

**COUNCILMEMBERS**

Position No.

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



**Mayor Joachim  
Pestinger**

**ORTING CITY COUNCIL**  
Regular Business Meeting Agenda  
Orting Multi-Purpose Center  
202 Washington Ave. S, Orting, WA  
November 8, 2017  
7 pm.

- 1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL.**
- 2. REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.**
- 3. PRESENTATION- POLICE DEPARTMENT – RECOGNITION OF POLICE OFFICER.**
  - *Chief Drake*

*Followed by a 3 minute break.*
- 4. PUBLIC COMMENTS**-*Following comment or question. In the case of a question, the chair will refer the matter to the appropriate administrative staff member or committee.*
- 5. CONSENT AGENDA**
  - Minutes of October 25<sup>th</sup>, 2017
  - Payroll and Claims Warrants

**Motion:** *To approve Consent Agenda as prepared.*
- 6. HEARINGS**
  - A. AB17-87-2018- First Reading of Ordinance No 2017-1016, An Ordinance Of The City Of Orting, Washington Relating To The Annual Budget For Fiscal Year 2018; Adopting The City Of Orting 2018 Budget; Adopting The Job Classification And Pay Range For Employees.**
    - *Scott Larson*
  - B. AB17-88- Second Reading and Adoption of Resolution No. 2017-12, A Resolution Of The City Of Orting, Washington, Relating To Utility Rates; Adopting Adjustments To Water, Sewer And Storm Water Utility Rates 2018 Utility Rates.**
    - *Scott Larson*

**Motion:** *Motion to approve Resolution No. 2017-12 adopting recommended utility rates for 2018.*

## 7. COMMITTEE AND COUNCIL STANDING REPORTS

- Public Works- *CM Penner/CM Harman*
- Community and Government Affairs- *CM Drennen/CM McDonald*
- Finance- *CM Gehring/CM Penner*
- Emergency Evacuation Bridge System- *CM Drennen*
- Planning Commission
- Parks Board
- Mayor's Report – *Mayor Pestinger*
- Miscellaneous Activity/Community Reports.

## 8. OLD BUSINESS

### A. AB17-89 – 2018 Property Tax Levy.

- *Scott Larson*

**Motion:** *To approve Resolution No. 2017-14 and allowing for an increase in property taxes in the amount of \$ \_\_\_\_\_.*

## 9. NEW BUSINESS

### A. AB17-90- First Reading of Ordinance No. 2017-1017, An Ordinance Of The City Of Orting, Washington, Amending Orting Municipal Code Title 9, Chapter 1b, Section 7 Pertaining To Deposits; Title 9, Chapter 1d, Sections 1,2, And 3 Pertaining To Billing, Water Disconnection, And Water Rates; Adding Orting Municipal Code Title 9, Chapter 1d, Sections 3b, 5, And 6 Pertaining To Water Rates For Customers Outside City Limits, Payment Of Bills And Application Of Payment, And Protest To Rates.

- *Scott Larson*

### B. AB17-91- First Reading of Resolution 2017-17, A Resolution Of The City Of Orting, Washington, Setting The Fees As Described By 9-1d-1b, 9-1d-2c, And 9-1d-3b of The Orting Municipal Code Utility Code

- *Scott Larson*

## 10. EXECUTIVE SESSION

## 11. ADJOURNMENT

**Motion:** *Move to Adjourn.*

### ***Upcoming Meeting:***

*Next Regular Meeting, November 29, 2017, 7:00pm (MPC)*

*Special Budget Workshop, November 15, 2017, 6:00pm (PSB)*

## COUNCILMEMBERS

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Mayor Joachim  
Pestinger

ORTING CITY COUNCIL  
Regular Business Meeting Summary  
Orting Multi-Purpose Center  
202 Washington Ave. S,  
Orting, WA  
October 25, 2017  
7p.m.

### 1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL.

Mayor Pestinger called the meeting to order at 7:00pm., in the Multipurpose Center. Councilmember Penner led the Pledge of Allegiance.

**Councilmembers Present:** Councilmembers, Tod Gunther, Michelle Gehring, Josh Penner, Scott Drennen, Dave Harman, and Deputy Mayor Barbara Ford.

**Absent:** Nicola McDonald

**Staff Present:** Mark Bethune, City Administrator, Jane Montgomery, City Clerk, Scott Larson, Treasurer, JC Hungerford, Engineer, Charlotte Archer, City Attorney.

*Deputy Mayor Ford made a motion to excuse Councilmember McDonald. Second by Councilmember Harman. Motion passed (6-0)*

### 2. PROCLAMATION- Domestic Violence Awareness

Mayor Pestinger read the proclamation, followed by comments made by Tonya Tunnell-Thornhill the Director of Exodus Housing. Exodus House is based in Sumner Washington and assists victims and families affected by domestic violence. Their program brochure was passed out to the Council and the public.

### 3. DISCUSSION- Orville Road- Installation of Backflow Prevention Devices

Kenneth and Carrie Little were present at the October 11<sup>th</sup> Council meeting and had asked that the Council allow property owners on Orville road an additional opportunity to address Council about the City's requirement for backflow prevention devices on their property's. Mr. and Mrs. Little were present and addressed the Council. They asked for a 30 day extension to install backflow devices on their property from when the water main and new connections to meters are complete on Orville Road.

Public Works Director, Dean Kaelin briefed the City Council on the two year process and the dates and times of prior meetings regarding backflow prevention requirements by the Department of Health. The City Council passed an Ordinance in 2016 for a cross connection program and the City will be held liable if they do not conform to the required regulations. City Attorney Archer advised Council to recess to an executive session to discuss legal issues.

*Councilmember Drennen made a motion to hold an executive session. Second by Councilmember Gunther. Motion passed (6-0)*

## **EXECUTIVE SESSION**

Mayor Pestinger announced the Executive session, per RCW 42.30.110 (i). The Council may take action upon to return to open session. They will be out for 10 minutes.

Mayor Pestinger recessed to Executive session at 7:42pm for 10 minutes.

Mayor Pestinger called the meeting back to order at 7:52pm and then recessed the meeting for a 3 minute break.

Mayor Pestinger called the meeting back to order at 7:55pm. The Mayor asked to add a discussion regarding the easement agreement on Orville Road in regard to the contractor replacing fencing. Discussion centered on whether or not the City Council needed to take action on this if payments to homeowners exceeded \$5000.

City Attorney Archer advised Council that no action was required as this had previously been approved by City Council.

## **4. HEARINGS**

**A. AB17-83-Property Taxes 2018 – First Reading of Resolution No. 2017-14.**

Mayor Pestinger opened the hearing at 8:03pm and read the rules for the public hearing. Scott Larson, Treasurer, gave a briefing with a power point presentation. This is the first reading of the resolution.

### **Public Comments**

#### **Chris Hopfauf**

Mr. Hopfauf is opposed to the property tax.

#### **Doug Bishop**

Mr. Bishop is opposed to the property tax.

Mayor Pestinger closed the hearing at 8:20pm.

**B. AB17-84- Surplus of Real Property- Resolution No. 2017-15 Declaring Property To Be Surplus, And Authorizing The Mayor To Dispose Of It In Accordance With Orting Municipal Code And State Law.**

Mayor Pestinger opened the hearing at 8:20pm. Mark Bethune briefed that this concerned the sale of the Public Safety building to Orting Valley Fire and Rescue. Pursuant to RCW 35A.11.010, the City is authorized to dispose of real property for the common benefit, via an intergovernmental transfer to another public agency, for full value of the real property, pursuant to RCW 39.33.010. By Resolution No. 2017-01, the City Council previously declared its intent to sell the City's Public Safety Building to Pierce County Fire Protection District No. 18, and authorized the Mayor to enter into discussions to effectuate the sale. Pursuant to RCW 39.33.020, prior to transferring the real property for full value to the buyer, the City must declare it to be surplus to the City's needs. By this Resolution the City Council so declares and authorizes the Mayor to dispose of the real property in accordance with the terms of RCW 35A.11.010.

## **Public Comments**

### **Doug Bishop**

Mr. Bishop felt he did not have enough information to make an informed decision about this sale. He also wanted to know what the City would be paying in rent while they stay in the building.

Mayor Pestinger closed the hearing at 8:22pm.

*Councilmember Harman made a motion to Approve Resolution No. 2017-15, Declaring Real Property To Be Surplus And Authorizing The Mayor To Dispose Of It In Accordance With The Orting Municipal Code And State Law. Second by Deputy Mayor Ford. Motion passed (6-0)*

### **C. AB17-85-Surplus of City Property- Resolution No. 2017-16, Declaring Property To Be Surplus, And Authorizing The Mayor To Dispose Of It In Accordance With Orting Municipal Code And State Law.**

Mayor Pestinger opened the hearing at 8:26pm. Mark Bethune Briefed. Pursuant to RCW 35A.11.010, the City is authorized to dispose of real property via an intergovernmental transfer to another public agency, for full value of the real property, pursuant to RCW 39.33.010. Pursuant to RCW 39.33.020, prior to transferring real property valued at over \$50,000 for full value to the buyer, the City must declare it to be surplus to the City's needs. The City was recently approached by Pierce County who submitted a proposal to purchase a portion of Tax Parcel No. 0519362003, which is a parcel owned by the City that abuts a County roadway. Pierce County's appraiser valued the portion proposed for purchase at \$40,500. The Mayor reviewed the appraisal and countered with a demand for a sale price of \$45,500. This Resolution declares the property to be surplus (although this is not strictly required, as the property is valued at less than \$50,000), and authorizes the Mayor to dispose of the real property in accordance with the terms of RCW 35A.11.010. The City will ensure that a clause is written in to the contract to protect the area within 200 feet of Wingate spring.

*Councilmember Gehring made a motion to Approve Resolution No. 2017-16, Declaring Real Property To Be Surplus And Authorizing The Mayor To Dispose Of It In Accordance With The Orting Municipal Code And State Law. Second by Councilmember Harman. Motion passed (6-0).*

## **5. PUBLIC COMMENTS**

### **Chris Hopfauf**

Mr. Hopfauf stated that candidates had their political signs in the City right of way. He stated that he has the right to remove those signs.

## **6. PRESENTATION- Matrix Organizational Assessment Report.**

Alan Pennington presented the final Organizational Assessment Report to the Council. He gave a PowerPoint presentation which was followed by a question and answer session.

