Councilmembers
Sam Colorossi, Deputy Mayor
William Birkes
Rickord Fritz
Barbara Ford
Josh Penner
Scott Drennen
Tod Gunther

Orting City Council
AGENDA

Audience members are welcome to speak on any topic on the agenda after Councilmembers have finished their discussion.

November 26, 2014 – 7:00 pm, Orting Public Safety Building
Mayor Joachim Pestinger

1. **CALL MEETING TO ORDER**
   A. Pledge of Allegiance
   B. Roll Call

2. **REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA**

3. **CONSENT AGENDA**
   A. *Minutes of November 12, 2014
   B. *Payroll and Claims Warrants
   Motion: *Move to approve Consent Agenda as prepared.*

4. **COMMENTS FROM CITIZENS**

5. **PRESENTATIONS**
   A. None

6. **COMMITTEE AND STANDING REPORTS**
   A. Transportation – Councilmember Drennen/Gunther
   B. Land Use and Technology – Councilmember Penner/Fritz
   C. Lodging Tax Advisory – Councilmember Birkes
   D. Miscellaneous activity reports, i.e. PSRC, Zoo Trek, special meetings, etc.

7. **OLD BUSINESS**

   A. *Resolution No. 2014-14 • Property Tax Levy – City Administrator Bethune
   Motion: *Move to approve Resolution No. 2014-14, a resolution of the City of Orting, Washington, requesting the highest lawful levy.*

   B. *Ordinance No. 963 • Utility Rate Changes – Councilmember Drennen
   Motion: *Move to approve Ordinance No. 963, 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*

   C. ***PUBLIC HEARING**
   - Final Hearing 2015 Proposed Budget – Mayor Pestinger
     *Ordinance No. 965 – Adopting 2015 Budget (First Read)
     *2015 Budget Changes from Draft 2

8. NEW BUSINESS

A. *Food Bank Grant – City Administrator Bethune

Motion: *Move to permit Food Bank to purchase food with remaining utility support funds at end of fiscal year.*

B. *Water System Plan Update – Councilmember Drennen

Motion: *Move to approve Water System Plan Update budget for Parametrix professional services in the amount of $70,591.16*

10. ADJOURN

Motion: *Move to Adjourn.*

Note: An * indicates enclosures or attachments

Next Regular Meeting: December 10 , 2014

ORTING CITY COUNCIL MEETING MINUTES
November 12, 2014

Mayor Joachim Pestinger called the meeting to order with the flag salute at 7:00 pm in the Orting Public Safety Building. Roll call found in attendance Deputy Mayor Sam Colorossi, Councilmembers Scott Drennen, Josh Penner, William Birkes, Barbara Ford and Tod Gunther. Councilmember Colorossi moved to temporarily excuse Councilmember Fritz. Second by Councilmember Drennen. Motion carried. Councilmember Fritz joined the meeting at 7:13.

ATTENDANCE:

City Employees	Mark Bethune, City Administrator Gwen Robson, Executive Assistant Ken Wolfe, Building Official	Bill Drake, Police Chief Stephen Vincenti, Treasurer Kaaren Woods, Court Administrator
Professional Representatives	Chris Bacha, Attorney – Kenyon Disend JC Hungerford, Engineer – Parametrix	
Visitors (signed in)	D. Joseph Wilcken, Debbie Knowles, Joe Knowles, Mary Walsh, Doug Bishop	

REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA:

Move item 5B to 5A
Cancel Executive Session

CONSENT AGENDA:

Deputy Mayor Colorossi moved to approve the Consent Agenda as prepared. Second by Councilmember. Motion carried.

COMMENTS FROM CITIZENS:

Doug Bishop applauded the Veterans Day event and those who planned it. He also discussed contracting police services.

PRESENTATIONS: (7:10)

Rick Whidden, Safeway	Mr. Whidden addressed concerns regarding liquor theft at Safeway.
Calistoga Setback Levee	Mr. Wolfe provided an update on construction of the Calistoga Setback Levee.

COMMISSION REPORTS: (7:29)

Planning Commission	No Report.
Parks Commission	Commissioner Nielson reported on issues being discussed: • Budget for the Memorial Wall • Community garden • Online survey for parks

COMMITTEE AND STANDING REPORTS: (7:37)

Community & Government Affairs	Councilmember Fritz reported the committee reviewed policy for: • Policy for sponsorships and rental of city facilities • Economic Development
Public Works	Councilmember Drennen reported the committee reviewed: • Budget, including reserve accounts for future purchases of equipment • Utility rates

Finance & Cemetery	Deputy Mayor Colorossi provided a brief update on the budget. A new certificate of ownership has been created for columbaria. Other necessary documents are being created.
Public Safety	Councilmember Ford reported the committee discussed: • The police budget • Code compliance code revisions • Bridge for Kids • Emergency preparedness and evacuation • Oral boards have been held • Updates to the police website
Parks Department	No report.
Miscellaneous	Councilmember Ford attended the Orting School District Board meeting. Orting High School has been selected as a School of Distinction for the fourth year. Mayor Pestinger reported the Orting Community Network needs 50% more help this year. On December 6th Home for the Holidays will be held in the park, with caroling and a tree lighting, starting at 5:00.

OLD BUSINESS: (7:58)

Tree Removal and Pruning on Harman Way	Councilmembers discussed their concerns. Councilmember Penner moved to table this item to a future meeting. Second by Councilmember Birkes. Motion carried.

NEW BUSINESS: (8:19)

Ordinance No. 962 • Interfund Loan Extension	Deputy Mayor Colorossi moved to approve Ordinance No. 962, an ordinance of the City of Orting, Washington, relating to utility funds; providing for and ratifying an extension of the repayment date of the Interfund Loan approved pursuant to Ordinance No. 890; providing for termination; providing for severability; and establishing an effective date. Second by Councilmember Drennen. Motion carried.
Public Hearings (8:28)	
2015 Budget	Mayor Pestinger opened the Public Hearing at 8:30pm. There being no public comment, the Public Hearing was closed at 8:30pm.
2015 Revenue Sources	City Treasurer Vincenti reviewed 2015 Revenue Sources and provided a PowerPoint presentation. Mayor Pestinger opened the Public Hearing at 8:48pm. There being no public comment, the Public Hearing was closed at 8:48pm.
2015 Property Tax Levy	Mr. Vincenti reviewed the 2015 Property Tax Levy. Mayor Pestinger opened the Public Hearing at 8:54pm. There being no public comment, the Public Hearing was closed at 8:54pm.
2015 Utility Rate Changes	City Engineer Hungerford reviewed proposed 2015 Utility Rate Changes. Mayor Pestinger opened the Public Hearing at 9:18pm. There being no public comment, the Public Hearing was closed at 9:18pm.

ADJOURN:

Councilmember Ford moved to adjourn. Second by Councilmember Penner. Motion carried.

ATTEST:

City Administrator Mark Bethune

Mayor Joachim Pestinger

Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2014 - November 2014 - 2nd Council
System Types: Financials

Fund Number	Description	Amount
001	Current Expense	$29,144.79
101	City Streets	$11,735.90
104	Cemetery	$60.81
105	Park Improvement	$1,226.93
109	Transportation Benefit District	$9,397.68
320	Transportation Impact	$79.25
401	Water	$11,948.51
408	Wastewater	$19,084.08
410	Stormwater	$2,390,417.78
	Count: 9	**$2,473,095.73**

Register

Fiscal: 2014
Deposit Period: 2014 - November 2014
Check Period: 2014 - November 2014 - 2nd Council
Bank Accounts: Key Bank - 2000073
Register Types: Warrant
Show Outstanding: All
System Types: Financials
Outstanding Date: 11/21/2014 11:44:06 AM
Show Details: Hide

Number	Name	Print Date	Clearing Date	Amount
Key Bank	**2000073**			
Check				
41532	Ceccanti Inc.	11/13/2014		$2,277,377.50
41533	Emmons, Beverly	11/18/2014		$456.00
41534	Keybank	11/18/2014		$2,991.21
41535	Adamson Police Products	11/26/2014		$398.99
41536	American Concrete	11/26/2014		$1,000.00
41537	Aramark Uniform Services	11/26/2014		$212.65
41538	Brisco Inc.	11/26/2014		$1,085.80
41539	Buckley, City of	11/26/2014		$225.00
41540	Centurylink	11/26/2014		$1,680.08
41541	Cintas Corporation #461	11/26/2014		$98.60
41542	Columbia Bank	11/26/2014		$109,700.27
41543	Comcast	11/26/2014		$20.37
41544	Cornerstone Electric, Inc	11/26/2014		$1,452.48
41545	Dell Financial Services Payment Prosessing Services	11/26/2014		$1,235.41
41546	Dept of Transportation	11/26/2014		$388.02
41547	Discovery Benefits	11/26/2014		$1.50
41548	DM Disposal Co., Inc	11/26/2014		$995.47
41549	Enumclaw, City of	11/26/2014		$960.00
41550	Enviro-Clean Equipment, Inc.	11/26/2014		$326.53
41551	Fastenal Company	11/26/2014		$152.12
41552	Ferguson Enterprises Inc-Seattle WW #1539	11/26/2014		$55.81
41553	Financial Consultants Int'l, Inc	11/26/2014		$576.64
41554	HD Supply Waterworks, Ltd	11/26/2014		$75.12
41555	Hernandez, Johnny	11/26/2014		$1,150.00
41556	Honey Bucket-NW Cascade Inc	11/26/2014		$331.01
41557	Independent Stationers	11/26/2014		$57.36
41558	KCDA Purchasing Cooperative	11/26/2014		$137.53
41559	Kenyon Disend, Pllc	11/26/2014		$8,451.46

