

Councilmembers

Position No.

1. Tod Gunther
2. Barbara Ford
3. William Birkes
4. Dave Harman
5. Sam Colorossi
6. Josh Penner, Deputy Mayor
7. Scott Drennen



ORTING CITY COUNCIL

Regular Business Meeting Agenda

Multi-Purpose Center
202 Washington Avenue S., Orting, WA

December 9, 2015
7 p.m.

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

Mayor Joachim Pestinger

7:00 P.M. - CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA

CONSENT AGENDA:

- Minutes of November 18, 2015; November 25, 2015 & November 30, 2015
- Payroll and Claims Warrants
- Treasurer's Report

Motion: *Move to approve Consent Agenda as prepared.*

PUBLIC COMMENTS: *Persons wishing to address the City Council regarding items of new business are encouraged to do so at this time. When recognized by the Mayor, please come to the podium and clearly state your name and address for the record. Please limit your comments to 3 minutes. Thank you for attending.*

PRESENTATIONS: NONE

COMMISSION REPORTS:

- Planning Commission

COMMITTEE AND COUNCIL STANDING REPORTS:

Council Standing Committees and other Reports

- Public Works – **CM Drennen/CM Birkes**
- Public Safety – **DM Penner/CM Ford**
- Mayor Report – **Mayor Pestinger**
- Miscellaneous activity reports, i.e. PSRC, special meetings, etc.

PUBLIC HEARINGS: NONE

OLD BUSINESS:

Emergency Evacuation Bridge System • **CM Drennen**

1) **AB15-28 - Deputy Mayor for 2016 • DM Penner**

Motion: *Move to approve _____ as Deputy Mayor for the year 2016.*

2) **AB15-29** – Ordinance No. 2015-974, adopting the 2016 Final Budget • **CM Colorossi**
Motion: Move to adopt Ordinance No. 2015-974, relating to the Annual Budget for Fiscal Year 2016; adopting the City of Orting 2016 Budget; adopting the job classification and pay range for employees.

3) **AB15-30** – Ordinance No. 2015-976, Civil Service Commission • **CA Bethune**
Motion: Move to adopt Ordinance No. 2015-976, repealing and reenacting Orting Municipal Code Section 2-2 relating to Police and Fire Civil Service Commission.

NEW BUSINESS:

4) **AB15-31** – Cancelling the December 30, 2015 Council Meeting • **Mayor Pestinger**
Motion: Move to cancel the December 30, 2015 regular Council meeting. The next regular schedule meeting with resume on January 13, 2015.

5) **AB15-32** – Ordinance No. 2015-977, Amending 2015 Fiscal Budget • **CM Colorossi**
Motion: Move to adopt Ordinance No. 2015-977, amending the 2015 Fiscal Budget and authorizing certain expenditures.

6) **AB15-33** – Public Works/Administration Union Memorandum of Understanding • **CA Bethune**
Motion: Move to approve the Memorandum of Understanding between the City and Union 120 for a 2.5% COLA for Public Works and Administrative Staff for 2016.

7) **AB15-34** – Rainier Lane Utility Improvement Project Budget Amendment • **CM Drennen**
Motion: Move to approve an increase budget for Professional Services in the amount of \$57,523.15.

8) **AB15-35** – Ordinance No. 2015-978, LOCAL Program Equipment Financing • **CM Colorossi**
Motion: Move to adopt Ordinance No. 2015-9xx, authorizing the acquisition of personal property and execution of a financing contract and related documentation relating to the acquisition of said personal property with the Office of the State Treasurer LOCAL Program.

9) **AB15-36** – Public Safety Building Lease • **CM Colorossi**
Motion: Move to approve the First Renewal and Amendment to the Lease Agreement between the City of Orting and Pierce County Fire Protection District No. 18 effective January 1, 2016 through December 31, 2020.

EXECUTIVE SESSION: NONE

ADJOURNMENT

Motion: Move to Adjourn.