## **7. CONSENT AGENDA**

- Minutes of October 11, 2017
- Payroll and Claims Warrants
- Claims and Warrants #2

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

## **8. COMMITTEE AND COUNCIL STANDING REPORTS**

### **Technology**

No Report.

### **Public Safety**

No Report.

### **Emergency Preparedness**

Mark Bethune briefed on the last meeting which was attended by community partners. The School District, Fire district, City staff, and the Soldiers Home. They discussed the Richter 9 earthquake and the plan for the City. He reminded everyone that assistance will likely not come to Orting from outside governmental agencies, and advised that citizens need to have family plans in the event of such an emergency and have 14 days of food and water stored up.

### **Transportation**

No Report.

### **Mayor's Report**

Mayor Pestinger will be attending the meeting of the Puget Sound Regional Council tomorrow in Seattle. Last week the Mayor and Councilmember Penner attended an event at the Soldiers Home, honoring Daughters of the American Revolution.

### **Miscellaneous Activity/Community Reports.**

Councilmember Harman reported on his attendance at FEMA training and his attendance at the Pierce County Regional Council meeting last week in the Mayor's stead.

## **9. OLD BUSINESS**

### **A. AB17-86 -Selection of Deputy Mayor.**

Deputy Mayor Ford briefed on the process to approve the Deputy Mayor. The Committee met on October 10<sup>th</sup>. The traits of a good Deputy Mayor were highlighted. Discussion followed about waiting until 2018 to choose a Deputy Mayor and Council was informed that they would need to suspend their rules if they wished to wait.

*Deputy Mayor Ford made a motion to approve the appointment of Dave Harman as Deputy Mayor for the year 2018 effective January 1, 2018. Second by Councilmember Gehring.*

*Roll call vote was taken. CM Gunther (No) DM Ford (Yes) CM Gehring (Yes) CM Harman (Yes) CM Penner (No) CM Drennen (Abstain). Council Rules are that a vote to abstain counts as a yes. Motion passed (4-2)*

### **B. Orting Library HVAC Replacement.**

The City previously went out to bid for the two HVAC systems at the Multipurpose Center. Two bids were received. The City Council asked instead that both systems be analyzed for replacement. This analysis will include life cycle costs and energy consumption. A full energy model will be developed as part of the project. The cost would be \$11, 673.50. Discussion followed. City Administrator Bethune

recommended that the City Council consider approving the bid of Lake Tapps Construction and forgo the analysis which is costly. Discussion followed.

*Deputy Mayor Ford made a motion to approve the selection of Lake Tapps Construction for the replacement of the HVAC system at the Library in the amount of \$39,000. Second by Councilmember Gehring. Motion passed (6-0).*

## 10. ADJOURNMENT

*Councilmember Harman made a motion to adjourn. Second by Councilmember Penner. Motion passed (6-0).*

Mayor Pestinger adjourned the meeting at 9:45pm.

**ATTEST:**

\_\_\_\_\_  
**Jane Montgomery, City Clerk, CMC**

\_\_\_\_\_  
**Joachim Pestinger, Mayor**

CITY OF ORTING  
VOUCHER/WARRANT REGISTER  
FOR NOVEMBER 8, 2017 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 #45336 THRU #45397  
EFT \$  
IN THE AMOUNT OF \$ 66,300.12

PAYROLL WARRANTS # 23071 THRU #23089  
IN THE AMOUNT OF \$ 161,934.85

ARE APPROVED FOR PAYMENT ON NOVEMBER 8, 2017

FINANCE COMMITTEE CHAIR \_\_\_\_\_

COUNCILPERSON \_\_\_\_\_

COUNCILPERSON \_\_\_\_\_

CITY CLERK \_\_\_\_\_



# Fund Transaction Summary

Transaction Type: Invoice  
Fiscal: 2017 - November 2017 - 1st Council  
System Types: Financials

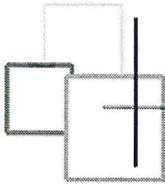
Fund Number	Description	Amount
001	Current Expense	\$36,021.70
101	City Streets	\$8,025.99
104	Cemetery	\$170.35
105	Parks Department	\$1,871.46
320	Transportation Impact	\$57.69
401	Water	\$7,568.84
408	Wastewater	\$11,431.68
410	Stormwater	\$1,152.41
	<b>Count: 8</b>	<b>\$66,300.12</b>

# Register

Fiscal: 2017  
 Deposit Period: 2017 - November 2017  
 Check Period: 2017 - November 2017 - 1st Council  
 Bank Accounts: Key Bank - 2000073  
 Register Types: Warrant  
 Show Outstanding: All  
 System Types: Financials  
 Outstanding Date: 11/3/2017 4:09:25 PM  
 Show Details: Hide

Number	Name	Print Date	Clearing Date	Amount
<b>Key Bank</b>	<b>2000073</b>			
<b>Check</b>				
45336	Verizon Wireless	10/30/2017		\$2,657.78
45337	Wex Bank	10/30/2017		\$2,060.47
45338	Advanced Analytical Solutions	11/8/2017		\$392.00
45339	Associated Petroleum Products INC	11/8/2017		\$249.80
45340	BlueTap Credit Services	11/8/2017		\$32.75
45341	Brim Tractor Company	11/8/2017		\$320.63
45342	Brisco Inc.	11/8/2017		\$1,087.70
45343	Business Solutions Center	11/8/2017		\$690.78
45344	Centurylink	11/8/2017		\$2,150.38
45345	CenturyLink/Qwest	11/8/2017		\$274.99
45346	Cintas Corporation #461	11/8/2017		\$177.33
45347	Comcast	11/8/2017		\$482.48
45348	Core & Main	11/8/2017		\$139.34
45349	Crystal & Sierra Springs	11/8/2017		\$22.38
45350	Curry & Williams, P.l.l.c	11/8/2017		\$1,916.66
45351	Curtis Blue Line	11/8/2017		\$160.91
45352	Day Wireless Systems	11/8/2017		\$1,016.49
45353	Dell Financial Services Payment	11/8/2017		\$1,235.41
	Processing Services			
45354	DM Disposal Co., Inc	11/8/2017		\$1,099.65
45355	Enumclaw, City of	11/8/2017		\$1,380.00
45356	Evergreen Safety Council	11/8/2017		\$791.18
45357	Forget Me Not Farms C/O William Graves	11/8/2017		\$874.65
45358	H D Fowler Company	11/8/2017		\$155.97
45359	Hach Company	11/8/2017		\$438.49
45360	Interwest Metals Inc	11/8/2017		\$41.58
45361	Jan-Pro Cleaning Systems	11/8/2017		\$695.00
45362	KCDA Purchasing Cooperative	11/8/2017		\$244.71
45363	Korum Automotive Group	11/8/2017		\$3,104.46
45364	Law Offices of Matthew J Rusnak	11/8/2017		\$1,833.33

Number	Name	Print Date	Clearing Date	Amount
45365	Lewis, Jennifer	11/8/2017		\$560.00
45366	Miller Paint Co	11/8/2017		\$258.33
45367	Mitel Leasing	11/8/2017		\$436.01
45368	Murphy-Brown, Mary	11/8/2017		\$825.00
45369	Nisqually Indian Tribe	11/8/2017		\$430.00
45370	North Central Laboratorie	11/8/2017		\$375.10
45371	Orting Transmission	11/8/2017		\$260.13
45372	Orting Valley Senior Cent	11/8/2017		\$1,083.33
45373	P.c. Budget & Finance	11/8/2017		\$2,101.54
45374	Pierce County Library System	11/8/2017		\$810.00
45375	Pioneer Storage	11/8/2017		\$525.00
45376	Popular Networks, Llc	11/8/2017		\$9,446.80
45377	Praxair Distribution Inc	11/8/2017		\$36.75
45378	Precision Concrete Cutting	11/8/2017		\$7,267.08
45379	Public Safety Testing	11/8/2017		\$128.00
45380	Puget Sound Energy	11/8/2017		\$1,802.29
45381	Sarco Supply	11/8/2017		\$256.16
45382	SCORE	11/8/2017		\$3,090.35
45383	SHRED-IT USA	11/8/2017		\$222.60
45384	Smith, Jason	11/8/2017		\$48.00
45385	Spectral Laboratories	11/8/2017		\$160.50
45386	Surplus Ammo & Arms LLC	11/8/2017		\$423.84
45387	The Walls Law Firm	11/8/2017		\$1,875.00
45388	UniFirst Corporation	11/8/2017		\$417.30
45389	United Laboratories	11/8/2017		\$1,481.15
45390	Utilities Underground Location Center	11/8/2017		\$143.22
45391	Vision Forms LLC	11/8/2017		\$315.28
45392	Wa. State Dept. of Ecolog	11/8/2017		\$180.00
45393	Washington Rock Quarries,	11/8/2017		\$398.70
45394	Wells Fargo Financial Leasing	11/8/2017		\$92.91
45395	Wolfe, Kenneth	11/8/2017		\$40.00
45396	Wonderware Pacwest	11/8/2017		\$4,754.55
45397	Xc2 Software, Llc	11/8/2017		\$327.90
	<b>Total</b>		<b>Check</b>	<b>\$66,300.12</b>
	<b>Total</b>		<b>2000073</b>	<b>\$66,300.12</b>
	<b>Grand Total</b>			<b>\$66,300.12</b>