Number	Name	Print Date	Clearing Date	Amount
41560	Kibbey's Battery Service	11/26/2014		$92.99
41561	Konica Minolta Business Solutions	11/26/2014		$331.54
41562	Law Enforcement Equip. DI	11/26/2014		$126.80
41563	Law Offices of Matthew J Rusnak	11/26/2014		$1,100.00
41564	Lawless Harley Davidson	11/26/2014		$227.02
41565	Lemay Mobile Shredding	11/26/2014		$66.00
41566	Mortimer, Thomas D, JR	11/26/2014		$84.00
41567	Orting Auto Parts	11/26/2014		$236.48
41568	Orting Auto Repair & Towing Llc	11/26/2014		$59.79
41569	Pacific Power Generation	11/26/2014		$6,870.12
41570	Pcrcd (landfill)	11/26/2014		$329.33
41571	Petty Cash - Freda Bingham	11/26/2014		$38.24
41572	Pitney Bowes	11/26/2014		$126.23
41573	Pitney Bowes Purchase Power	11/26/2014		$382.00
41574	Popular Networks, Llc	11/26/2014		$3,480.00
41575	Precision Concrete Cutting	11/26/2014		$5,621.63
41576	Puget Sound Energy	11/26/2014		$20,817.07
41577	Ricoh USA INC	11/26/2014		$251.00
41578	Secure Pacific Corp/Mountain Alarm	11/26/2014		$81.00
41579	Sierra Santa Fe Corp	11/26/2014		$9,397.68
41580	Sneesby, Gayle	11/26/2014		$84.50
41581	Sonsray Machinery LLC	11/26/2014		$379.05
41582	Sports Connection, LLC	11/26/2014		$25.57
41583	Sumner Lawn'n Saw	11/26/2014		$373.07
41584	The Humane Society Tac/p.	11/26/2014		$960.40
41585	The News Tribune	11/26/2014		$471.54
41586	The Tactical Tailor Inc.	11/26/2014		$242.44
41587	United Laboratories	11/26/2014		$771.89
41588	US BankNA Custody Treasury Div-Mony Cntr	11/26/2014		$72.00
41589	Utilities Underground Location Center	11/26/2014		$26.18
41590	Utility Services Associates Llc	11/26/2014		$2,453.00
41591	Vision Forms LLC	11/26/2014		$2,186.08
41592	Wa. State Dept. of Ecolog	11/26/2014		$180.00
41593	Washington State Patrol-Budget And Fiscal Services	11/26/2014		$66.00
41594	Water Management Lab Inc.	11/26/2014		$391.00
41595	Wex Bank	11/26/2014		$2,957.94
41596	Zumar Industries Inc	11/26/2014		$143.22
		Total	**Check**	**$2,473,095.73**
		Total	**2000073**	**$2,473,095.73**
		Grand Total		**$2,473,095.73**

Custom Council Report

Vendor	Number	Invoice	Account Number	Notes	Amount
Adamson Police Products	41535	INV157182	001-521-20-31-01	Uniform Items-Boone	$398.99
				Total	**$398.99**
American Concrete	41536	aci801-Nov2014	410-594-31-63-15	Temporary Right of Access for Levee Setback-Dec 2014	$1,000.00
				Total	**$1,000.00**
Aramark Uniform Services	41537	1987647375	408-535-10-31-03	Uniform Cleaning & Supplies	$74.42
		1987658923	408-535-10-31-03	Uniform Cleaning & Supplies	$68.16
		1987670516	408-535-10-31-03	Uniform Cleaning & Supplies	$70.07
				Total	**$212.65**
Brisco Inc.	41538	Nov2014-402	001-513-10-43-00	Fuel	$17.40
			001-524-20-32-01	Fuel	$203.07
			410-531-38-32-02	Fuel	$60.46
			410-531-38-32-02	Fuel	$119.48
		Nov2014-403	001-513-10-43-00	Fuel	$15.71
			001-513-10-43-00	Fuel	$44.33
			001-524-20-32-01	Fuel	$248.51
			101-542-30-32-00	Fuel	$67.26
			401-534-50-48-06	Fuel	$40.09
			410-531-38-32-01	Fuel	$67.25
			410-531-38-32-02	Fuel	$64.23
			410-531-38-32-02	Fuel	$68.02
			410-531-38-32-02	Fuel	$69.99
				Total	**$1,085.80**
Buckley, City of	41539	20140918	001-521-21-31-01	CPL Fingerprinting-Arms Dealers	$225.00
				Total	**$225.00**
Ceccanti Inc.	41532	Pay Request #6 Calistoga Setback Levee	410-594-31-63-15	Calistoga Setback Levee-Pay Request #6	$2,277,377.50
				Total	**$2,277,377.50**
Centurylink	41540	300549818-Nov2014	001-514-23-42-00	City Phone Services	$689.10
			001-521-50-42-00	City Phone Services	$119.79
			001-522-20-42-01	City Phone Services	$260.62
			001-524-20-42-00	City Phone Services	$27.59
			320-542-30-41-03	City Phone Services	$52.22
			401-534-10-42-01	City Phone Services	$166.63

Vendor	Number	Invoice	Account Number	Notes	Amount
Centurylink	41540	300549818-Nov2014	408-535-10-42-01	City Phone Services	$364.13
				Total	**$1,680.08**
Cintas Corporation #461	41541	461500470	408-535-60-48-04	Restroom Cleaning	$98.60
				Total	**$98.60**
Columbia Bank	41542	Pay Request #6 Retainage-Calistoga Setback Levee-7000752100	410-594-31-63-15	Pay Request 6 Retainage-Calistoga Setback Levee 7000752100	$109,700.27
				Total	**$109,700.27**
Comcast	41543	0005839-Nov2014	001-514-23-42-00	City Hall Cable	$6.79
			401-534-10-42-01	City Hall Cable	$6.79
			408-535-10-42-01	City Hall Cable	$6.79
				Total	**$20.37**
Cornerstone Electric, Inc	41544	Nov2014-405	408-535-50-48-04	WWTP-Check Blower Motor/Replace Ballast/Replace Conduit	$799.68
		Nov2014-406	001-522-20-48-02	Fire Dept-Replace 6 Ballast-Add Photocell	$652.80
				Total	**$1,452.48**
Dell Financial Services Payment Prosessing Services	41545	77601990	001-594-12-75-03	PSB Server	$25.00
			001-594-14-75-03	City Hall Server	$50.00
			001-594-21-75-02	PSB Server	$753.41
			001-594-24-75-05	City Hall Server	$37.00
			001-594-76-75-06	City Hall Server	$12.00
			101-594-42-75-41	City Hall Server	$12.00
			105-594-76-75-04	City Hall Server	$12.00
			401-594-34-75-02	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**
Dept of Transportation	41546	Re-313-ATB41112182	101-595-30-41-02	Washington Ave Two Way Left Turn Lane	$388.02
				Total	**$388.02**
Discovery Benefits	41547	000498588-IN	001-518-10-41-01	Monthly Maintenance for High Ded Health Insurance-Bethune	$1.50
				Total	**$1.50**

Vendor	Number	Invoice	Account Number	Notes	Amount
DM Disposal Co., Inc	41548	5776947	408-535-60-47-00	WWTP-Garbage Service	$995.47
				Total	**$995.47**
Emmons, Beverly	41533	Nov2014-300	001-514-23-49-05	Contracted Services for Accounting-Clerk Treasurer	$456.00
				Total	**$456.00**
Enumclaw, City of	41549	04224	001-523-60-41-00	Jail Fees-Oct 2014	$960.00
				Total	**$960.00**
Enviro-Clean Equipment, Inc.	41550	S14-111211	101-542-30-48-04	Segement Broom-Street Sweeper	$163.27
			410-531-38-48-01	Segement Broom-Street Sweeper	$163.26
				Total	**$326.53**
Fastenal Company	41551	WAPUY64978	401-534-50-48-02	Supplies	$114.09
			408-535-50-48-02	Supplies	$38.03
				Total	**$152.12**
Ferguson Enterprises Inc-Seattle WW #1539	41552	442849	401-534-50-35-00	Nupla Shovels	$55.81
				Total	**$55.81**
Financial Consultants Int'l, Inc	41553	14277	001-521-50-48-04	LED Spotlight for 06 Explorer	$576.64
				Total	**$576.64**
HD Supply Waterworks, Ltd	41554	D033813	401-534-50-48-02	Bonnet Repair Kit	$75.12
				Total	**$75.12**
Hernandez, Johnny	41555	Invoice - 11/18/2014 12:16:03 PM	001-521-23-41-01	Property Evidence 9-5-11-05-2014	$1,150.00
				Total	**$1,150.00**
Honey Bucket-NW Cascade Inc	41556	2-1062678	408-535-50-48-02	Rental of Honey Bucket	$102.50
		2-1063912	408-535-50-48-02	Credit on Service	($179.16)
		2-1066412	408-535-50-48-02	Service of Honey Bucket	$129.00
		2-1066413	408-535-50-48-02	Service of Honey Bucket	$129.00
		2-1066414	408-535-50-48-02	Service of Honey Bucket	$129.00
		2-1069158	408-535-50-48-02	Service of Honey Bucket	$129.00
		2-1070017	408-535-50-48-02	Credit on Service	($108.33)
				Total	**$331.01**