Upcoming Meetings:

Next Regular Meeting: January 13, 2016 (PSB)



**City Of Orting
Council Agenda Summary Sheet**

AB15-28 SUBJECT: Deputy Mayor selection for the year 2016	Agenda Item #:	AB15-28
	For Agenda of:	12/09/15
	Department:	Council
	Date Submitted:	12/2/15

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	x	Cost of Item:	_____ \$0
City Administrator, Mark Bethune	x	Amount Budgeted:	_____ \$0
City Attorney, Jay Long		Unexpended Balance:	_____ \$0
City Clerk, Rachel Pitzel		Timeline: <i>effective January 1, 2016</i>	
Finance Director, (Vacant)		BARS:	
Police Chief, Bill Drake		Fiscal Note: <i>N/A</i>	
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input type="checkbox"/> Mayor <input checked="" type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator			

Attachments: None
SUMMARY STATEMENT: <i>Per the City Council Rules of Procedure:</i> Chapter 8 section 5 - <u>Selecting Deputy Mayor:</u> <i>The Deputy Mayor will be selected by a majority of the Councilmembers annually beginning in September and concluding in October. Outgoing Deputy Mayor will solicit two other councilmembers to nominate a candidate for his/her replacement for a full Council vote. (see 3.9B)</i> Chapter 3 section 9 (B) - <u>Deputy Mayor--Duties:</u> <i>Annually, in September, the outgoing Deputy Mayor, with the help of two councilmembers, will solicit and recommend a candidate for Deputy Mayor with confirmation from the entire council for his/her replacement in January.</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: <i>N/A</i>
RECOMMENDED ACTION: Motion- Move to approve _____ as Deputy Mayor for the year 2016 effective January 1, 2016.



**City Of Orting
Council Agenda Summary Sheet**

AB15-29 SUBJECT: Ordinance No. 2015-974, Final 2016 Budget	Agenda Item #:	AB15-29
	For Agenda of:	12/9/15
	Department:	Finance
	Date Submitted:	12/2/15

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	\$0
City Administrator, Mark Bethune	X	Amount Budgeted:	\$0
City Attorney, Jay Long		Unexpended Balance:	\$0
City Clerk, Rachel Pitzel		Timeline: <i>enter a timeline if applicable</i>	
City Treasurer, Scott Larson		BARS:	
Police Chief, Bill Drake		Fiscal Note: <i>enter Finance information here if you want to embellish on fiscal impact and fund source.</i>	
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: Ordinance No. 2015-974, 2016 Final Budget
SUMMARY STATEMENT: <i>Increased Water fund sales revenue to reflect \$1 increase in the base fee Reduced Stormwater revenue to reflect no change in rate Added public works staff labor and benefits to Streets Fund capital projects Added Public Works staff labor and benefits to Parks fund capital projects</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: <i>Final Public Hearing took place at the November 25, 2015 Council meeting.</i>
RECOMMENDED ACTION: MOTION to adopt Ordinance No. 2015-974, relating to the Annual Budget for Fiscal Year 2016; adopting the City of Orting 2016 Budget; adopting the job classification and pay range for employees.

**CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2015-974**

**AN ORDINANCE OF THE CITY OF ORTING,
WASHINGTON RELATING TO THE ANNUAL BUDGET
FOR FISCAL YEAR 2016; ADOPTING THE CITY OF
ORTING 2016 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, 2016; and

WHEREAS, a notice was published that the council of said city would meet on the 18th day of November 2015, and the 25th day of November 2015 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 2106 Budget. The budget for the City of Orting, Washington, for the fiscal year 2016 covering the period from January 1, 2016 through December 31, 2016, 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 2016 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 2016 budget. General Facility Charges and Impact Fee amounts include projected additions from new construction during 2015.

Capital Asset replacement:

Streets #101 - \$26,300

Wastewater #408 - \$636,500

Stormwater #410 - \$271,200.