# Custom Council Report

Vendor	Number	Invoice	Account Number	Notes	Amount
Advanced Analytical Solutions	45338	20518	408-535-10-41-03	Lab Testing	\$392.00
				<b>Total</b>	<b>\$392.00</b>
Associated Petroleum Products INC	45339	1154787-IN	401-534-80-32-01	Fuel	\$112.41
			408-535-80-32-01	Fuel	\$112.41
			410-531-38-32-02	Fuel	\$24.98
				<b>Total</b>	<b>\$249.80</b>
BlueTarp Credit Services	45340	233309-Nov2017	401-534-50-48-02	Vacuum Breaker	\$22.92
			408-535-10-31-00	Hose Pumice Brick	\$9.83
				<b>Total</b>	<b>\$32.75</b>
Brim Tractor Company	45341	SP00828	101-542-30-48-04	Oil Change FA1079	\$32.06
			104-536-50-48-01	Oil Change FA1079	\$64.12
			105-576-80-48-01	Oil Change FA1079	\$64.12
			401-534-50-48-04	Oil Change FA1079	\$64.12
			408-535-50-48-04	Oil Change FA1079	\$64.15
			410-531-38-48-01	Oil Change FA1079	\$32.06
				<b>Total</b>	<b>\$320.63</b>
Brisco Inc.	45342	Nov2017-208	001-514-21-48-01	Fuel	\$297.64
			001-524-20-32-01	Fuel Buiding	\$246.03
			401-534-80-32-01	Fuel Water	\$87.92
			401-534-80-32-01	Fuel Water	\$138.29
			408-535-80-32-01	Fuel Sewer	\$87.91
			408-535-80-32-01	Fuel Sewer	\$138.29
			410-531-38-32-02	Fuel Storm	\$40.54
			410-531-38-32-02	Fuel Storm	\$51.08
				<b>Total</b>	<b>\$1,087.70</b>
Business Solutions Center	45343	352- Nov 2017	001-512-50-49-03	Court Forms-Speedy Trail Waiver-Cond of Release	\$171.60
		352- Oct 2017	001-514-23-31-02	Envelopes	\$117.50
			001-558-60-31-00	Envelopes	\$49.19
			401-534-10-31-00	Envelopes	\$117.50
			408-535-10-31-00	Envelopes	\$117.50
			410-531-38-31-00	Envelopes	\$117.49
				<b>Total</b>	<b>\$690.78</b>
Centurylink	45344	300549818-Nov2017	001-514-23-42-00	City Phones	\$550.99
			001-522-20-42-01	City Phones	\$142.82

Vendor	Number	Invoice	Account Number	Notes	Amount	
Centurylink	45344	300549818-Nov2017	001-524-20-42-00	City Phones	\$26.92	
			320-595-30-63-01	City Phones	\$57.69	
			401-534-10-42-01	City Phones	\$177.28	
			408-535-10-42-01	City Phones	\$382.70	
		300549906-Nov2017	401-534-10-42-01	Harman Springs	\$54.33	
			300550216-Nov2017	408-535-10-42-01	Sewer Phones	\$178.65
			300550553-Nov2017	001-521-50-42-00	PD Phones	\$407.41
			300550592-Nov2017	001-512-50-42-00	Court Phones	\$100.70
			409178327-Nov2017	001-521-50-42-01	PD-Repeater	\$70.89
				<b>Total</b>		<b>\$2,150.38</b>
CenturyLink/Qwest	45345	464B-Nov2017	001-521-20-45-02	Cell Connection	\$116.86	
			465B-Nov2017	001-521-20-45-02	Cell Connection	\$81.86
			492B-Nov2017	001-521-20-45-02	Cell Connection	\$76.27
				<b>Total</b>	<b>\$274.99</b>	
Cintas Corporation #461	45346	461292506	408-535-50-48-03	Cleaning of Bathrooms	\$177.33	
				<b>Total</b>	<b>\$177.33</b>	
Comcast	45347	0221105-NOV2017	001-514-23-42-00	City Hall Internet	\$60.31	
			001-524-20-31-00	City Hall Internet	\$60.31	
			401-534-10-42-01	City Hall Internet	\$60.31	
			408-535-10-42-01	City Hall Internet	\$60.31	
		0221113-NOV2017	001-521-50-42-00	PSB Internet	\$120.62	
			001-522-20-42-01	PSB Internet	\$120.62	
				<b>Total</b>	<b>\$482.48</b>	
Core & Main	45348	H980943	401-534-50-48-02	Check Valve-Kansas ST	\$34.83	
			I025021	401-534-50-48-02	Check Valves	\$104.51
			<b>Total</b>	<b>\$139.34</b>		
Crystal & Sierra Springs	45349	16789927 101417	001-514-23-31-02	Water for City Hall	\$22.38	
				<b>Total</b>	<b>\$22.38</b>	
Curry & Williams, P.I.I.c	45350	NOV2017-204	001-512-50-10-02	Court Judge-Oct 2017	\$1,916.66	
				<b>Total</b>	<b>\$1,916.66</b>	
Curtis Blue Line	45351	366271	001-521-20-31-01	Uniform Items-Cassatt	\$160.91	
				<b>Total</b>	<b>\$160.91</b>	
Day Wireless Sytems	45352	447598	001-521-50-48-04	Yearly Calibrations	\$1,016.49	
				<b>Total</b>	<b>\$1,016.49</b>	
Dell Financial Services Payment Prosessing Services	45353	79232846	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	

Vendor	Number	Invoice	Account Number	Notes	Amount
Dell Financial Services Payment Processing Services	45353	79232846	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
			410-594-31-41-41	City Hall Server	\$74.00
			<b>Total</b>		<b>\$1,235.41</b>
DM Disposal Co., Inc	45354	7399054	408-535-60-47-00	WWTP-Garbage Service	\$1,099.65
				<b>Total</b>	<b>\$1,099.65</b>
Enumclaw, City of	45355	05141	001-523-60-41-00	Jail Fees-Sept 2017	\$1,380.00
				<b>Total</b>	<b>\$1,380.00</b>
Evergreen Safety Council	45356	071679	001-524-20-41-05	Flagging Certification Class	\$197.80
			401-534-90-49-00	Flagging Certification Class	\$197.79
			408-535-90-49-00	Flagging Certification Class	\$197.79
			410-531-31-20-06	Flagging Certification Class	\$197.80
				<b>Total</b>	<b>\$791.18</b>
Forget Me Not Farms C/O William Graves	45357	01-17	105-594-76-64-10	Garland for City Decoration	\$874.65
				<b>Total</b>	<b>\$874.65</b>
H D Fowler Company	45358	114673909	408-535-50-48-04	Mechanical Pump Down Switch Cord	\$155.97
				<b>Total</b>	<b>\$155.97</b>
Hach Company	45359	10676684	408-535-10-31-00	Lab Supplies	\$438.49
				<b>Total</b>	<b>\$438.49</b>
Interwest Metals Inc	45360	15626-Nov2017	401-534-50-35-00	Flat Bar & Weld Hooks-New Backhoe	\$20.79
			408-535-50-35-00	Flat Bar & Weld Hooks-New Backhoe	\$20.79
				<b>Total</b>	<b>\$41.58</b>
Jan-Pro Cleaning Systems	45361	17-1442	001-514-23-41-08	City Hall Carpet Cleaning	\$695.00
				<b>Total</b>	<b>\$695.00</b>
KCDA Purchasing Cooperative	45362	300223302	408-535-10-31-00	Garbage Can Liners	\$244.71
				<b>Total</b>	<b>\$244.71</b>
Korum Automotive Group	45363	6627565/1	001-521-50-48-02	Transmission Check & Alternator Replacement-4469 Charger 2008	\$779.23

Vendor	Number	Invoice	Account Number	Notes	Amount		
Korum Automotive Group	45363	6627668/1	001-521-50-48-02	Brake Replacement & Alternator Replacement-1217 06 Explorer	\$751.06		
		6628257/1	101-542-30-48-04	Repair of Axle Leak-06 Ford Dump Truck-FA1030	\$280.19		
			105-576-80-48-01	Repair of Axle Leak-06 Ford Dump Truck-FA1030	\$392.26		
			401-534-50-48-06	Repair of Axle Leak-06 Ford Dump Truck-FA1030	\$224.15		
			408-535-50-48-08	Repair of Axle Leak-06 Ford Dump Truck-FA1030	\$168.11		
			410-531-38-48-01	Repair of Axle Leak-06 Ford Dump Truck-FA1030	\$56.06		
		6628746/1	001-521-50-48-02		\$49.74		
		6630067/1	401-534-50-48-06	Oil Change-FA1067	\$42.69		
			408-535-50-48-08	Oil Change-FA1067	\$10.68		
		6631236/1	001-521-50-48-02	Oil Change-1375 2016 Explorer	\$49.74		
		6632324/1	001-521-50-48-02	Install of Insulator Hood-1375 2016 Explorer	\$300.55		
				<b>Total</b>	<b>\$3,104.46</b>		
		Law Offices of Matthew J Rusnak	45364	149	001-512-50-49-01	Court Appointed Attorney-Oct 2017	\$1,833.33
						<b>Total</b>	<b>\$1,833.33</b>
Lewis, Jennifer	45365	NOV2017-207	001-571-20-31-34	Dog Training Classes-OCT 2017	\$560.00		
				<b>Total</b>	<b>\$560.00</b>		
Miller Paint Co	45366	30352471-30382787	105-576-80-48-00 105-576-80-48-00	Paint for the Parks Paint for National Day of Service	\$37.91 \$220.42		
				<b>Total</b>	<b>\$258.33</b>		
Mitel Leasing	45367	1442061	001-594-12-41-02 001-594-21-41-03 001-594-22-41-01	PSB Phone Lease PSB Phone Lease PSB Phone Lease	\$20.52 \$117.98 \$117.98		
		1442062	001-594-14-41-03 001-594-24-41-02 001-594-76-41-02 101-594-42-41-02 401-594-34-42-03 408-594-35-64-55 410-594-31-41-42	City Hall Phone Lease City Hall Phone Lease	\$44.87 \$8.98 \$8.99 \$8.99 \$50.26 \$48.47 \$8.97		
				<b>Total</b>	<b>\$436.01</b>		