Vendor	Number	Invoice	Account Number	Notes	Amount
Independent Stationers	41557	In-000478253	001-511-60-31-01	Office Supplies	$57.36
				Total	**$57.36**
KCDA Purchasing Cooperative	41558	3855773	401-534-10-31-00	Office Supplies	$15.00
			408-535-10-31-00	Office Supplies	$15.01
		3860356	408-535-10-31-00	Trash Liners	$107.52
				Total	**$137.53**
Kenyon Disend, Pllc	41559	182293/182294	001-515-30-41-01	Monthly Retainer	$3,500.00
			001-515-30-41-02	Legal Matters	$1,357.96
			001-521-50-41-02	Legal Matters	$3,593.50
				Total	**$8,451.46**
Keybank	41534	4412-Nov2014	001-521-20-45-01	Cell Phone Billing For Sprint	$104.85
			001-521-30-49-00	Credit from Noteworthy Insustries	($618.62)
			001-521-40-49-00	Hotel for Training	$97.90
			001-521-40-49-00	NRA-Law Enforcement Training	$595.00
		4438-Nov2014	001-511-60-41-01	Council Budget Retreat	$168.57
			001-513-10-31-00	Lunch for Management Team	$12.50
			001-513-10-31-00	Lunch for Management Team	$38.08
			001-513-10-31-00	Office Chair-Robson	$142.21
			001-513-10-43-00	Meals for Vision Training	$34.06
			001-513-10-49-00	Hotel for Vision Training	$384.33
			001-521-40-49-00	Meals for Cassatt-Training	$60.22
			001-521-40-49-00	Hotel for Cassatt Training	$97.90
			001-524-20-31-00	Uniform Items	$154.67
			001-575-50-49-02	AWC Training	$149.00
			101-542-30-31-00	Office Supplies	$13.74
			101-542-30-31-00	Printer	$97.96
			105-576-80-31-00	Office Supplies	$13.74
			105-576-80-31-00	Printer	$97.92
			105-576-80-48-00	Flag for Main Park	$187.25
			401-534-10-31-00	Excel for I-Pad	$10.87
			401-534-10-31-00	Office Supplies	$13.13
			401-534-10-31-00	Office Supplies	$104.83
			401-534-10-31-00	Printer	$146.85
			408-535-10-31-00	Office Supplies	$13.13
			408-535-10-31-00	Office Supplies	$104.82
			408-535-10-31-00	Printer	$146.86
			408-535-50-48-04	Analog Prox 18MM-Wire 2M Cable	$130.00
		4461-Nov2014	001-512-50-49-03	Hotel for DMCMA Training-Court	$142.60

Vendor	Number	Invoice	Account Number	Notes	Amount
Keybank	41534	4461-Nov2014	001-512-50-49-03	Hotel for Court Admin Training	$272.90
			401-534-10-31-00	Vinegar for Well 1	$23.95
			408-535-10-31-00	Office Supplies	$49.99
				Total	**$2,991.21**
Kibbey's Battery Service	41560	Nov2014-401	101-542-30-48-04	Battery For Air Compressor	$31.01
			401-534-50-48-04	Battery For Air Compressor	$30.99
			408-535-50-48-04	Battery For Air Compressor	$30.99
				Total	**$92.99**
Konica Minolta Business Solutions	41561	40056669-Nov2014	001-594-21-75-00	PD Copier Lease	$331.54
				Total	**$331.54**
Law Enforcement Equip. DI	41562	11051401	001-521-20-31-01	Uniform Items for Isenhart	$126.80
				Total	**$126.80**
Law Offices of Matthew J Rusnak	41563	39	001-512-50-49-01	Court Appointed Attorney	$1,100.00
				Total	**$1,100.00**
Lawless Harley Davidson	41564	1394	001-521-50-48-02	Repair on Throttle - Fuse-Emergency Lights Harley Davidson	$227.02
				Total	**$227.02**
Lemay Mobile Shredding	41565	4410135	001-521-20-31-06	PD Shredding	$33.00
		4410345	001-514-23-31-02	City Hall Shredding	$33.00
				Total	**$66.00**
Mortimer, Thomas D, JR	41566	3049	410-531-39-41-04	DOE & WWUC Info	$84.00
				Total	**$84.00**
Orting Auto Parts	41567	1000-Nov2014	105-576-80-48-02	Mirror Assembly B/C 1027	$33.81
			401-534-50-48-04	Air Compressor	$4.18
			401-534-50-48-04	Graease for Radio Read Antana	$4.44
			401-534-50-48-06	Bulb For B/C 21	$6.39
			401-534-50-48-06	Wiper Blades-B/C 1021	$10.12
			401-534-50-48-06	Mirror Assembly B/C 1027	$33.81
			408-535-50-48-08	Mirror Assembly B/C 1027	$33.81
			408-535-50-48-08	Battery-Eds Truck	$109.92
				Total	**$236.48**

Vendor	Number	Invoice	Account Number	Notes	Amount
Orting Auto Repair & Towing Llc	41568	5567	001-521-50-48-02	Oil Change 08 Charger	$59.79
				Total	**$59.79**
Pacific Power Generation	41569	854955-00	401-534-60-48-02	Annual Generator Maintenance	$3,435.06
			408-535-50-48-07	Annual Generator Maintenance	$3,435.06
				Total	**$6,870.12**
Pcrcd (landfill)	41570	4308	410-531-38-48-05	Dump Fees	$329.33
				Total	**$329.33**
Petty Cash - Freda Bingham	41571	Nov2014-400	001-513-10-43-00	Parking Fees	$6.00
			001-524-20-41-05	ICC Meeting	$20.00
			001-554-30-31-00	Bleach for Dog Kennel	$8.25
			104-536-20-31-00	Water for Cemetery	$3.99
				Total	**$38.24**
Pitney Bowes	41572	538778	001-514-23-31-01	Ink for Postage Machine	$126.23
				Total	**$126.23**
Pitney Bowes Purchase Power	41573	67562500206-Nov2014	001-512-50-31-01	Postage	$137.97
			001-513-10-31-01	Postage	$2.36
			001-514-23-31-01	Postage	$107.08
			001-521-20-31-07	Postage	$22.79
			001-524-20-31-02	Postage	$24.66
			001-575-50-31-02	Postage	$2.88
			401-534-10-42-00	Postage	$20.00
			401-534-10-42-00	Postage	$20.47
			408-535-10-42-00	Postage	$2.86
			408-535-10-42-00	Postage	$20.46
			410-531-38-42-00	Postage	$20.47
				Total	**$382.00**
Popular Networks, Llc	41574	15031	001-513-23-41-01	Computer Maintenance	$74.20
			001-514-23-41-04	Computer Maintenance	$211.10
			001-524-20-41-01	Computer Maintenance	$142.65
			001-525-60-41-03	Disaster Recovery	$487.60
			001-575-50-41-03	Computer Maintenance	$142.65
			101-542-30-41-04	Computer Maintenance	$74.70
			401-534-10-41-05	Computer Maintenance	$278.55
			408-535-10-41-05	Computer Maintenance	$278.55
			410-531-38-41-04	Computer Maintenance	$210.60

Vendor	Number	Invoice	Account Number	Notes	Amount
Popular Networks, Llc	41574	15045	001-521-50-41-01	Computer Maintenance	$1,537.00
			001-525-60-41-03	Disaster Recovery	$42.40
				Total	**$3,480.00**
Precision Concrete Cutting	41575	W14223	101-594-42-63-03	Concrete Cutting of Sidewalk for Repair	$5,621.63
				Total	**$5,621.63**
Puget Sound Energy	41576	200001247663-Nov2014	408-535-50-47-07	VC Lift Station	$179.34
		200001247812-Nov2014	320-595-30-63-01		$27.03
		200001248190-Nov2014	105-576-80-47-01	North Park	$10.80
		200001248372-Nov2014	401-534-50-47-08	Well 3	$284.96
		200001248539-Nov2014	001-525-50-47-01	Lahar Siren	$12.21
		200001532189-Nov2014	105-576-80-47-02	Main Park	$210.62
			105-576-80-47-03	Bell Tower	$90.26
		200002708986-Nov2014	408-535-50-47-05	VG Lift Station	$314.55
		200003766280- Nov2014	001-514-21-32-01		$31.12
			001-514-21-47-01		$98.21
			001-524-20-32-05		$43.11
			401-534-50-47-01		$98.21
			401-534-50-47-09		$31.12
			408-535-50-47-01		$98.20
			408-535-50-47-08		$31.12
		200009717931-Nov2014	401-534-50-47-04	Well 2	$64.97
		200010396329-Nov2014	001-521-50-47-00	PSB	$726.97
			001-522-50-47-00	PSB	$726.96
		200010396543-Nov2014	105-576-80-47-01	North Park	$109.54
		200010396733- Nov2014	401-534-50-47-11	Well 4	$2,699.67
		200010629349-Nov2014	101-542-63-47-01	City Shop	$14.37
			104-536-50-47-01	City Shop	$11.49
			401-534-50-47-01	City Shop	$17.24
			408-535-50-47-01	City Shop	$14.36
		200013874264-Nov2014	408-535-50-47-04	WWTP	$8,929.94
		200014994137-Nov2014	410-531-38-47-00	VG Storm Pond	$144.21
		200021141250-Nov2014	408-535-50-47-03	Lift Station #2	$94.76
		200021421298-Nov2014	408-535-50-47-06	Sewer Pump Station- Rainer Medows	$29.05
		200022934653-Nov2014	001-575-50-47-01	MPC/Library	$563.15
		200024404523-Nov2014	408-535-50-47-02	Lift Station #1	$106.97
		300000002406-Nov2014	101-542-63-47-03	Street Lights	$5,002.56
				Total	**$20,817.07**
Ricoh USA INC	41577	93583852	001-594-14-75-00	City Hall Copier Lease	$251.00
				Total	**$251.00**
Secure Pacific Corp/Mountain Alarm	41578	32047	408-535-10-41-07	WWTP Alarm	$81.00
				Total	**$81.00**
Sierra Santa Fe Corp	41579	Pay Request 1-Retainage	109-542-30-63-01	TBD Chip Seal	$9,397.68
				Total	**$9,397.68**