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

General Facility Charge (GFC)/Impact Fee Reserve:

Wastewater Fund #408GFC's - \$411,700

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 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:

<u>FUND</u>	<u>AMOUNT</u>
#001 CURRENT EXPENSE	\$ 3,280,000
#101 CITY STREET	\$ 491,300
#104 CEMETERY	\$ 36,800
#105 PARK IMPROVEMENT	\$ 617,900
#107 TOURISM FUND – HOTEL TAX	\$ 5,100
#109 TRANSPORTATION BENEFIT DISTRICT	\$ 121,200
#120 POLICE DEPARTMENT DRUG	\$ 1,300
#201 LTGO DEBT PUBLIC SAFETY BUILDING	\$ 95,700
#320 TRANSPORTATION IMPACT	\$ 1,315,000
#401 WATER	\$ 2,480,100

#408 WASTEWATER	\$ 4,920,300
#410 STORMWATER	\$ 1,193,300
#412 UTILITY LAND ACQUISITION	\$ 1,162,300
#704 SKINNER ESTATE	\$ 4,000
TOTAL ALL FUNDS	\$ 14,561,300

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 2015 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:	\$87,322 to \$106,705
City Treasurer	\$50,000 to \$66,498
City Clerk:	\$45,284 to \$55,709
Parks and Recreation Director:	\$41,439 to \$50,962
Public Works Director:	\$72,666 to \$89,373
Wastewater Plant Supervisor:	\$54,476 to \$66,997
Building Official:	\$72,666 to \$89,373
Police Chief:	\$75,050 to \$92,886
Police Lieutenant/Sergeant	\$65,332 to \$75,754
Police Officer	\$58,053 to \$67,309
Police Records Clerk	\$37,086 to \$45,614
Code Enforcement Officer	\$51,123 to \$63,273
Court Administrator:	\$55,302 to \$68,445
Court Clerk:	\$39,354 to \$48,402
Senior Accountant 2:	\$48,402 to \$59,530
Cashier:	\$33,946 to \$41,746
Accounting Clerk 1:	\$34,086 to \$45,614
Clerical 2:	\$42,737 to \$52,894
Public Works Supervisor	\$57,782 to \$71,073
Maintenance Worker 1:	\$39,353 to \$48,402
Maintenance Worker 2:	\$41,746 to \$51,355
Water/Wastewater Operator 1:	\$44,283 to \$54,481
Water/Wastewater Operator 2:	\$45,614 to \$56,118

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 9TH DAY OF DECEMBER, 2015.

CITY OF ORTING

Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

Rachel Pitzel, City Clerk

Approved as to form:

John P. Long, Jr.
Kenyon Disend PLLC
City Attorney

Filed with the City Clerk: 12/9/15
Passed by the City Council: 12/9/15
Ordinance No. 2015-974
Date of Publication: 12/11/15
Effective Date: 12/16/15

Budget 2016 - Revenues

Account Number	Description	Budget	Expect/Actual	Budget
	Final Draft November 30, 2015	2015	2015	2016
Water Fund Revenue				
401-308-00-00-00	Beginning Net Cash & Investments	\$427,600	\$1,356,800	\$1,634,200
401-343-40-01-00	Sales - Water	\$1,260,000	\$1,260,000	\$1,321,500
401-343-40-02-00	Charges - Water Hookups	\$25,000	\$25,000	\$25,000
401-343-40-03-00	Fes - Penalties On Utilities	\$93,600	\$93,600	\$93,000
401-343-40-04-00	Charges - General Facility	\$20,000	\$188,000	\$370,000
401-343-40-05-00	Fees - General Facility Charge Enhancement	\$200	\$2,000	\$3,700
401-359-90-00-00	Fees - Turn Off Processing Fees	\$22,800	\$22,800	\$22,000
401-361-11-00-00	Int - Investment Interest Earned	\$500	\$500	\$500
401-369-10-00-00	Sale of Scrap	\$0	\$0	\$0
401-369-90-01-00	Permits - Hydrant Permit	\$100	\$100	\$100
401-369-90-02-00	Fees - Backflow Inspection Fees	\$9,000	\$9,000	\$9,000
401-369-90-03-00	Rev - Miscellaneous	\$100	\$100	\$100
401-369-90-03-01	Other Misc	\$0	\$0	\$0
	Sale of Surplus Items	\$0	\$0	\$1,000
401-369-90-04-00	Fees - NSF - Water	\$2,900	\$2,900	\$2,900
	Total Water	\$1,434,200	\$1,604,000	\$1,848,800