Vendor	Number	Invoice	Account Number	Notes	Amount
Murphy-Brown, Mary	45368	NOV2017-205	001-571-20-31-21	Dance Class-Oct 2017	\$825.00
				<b>Total</b>	<b>\$825.00</b>
Nisqually Indian Tribe	45369	13045	001-523-60-41-00	Jail Services-Sept 2017	\$430.00
				<b>Total</b>	<b>\$430.00</b>
North Central Laboratorie	45370	397130	408-535-10-31-00	Lab Supplies	\$375.10
				<b>Total</b>	<b>\$375.10</b>
Orting Transmission	45371	Nov2017-209	101-542-30-48-04	Brake Repair Boom Truck	\$260.13
				<b>Total</b>	<b>\$260.13</b>
Orting Valley Senior Cent	45372	NOV2017-201	001-571-20-31-06	Monthly Support-Nov 2017	\$1,083.33
				<b>Total</b>	<b>\$1,083.33</b>
P.c. Budget & Finance	45373	CI-237759	C-104188	Lien Release-Recording Fees	\$76.00
		CI-239282	C-104188	Lien Filing-Recoding Fees	\$167.00
		CI-239773	C-104188	Animal Control-September 2017	\$1,858.54
				<b>Total</b>	<b>\$2,101.54</b>
Pierce County Library System	45374	2017-44	408-535-60-48-05	MPC/Library Janitorial Oct-Dec 2017	\$810.00
				<b>Total</b>	<b>\$810.00</b>
Pioneer Storage	45375	NOV2017-202	001-575-50-31-01	Storage for Parks & Rec Oct-Dec 2017	\$525.00
				<b>Total</b>	<b>\$525.00</b>
Popular Networks, Llc	45376	20932	001-512-50-41-01	Computer Maintenance	\$16.55
			001-513-23-41-01	Computer Maintenance	\$82.77
			001-514-23-41-04	Computer Maintenance	\$215.20
			001-524-20-41-01	Computer Maintenance	\$165.54
			001-525-60-41-03	Disaster Recovery Backup-Server	\$885.88
			001-575-50-41-03	Computer Maintenance	\$148.98
			101-542-30-41-04	Computer Maintenance	\$82.77
			104-536-20-41-01	Computer Maintenance	\$33.11
			401-534-10-41-05	Computer Maintenance	\$347.62
			408-535-10-41-05	Computer Maintenance	\$347.61

Vendor	Number	Invoice	Account Number	Notes	Amount		
Popular Networks, Llc	45376	20932	410-531-38-41-04	Computer Maintenance	\$215.20		
			001-521-50-41-01	Computer Maintenance-PD PSB	\$1,679.94		
		20939	001-525-60-41-03	Disaster Recovery Backup-Server	\$493.49		
			001-512-50-41-01	Computer Maintenance	\$16.55		
		20996	001-513-23-41-01	Computer Maintenance	\$82.77		
			001-514-23-41-04	Computer Maintenance	\$215.20		
			001-524-20-41-01	Computer Maintenance	\$165.54		
			001-525-60-41-03	Disaster Recovery Backup-Server	\$897.35		
			001-575-50-41-03	Computer Maintenance	\$148.98		
			101-542-30-41-04	Computer Maintenance	\$82.77		
			104-536-20-41-01	Computer Maintenance	\$33.11		
			401-534-10-41-05	Computer Maintenance	\$347.62		
			408-535-10-41-05	Computer Maintenance	\$347.61		
			410-531-38-41-04	Computer Maintenance	\$215.20		
		21003	001-521-50-41-01	Computer Maintenance-PD PSB	\$1,679.94		
			001-525-60-41-03	Disaster Recovery Backup-Server	\$499.50		
				<b>Total</b>	<b>\$9,446.80</b>		
		Praxair Distrubution Inc	45377	79406265	401-534-50-48-02	Cut tip Acet-Tip Cleaner	\$36.75
						<b>Total</b>	<b>\$36.75</b>
		Precision Concrete Cutting	45378	WA86631KE	101-542-30-48-07	Village Green Sidewalk Repair-Trip Hazards	\$7,267.08
	<b>Total</b>				<b>\$7,267.08</b>		
Public Safety Testing	45379	2017-7845	001-521-20-31-05	3rd QRT Fees	\$128.00		
				<b>Total</b>	<b>\$128.00</b>		
Puget Sound Energy	45380	200005438367-Nov2017	401-534-50-47-05	Wingate Pump Station	\$582.76		
		200015669910-Nov2017	401-534-50-47-02	Wingate Chlorinator	\$116.13		
		200021064239-Nov2017	401-534-50-47-03	Well 1	\$1,081.90		
		200021119249-Nov2017	401-534-50-47-02	Chlorinator	\$21.50		
			<b>Total</b>	<b>\$1,802.29</b>			
Sarco Supply	45381	1107807	105-576-80-31-00	Bathroom Supplies-Parks	\$256.16		
				<b>Total</b>	<b>\$256.16</b>		

Vendor	Number	Invoice	Account Number	Notes	Amount
SCORE	45382	2759	001-523-60-41-00	Jail Fees-Sept 2017	\$3,090.35
				<b>Total</b>	<b>\$3,090.35</b>
SHRED-IT USA	45383	8123356756	001-521-20-31-03	PD Shredding	\$153.30
		8123356809	001-514-23-31-02	City Hall Shredding	\$69.30
				<b>Total</b>	<b>\$222.60</b>
Smith, Jason	45384	NOV2017-206	001-571-20-31-33	Karate Instruction- Oct 2017	\$48.00
				<b>Total</b>	<b>\$48.00</b>
Spectral Laboratories	45385	124478	408-535-10-41-03	Lab Testing	\$160.50
				<b>Total</b>	<b>\$160.50</b>
Surplus Ammo & Arms LLC	45386	1763	001-521-20-31-01	Gamut Bag-LED 630 Lumens Strobe	\$423.84
				<b>Total</b>	<b>\$423.84</b>
The Walls Law Firm	45387	718-Oct	001-515-30-41-03	Prosecuting Attorney-Oct 2017	\$1,875.00
				<b>Total</b>	<b>\$1,875.00</b>
UniFirst Corporation	45388	3301349601-33013551641- 3301353713-3301355764	408-535-10-31-03	Supplies-Protective Services	\$417.30
				<b>Total</b>	<b>\$417.30</b>
United Laboratories	45389	INV205382	408-535-10-31-00	Supplies	\$966.17
		INV205383	408-535-10-31-00	Supplies	\$514.98
				<b>Total</b>	<b>\$1,481.15</b>
Utilities Underground Location Center	45390	7100183	401-534-60-41-00	Locates-Oct 2017	\$71.61
			408-535-60-41-00	Locates-Oct 2017	\$71.61
				<b>Total</b>	<b>\$143.22</b>
Verizon Wireless	45336	9794581542	001-511-60-31-01	Cell Phone for Montogery	\$21.88
			001-514-23-42-00	Cell Phone for Montogery	\$65.53
			001-514-23-42-00	Cell Phones	\$317.29
			001-524-20-42-00	Cell Phone for Montogery	\$21.88
			001-524-20-42-00	Cell Phones	\$58.83
			001-575-50-42-01	Cell Phones	\$55.81
			104-536-20-42-00	Cell Phones	\$40.01
			401-534-10-42-01	Cell Phones	\$285.77
			408-535-10-42-01	Cell Phones	\$285.77
		9794581543	001-512-50-42-00	Cell Phones	\$61.26
			001-521-20-45-01	Cell Phones-PD	\$843.60
			001-521-20-45-02	Cell Connection	\$600.15
			401-534-10-42-01	Data Interface Cell Phones	\$0.00

Vendor	Number	Invoice	Account Number	Notes	Amount
Verizon Wireless	45336	9794581543	408-535-10-42-01	Cell Phones	\$0.00
				<b>Total</b>	<b>\$2,657.78</b>
Vision Forms LLC	45391	4453	401-534-10-31-00	Utility Bill Processing & Mailing	\$29.22
			401-534-10-42-00	Utility Bill Processing & Mailing	\$75.87
			408-535-10-31-00	Utility Bill Processing & Mailing	\$29.22
			408-535-10-42-00	Utility Bill Processing & Mailing	\$75.87
			410-531-38-31-00	Utility Bill Processing & Mailing	\$29.22
			410-531-38-42-00	Utility Bill Processing & Mailing	\$75.88
				<b>Total</b>	<b>\$315.28</b>
Wa. State Dept. of Ecolog	45392	3800-Harter Wastewater Operator Cert Renewal	408-535-50-49-15	3800-Harter Wastewater Operator Cert Renewal	\$30.00
		5407-Kaelin Wastewater Operator Cert Renewal	408-535-50-49-15	5407-Kaelin Wastewater Operator Cert Renewal	\$30.00
		6118-Canonica Wastewater Operator Cert Renewal	408-535-50-49-15	6118-Canonica Wastewater Operator Cert Renewal	\$30.00
		6644-Rundle Wastewater Operator Cert Renewal	408-535-50-49-15	6644-Rundle Wastewater Operator Cert Renewal	\$30.00
		7068-Ewing Wastewater Operator Cert Renewal	408-535-50-49-15	7068-Ewing Wastewater Operator Cert Renewal	\$30.00
		7415-Huffman Wastewater Operator Cert Renewal	408-535-50-49-15	7415-Huffman Wastewater Operator Cert Renewal	\$30.00
				<b>Total</b>	<b>\$180.00</b>
Washington Rock Quarries,	45393	81216	401-534-50-48-02	Gravel	\$199.35
			408-535-50-48-02	Gravel	\$199.35
				<b>Total</b>	<b>\$398.70</b>
Wells Fargo Financial Leasing	45394	5004339334	105-576-80-31-00	Public Works Copier	\$13.94
			401-534-10-31-00	Public Works Copier	\$46.46
			408-535-10-31-00	Public Works Copier	\$18.58
			410-531-38-31-00	Public Works Copier	\$13.93
				<b>Total</b>	<b>\$92.91</b>
Wex Bank	45337	51696591	001-521-20-32-00	Fuel-PD	\$2,060.47
				<b>Total</b>	<b>\$2,060.47</b>

Vendor	Number	Invoice	Account Number	Notes	Amount
Wolfe, Kenneth	45395	NOV2017-200	001-524-20-32-01	Fuel	\$40.00
				<b>Total</b>	<b>\$40.00</b>
Wonderware Pacwest	45396	SIN002313	401-594-34-64-59	SCADA Software Renewal for Upgrades & Support	\$2,377.28
			408-594-35-64-54	SCADA Software Renewal for Upgrades & Support	\$2,377.27
				<b>Total</b>	<b>\$4,754.55</b>
Xc2 Software, Llc	45397	10301	401-534-60-48-04	Cross Connection Software Update	\$327.90
				<b>Total</b>	<b>\$327.90</b>
				<b>Grand Total</b>	<b>\$66,300.12</b>



**City Of Orting  
Council Agenda Summary Sheet**

<b>AB17-87 SUBJECT: PUBLIC HEARING &amp; First Reading of Ordinance No 2017-1016, 2018 Proposed Budget</b>	<b>Agenda Item #:</b>	<b>AB17-87</b>
	<b>For Agenda of:</b>	<b>11/08/17</b>
	<b>Department:</b>	<b>Finance</b>
	<b>Date Submitted:</b>	<b>11/ 03 /17</b>