Vendor	Number	Invoice	Account Number	Notes	Amount
Sneesby, Gayle	41580	NOV2014-404	001-512-50-41-00	Helped with Nov 18 Court	$84.50
				Total	**$84.50**
Sonsray Machinery LLC	41581	003208	101-542-30-48-04	Backhoe Mirror	$45.58
			401-534-50-48-04	Backhoe Mirror	$45.57
			408-535-50-48-04	Backhoe Mirror	$45.57
		003209	101-542-30-48-04	Backhoe Annual Repair & Maint	$60.58
			105-576-80-48-01	Backhoe Annual Repair & Maint	$60.59
			401-534-50-48-04	Backhoe Annual Repair & Maint	$60.58
			408-535-50-48-04	Backhoe Annual Repair & Maint	$60.58
				Total	**$379.05**
Sports Connection, LLC	41582	14906	001-571-20-31-03	Volleyball Jerees	$25.57
				Total	**$25.57**
Sumner Lawn'n Saw	41583	250938	104-536-50-48-00	Annual R & M on Mowers & Weedeater	$45.33
			105-576-80-48-00	Annual R & M on Mowers & Weedeater	$136.01
			401-534-50-48-02	Annual R & M on Mowers & Weedeater	$45.33
			410-531-38-48-00	Annual R & M on Mowers & Weedeater	$136.00
		250939	105-576-80-48-00	Air Cleaner/Spark Plug	$10.40
				Total	**$373.07**
The Humane Society Tac/p.	41584	IVC0001216-	001-554-30-31-00	Animal Control	$398.40
		IVC0001219-2	001-554-30-31-00	Animal Control	$360.00
		IVC0001385	001-554-30-31-00	Animal Control	$202.00
				Total	**$960.40**
The News Tribune	41585	257635-Nov2014	401-534-10-44-00	Job Positng for W/WW Operator	$300.00
			408-535-10-44-00	Job Positng for W/WW Operator	$171.54
				Total	**$471.54**
The Tactical Tailor Inc.	41586	RT96030	001-521-20-31-01	Police Uniform Items-Gard	$242.44
				Total	**$242.44**
United Laboratories	41587	INV100172	408-535-10-31-00	Grunge Grippers	$303.91
		INV100173	105-576-80-31-00	Vandalism Mark Remover-disinfectant Cleaner	$253.99

Vendor	Number	Invoice	Account Number	Notes	Amount
United Laboratories	41587	INV100173	408-535-10-31-00	Vandalism Mark Remover-disinfectant Cleaner	$213.99
				Total	**$771.89**
US BankNA Custody Treasury Div-Mony Cntr	41588	386000122-Nov2014	001-514-23-49-06	Monthly Fees for Safekeeping	$72.00
				Total	**$72.00**
Utilities Underground Location Center	41589	4100176	408-535-60-41-00	Locates-Oct 2014	$26.18
				Total	**$26.18**
Utility Services Associates Llc	41590	124538	401-534-60-48-01	Water Line Survey	$2,453.00
				Total	**$2,453.00**
Vision Forms LLC	41591	2633	401-534-10-31-00	Utility Bill Processing & Mailing	$27.29
			401-534-10-42-00	Utility Bill Processing & Mailing	$70.20
			408-535-10-31-00	Utility Bill Processing & Mailing	$27.29
			408-535-10-42-00	Utility Bill Processing & Mailing	$70.19
			410-531-38-31-00	Utility Bill Processing & Mailing	$27.30
			410-531-38-42-00	Utility Bill Processing & Mailing	$70.20
		2662	401-534-10-31-00	Utility Bill Processing & Mailing	$183.89
			401-534-10-42-00	Utility Bill Processing & Mailing	$447.31
			408-535-10-31-00	Utility Bill Processing & Mailing	$183.89
			408-535-10-42-00	Utility Bill Processing & Mailing	$447.31
			410-531-38-31-00	Utility Bill Processing & Mailing	$183.89
			410-531-38-42-00	Utility Bill Processing & Mailing	$447.32
				Total	**$2,186.08**
Wa. State Dept. of Ecolog	41592	2247-Harpster-2015	408-535-50-49-15	Harpster-Wastewater Operator Renewal-2015	$30.00
		3800-Harter-2015	408-535-50-49-15	Harter-Wastewater Operator Renewal-2015	$30.00
		5407-Kaelin-2015	408-535-50-49-15	Kaelin-Wastewater Operator Renewal-2015	$30.00
		6644-Rundle-2015	408-535-50-49-15	Rundle-Wastewater Operator Renewal-2015	$30.00

Vendor	Number	Invoice	Account Number	Notes	Amount
Wa. State Dept. of Ecolog	41592	7068-Ewing-2015	408-535-50-49-15	Ewing-Wastewater Operator Renewal-2015	$30.00
		7415-Huffman-2015	408-535-50-49-15	Huffman-Wastewater Operator Renewal-2015	$30.00
				Total	**$180.00**
Washington State Patrol-Budget And Fiscal Services	41593	I15003186	001-521-21-31-01	Background Checks-Oct 2014	$66.00
				Total	**$66.00**
Water Management Lab Inc.	41594	134715-135141	401-534-10-41-03	Lab Testing	$391.00
				Total	**$391.00**
Wex Bank	41595	38856729	001-521-20-32-00	Fuel-PD	$2,957.94
				Total	**$2,957.94**
Zumar Industries Inc	41596	0173118/0173117	101-542-64-49-00	Street Signs	$143.22
				Total	**$143.22**
				Grand Total	**$2,473,095.73**

Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2014 - November 2014 - 2nd Council
System Types: Payroll

Fund Number	Description	Amount
001	Current Expense	$62,026.63
101	City Streets	$1,830.02
104	Cemetery	$631.11
105	Park Improvement	$3,128.66
401	Water	$10,712.60
408	Wastewater	$16,956.44
410	Stormwater	$7,622.58
	Count: 7	**$102,908.04**

Register

Fiscal: 2014

Period: 2014 - November 2014

Council Dates: 2014 - November 2014 - 2nd Council

Bank: Checking, Warrant Account

Type: Paycheck, Vendor Check

Payment Name: AFLAC Remittance Processing, AWC Employee Benefit Trust, C. Mark Bethune, Charles E. Ewing, Christopher J. Gard, Dean J. Kaelin, Denis A. Rundle, Dept of Labor & Industry, Dept of Retirement - Def Comp, Dept of Retirement Systems, Devon F. Gabreluk, Edward L. Huffman, Edward R Turner, Erica A Schwab, Freda S. Bingham, Geoffrey Michael Boone, Gerald E. Thebeau, Gwen Robson, IRS-FTD, James H. Schlotzhauer, Jane M. Helgelien, Jeff C. Martineau, Justin R Nale, Kaaren Lee Woods, Kenneth R Wolfe, Kimberly A Kainoa, Kristin M Swanson, Larry Isenhart, Larry Harter, Larry R Isenhart, Laura L Hinds, Margaret O'Harra Buttz, Matthew W Bingham, Michael D Merrill, Mike D. Cassatt, Nile Teclemariam, Orting Police Guild, Philip S Taylor, Rebecca M. Meek, Stephen C Vincenti, Tacoma- PC Local #120, Tapco Credit Union, Timothy J. Harpster, Valeriy D Kurkov, William E Drake

Outstanding Date: 11/20/2014 3:05:22 PM

Outstanding Code: Show All

Number: 21903, 21904, 21905, 21906, 21907, 21908, 21909, 21910, 21911, 21912, 21913, Direct Deposit Run - 11/17/2014