Budget 2016 - Revenues

Account Number	Description	Budget	Expect/Actual	Budget
	Final Draft November 30, 2015	2015	2015	2016
Stormwater Fund Revenue				
410-308-00-00-00	Beginning Net Cash & Investments	\$234,700	\$535,700	\$473,100
410-333-00-00-01	Grants - FEMA Pre-Mitigation Outfall Grant	\$221,200	\$0	\$221,200
410-334-03-10-02	DOE Levee Storm Water Construction	\$0	\$200,000	\$0
410-334-03-15-00	Grant - NPDES State	\$105,000	\$75,000	\$25,000
410-337-10-00-00	Pierce Cty Flood District Levee Grant	\$2,200,000	\$1,375,800	\$200,000
410-343-10-00-00	Fees - Storm Drainage	\$760,000	\$828,500	\$828,500
410-343-10-01-00	Charges - General Facility	\$100,000	\$45,000	\$100,000
410-343-10-02-00	Charges - GFC Surcharge	\$1,000	\$2,200	\$300
410-391-80-00-00	PW Trust Fund Loan for Levee Construction	\$0	\$825,500	\$0
	Sale of Surplus Items	\$0	\$0	\$500
410-369-90-00-00	Other	\$0	\$0	\$0
410-369-90-01-00	Miscellaneous	\$0	\$0	\$0
	Transfer In From Streets Fund	\$0	\$10,800	\$0
	Transfer In From Parks Fund	\$0	\$6,400	\$0
	Total Stormwater	\$3,387,200	\$3,369,200	\$1,375,500

2016 Budget - Expense

Account Number	Description	Budget	Anticipated	Budget
	Final Draft November 30, 2015	2015	2015	2016

