.13	\$16.61	\$17.11
3	\$14.33	\$14.76	\$15.20	\$15.66	\$16.13	\$16.61	\$17.11	\$17.63
4	\$14.76	\$15.20	\$15.66	\$16.13	\$16.61	\$17.11	\$17.63	\$18.15
5	\$15.20	\$15.66	\$16.13	\$16.61	\$17.11	\$17.63	\$18.15	\$18.70
6	\$15.66	\$16.13	\$16.61	\$17.11	\$17.63	\$18.15	\$18.70	\$19.26
7	\$16.13	\$16.61	\$17.11	\$17.63	\$18.15	\$18.70	\$19.26	\$19.84
8	\$16.61	\$17.11	\$17.63	\$18.15	\$18.70	\$19.26	\$19.84	\$20.43
9	\$17.11	\$17.63	\$18.15	\$18.70	\$19.26	\$19.84	\$20.43	\$21.05
10	\$17.63	\$18.15	\$18.70	\$19.26	\$19.84	\$20.43	\$21.05	\$21.68
11	\$18.15	\$18.70	\$19.26	\$19.84	\$20.43	\$21.05	\$21.68	\$22.33
12	\$18.70	\$19.26	\$19.84	\$20.43	\$21.05	\$21.68	\$22.33	\$23.00
13	\$19.26	\$19.84	\$20.43	\$21.05	\$21.68	\$22.33	\$23.00	\$23.69
14	\$19.84	\$20.43	\$21.05	\$21.68	\$22.33	\$23.00	\$23.69	\$24.40
15	\$20.43	\$21.05	\$21.68	\$22.33	\$23.00	\$23.69	\$24.40	\$25.13
16	\$21.05	\$21.68	\$22.33	\$23.00	\$23.69	\$24.40	\$25.13	\$25.88
17	\$21.68	\$22.33	\$23.00	\$23.69	\$24.40	\$25.13	\$25.88	\$26.66
18	\$22.33	\$23.00	\$23.69	\$24.40	\$25.13	\$25.88	\$26.66	\$27.46
19	\$23.00	\$23.69	\$24.40	\$25.13	\$25.88	\$26.66	\$27.46	\$28.28
20	\$23.69	\$24.40	\$25.13	\$25.88	\$26.66	\$27.46	\$28.28	\$29.13
21	\$24.40	\$25.13	\$25.88	\$26.66	\$27.46	\$28.28	\$29.13	\$30.01
22	\$25.13	\$25.88	\$26.66	\$27.46	\$28.28	\$29.13	\$30.01	\$30.91
23	\$25.88	\$26.66	\$27.46	\$28.28	\$29.13	\$30.01	\$30.91	\$31.83
24	\$26.66	\$27.46	\$28.28	\$29.13	\$30.01	\$30.91	\$31.83	\$32.79
25	\$27.46	\$28.28	\$29.13	\$30.01	\$30.91	\$31.83	\$32.79	\$33.77
26	\$28.28	\$29.13	\$30.01	\$30.91	\$31.83	\$32.79	\$33.77	\$34.79
27	\$29.13	\$30.01	\$30.91	\$31.83	\$32.79	\$33.77	\$34.79	\$35.83
28	\$30.01	\$30.91	\$31.83	\$32.79	\$33.77	\$34.79	\$35.83	\$36.90
29	\$30.91	\$31.83	\$32.79	\$33.77	\$34.79	\$35.83	\$36.90	\$38.01
30	\$31.83	\$32.79	\$33.77	\$34.79	\$35.83	\$36.90	\$38.01	\$39.15
31	\$32.79	\$33.77	\$34.79	\$35.83	\$36.90	\$38.01	\$39.15	\$40.33
32	\$33.77	\$34.79	\$35.83	\$36.90	\$38.01	\$39.15	\$40.33	\$41.54
33	\$34.79	\$35.83	\$36.90	\$38.01	\$39.15	\$40.33	\$41.54	\$42.78
34	\$35.83	\$36.90	\$38.01	\$39.15	\$40.33	\$41.54	\$42.78	\$44.07
35	\$36.90	\$38.01	\$39.15	\$40.33	\$41.54	\$42.78	\$44.07	\$45.39