Number	Name	Fiscal Description	Cleared	Amount
21903	Meek, Rebecca M.	2014 - November 2014 - 2nd Council		$1,269.67
21904	Rundle, Denis A.	2014 - November 2014 - 2nd Council		$2,099.48
21905	AFLAC Remittance Processing	2014 - November 2014 - 2nd Council		$433.18
21906	AWC Employee Benefit Trust	2014 - November 2014 - 2nd Council		$337.13
21907	Dept of Labor & Industry	2014 - November 2014 - 2nd Council		$2,273.29
21908	Dept of Retirement - Def Comp	2014 - November 2014 - 2nd Council		$575.00
21909	Dept of Retirement Systems	2014 - November 2014 - 2nd Council		$11,877.20
21910	IRS-FTD	2014 - November 2014 - 2nd Council		$25,141.95
21911	Orting Police Guild	2014 - November 2014 - 2nd Council		$405.00
21912	Tacoma- PC Local #120	2014 - November 2014 - 2nd Council		$406.97
21913	Tapco Credit Union	2014 - November 2014 - 2nd Council		$200.00
Direct Deposit Run - 11/17/2014	Payroll Vendor	2014 - November 2014 - 2nd Council	11/18/2014	$57,889.17
				$102,908.04

Direct Deposit Activity

Fiscal: 2014

Name	Social Security #	Bank Name	Account Number	Type	Amount
Direct Deposit Run - 11/17/2014			**11/18/2014**		
Bethune, C. Mark					$2,838.89
Bingham, Freda S.					$1,607.44
Bingham, Matthew W					$1,270.02
Boone, Geoffrey Michael					$1,956.01
Buttz, Margaret O'Harra					$1,067.25
Cassatt, Mike D.					$3,368.79
Drake, William E					$3,805.39
Ewing, Charles E.					$1,610.77
Gabreluk, Devon F.					$2,401.77
Gard, Christopher J.					$2,081.02
Harpster, Timothy J.					$1,634.87
Harter, Larry					$1,355.44
Helgelien, Jane M.					$1,128.05
Hinds, Laura L					$1,387.86
Huffman, Edward L.					$1,934.19
Isenhart, Larry					$972.86
Isenhart, Larry R					$434.72
Kaelin, Dean J.					$2,581.27
Kainoa, Kimberly A					$1,314.46
Kurkov, Valeriy D					$1,450.61
Martineau, Jeff C.					$2,398.65
Merrill, Michael D					$2,194.64
Nale, Justin R					$1,102.47
Robson, Gwen					$1,313.82
Schlotzhauer, James H.					$1,764.15
Schwab, Erica A					$505.58
Swanson, Kristin M					$757.41
Taylor, Philip S					$578.04

Teclemariam, Nile	$1,664.21
Thebeau, Gerald E.	$1,464.00
Turner, Edward R	$2,078.26
Turner, Edward R	$75.00
Vincenti, Stephen C	$1,794.23
Wolfe, Kenneth R	$2,377.90
Woods, Kaaren Lee	$1,619.13
	$57,889.17
	$57,889.17

CITY OF ORTING
WASHINGTON

RESOLUTION NO. 2014-14

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 2015; and

WHEREAS, the districts actual levy amount from the previous year was $629,391.48; 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 2014 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be $137,697.20 which is a percentage increase of twelve percent (12%) 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 26th DAY OF NOVEMBER, 2014.

CITY OF ORTING

_____
Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

_____
Mark Bethune, City Administrator

Approved as to form:

_____
Christopher D. Bacha, City Attorney

Resolution No.: 2014-14
Passed by the City Council: 11/26/14

City of Orting
City Council Staff Report

Date:	November 7, 2014
Prepared By:	Mark Bethune
Agenda Item:	Property Taxes

Issue Synopsis:	First read of the property tax lawful levy
Background:	The Council is required to adopt its property taxes annually before November 30th.
Policy Options:	Approve, amend, deny
Analysis:	The City's property tax rate of $1.60 remains unchanged. But the City will receive an expected increase of $137,697.20 due to increased assessment values of Orting homes and new construction. The 2014 expected levy is $629,000. The expected 2015 Levy will be $767,088.
Fiscal Impact:	Fund(s): General Fund 001 Expenditure Required: NA Amount Budgeted: Additional Appropriation Required: NA
Policy Questions:	See above
Staff Recommendation:	Approve
Finance Committee Recommendation:	Approve
Attachments:	Property Tax breakdown document

Property Taxes

	2014
Name	Rate
	Per $1,000 Valuation
SCHOOL DIST M&O + BOND	$8.50
FIRE DISTRICT 18 EXPENSE/O&M/EMS	$2.88
STATE	$2.53
CITY OF ORTING	**$1.60**
COUNTY	$1.50
PIERCE COUNTY RURAL LIBRARY	$0.50
PORT OF TACOMA	$0.18
FLOOD CONTOL ZONE	$0.10
CONSERVATION FUTURES	$0.06
Total	**$17.85**

How to determine your Property Tax for 2014:
Assessed Value X $17.85 / $1000
Example $175,000 X $17.85 / 1000 = $3,125

CITY OF ORTING
WASHINGTON

ORDINANCE NO. 963

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 equal to or less than the recommended increase of 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 recommend 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 2018-2019; and

WHEREAS, the City Council having been in all matters fully advised finds that an adjustment to the stormwater utility rates equal to or less than the unimplemented cumulative recommended rate increase over years 2011, 2012, 2013 and 2014 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;

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. Establishment of Water, Sewer and Storm Water Utility Rates. Effective January 1, 2015, the rates for, water utility use fees imposed pursuant to OMC9-1D-2, sanitary sewer use charges imposed pursuant to OMC 9-2B-1, and stormwater utility use fees imposed

pursuant to OMC 9-5C-6, are adjusted to those amounts set forth in the respective 2015 utility rate column in exhibit "A", attached hereto and incorporated as though fully set forth herein.

Section 3. 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 4. 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, 2015. A summary of this Ordinance may be published in lieu of publishing the ordinance in its entirety.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 10TH DAY OF DECEMBER, 2014.

CITY OF ORTING

_____
Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

_____
Mark Bethune, City Clerk/Treasurer

Approved as to form:

_____
Chris D. Bacha
Kenyon Disend,
City Attorney

Passed by the City Council:
Ordinance No. 963

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

EXHIBIT A, PAGE 1

2015 Recommended Utility Rate Changes

WATER				
2014 Monthly Base Charges				
Meter Size	Existing 2014		2015 Proposed	
	SFR	COM	SFR	COM
0.75	$13.48	$13.48	$18.00	$18.00
1-1.5	$23.00	$23.00	$30.00	$30.00
2.0-4.0	$32.43	$32.43	$43.00	$43.00
Senior	$10.87		$14.35	
Single Block Rates				
Rate Class	Existing 2014		2015 Proposed	
	SFR	COM	SFR	COM
Single Block rate (per ccf)		$2.23		$2.90
Senior (per ccf)				
Block 1: 1 to 6 CCF (per ccf)	$1.60		$2.08	
Block 2: 6 to 17 CCF (per ccf)	$2.15		$2.80	
Block 3: 17+ CCF (per ccf)	$3.24		$4.21	
Block 1: 0 to 6 CCF - Senior	$1.24		$1.61	
Block 2: 6 to 17 CCF - Senior	$1.71		$2.22	
Block 3: 17+ CCF - Senior	$2.42		$3.15	

GFC	
Current	Proposed
$3,612.00	$3,612.00

Sewer						
Customer Class	Existing 2014			2015 Proposed*		
	Base (per unit)	Allowance (ccf)	Flow (per ccf)	Base (per unit)	Allowance (ccf)	Flow (per ccf)
Single Family Residential	$40.15			$41.35		
SFR - Snowbird	$29.19			$30.07		
SFR - Senior	$32.32			$33.29		
Multi-family Residential	$27.31			$28.12		
Commercial - Domestic						
Churches/Lodges, Businesses	$40.15	0	$4.14	$41.35	0	$4.26
Library	$21.84	0	$4.14	$22.49	0	$4.26
Residence/Daycare, Residence/Business	$40.15	0	$4.14	$41.35	0	$4.26
Schools	$40.15	0	$4.14	$41.35	0	$4.26
Commercial - High						
Restaurant, Full Day	$40.15	0	$7.33	$41.35	0	$7.55
Restaurant, Half Day	$40.15	0	$7.33	$41.35	0	$7.55
Grocery With Deli	$40.15	0	$7.33	$41.35	0	$7.55
Other Food-related	$40.15	0	$7.33	$41.35	0	$7.55
High Cedars						
Single Family	$50.99			$52.51		
Business	$50.99	0	$5.26	$52.51	0	$5.42
Restaurant	$50.99	0	$9.31	$52.51	0	$9.59

GFC:	
Current	Proposed
$7,765.00	$7,765.00

Reccomended Increase: 3%

Storm	
Existing 2014	2015 Proposed**
$22.00	$22.00

GFC	
Current	Proposed
$866.00	$866.00

Reccomended Increase: 0%

Average Utility Bill				
Based on usage of 8.5 CCF of Water				
	Existing 2014	FCS 2014	Proposed 2015	FCS 2015
Water:	$26.86	$32.60	$35.39	$35.53
Sewer:	$40.15	$40.25	$41.35	$41.56
Storm:	$22.00	$31.41	$22.00	$34.08
Total:	$89.00	$104.26	$98.74	$111.17
Total 2014:			$98.74	
Total Increase:			$9.74	

CITY OF ORTING
WASHINGTON
ORDINANCE NO. 965

AN ORDINANCE OF THE CITY OF ORTING, WASHINGTON RELATING TO THE ANNUAL BUDGET FOR FISCAL YEAR 2015; ADOPTING THE CITY OF ORTING 2015 BUDGET; ADOPTING THE JOB CLASSIFICATION AND PAY RANGE FOR EMPLOYEES; ESTABLISHING AN EFFECTIVE DATE; AND, PROVIDING FOR SEVERABILITY

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, 2015; and

WHEREAS, a notice was published that the council of said city would meet on the 12thth day of November 2014, and the 26th day of November 2014 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 2105 Budget. The budget for the City of Orting, Washington, for the fiscal year 2015 covering the period from January 1, 2015 through December 31, 2015, 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 2015 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 2015 budget. General Facility Charges and Impact Fee amounts include projected additions from new construction during 2015.