Streets Fund Expense				
101-508-00-00-00	Ending Cash & Investments	\$194,800	\$199,400	\$120,800
	Fund Balance Reserve (6 months O&M)	\$194,800	\$199,400	\$94,500
101-508-10-00-00	Capital Asset Reserve Beginning Balance	\$19,200	\$19,200	\$19,200
	Capital Asset Reserve Ending Balance	\$19,200	\$19,200	\$26,300
101-508-80-00-00	Unreserved	\$175,600	\$180,200	\$0
	Streets Salaries and Benefits			
101-542-30-10-05	Overtime - Streets	\$1,000	\$1,000	\$1,000
101-542-30-10-06	Salary - Public Works Director	\$4,300	\$4,300	\$5,300
101-542-30-10-07	Salary - Public Works Supervisor	\$2,900	\$2,900	\$2,200
101-542-30-10-08	Salary - Maint Worker II	\$14,800	\$14,800	\$27,000
101-542-30-10-11	Salary - Water/WW Operator II	\$1,700	\$1,700	\$1,700
101-542-30-10-12	Salary - Water/WW Operator I	\$2,000	\$2,000	\$4,300
101-542-30-10-02	Salary - Maint Worker I	\$4,100	\$4,100	\$14,900
101-542-90-10-02	Salary - City Clerk	\$1,500	\$1,500	\$1,600
101-542-90-10-06	Salary - Clerical II	\$2,400	\$2,400	\$2,300
101-542-90-10-00	Salary - City Administrator	\$4,800	\$4,800	\$4,000
101-542-90-10-01	Salary - City Treasurer	\$1,200	\$1,200	\$1,100
	Salary - Senior Accountant	\$0	\$0	\$1,900
101-542-30-20-01	Benefits - Labor & Industries	\$1,600	\$1,600	\$2,700
101-542-30-20-02	Benefits - Medical & Ltd	\$10,100	\$10,100	\$16,400
101-542-30-20-03	Benefits - Dental & Vision	\$1,000	\$1,000	\$1,700
101-542-30-20-04	Benefits - OASI	\$2,900	\$2,900	\$5,000
101-542-30-20-05	Benefits - Retirement	\$4,300	\$4,300	\$7,300
	Total Streets Salaries and Benefits	\$60,600	\$60,600	\$100,400
	Streets Supplies/Operations/Maintenance			
101-539-20-50-01	Tax - Noxious Weeds - Property	\$100	\$100	\$100
101-542-30-31-00	Supplies - Office & Operating	\$800	\$800	\$800
101-542-30-31-02	Benefits - Clothing - Streets	\$500	\$500	\$500
101-542-30-32-00	Gasoline - Streets	\$1,100	\$1,100	\$1,100
101-542-30-32-01	Diesel - Streets	\$1,200	\$1,200	\$1,200
101-542-30-35-00	Supplies - Small Tools	\$500	\$500	\$500
101-542-30-41-02	State Audit	\$0	\$1,800	\$0
101-542-30-41-03	One-Call Services	\$200	\$200	\$200
101-542-30-41-04	IT - Computer Maintenance	\$1,500	\$1,500	\$1,600
101-542-30-41-05	Legal - Attorney Fees - Streets	\$500	\$1,000	\$500
101-542-30-41-10	Web Site Maintenance/Hosting	\$100	\$100	\$100
101-542-30-46-00	Bonds & Insurance - AWC (\$215,100)	\$11,000	\$10,400	\$10,900
101-542-30-48-02	R&M - Roads/Streets	\$5,000	\$5,000	\$5,000
101-542-30-48-07	R&M Sidewalks	\$7,000	\$7,100	\$7,000
101-542-30-48-08	R&M Tree Maintenance	\$0	\$0	\$1,500
101-542-30-48-04	R&M - Equipment	\$3,000	\$6,000	\$4,000
101-542-30-48-05	Underground Pollution Removal	\$1,000	\$1,000	\$1,000