<u>36</u>	<u>\$38.01</u>	<u>\$39.15</u>	<u>\$40.33</u>	<u>\$41.54</u>	<u>\$42.78</u>	<u>\$44.07</u>	<u>\$45.39</u>	<u>\$46.75</u>
<u>37</u>	<u>\$39.15</u>	<u>\$40.33</u>	<u>\$41.54</u>	<u>\$42.78</u>	<u>\$44.07</u>	<u>\$45.39</u>	<u>\$46.75</u>	<u>\$48.15</u>
<u>38</u>	<u>\$40.33</u>	<u>\$41.54</u>	<u>\$42.78</u>	<u>\$44.07</u>	<u>\$45.39</u>	<u>\$46.75</u>	<u>\$48.15</u>	<u>\$49.60</u>
<u>39</u>	<u>\$41.54</u>	<u>\$42.78</u>	<u>\$44.07</u>	<u>\$45.39</u>	<u>\$46.75</u>	<u>\$48.15</u>	<u>\$49.60</u>	<u>\$51.09</u>
<u>40</u>	<u>\$42.78</u>	<u>\$44.07</u>	<u>\$45.39</u>	<u>\$46.75</u>	<u>\$48.15</u>	<u>\$49.60</u>	<u>\$51.09</u>	<u>\$52.62</u>
<u>41</u>	<u>\$44.07</u>	<u>\$45.39</u>	<u>\$46.75</u>	<u>\$48.15</u>	<u>\$49.60</u>	<u>\$51.09</u>	<u>\$52.62</u>	<u>\$54.20</u>
<u>42</u>	<u>\$45.39</u>	<u>\$46.75</u>	<u>\$48.15</u>	<u>\$49.60</u>	<u>\$51.09</u>	<u>\$52.62</u>	<u>\$54.20</u>	<u>\$55.82</u>
<u>43</u>	<u>\$46.75</u>	<u>\$48.15</u>	<u>\$49.60</u>	<u>\$51.09</u>	<u>\$52.62</u>	<u>\$54.20</u>	<u>\$55.82</u>	<u>\$57.50</u>
<u>44</u>	<u>\$48.15</u>	<u>\$49.60</u>	<u>\$51.09</u>	<u>\$52.62</u>	<u>\$54.20</u>	<u>\$55.82</u>	<u>\$57.50</u>	<u>\$59.22</u>



**City Of Orting
Council Agenda Summary Sheet**

AB16-116 SUBJECT: Records Management Internship.	Agenda Item #:	AB 2016-116
	For Agenda of:	11/09/16
	Department:	Administration
	Date Submitted:	11/03/16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	<u>\$900.00</u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u>\$0</u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u>\$0</u>
City Clerk, Jane Montgomery	X	Timeline:	
City Treasurer, Scott Larson		BARS:	
Police Chief, Bill Drake		Fiscal Note:	
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input checked="" type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments:
SUMMARY STATEMENT: Local Government Agencies in the State of Washington follow and are guided by the Common Records Retention Schedules as set forth by the Office of the Secretary of State, WA State Archives Office.
Proper Records retention and Archiving are a key factor in minimizing risk of lawsuits to the City.
The City has a backlog of records that need to be reviewed, and based on their respective retention schedules either be archived with the State Archivist Office or be disposed of according to their specific retention schedules. The use of an intern, under the supervision of the City Clerk, will allow the City to prepare essential archival records for transfer to the State Archivist Office and properly box and mark records for storage. This will minimize risk to the City and free up valuable space for current and future records.
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: N/A
RECOMMENDED ACTION: MOTION: To Authorize the Mayor to enter into an Internship agreement for Records Management, in the amount of \$10.00 per hour, up to 90 hours.



**City Of Orting
Council Agenda Summary Sheet**

AB16-117 SUBJECT: RFP for electronic Work Order and Asset Management solutions	Agenda Item #:	AB16-117
	For Agenda of:	11/9/16
	Department:	PW and Admin
	Date Submitted:	11/03/16

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	<u>\$0</u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u>\$0</u>
City Attorney, Charlotte Archer		Unexpended Balance:	<u>\$0</u>
City Clerk, Jane Montgomery		Timeline:	
City Treasurer, Scott Larson	X		
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note: The Mayor has put \$15,000 in the 2017 budget if council approves of a vendor to provide a solution.	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments:
<p>SUMMARY STATEMENT:</p> <p>The Mayor would like to use staff time to produce and advertise an RFP for an electronic Work Order and Asset Management solution. The Mayor and Council have expressed interest in better understanding the quantity and nature of work that is accomplished by the Public Works department. One of the more common ways to accomplish this is to partner with a software vender that can electronically manage workflow and maintenance of the staff and the Cities assets. The City Administrator will bring forward to the Public Works Committee the vendors and they can bring forward a recommendation for a vendor if one of them meets the city's needs.</p>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:
<p>RECOMMENDED ACTION: MOTION to authorize the Mayor to produce and advertise an RFP for electronic Work Order and Asset Management solutions.</p>