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

<b>Attachments: Ordinance No. 2017-1016 Proposed 2018 Budget</b>
<p><b>SUMMARY STATEMENT:</b> The attached draft budget is inclusive of the requests discussed at the November 1, 2017 Council budget retreat. The changes include:</p> <p>General Fund:</p> <ul style="list-style-type: none"> <li>- Wireless mic for council chambers, \$2,500 increase to council supplies</li> <li>- \$3,500 for professional services under finance for scanning and cataloguing of old ordinances</li> <li>- \$8,000 for Police UTV, anticipated to include loan for vehicle purchases in 2018</li> <li>- Tentatively increased Opportunity Center grant from \$5,000 to \$7,500</li> <li>- Adjusted insurance bond payment across all funds, increase of \$20,000</li> <li>- Removed administrative assistant, savings of (35,000)</li> </ul> <p>Streets:</p> <ul style="list-style-type: none"> <li>- Increase Kansas asset reserve from \$10,000 to \$30,000</li> <li>- Increase SW Connector reserve from \$10,000 to \$30,000</li> </ul> <p>Water Fund:</p> <ul style="list-style-type: none"> <li>- \$5,000 for hazard mitigation planning</li> </ul>
<b>COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:</b>
<b>RECOMMENDED ACTION: Public Hearing ONLY and first reading of Ordinance No. 2017-1016.</b>

**CITY OF ORTING  
WASHINGTON  
ORDINANCE NO. 2017-1016**

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**AN ORDINANCE OF THE CITY OF ORTING,  
WASHINGTON RELATING TO THE ANNUAL BUDGET  
FOR FISCAL YEAR 2018; ADOPTING THE CITY OF  
ORTING 2018 BUDGET; ADOPTING THE JOB  
CLASSIFICATION AND PAY RANGE FOR EMPLOYEES;  
ESTABLISHING AN EFFECTIVE DATE; AND, PROVIDING  
FOR SEVERABILITY**

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**WHEREAS**, State law, Chapter 35A.33 RCW requires the City to adopt an annual budget and provides procedures for the filing of estimates, a preliminary budget, deliberations, public hearings, and final fixing of the budget; and

**WHEREAS**, the Mayor of the City of Orting, Washington, completed and placed on file with the City Clerk a preliminary budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expenses of government of said city for the fiscal year ending December 31, 2018; and

**WHEREAS**, a notice was published that the council of said city would meet on the 8th day of November 2017, and the 29<sup>th</sup> day of November 2017 at the hour of 7:00 p.m., in the council chambers in the Orting Public Safety Building of said City for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget; and

**WHEREAS**, the said City Council did meet at said time and place and did then consider the matter of said preliminary budget and has made adjustments and changes deemed necessary; and

**WHEREAS**, the proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Orting for the purposes set forth in said budget, and the estimated expenditures set forth in said proposed budget being all necessary to carry on the government of said city for said year and being sufficient to meet the various needs of said city for said period; and

**WHEREAS**, the City Council after hearing and after duly considering all relevant evidence and testimony presented, and have made all adjustments to the preliminary budget as deemed necessary and prudent by the City Council, has determined that adoption of the proposed budget is in the best interest of the City;

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

**SECTION 1. Adoption of 2108 Budget.** The budget for the City of Orting, Washington, for the fiscal year 2018 covering the period from January 1, 2018 through December 31, 2018, with regular revenues and expenditures and ending fund balances as set forth in Section 2 of this ordinance, is hereby adopted at the fund level in its final form and content as set forth in the document entitled "City of Orting 2018 Budget", three copies of which are on file in the Office of the City Clerk.

**SECTION 2. Fund Reserves.** The following funds have reserve accounts. These reserve moneys will be expensed as identified in the 2018 budget. General Facility Charges and Impact Fee amounts include projected additions from new construction during 2017.

Capital Asset replacement:

Streets #101 - \$90,000

Parks #105 - \$100,000

Wastewater #408 - \$900,000

Stormwater #410 - \$265,800

Revenue Bond Reserve: The Wastewater fund #408 - \$223,000.

General Facility Charge (GFC)/Impact Fee Reserve:

Wastewater Fund #408GFC's - \$1,445,264

Capital Project Reserve:

Fund #401 - \$65,000 for Well #1 Rehab

Parks Fund #105 – Gratzer Ballfield grant match reserve - \$13,100

**SECTION 3. Summary of Revenues and Appropriations.** Estimated resources, including fund balances or working capital for each separate fund of the City of Orting, and aggregate totals for all such funds combined, for the year 2018 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the fiscal year 2018 as set forth below:

<u>FUND</u>	<u>AMOUNT</u>
#001 CURRENT EXPENSE	\$ 3,775,000
#101 CITY STREET	\$ 333,000
#104 CEMETERY	\$ 40,000
#105 PARK IMPROVEMENT	\$ 240,000
#107 TOURISM FUND – HOTEL TAX	\$ 6,000
#108 TRANSPORTATION BENEFIT DISTRICT	\$ 121,200
#120 POLICE DEPARTMENT DRUG	\$ 0
#202 2016 VEHICLE PURCHASE DEBT SERVICE FUND	\$101,500
#203 2017 BACKHOE PURCHASE DEBT SERVICE FUND	\$23,500

#320 TRANSPORTATION IMPACT	\$ 100,000
#401 WATER	\$ 1,852,000
#408 WASTEWATER	\$ 3,495,000
#410 STORMWATER	\$ 2,760,000
#412 UTILITY LAND ACQUISITION	\$ 1,395,000
#704 SKINNER ESTATE	\$ 4,000
<b>TOTAL ALL FUNDS</b>	<b>\$ 14,246,200</b>

**SECTION 4. Job Classifications and Pay Ranges.** The job classifications and pay ranges for employees of the City as set forth in the schedule below are hereby adopted as part of the budget for 2018 and shall constitute the job classifications and pay ranges for such employees except as to those employees who are members of a bargaining unit wherein the applicable bargaining agreement may establish a different job classification and/or pay range.

City Administrator	103,170.75	126,887.00
Building Official	74,532.74	91,665.87
City Treasurer	81,443.94	100,165.77
City Clerk	62,420.00	76,768.72
City Planner	60,601.94	74,532.74
Administrative Clerk	41,266.97	50,753.17
Senior Accountant Office Supervisor	50,753.17	62,420.00
Parks Director	43,780.13	53,844.04
Building Inspector	53,844.04	66,221.38
Clerical II	43,780.13	53,844.04
Accounting Clerk Entry	41,266.97	50,753.17
Cashier	35,597.25	43,780.13
Court Administrator	64,292.60	79,071.79
Court Clerk	41,266.97	50,753.17
Police Chief	86,403.88	106,265.87
Police Lieutenant	73,706.78	85,446.35
Police Officer	62,664.89	72,645.78
Code Enforcement Officer	62,664.89	72,645.78
Police Records Clerk	38,898.08	47,839.73
Public Works Director	81,443.94	100,165.77
City Engineer	81,452.80	88,995.99
Public Works Supervisor	60,601.94	74,532.74
Waste Water Plant Supervisor	57,123.14	70,254.26
Water Plant Operator	57,123.14	70,254.26

Water Wastewater Operator II	47,839.73	58,836.83
Water Wastewater Operator I	45,093.53	55,459.36
Maintenance Worker II Lead	45,093.53	55,459.36
Administrative Assistant, Public Wk.	47,839.73	58,836.83
Maintenance Worker II	43,780.13	53,844.04
Maintenance Worker I	41,266.97	50,753.17

**SECTION 4. Transmittal by City Clerk.** The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's Office and to the Association of Washington Cities.

**SECTION 5. 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 6. Effective Date.** This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**FIRST READING BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 8<sup>TH</sup> OF NOVEMBER, 2017**

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 29<sup>TH</sup> DAY OF DECEMBER, 2017.**

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: 11,03.17

Passed by the City Council:

Ordinance No. 2017-1016

Date of Publication:

Effective Date:

# 2018 Budget Overview

November 8, 2017



# Orting's Economic Outlook

2017 - 2018

- Residential construction still robust
- Housing values increasing
- Retail sales tax stays strong in 2018
- Increasing Inflation – sitting around 3%
- Structural financial deficit for general fund continues
- Design, construction and potential rehabilitation of facilities



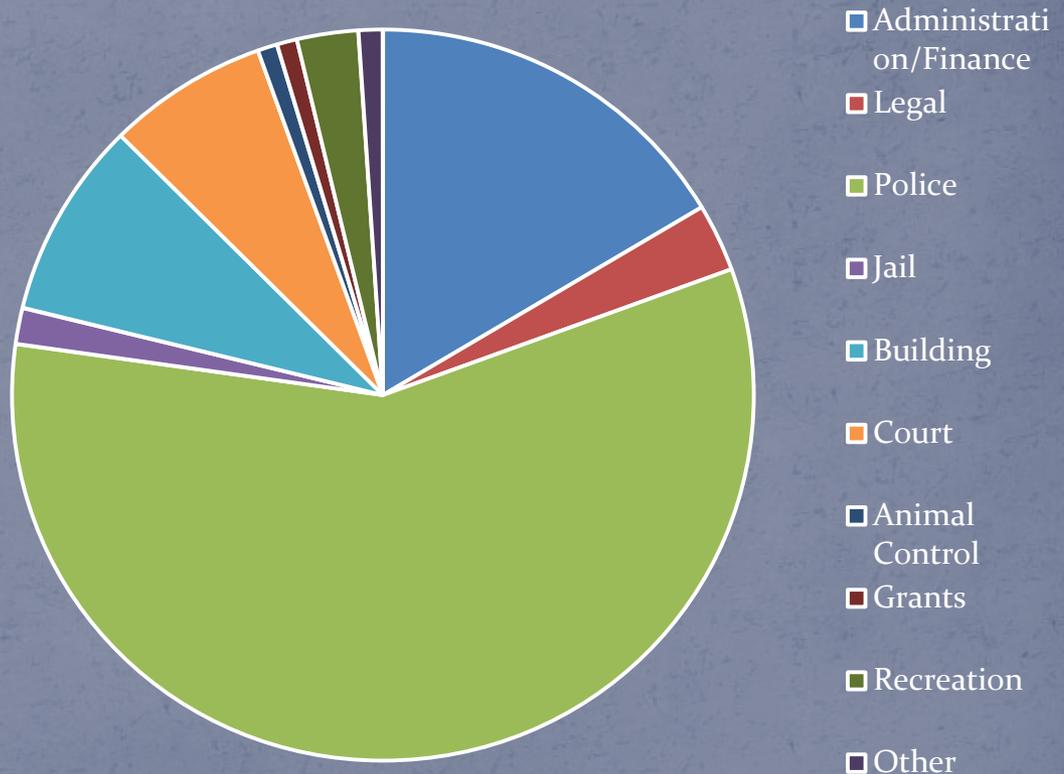
# General Fund Budget Overview

## Expenditure Amounts

Expected Revenue:  
\$3,453,000

Expected Expense:  
\$3,792,000

Expected Deficit:  
\$339,000



# General Fund: What's New?

- Finance clerk (\$32,000)
- Full time building inspector replacing current permits clerk (\$30,000)
- Additional police officer (\$110,000)
- Planning functions in house (offset by reduction in current contract)
- City Engineer (offset by reduction in current contract)
- Medical insurance is up between 7%-18% for increased expense of \$90,000