Capital Asset replacement:

General Fund #001 - $15,000 (To be expensed for police vehicle replacement)
Streets #101 - $19,200
Cemetery #104 - $3,200;
Parks #105 - $10,000;
Water #401 - $231,400;
Wastewater #408 - $80,000;
Stormwater #410 - $5,000.

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

General Facility Charge (GFC)/Impact Fee Reserve:

Parks fund #105 - $72,200
Water Fund GFC's #401 - $20,200
Wastewater Fund #408GFC's - $625,900
Stormwater Fund #410 GFC's - $100,000

Capital Project Reserve:

Fund #401 - $450,000 for Orville Rd Water line replacement
Fund #401 - $65,000 for Well #1 Rehab
Parks Fund #105 – Gratzer Ballfield grant match reserve - $25,000

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 2015 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the fiscal year 2015 as set forth below:

FUND		AMOUNT
#001 CURRENT EXPENSE	$	3,060,700
#101 CITY STREET	$	325,200
#104 CEMETERY	$	31,400
#105 PARK IMPROVEMENT	$	259,300
#107 TOURISM FUND – HOTEL TAX	$	4,000
#109 TRANSPORTATION BENEFIT DISTRICT	$	121,200

#120 POLICE DEPARTMENT DRUG	$	1,700
#201 LTGO DEBT PUBLIC SAFETY BUILDING	$	97,600
#320 TRANSPORTATION IMPACT	$	1,210,800
#401 WATER	$	1,620,200
#408 WASTEWATER	$	3,587,400
#410 STORMWATER	$	3,592,600
#412 UTILITY LAND ACQUISITION	$	33,800
#704 SKINNER ESTATE	$	1,500
TOTAL ALL FUNDS	**$**	**13,947,400**

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 2015and 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:	$85,193 to $104,102
Executive Administrative Assistant:	$37,544 to $46,176
City Clerk:	$44,179 to $54,350
Parks and Recreation Director:	$40,429 to $49,719
Public Works Director:	$70,894 to $87,193
Wastewater Plant Supervisor:	$51,759 to $64,877
Building Official:	$70,894 to $87,193
Police Chief:	$73,026 to $89,483
Police Lieutenant/Sergeant	$60,830 to $74,825
Police Officer	$54,058 to $66,475
Police Records Clerk	$35,912 to $46,217
Code Enforcement Officer	$50,734 to $63,273
Court Administrator:	$52,759 to $64,877
Court Clerk:	$38,107 to $46,869
Office Supervisor/Accountant 2:	$46,869 to $57,636
Cashier:	$31,922 to $39,247
Accounting Clerk 1:	$33,863 to $41,633
Clerical 2:	$34,877 to $42,900
Public Works Supervisor	$55,968 to $68,825
Maintenance Worker 1:	$38,107 to $46,869
Maintenance Worker 2:	$40,429 to $49,719

Water/Wastewater Operator 1:	$42,890 to $52,749
Water/Wastewater Operator 2:	$44,187 to $54,342

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.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE _____ DAY OF _____, 20___.

CITY OF ORTING

_____
Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

_____
Mark Bethune, City Administrator/Clerk

Approved as to form:

_____
Chris D. Bacha
Kenyon Disend, PLLC
City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No. 965

Changes to 2015 Budget for Final Draft

General Fund 001

Revenues - None

Expenses:

- Insurance premiums dropped slightly.
- Reduced transfer to Cemetery fund from $2,000 to $0.
- Added Capital Asset beginning and ending balance line items.
- Reduced transfer to Parks Fund from $14,000 to $13,500.
- Added new expense for the court – conflict defender - $1,500.

Street Fund 101

Revenues: None

Expenses:

- Added Web Site Hosting and Maintenance - $100
- Added Study of SR162 capacity - $10,000
- Added "REET" (Real-estate Excise Tax) to allowable capital line items.
- Added Capital Asset beginning and ending balance line items.
- Eliminated truck purchase - $1,000
- Added Tree Maintenance of $12,000
- Added $7,000 for sidewalk maintenance for 2014.

Cemetery Fund 104

Revenues:

- Reduced transfer from general fund from $2,000 to $1,000.

Expenses:

- Added Capital Asset beginning and ending balance line items.

Parks Fund 105

Revenues:

- Reduced transfer from general fund from $14,000 to $13,500.

Expenses:

- Added Capital Asset and Impact Fee Tracking, made changes to amounts. Changed Impact Fee amounts.
- Added "REET" (Real-estate Excise Tax) to allowable capital line items.
- Added Web Site Hosting and Maintenance - $100
- Reduced Roofing project on Gazebo and Barbecue by changing metal roofing to 50 year architectural shingles from $50,000 to $17,000.

- Deleted capital projects: Memorial Park ($100), Carbon River path ($500), Volley ball net ($500), picnic tables ($1500), garbage cans ($600), benches ($1000), tennis court ($10,000), and one of the line items for the Calistoga Park ($5,000) leaving in the other line item at $8,000.
- Moved tree pruning and grass seeding from capital expense to Operations and Maintenance Reduction on capital expense of $8,000.
- Added Web Site Hosting and Maintenance - $100
- Eliminated Truck purchase - $1,000

Transportation Benefit District 109

Revenues: None

Expenses:

- Increased expense for roadwork from $100,000 to $120,000

Water Fund 401

Revenues:

- Increased Water sales from $975,000 to $1,260,000 to reflect increase in rates

Expenses:

- Added GFC tracking and Capital Asset Tracking
- Added Web Site Hosting and Maintenance - $700
- Added Scada Wonderware software renewal - $2400
- Eliminated Truck purchase - $11,500
- Added Reserve For Future Orville RD Waterline Project - $450,000
- Added Reserve for Future Well #1 Rehab Project - $65,000
- Added Waterline replacement along SR162 - $60,000

Wastewater Fund 408

Revenues:

- Sales Revenue divided between City and High Cedars

Expenses:

- Added GFC tracking and Capital Asset Tracking
- Added Web Site Hosting and Maintenance - $900
- Added Scada Wonderware software renewal - $2400
- Eliminated Truck Purchase - $11,500

Stormwater Fund 410

Revenues: None

Expenses:

- Added GFC tracking and Capital Asset Tracking
- Added Web Site Hosting and Maintenance - $400
- Eliminated truck purchase – 1,000

City of Orting
City Council Staff Report

Date: November 19, 2014

Prepared By: Mark Bethune

Agenda Item: Food Bank Grant

Issue Synopsis:	The City provides a $2,000 grant to the Orting Food Bank. Half of this amount is to be used for purchasing food and half to help citizens pay their utility bill when they are having extraordinary circumstances.
Background:	See above
Policy Options:	Approve, amend, deny
Analysis:	This year the Food Bank will probably not use all of the $1,000 available for utility bill help. The CGA committee is recommending that any left over money be used to buy food.
Fiscal Impact:	Fund(s): 001 Expenditure Required: NA Amount Budgeted: NA Additional Appropriation Required: NA
Policy Questions:	See above
Staff Recommendation:	Approve
CGA Committee Recommendation:	None
Attachments:	None

	City of Orting *City Council Staff Report* **Parametrix**
Date: **Prepared By:** **Agenda Item:**	November 26, 2014 JC Hungerford, P.E., Parametrix Water System Plan Update

Issue Synopsis:	Requesting budget approval for professional services as described in the Water System Plan (WSP) Update Scope and Budget.
Background:	Per Washington Administrative Code Section 246-290, Group A water systems are required to submit updated plans to Washington Department of Health (DOH) for review and approval on a six year rotating basis. Orting's last water system plan was approved October 8, 2009. DOH representatives have requested that the City of Orting submit an update to its current plans not later than April of 2015. A Pre-Plan Meeting with DOH and Pierce County was conducted at Orting City Hall on September 9, 2014 in preparation of the water system plan update. At the meeting, DOH identified specific topics of interest and discussed required elements of the WSP Update. These requirements were memorialized in a letter dated October 2, 2014 from Jennifer Kropack (Regional Planner – Department of Health) to Dean Kaelin (Public Works Director– City of Orting). This scope of services assumes that minimum requirements for the Water System Plan update are accurately documented in the minutes of the meeting. The corresponding budget is an estimate of the level of effort required to incorporate the revisions into Orting's current plan as documented in the meeting minutes and to submit a draft technical memorandum to Health for review. Time to review and address comments provided by Health has been reflected in this Scope of Work based on the discussions at the Pre-Plan Meeting. However, should these comments be substantial in nature, additional budget may be required to sufficiently respond and receive formal approval from Health.
Policy Options:	Approve or disapprove attached scope and budget for professional services.

Analysis:	This is a budgeted expense for 2014. As noted above, it is required that the City update their Water System Plan every 6 years. This plan will give the City the opportunity to set the priorities of the Water System for the next 6 to 10 years, such as conservation goals, and capital improvement projects.
Fiscal Impact:	Funds: 401-534-10-41-16 (Capout-Eng-Solids Handling Pre-design) Expenditure Required: $70,591.16 Amount Budgeted: $100,000 Additional Appropriation Required: $0
Policy Questions:	None
Committee Recommendation:	Approve
Staff Recommendation:	Approve
Attachments:	Scope and Budget for Professional Services

Client: City of Orting
Project: City of Orting On-call 2014-2017
Project No: 2161711020

Phase	Task	Description	Labor Dollars	Labor Hours	Multiplier	John C. Hungerford	April D. Whittaker	Shari Morgan	David Roberts	Mallory L. Miller	Paige M. Lawrence	Michael S. Phelps	Jeffrey L. Coop	Puyallup Publications (WP)
						Sr Engineer	Project Controls Specialist	Sr Project Accountant	Sr Consultant	Engineer III	Engineer I	Sr Planner	Sr Engineer	Puyallup Publications (WP)
3001		Orting WSP Update	$69,964.00	587	3.57	87	32	16	12	79	289	24	12	36
3001	01	Project Management	$13,595.00	103	3.32	25	16	16	12	9	25			
3001	02	System Analysis	$32,690.00	264	3.63	34				70	124	24	12	
3001	03	SEPA Checklist	$1,031.00	8	3.39	4								4
3001	04	WSP Production	$22,648.00	212	3.65	24	16				140			32
		Labor Totals:	$69,964.00	587		87	32	16	12	79	289	24	12	36
						$14,790.00	$3,520.00	$1,680.00	$2,280.00	$9,875.00	$28,900.00	$3,720.00	$2,040.00	$3,159.00

DIRECT EXPENSES:

Description	Amount
B & W 8.5 x 11	$500.000
B & W 11 x 17	$13.000
Color 11 x 17	$19.400
Color 8.5 x 11	$13.000
Mileage	$81.760
Expense Total:	$627.160

PROJECT TOTAL $70,591.16

SCOPE OF WORK

City of Orting
Water System Plan Update

PHASE 1 – PROJECT MANAGEMENT

Project Background

Per Washington Administrative Code Section 246-290, Group A water systems are required to submit updated plans to Washington State Department of Health (DOH) for review and approval on a six-year rotating basis. Orting's last water system plan was approved October 8, 2009. DOH representatives have requested that the City of Orting submit an update to its current plans not later than April of 2015.

A Pre-Plan Meeting with DOH and Pierce County was conducted at Orting City Hall September 9, 2014, in preparation of the water system plan update. At the meeting, DOH identified specific topics of interest and discussed required elements of the Water System Plan (WSP) Update. These requirements were memorialized in a letter dated October 2, 2014, from Jennifer Kropack (Regional Planner – Department of Health) to Dean Kaelin (Public Works Director – City of Orting). This scope of services assumes that minimum requirements for the Water System Plan update are accurately documented in the minutes of the meeting.

The corresponding budget is an estimate of the level of effort required to incorporate the revisions into Orting's current plan as documented in the meeting minutes and to submit a draft technical memorandum to Health for review. Time to review and address comments provided by Health has been reflected in this Scope of Work, based on the discussions at the Pre-Plan Meeting. However, should these comments be substantial in nature, additional budget may be required to sufficiently respond and receive formal approval from Health.

Task 1.1 – DOH and Adjacent Purveyor Coordination

Measurable Task Objectives

Coordinate with DOH submission of the Draft WSP Update, receipt of review comments, and estimate of level of effort to complete revisions to the draft for submitting the Final WSP Update. Coordinate with adjacent water purveyors regarding service area agreements. Signed consistency statements from the City planner and Pierce County will be provided.

Approach

Project staff will communicate with the DOH contact for the project (Jennifer Kropack) by e-mail, phone, and/or written correspondence. Regular coordination throughout the project duration is anticipated for status updates and clarification of WSP Update requirements.

Task 1.2 – Monthly Invoices/Client Communication

Measurable Task Objectives

Communicate with the client and prepare monthly summaries of project work completed and budget spent.

Approach

Monthly progress reports will be submitted to the City. The progress reports will summarize the work completed that month, budget spent, identify action items and issues requiring clarification, and project the next month's activities. Additionally, project staff will communicate via letters, phone calls, and e-mails to request water system information, keep the client informed of project related issues, and discuss potential changes in scope.

Deliverables

Monthly project progress letter.

Task 1.3 –Meetings (Including Community Informational Meeting)

Measurable Task Objectives

Conduct one (1) informational meeting for system consumers prior to DOH approval of the Water System Plan and conduct one meeting monthly with Orting's Public Works Director for the duration of the project (assumed to be one hour each for the Parametrix project manager and staff engineer, for a total of six meetings and 12 hours' effort).

Approach

Washington Administrative Code (WAC) requirements for the community informational meeting state that the "purveyor shall notify consumers in a way that is appropriate for the size of the system."

Assumptions

The WSP Update will be discussed at one City of Orting Council Meeting prior to submittal to DOH for Review. Based on discussion with DOH at the Pre-Plan Meeting, presentation of the proposed changes to the WSP at this meeting is sufficient to meet WAC requirements for the community informational meeting. The meeting will be documented in the WSP Update with copies of the agenda and meeting minutes. Other meetings with General Manager will be conducted as noted above (this task assumes up to six meetings for a total of 12 hours in addition to the outreach meeting).

Task 1.4 – Quality Control and Quality Assurance

Measurable Task Objectives

Provide quality and peer review for scoped tasks; including system and financial analyses, and document production.

Approach

A Quality Assurance/Quality Control (QA/QC) Plan will be conducted in general conformance with the Parametrix QA/QC Manual of Practice for Professional Services. Quality control (technical checking of the document) will be performed by Sr. level staff with background and experience in drafting water system plans. The Quality Assurance check will be completed by a Sr. level consultant.

PHASE 2 – ASSEMBLY AND REVIEW OF BACKGROUND INFORMATION

Task 2.1 – Assembly and Review of Relevant Background Information

Measurable Task Objectives

Obtain relevant background documents to be used in preparation of the WSP Update.

Approach

Relevant background information, including plans, agreements, studies, demand data, production data, financing, and other relevant system data will be obtained primarily from the client. However, adjacent purveyors, local municipalities, or regulatory agencies may provide background information (such as growth projections from Pierce County Planning and Land Use Services).

PHASE 3 – SYSTEM ANALYSIS

Task 3.1 – Water Rights Analysis

Measurable Task Objectives

Perform a water rights analysis in compliance with DOH requirements defined in WAC 246-290-100 and in the Municipal Water Law.

Approach

Water demand forecasts (see Task 3.2) will be compared to the clients confirmed water rights. As required by the Municipal Water Law, water rights will also be evaluated considering water reuse and water conservation measures. Water conservation and reuse analyses are included in Phases 5 and 6, respectively. Results of the water rights analysis will be documented in a Water Right Self-Assessment Form to be included with the Water System Plan Update.

Deliverables

The Water Right Self-Assessment Form will be included as an appendix to the WSP Update.

Task 3.2 – Demand Analysis

Measurable Task Objectives

Perform a demand analysis in compliance with DOH requirements defined in WAC 246-290-100.

Approach

Water demand will be determined through review of meter records for January 2009 through October 2014. Existing average day demand and peak day demand will be determined for each service type in the client's database. Anticipated land use growth, population growth forecasts (from Pierce County Planning and Land Services [PALS] and City of Orting Planning Documents), and comparison to historical system growth will be used to forecast future system average and peak day demand. Instantaneous demand will be calculated using a peaking factor.

Task 3.3 – Source of Supply Analysis

Measurable Task Objectives

Perform a source of supply analysis in compliance with DOH requirements defined in WAC 246-290-100.

Approach

Water supply resources will be evaluated with respect to water right status, water demand (see Task 3.2), source and equipment capacity, and system reliability. The evaluation will be linked to the water conservation and reuse analyses (included in Phases 5 and 6, respectively). The analysis will identify source of supply deficiencies, if any, of the existing and anticipated future system. Source improvements will be recommended as part of Subtask 3.7.

The existing Water Shortage Response Plan and Wellhead Protection Plan will be reviewed and updated, if necessary.

Task 3.4 – Storage Analysis

Measurable Task Objectives

Perform a storage analysis as outlined in DOH guidelines provided in Sizing Guidelines for Public Water Systems (September 1983).

Approach

The storage analysis will calculate the minimum required equalization, standby, and fire flow storage using DOH methodology. The calculated storage requirements will then be compared to the existing storage facilities, including both volume and elevation to take into account usable storage. The analysis will identify storage deficiencies, if any, of the existing and anticipated future system. Storage improvements will be recommended as part of Subtask 3.7.