# General Fund: Continued

- Vehicle Replacement/New Vehicle (\$112,400)
- Public safety building lease for Police and Court (\$37,000)
- Chronic Nuisance (\$5,000)
- Police Combined Communications (\$25,000)

# General Fund: Projected Deficit

<b>Projected Deficit:</b>	<b>(\$340,000)</b>
MPC Roof and HVAC	\$70,000
Combined Comm. (POL)	\$50,000
Roof for City Hall	\$40,000
Cemetery Sprinkler System	\$10,000
Resulting Deficit	(\$170,000)

- Deficit is driven by two types of items:
  - Infrequent capital replacement items
  - One time emergent expenses
- The resulting deficit is currently a much more palatable \$170,000

# City Streets/Transportation Impact/TBD

- SW Connector, Purchase of Right of Way
- Continue building a reserve for Kansas St
- Continue street maintenance program (TBD)

	Revenue	Expense
Streets Fund	\$361,000	\$333,600
Transportation Impact Fund	\$130,200	\$121,200
Transportation Benefit District	\$106,000	\$100,000



# Cemetery

- Sprinkler System (paid for by General Fund)
- Considering options for grounds maintenance
- Considering other options to monetize open land as cultural preference shifts away from burials

Cemetery	Revenue	Expense
Operating/Capital	\$18,700	\$38,700
Transfer	\$20,000	
Total	\$38,700	\$38,700



# Parks

- Gratzner Multi Use Field (State Capital Budget)
- Calistoga Park Improvements
- Asset replacement reserve (\$100,000)
- Limited funds for maintenance and operations
- O&M transfer from General Fund of \$10,000

Parks	Revenue	Expense
Operating/Capital	\$299,800	\$239,000
Transfer	\$10,000	
Total	\$309,800	\$239,000



# Public Works

- New City Engineer Position (cost offset by reductions to Parametrix contract)
- Public Works Administrative Assistant Full Time
- Asset Management System Purchase and Implementation

# Water

- Hazard Mitigation Planning and Resiliency (\$5,000)
- Reduction in late penalty
- Rates anticipated to increase 9%
- Out of town customer class: 10% premium

Water	Revenue	Expense
Operating/Capital	\$1,902,600	\$1,853,000



# Wastewater

- Maturity of Wastewater Plant Bond
- Rates anticipated to increase 5% in 2018
- Additional wastewater worker at treatment plant
- Design of Solids Handling
- Lift station upgrades (Rainier Meadows & Puyallup River)
- System analysis for future I&I Projects (Clean and Video)

Wastewater	Revenue	Expense
Operating/Capital	\$2,111,000	\$3,498,000



# Discussion: Stormwater

- Reduced Stormwater Rates for 2018 (\$20.00/month)
- Calistoga St W. Stormwater conveyance upgrade
- Bridge St Stormwater conveyance upgrade

Wastewater	Revenue	Expense
Operating/Capital	\$1,186,000	\$2,760,000



# 2019 Utility Rates

November 8, 2017



# Utility Rate Overview

- The Utility Committee has recommended the following changes to the 2018 utility rates:
  - Water: 9% increase
    - Driven by large current and planned pipeline replacement
  - Wastewater: 5% increase
    - Driven by expected capital investment in solids handling in 2019
  - Stormwater: 14% decrease
    - Due to normalization of rates because of the completion of levy construction

# Utility Rates: Other Changes

- Reduction in late fee from \$20 to \$10
- 10% premium for out of town water customers due to the elevated cost of supplying water
- Seniors/Low income individuals will receive a 25% discount from standard rates

# Average Utility Bill

# 2019 Property Tax

November 8, 2017



# Property Tax

Regular Levy Limit	2017	2018-A	2018-B
<b>Based on Rate</b>			
Average House Value*	208,310	239,202	239,202
City Property Tax Rate	<u>1.60000</u>	<u>1.60000</u>	<u>1.88775</u>
Property Tax to City	333.30	382.72	451.55
<b>Increase</b>	-	49.42	118.25

- If council decides to hold property taxes at \$1.60, the average homeowner will pay an additional \$49.42 in 2018.
- If council decides to take the higher levy rate, the average homeowner will pay an additional \$118.25 in 2018.

# Property Tax Summary

- Option 1 (\$1,081,514)
  - Continue taxing at the \$1.60 per \$1,000 assessed valuation as we have for the past several years.
  - The City will see an increase in revenue due to appreciation of property, new construction and improvements.
  - The increase in property tax collections would be approximately \$133,210 in 2018.
- Option 2 (\$1,212,157)
  - Allow the property tax to increase to approximately \$1.90 per \$1,000 in assessed valuation
  - The City will see an increase in revenue due to the higher rate, appreciation of property, new construction and improvements.
  - The increase in property tax collections would be approximately \$327,715 in 2018.

# Utility Billing Changes

November 8, 2017



# Proposed Changes to Utility Billing Procedures

- Remove \$150 deposit for new customers and renters
  - Return all deposits within 18 months
- Change the time that utility bills are due from 5 pm on the 25<sup>th</sup> to 8 am on the 26<sup>th</sup>
- Adding a 10% surcharge to out of town water customers starting in 2018
- Memorializing how partial payments are applied to customer's accounts
- Provide a formal mechanism for customers to protest rates and charges that they think are erroneous
- Reduce the late fee from \$20 to \$10



**City Of Orting  
Council Agenda Summary Sheet**

<b>AB17-88</b> <b>SUBJECT: PUBLIC HEARING-</b> Public Hearing and Adoption - 2018 Utility Rates	<b>Agenda Item #:</b>	<b>AB17-88</b>
	<b>For Agenda of:</b>	<b>11/8/2017</b>
	<b>Department:</b>	<b>Utilities</b>
	<b>Date Submitted:</b>	<b>11/2/2017</b>

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

<b>Attachments: Resolution No. 2017-12 and Exhibit A</b>
<b>SUMMARY STATEMENT:</b>  <p>After reviewing the cost of service, capital projects, and fund balances; the Public Works Committee is recommending utility rate increases as shown in the attached Exhibit A. These rates will allow the Utilities to be able to continue providing service as well as address the projects that are outlined on the capital improvement plans that have been adopted by Council.</p>
<b>COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:</b> <i>The Public Works Committee reviewed this at their meeting on November 1, 2017 and is recommending approval.</i>
<b>RECOMMENDED ACTION:</b> Motion to approve Resolution No. 2017-12 adopting recommended utility rates for 2018.

# EXHIBIT A RESOLUTION NO 2017-12

## 2018 Proposed Monthly Utility Rates

WATER				
Monthly Base Charges				
Meter Size	2017		2018	
	Residential	COM	Residential	COM
0.75	\$21.10	\$21.10	\$23.00	\$23.00
1-1.5	\$34.45	\$34.45	\$37.55	\$37.55
2.0-4.0	\$48.92	\$48.92	\$53.33	\$53.33
Senior	\$16.17		\$17.25	
Single Block Rates				
Rate Class	2017		2018	
	Residential	COM	Residential	COM
Single Block rate (per ccf)		\$3.18		\$3.47
Senior (per ccf)				
Block 1: 1 to 6 CCF (per ccf)	\$2.29		\$2.50	
Block 2: 6 to 17 CCF (per ccf)	\$3.07		\$3.35	
Block 3: 17+ CCF (per ccf)	\$4.62		\$5.04	
Block 1: 0 to 6 CCF - Senior	\$1.69		\$2.96	
Block 2: 6 to 17 CCF - Senior	\$2.33		\$4.07	
Block 3: 17+ CCF - Senior	\$3.27		\$5.73	

Recommended Increase: 9.0%  
 Senior Rate, portion of Residential: 75.0%  
 Out of Town Premium: 10.0%

Sewer						
Customer Class	2017			2018		
	Base (per unit)	Allowance (ccf)	Flow (per ccf)	Base (per unit)	Allowance (ccf)	Flow (per ccf)
Residential	\$44.93			\$47.18		
Residential - Snowbird	\$32.68			\$34.31		
Residential - Senior	\$34.97			\$35.38		
Commercial - Domestic <sup>1</sup>	\$44.93	0	\$4.63	\$47.18	0	\$4.86
Commercial - High Strength <sup>2</sup>	\$44.93	0	\$8.20	\$47.18	0	\$8.61
<b>High Cedars</b>						
Residential	\$57.06			\$59.91		
Business	\$57.06	0	\$5.89	\$59.91	0	\$6.18
Restaurant	\$57.06	0	\$10.42	\$59.91	0	\$10.94

Recommended Increase: 5.0%  
 Senior Rate, portion of Residential: 75.0%

<sup>1</sup>Churches, Lodges, Businesses, Library, Commercial Residence, Daycare, Schools  
<sup>2</sup>Restaurant, Grocery with Deli, Other Food Related Business

Storm	
2017	2018
\$23.21	\$20.00

Recommended Increase: -13.8%

<b>Average Utility Bill</b>		
<b>Based on usage of 7.3 CCF of Water</b>		
	<b>Existing 2017</b>	<b>Proposed 2018</b>
<b>Water:</b>	\$36.55	\$39.84
<b>Sewer:</b>	\$44.93	\$47.18
<b>Storm:</b>	\$23.21	\$20.00
<b>Total:</b>	<b>\$104.69</b>	<b>\$107.02</b>
<b>Total Increase:</b>		<b>\$2.33</b>

**CITY OF ORTING  
WASHINGTON  
RESOLUTION NO. 2017-12**

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**A RESOLUTION OF THE CITY OF ORTING,  
WASHINGTON, RELATING TO UTILITY RATES;  
ADOPTING ADJUSTMENTS TO WATER, SEWER AND  
STORM WATER UTILITY RATES; AND ESTABLISHING  
AN EFFECTIVE DATE**

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**WHEREAS**, the City of Orting City Council has reviewed the Capital Improvement Plan (CIP) and the operations and maintenance expenses of the Water Fund, the Sewer Fund, and the Stormwater Fund; and

**WHEREAS**, the implemented rate increases are 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 City Council having been in all matters fully advised finds that an adjustment to the water utility rates of 7% is necessary to meet revenue requirements to cover the costs necessary to maintain a self-supporting and financially viable water utility; and

**WHEREAS**, the City Council having been in all matters fully advised finds that an adjustment to the sanitary sewerage utility rates of 4.9% 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 City Council having been in all matters fully advised finds that an adjustment to the Stormwater utility rates of -13.8% 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 storm water rate changes as set forth herein in order to ensure that each utility has sufficient revenue to be self-supporting and financially viable;

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

**Section 1. Establishment of Water, Sewer and Storm Water Utility Rates.** Effective January 1, 2018, the 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, shall be set at the amounts set forth in the 2018 Utility Rates Exhibit "A", attached hereto and incorporated as though fully set forth herein.