Task 3.5 – Water Quality Analysis

Measurable Task Objectives

Evaluate the clients existing water quality monitoring plans and results of recent water quality sample analyses to ensure compliance with WAC 246-290-300, and prepare a summary of the current status Revise the Groundwater Rule narrative and guidelines to reflect current practice of the City. Provide an updated Coliform Monitoring Plan and map. Lastly, address the Disinfectants and Disinfection Byproduct Rule (DBP) changes and develop a Stage 2 Monitoring Plan.

Approach

Results of sample analyses for bacteria, inorganic compounds, lead and copper, nitrate and nitrite, synthetic organic compounds, volatile organic compounds, asbestos, radionuclides, disinfection by-products, and trihalomethanes will be reviewed and compared to state water quality standards. A sampling schedule will be developed for all required water quality monitoring over the next six-year period.

Research changes made to the Groundwater Rule and DBP Rule to revise the water quality chapter within the WSP in accordance with all new regulations. Meet with City of Orting maintenance staff to update or create the Coliform Monitoring Plan and the DBP Stage 2 Monitoring Plan to ensure the plan is reasonable and effective.

Task 3.6 – 2007 Model Review and Analysis

Measurable Task Objectives

To demonstrate that findings of the 2009 hydraulic model are still valid given growth trends in Orting's service area and completed items from the 2009 Capital Improvement Plan (CIP). Run scenarios for the current, 6-year, 10-year, and 20-year growth projections.

Approach

Conduct a review of the hydraulic model completed as part of the October 2009 plan update to determine if new infrastructure is adequately reflected in the model. If the model is valid for current conditions, provide DOH with statement of assumptions used as the basis for the model compared to a summary of system improvements and system growth completed since the last model.

The 2009 model and findings compared with current system characteristics will be used to evaluate system performance and establish design criteria for improvements based upon fireflow, pressure, headloss, and velocities noted in the system. The findings in the 2009 model and plan are considered to still be valid. If the model does not reflect new infrastructure, a new hydraulic analysis will be required.

Task 3.7 – Recommend System Improvements

Measurable Task Objectives

Recommend system improvements to be included in a CIP for the 6-, 10-, and 20-year planning periods.

Approach

Recommended system improvements will be selected based upon the deficiencies identified in the Phase 3 System Analysis, a status review of the CIP developed for the 2009 WSP, and suggestions provided by the City. Recommended system improvements will be prioritized and budgeted as part of the Phase 7 Financial Analysis.

Task 3.8 – Sanitary Survey

Measurable Task Objectives

Discuss the progress for valve exercising, tank inspection and cleaning, and the cross-connection control changes as identified in the 2010 Sanitary Survey.

PHASE 4 – WATER USE EFFICIENCY (CONSERVATION PROGRAM REVIEW)

Task 4.1 – Evaluate Current Conservation Program and Quantify Results

Measurable Task Objectives

Evaluate Orting's water conservation program and quantify the results of existing conservation measures and update Water Use Efficiency Goals that expired in March of 2014. Create a Water Loss Control Action Plan to address Distribution System Leakage.

Approach

Client expenditure records, rate structure, measurement of distribution system leakage, and leakage detection efforts will be used to evaluate the water conservation program. In addition to measurement of distribution system leakage, effectiveness of the existing conservation measures will be quantified using results of the water demand analysis. The water demand analysis (Task 3.2) will be used to calculate average residential demand. The existing demand will be compared to average residential demand when the water conservation program was first initiated in 1992. Results of the conservation program will be compared to conservation goals stated in the 2009 WSP.

Utilizing DOH guidelines, a Water Loss Control Action Plan will be prepared to implement a plan to reduce distribution system leakage. Discuss the planning and design work that has been completed for the Orville Road Watermain Replacement Project and the Wingate Watermain Replacement Project. Discussion of the earmarked money for these projects in the CIP budget will be provided to DOH.

Depending on the effectiveness on ongoing measures, additional conservation measures (see Task 4.2) may be recommended to meet DOH and Municipal Water Law requirements.

Task 4.2 – Recommend Additional Conservation Measures

Measurable Task Objectives

Recommend additional conservation measures, if any, to meet conservation goals stated in the existing WSP, and comply with DOH and Municipal Water Law requirements.

Approach

The existing Water Conservation Plan was developed through significant research and evaluation of potential conservation measures. Therefore, no further research is anticipated. If ongoing conservation measures are not sufficient to meet conservation goals, the potential internal and external measures already identified will be reviewed to identify additional measures that could effectively contribute to water savings.

PHASE 5 – WATER REUSE ANALYSIS

Task 5.1 – Identify Potential Users and Estimate Water Savings

Measurable Task Objectives

Identify potential reclaimed water users and estimate potential water savings as required by the Municipal Water Law.

Approach

Potential reclaimed water users will be identified using a checklist developed by DOH to help purveyors meet the requirements of the Municipal Water Law. The checklist includes large water uses such as irrigation, firefighting, and industrial uses, and potential benefits to the environment such as wetland and stream augmentation. With the client's assistance, records of customer water use will be reviewed to identify potential reclaimed water users in the categories listed in the DOH checklist. Annual water savings will be estimated based upon reasonable assumptions.

Task 5.2 – Financial and Operations Feasibility Analysis

Measurable Task Objectives

Evaluate the financial and operational feasibility of providing reclaimed water to identified potential customers.

Approach

To comply with the requirements of the Municipal Water Law, Parametrix will document that reclaimed water is not available in the vicinity of the client service area, but may within the next 6 to 10 years, should the City add this capability to the wastewater treatment plant. If available, reclaimed water studies performed by adjacent purveyors will be cited. A brief feasibility analysis will compare the estimated cost of client construction and operation of a reclaimed water facility to the client's available capital and personnel resources.

PHASE 6 – FINANCIAL ANALYSIS

Task 6.1 – Develop 6-, 10-, and 20-Year Implementation Schedule for Recommended System Improvements

Measurable Task Objectives

Develop cost estimates and an implementation schedule for recommended system improvements.

Approach

Recommended improvements to correct deficiencies and meet system/client needs (as identified in Subtask 4.7) will be prioritized into 6-, 10-, and 20-year implementation schedules based upon the significance of the need/deficiency, anticipated timing of growth, complexity of the improvement, and availability of improvement funding. Cost estimates for recommended improvements will be based upon historic construction costs provided by the client, modified for the present dollar value, and increased to account for potential engineering fees and contingencies.

Task 6.2 – Review and Summarize System Revenue and Expenses

Measurable Task Objectives

Summarize system income and expenses, and develop and 6-, 10-, and 20-year operational budget.

Approach

Using client revenue and expense records, financial projections will be made to assess the financial viability of the system. Revenue projections will take into account revenue from existing connections and anticipated growth. Expense projections will take into account existing maintenance and operation expenses, expenses for anticipated growth, and construction costs identified in the Capital Improvement Program (see Task 7.1).

PHASE 7 – SEPA CHECKLIST PREPARATION

Task 7.1 – Prepare SEPA Checklist

Measurable Task Objectives

Prepare an Environmental Checklist in compliance with the State Environmental Policy Act (SEPA) as required by WAC 246-290-100

Approach

The system improvements recommended in Subtask 4.7 will be used to complete a SEPA Environmental Checklist (see WAC 197-11-960). The recommended improvements will be evaluated for their potential to impact environmental elements such as earth, air, water, plants and animals, etc. The completed checklist will be included as an appendix to the Water System Plan Update.

Assumptions

As discussed at the Pre-Plan Meeting, DOH will act as the lead agency for evaluating the SEPA Checklist. A draft version of the SEPA Checklist will be submitted with the Draft WSP Update. It is assumed that DOH will issue a Determination of Non-Significance (DNS) for the WSP Update.

PHASE 9 – DOCUMENT PRODUCTION – DRAFT 90% SUBMITTAL

Task 9.1 – Figures, Maps, and Graphics

Measurable Task Objectives

Produce the figures, maps, and graphics to be included in the WSP Update.

Approach

Figures, maps, and graphics will be used to clearly present information such as background information summaries, existing system facilities and service area, and results of analyses. Existing client AutoCAD files will be used as the base map for generating maps and graphics. Other figures will primarily be generated using Microsoft Excel software.

Assumptions

Up to twenty (20) figures, maps, and graphics will be prepared for inclusion in the WSP Update.

Task 9.2 – Draft WSP Update

Measurable Task Objectives

Produce a draft version of the WSP Update Memorandum to submit for client and DOH review.

Approach

The draft WSP Update Memorandum will include all information necessary for compliance with DOH and WAC requirements and reflect the requirements noted in DOH's letter Dated October 2, 2014. Analyses and information presented in the draft WSP Update Memorandum will be reviewed using the QA/QC Plan established in Phase 1 prior to client review. Client review comments will be incorporated in the document submitted to DOH for review. A completed DOH checklist identifying sections where items are included in the draft WSP Update Memorandum will also be submitted to the DOH.

Assumptions

Parametrix will produce four (4) copies of the draft WSP Update Memorandum to DOH (one for distribution to Department of Ecology), one hard copy and four CD's to Pierce County, and one final draft to the City of Orting.

PHASE 10 – EXPENSES TRACKING

This phase is included only as a means to track expenses (mileage, photocopies, document production, etc.) for efforts related to Phases 1 through 9. No project staff effort is included for this phase.