**Section 2. Effective Date.** This Resolution and Exhibit A shall be effective beginning on January 1, 2018.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 8<sup>th</sup> DAY OF NOVEMBER, 2017.**

CITY OF ORTING

\_\_\_\_\_  
Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Jane Montgomery, City Clerk

Approved as to form:

\_\_\_\_\_  
Charlotte A. Archer  
Kenyon Disend PLLC  
City Attorney

Attch: Exh. "A" (*Utility Rates*)



**City Of Orting  
Council Agenda Summary Sheet**

<b>AB17-89</b> <b>SUBJECT: – 2018 Property Tax Levy</b>		<b>Agenda Item #:</b>	<b>AB17-89</b>
		<b>For Agenda of:</b>	<b>11/8/2017</b>
		<b>Department:</b>	<b>Finance</b>
		<b>Date Submitted:</b>	<b>11/2/2017</b>
<b>Orting Staff &amp; Professional Representatives</b>			
Mayor, Joachim Pestinger	X	<b>Cost of Item:</b>	<u>  \$0  </u>
City Administrator, Mark Bethune	X	<b>Amount Budgeted:</b>	<u>  \$0  </u>
City Attorney, Charlotte Archer		<b>Unexpended Balance:</b>	<u>  \$0  </u>
City Clerk, Jane Montgomery		<b>Timeline: Must be approved no later than November 29, 2017</b>	
City Treasurer, Scott Larson	X		
Police Chief, Bill Drake		<b>BARS:</b>	
Public Works, Dean Kaelin		<b>Fiscal Note: All revenues from property tax go to support general government including police, court, building, and administrative functions.</b>	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
<b>Agenda Placement:</b> <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

<b>Attachments: Resolution No. 2017-14</b>
<p><b>SUMMARY STATEMENT:</b></p> <p><i>This resolution will raise our property tax cap to by \$281,659.69 to \$1,276,019.05. While this amount looks like a large increase over the previous year's property tax amount of \$942,618.46, this action is administrative. The council has two options:</i></p> <ul style="list-style-type: none"> <li><i>Maintain property tax at the current rate of \$1.60 per \$1,000 of assessed value. The real increase in revenue to the City will end up being \$138,895.28, or an increase of 14.7% over the 2017 tax year collection amount.</i></li> <li><i>Increase the property tax rate to approximately \$1.92 per \$1,000 of assessed value. The increase in revenue to the city will be the above stated \$281,659.69 for a total collection of \$1,276,019.05.</i></li> </ul> <p><i>The increase in property taxes is driven by \$32.14 million in new construction and improvements during 2017 as well as an increase in assessed value of 9.3% over the 2016 assessment. The 2017 assessed value for the City is \$676 million.</i></p>
<b>COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:</b>
<p><b>RECOMMENDED ACTION: Motion: To approve Resolution No. 2017-14 and allowing for an increase in property taxes in the amount of</b></p> <p><b>\$ _____.</b></p>

**CITY OF ORTING  
WASHINGTON  
RESOLUTION NO. 2017-14**

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

**WHEREAS**, the City Council of the City of Orting, Washington (hereinafter, the “District”) has met and considered its budget for the calendar year 2018; and

**WHEREAS**, the District’s actual levy amount from the previous year was \$942,618.46; 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:**

**Section 1. Declaration of Highest Lawful Levy.** 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 2018 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$281,659.69 which is a percentage increase of twenty-nine and eighty-eight tenths percent (29.88%) 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.

**Section 2. Effective Date.** This Resolution shall be effective immediately upon passage, and shall be implemented for the 2018 tax year, as stated above.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 8<sup>TH</sup> DAY OF NOVEMBER, 2017.**

CITY OF ORTING

\_\_\_\_\_  
Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Jane Montgomery, City Clerk, CMC

Approved as to form:

\_\_\_\_\_  
Charlotte Archer, City Attorney  
Kenyon Disend, PLLC



## City Of Orting Council Agenda Summary Sheet

<b>AB17-90</b> <b>SUBJECT:</b> First Reading of Ordinance NO. 2017-1017, Regarding Utility Regulations and Rates		<b>Agenda Item #:</b>	<b>AB17-90</b>
		<b>For Agenda of:</b>	<b>11/8/2017</b>
		<b>Department:</b>	<b>Utility Billing</b>
		<b>Date Submitted:</b>	<b>11/2/2017</b>
<b>Orting Staff &amp; Professional Representatives</b>			
Mayor, Joachim Pestinger		<b>Cost of Item:</b>	<u>\$0</u>
City Administrator, Mark Bethune	X	<b>Amount Budgeted:</b>	<u>\$0</u>
City Attorney, Charlotte Archer		<b>Unexpended Balance:</b>	<u>\$0</u>
City Clerk, Jane Montgomery		<b>Timeline:</b>	
City Treasurer, Scott Larson	X		
Police Chief, Bill Drake		<b>BARS:</b>	
Public Works, Dean Kaelin		<b>Fiscal Note:</b>	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
<b>Agenda Placement:</b> <input type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator			

**Attachments: Ordinance 2017-17**

**SUMMARY STATEMENT:**

*This ordinance will update the utility code to*

- *Remove the \$150 deposit the city charges new customers and renters. The deposit brings little additional security to the city when a customer does not pay, it is a regular complaint of customers that have to pay the deposit, and the costs of administering the deposits is quite high as we refund and take around 60+ deposits a month. The city has approximately 1,000 deposits on its books, and will return all deposits within 18 months of adoption of this ordinance.*
- *Change the time that utility bills are due from 5 pm on the 25<sup>th</sup> to 8 am on the 26<sup>th</sup>. The utility committee this extra time would give citizens an opportunity to drop their bills off in the morning as they begin their day.*
- *Add a 10% surcharge to out of town water customers starting in 2018. The FCS Study recommended this change identifying out of town customers as having a higher burden on the utility system, and believes that this charge brings more equitable treatment between in town and out of town customers.*
- *Codify how partial payments are applied to outstanding balances on customers' accounts.*
- *Add a section that provides a formal mechanism for customers to protest rates and charges that they think are erroneous.*

**COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:** *The Utility Committee reviewed this Ordinance at their meeting on November 1, 2017 and recommended it to come before council.*

**RECOMMENDED ACTION: First Reading of Ordinance No. 2017-1017**

**CITY OF ORTING  
WASHINGTON  
ORDINANCE NO. 2017-1017**

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**AN ORDINANCE OF THE CITY OF ORTING, WASHINGTON, AMENDING ORTING MUNICIPAL CODE TITLE 9, CHAPTER 1B, SECTION 7 PERTAINING TO DEPOSITS; TITLE 9, CHAPTER 1D, SECTIONS 1,2, AND 3 PERTAINING TO BILLING, WATER DISCONNECTION, AND WATER RATES; ADDING ORTING MUNICIPAL CODE TITLE 9, CHAPTER 1D, SECTIONS 3B, 5, AND 6 PERTAINING TO WATER RATES FOR CUSTOMERS OUTSIDE CITY LIMITS, PAYMENT OF BILLS AND APPLICATION OF PAYMENT, AND PROTEST TO RATES; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE**

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**WHEREAS**, the City of Orting is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington; and

**WHEREAS**, the City provides water service to customers located within the corporate limits and to customers located outside the City limits;

**WHEREAS**, “outside the City limits” is defined as all territory situated beyond the corporate limits of the City of Orting;

**WHEREAS**, the City Council has found that the deposit for water service does not provide meaningful additional security, as our primary means of enforcing payment of utility accounts is periodic termination of water service and liens against the real property for delinquent accounts;

**WHEREAS**, the City Treasurer will cause all utility deposits on the City’s books to be refunded eighteen months from the date of passage;

**WHEREAS**, the City Council has found that the current time utility payments are due can be overly burdensome for customers and having a morning due time would be more convenient;

**WHEREAS**, the City Council has determined that for the good order of business, it is necessary to explicitly state the order in which payments are applied to outstanding utility bills;

**WHEREAS**, the City Council has found that inclusion of a formal mechanism for utility customers to protest their bills is necessary; and

**WHEREAS**, the City Council has considered this Ordinance and has determined that the proposed amendments are in accord with the public health, safety, general welfare, and are in the best interest of the citizens of the City; and

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

**Section 1. OMC Section 9-1B-7(C), (D), and (E) Repealed.** OMC Sections 9-1B-7(C), (D), and E, "Water Service Application; Deposit" are hereby repealed:

**9-1B-7: WATER SERVICE APPLICATION; DEPOSIT:**

- A. The occupant, lessee or owner of any property desiring the City to provide water to such property shall prepare and sign a water service application on forms prescribed by the City before water service is provided to the subject property. The person signing the application shall be responsible for the payment of water supplied to the property and the water bills forwarded to said person together with any charges for connection of service or discontinuance of service, reserving the right of the City to file utility liens against the subject property in the event of a delinquency in payment.
- B. Two (2) or more parties who join in one application for service shall be jointly and severally liable for payment of bills and shall be billed by means of single periodic bills.
- ~~C. The city of Orting shall require a customer utility deposit at the time of application for water accounts. A customer utility deposit shall be a flat rate of one hundred fifty dollars (\$150.00). The deposit of one hundred fifty dollars (\$150.00) will be waived for owners of the dwelling upon meeting the following conditions:
  - 1. The utility account will be billed in the owner's name and the owner of the dwelling has had no delinquencies in the past one year on any utility account within the city; or
  - 2. The owner of the dwelling produces a current "letter of credit" from his/her previous utility company stating there have been no delinquencies, shutoffs or NSF checks on his/her utility account within the last year.~~
- ~~D. If an existing utility account is shut off for nonpayment and there is no utility deposit on file, the city will require a utility deposit in the amount of one hundred fifty dollars (\$150.00) plus any other fees owed on the account prior to reestablishing service.~~
- ~~E. The utility deposit will be applied to the utility account upon closeout of the account and any remaining balance will be refunded to the customer. (Ord. 2016-984, 5-25-2016).~~

**Section 2. OMC Section 9-1D-1(A), (C) Amended.** OMC Sections 9-1D-1(A), (C), “Monthly Billing,” are hereby amended to read as follows:

- A. Rendition of Bills; Payment: Utility bills will be mailed during the first week of each month and are due upon receipt. Any such bill not paid by the twenty-~~fifth~~sixth day of the month in which payment was due shall be delinquent at ~~five~~five~~eight~~eight o'clock (~~5~~5~~8~~8:00) PA.M., or if the twenty-~~fifth~~sixth is a weekend or City holiday, at ~~five~~five ~~eight~~eight o'clock (~~5~~5~~8~~8:00) PA.M. the next business day the City is open. Failure to receive a bill will not release the customer from obligation for payment.

....

- C. Notice of Intent to Discontinue Water Service: If the utility bill is not paid by the twenty-~~fifth~~sixth day of the month in which the payment was due at ~~five~~five~~eight~~eight o'clock (~~5~~5~~8~~8:00) PA.M., or if the twenty-~~fifth~~sixth is a weekend or City holiday, at ~~five~~five~~eight~~eight o'clock (~~5~~5~~8~~8:00) PA.M. the next business day the City is open, a delinquency notice will be mailed stating that the water service will be discontinued fifteen (15) days following the due date of the utility bill.

**Section 3. OMC Section 9-1D-2(A) Amended.** OMC Section 9-1D-2(A), “Disconnection of Service Due to Nonpayment; Administrative Fee,” is hereby amended to read as follows:

- A. Any customer who has a bill not paid by ~~five~~five~~eight~~eight o'clock (~~5~~5~~8~~8:00) PA.M. on the fifteenth calendar day after the billing due date shall be charged an administrative processing fee as established by resolution of City Council, which sum may be changed from time to time, and have water service disconnected. The City will provide notice in a manner as required by law.

....

**Section 4. OMC Section 9-1D-3A Amended and 9-1D-3B Added.** OMC Section 9-1D-3, “Water Rates,” is hereby amended added to read as follows:

**9-1D-3: WATER RATES:**

- A. Every residence, building, plant, or other structure to which a connection has been made to the City's public water system shall be charged a use fee at the rate as established by ordinance of the City Council. (Ord. 2016-984, 5-25-2016)

B. Except as otherwise provided in this chapter, the rates and charges for water supplied to customers located outside the City of Orting shall be the Monthly Base Charge plus 10% and the variable consumption charge plus 10%.

**Section 5. OMC Section 9-1D-5, Added.** OMC Section 9-1D-5, "Payment of Bills—Application of Payments," is hereby added and reads as follows:

A. The City Administrator, or his or her designee, is hereby authorized and directed to promulgate administrative policies and procedures for the impletion of this chapter.

B. If a customer is unable to pay the full amount of utility charges, partial payments shall be applied in the following order of priority: interest, penalties or fees assessed by the City, sewer, stormwater, water. Remaining charges shall continue to accrue time and penalties.

C. If a bill becomes past due, no officer, agent, or employee of the City may process any application for a permit or license from the City, when such application has been requested by the person in whose name an account stands past due or when the delinquent utility bill is against the property or business to which the application for permit or license pertains. This requirement shall remain in effect until the past due account is paid in full.

**Section 6. OMC Section 9-1D-6, Added.** OMC Section 9-1D-6, "Protest to Rates and Charges," is hereby added and reads as follows:

A. If a customer is dissatisfied with any utility charge imposed in this chapter, the customer may file a written protest with the Director of Finance setting forth: (1) all facts that are needed to understand the nature of, and reason(s) for the protest; (2) a description of all acts or omissions; and (3) the relevant basis for the protest. The customer must file a written protest by no later than fifteen (15) calendar days from the bill date of the bill being protested.

B. Upon receipt of any such protest, the Director of Finance or his or her designee shall, within fifteen (15) calendar days, investigate to determine if there are violations of any applicable rule or law and if so, will work with the parties to ensure compliance. The Director of Finance may also investigate the accuracy of the bill.

C. If the customer is dissatisfied with the decision, the customer may appeal to the City Administrator provided such written appeal is filed within ten (10) calendar days of receipt of the Director of

Finance or his or her designee's decision. When the last day of the appeal period computed is a Saturday, Sunday, or a federal or City holiday, the period shall run until 4:30 p.m. on the next business day. A condition precedent to such appeal is the payment to the City of the amount of the disputed bill. The payment will be refunded if the City Administrator overturns the previous decision. The City Administrator shall determine if there are violations of any applicable rule or law. The City Administrator shall also determine the correctness of the bill.

**Section 7. 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 8. Codification of Amendments.** The City Council authorizes the City Clerk to correct any non-substantive errors herein, codify the amendments, and publish the amended code.

**Section 9. Effective Date.** This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.**

CITY OF ORTING

\_\_\_\_\_  
Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Jane Montgomery, City Clerk

Approved as to form:

\_\_\_\_\_  
Charlotte A. Archer  
City Attorney

Filed with the City Clerk: 11.03.17

Passed by the City Council:

Date of Publication:

Effective Date:



**City Of Orting  
Council Agenda Summary Sheet**

<b>AB17-91</b> <b>SUBJECT:</b> Regarding Utility Penalties, Resolution No. 2017-17.	<b>Agenda Item #:</b>	<b>AB17-91</b>
	<b>For Agenda of:</b>	<b>11/8/17</b>
	<b>Department:</b>	<b>Utility Billing</b>
	<b>Date Submitted:</b>	<b>11/2/2017</b>

<b>Orting Staff &amp; Professional Representatives</b>			
Mayor, Joachim Pestinger		<b>Cost of Item:</b>	<u>\$50,000</u>
City Administrator, Mark Bethune		<b>Amount Budgeted:</b>	<u>\$100,000</u>
City Attorney, Charlotte Archer		<b>Unexpended Balance:</b>	<u>\$0</u>
City Clerk, Jane Montgomery		<b>Timeline:</b> <i>To be implemented in 2018</i>	
City Treasurer, Scott Larson		<b>BARS: Revenue "Penalties" Line Item</b>	
Police Chief, Bill Drake		<b>Fiscal Note:</b>	
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
<b>Agenda Placement:</b> <input type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator			

<b>Attachments: Resolution No. 2017-17</b>
<b>SUMMARY STATEMENT:</b> <i>The Utility Committee has reviewed the late penalty as part of a more comprehensive review of our utility billing procedures. The utility committee has found that the current \$20 late penalty does not provide the additional incentive required to change customer's behavior and provide an incentive to pay on time. Further, the utility committee has determined that relying so heavily on penalties is not a sustainable way to fund the utilities, and would prefer rates to reflect more of the true cost of service. The new recommended late penalty is \$10.</i>  <i>Currently, the water fund collects \$100,000 in penalties per year. With a halving of the penalty, it is also expected that the total collections from penalties will also be halved to \$50,000 per year. This represents approximately 2% of the revenue the water fund needs on an annual basis. This reduction in penalties is therefore expected to be offset with an additional 2% increase in utility rates for 2018.</i>
<b>COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:</b> <i>This resolution was reviewed by utility committee on November 1, 2017 and recommended to council for approval.</i>
<b>RECOMMENDED ACTION: First Read</b>

**CITY OF ORTING  
WASHINGTON  
RESOLUTION NO. 2017-17**

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**A RESOLUTION OF THE CITY OF ORTING, WASHINGTON, SETTING THE FEES  
AS DESCRIBED BY 9-1D-1B, 9-1D-2C, AND 9-1D-3B OF THE  
ORTING MUNICIPAL CODE; ESTABLISHING AN EFFECTIVE DATE**

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**WHEREAS**, the city council must set fees pursuant to certain sections of the Orting Municipal Code from time to time; and

**WHEREAS**, the city council has found it necessary to review delinquent fees and administrative processing fees in certain sections of the water section of the code;

**WHEREAS**, the City Council has determined that the amount charged for late penalties does not provide the necessary incentive for customers to pay their utility bills on time; and

**WHEREAS**, the city council has established a rate for water supplied to customers located outside the city limits, which applies to all territory situated beyond the corporate limits of the city of Orting; and

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

**Section 1. Delinquent Payment.** The penalty for delinquent payment as allowed by 9-1D-1B of the Orting Municipal Code shall be ten dollars (\$10.00) on accounts with balances greater than forty dollars (\$40.00).

**Section 2. Administrative Fees.** The administrative fee as allowed by 9-1D-2C of the Orting Municipal Code shall be fifty dollars (\$50.00) on accounts with outstanding balances greater than seventy-five dollars (\$75.00).

**Section 3. Fees for Returned Checks.** The fee per utility account for a returned check as allowed by 9-1D-1D of the Orting Municipal Code shall be forty dollars (\$40.00).

**Section 4. Rates Outside the City of Orting.** The rates and charges for water supplied to customers located outside the city of Orting shall be set forth in Orting Municipal Code Title 9, Chapter 1D, Section 3B.

**Section 5. Effective Date.** This Resolution shall be effective immediately upon passage.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON  
THE \_\_\_\_ DAY OF \_\_\_\_\_, 2017.**

CITY OF ORTING

\_\_\_\_\_  
Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Jane Montgomery, City Clerk

Approved as To Form:

\_\_\_\_\_  
Charlotte A. Archer  
City Attorney