2016 Budget - Expense

Account Number	Description	Budget	Anticipated	Budget
	Final Draft November 30, 2015	2015	2015	2016
101-542-30-48-06	Service - Waste Removal	\$1,500	\$1,500	\$1,500
101-542-30-53-01	Tax - Excise Tax	\$100	\$100	\$100
101-542-63-47-01	Electricity - City Shop	\$300	\$300	\$400
101-542-63-47-03	Electricity - Street Lights	\$62,000	\$62,000	\$64,000
	RFP For Vehicle Maintenance	\$0	\$0	\$200
101-542-64-48-00	Traffic Services- Striping	\$3,500	\$3,500	\$3,800
101-542-64-48-01	Crosswalk & Stop Sign Line Torch Downs	\$1,200	\$1,200	\$1,300
101-542-64-49-00	Traffic Services - Signs	\$10,000	\$10,000	\$3,500
101-542-64-49-01	Traffic Services - Paint	\$3,000	\$3,000	\$3,000
101-542-66-49-00	Traffic Services - Snow & Ice	\$500	\$500	\$500
	Total Operations/Supplies/Maintenance	\$115,600	\$120,400	\$114,300
	Engineering For Operations			
101-542-30-41-01	Eng - On Call	\$10,000	\$10,000	\$10,000
101-542-30-41-07	Eng - City Utility Mapping	\$4,000	\$2,000	\$4,000
101-542-30-41-08	Eng - Grant Writing	\$4,000	\$2,500	\$4,000
	Eng- Grant Writing - Pedestrian Evac Bridge			\$5,000
	ADA Compliance Plan	\$0	\$0	\$2,500
	Eng - Transportation Master Plan	\$0	\$0	\$50,000
	Total Engineering for Operations	\$18,000	\$14,500	\$75,500
	Total Operations and Maintenance	\$194,200	\$195,500	\$290,200
	Streets Capital Expense (Capital Asset Eligible)			
101-594-42-63-03	Sidewalk Program	\$5,000	\$5,000	\$5,000
101-594-42-63-07	Street Lights VanScoyoc	\$20,000	\$18,400	\$0
	VanScoyoc/Park landscaping and Irrigation	\$0	\$0	\$2,400
101-594-76-10-01	Wages - Public Works Director	\$0	\$0	\$0
101-594-76-10-02	Wages - Maint Worker I	\$0	\$0	\$300
101-594-76-10-03	Wages - Maint Worker II	\$0	\$0	\$300
101-594-76-10-04	Wages - Public Works Supervisor	\$0	\$0	\$0
101-594-76-10-05	Wages - W/WW Operator 1	\$0	\$0	\$0
101-594-76-10-06	Wages - W/WW Operator 2	\$0	\$0	\$0
101-594-76-20-01	Benefits - Labor & Industry	\$0	\$0	\$0
101-594-76-20-02	Benefits - Medical Insurance	\$0	\$0	\$0
101-594-76-20-03	Benefits - Dental Vision Insurance	\$0	\$0	\$0
101-594-76-20-04	Benefits - OASI - Fed Taxes	\$0	\$0	\$0
101-594-76-20-05	Benefits - Retirement	\$0	\$0	\$0
101-595-30-41-03	SR162 Improvement Study	\$10,000	\$10,000	\$10,000
101-594-42-64-01	Capout - Equip - Traffic Devices	\$100	\$100	\$100
101-594-42-64-24	Alarm System (\$6,500)	\$0	\$0	\$500
101-594-42-64-26	Gator	\$1,000	\$1,000	\$0
101-594-42-64-30	Truck Safety Lights	\$100	\$100	\$100
101-594-42-64-31	Capout - Capital Asset Maint Software	\$100	\$100	\$100
101-594-42-75-01	Phone System Lease - Streets	\$200	\$200	\$200
101-594-42-75-41	Capout - Server Lease - Streets	\$500	\$500	\$500
101-595-30-41-02	Eng - Design of Left Turn Lane	\$77,000	\$77,000	\$63,000
	Trail Safety at Intersection Project	\$0	\$0	\$1,500

2016 Budget - Expense

Account Number	Description	Budget 2015	Anticipated 2015	Budget 2016
	Final Draft November 30, 2015			
	Emergency Evac Overpass Project			
	Eng - Project Management			\$16,800
	Eng - Topographic Survey			\$3,100
	Right of Way Acquisition			\$12,000
	Sanitary Sewer Force Main			\$17,200
	Water main on Rocky Road NE			\$13,200
	Private Utility Coordination			\$8,500
	Permitting			\$5,200
	Applied Professional Services			\$600
	In-house Copies			\$100
	Milage			\$200
	Survey Equipment Public			\$100
	State Review and Coordination Fee			\$25,000
	Calistoga crosswalk	\$0	\$0	\$1,000
	Small Dump Truck	\$0	\$0	\$2,400
	Vac Trailer	\$0	\$0	\$900
	Flat Bed Truck	\$0	\$0	\$2,300
	Pickup Trucks (2)	\$0	\$0	\$1,200
	Misc Capital Equip Expense	\$0	\$0	\$300
	Small Backhoe	\$0	\$0	\$1,000
	ADA Self Assesment	\$0	\$0	\$1,000
	Total Capital Expense For Streets	\$114,000	\$112,400	\$196,100
101-597-44-00-01	Transfer To Public Works Facility Fund	\$5,000	\$5,000	\$5,000
101-597	Transfer to Wastewater	\$0	\$29,300	\$0
	Transfer to Stormwater	\$0	\$10,800	\$0
	Total Streets Expense	\$313,200	\$353,000	\$491,300

2016 Budget - Expense

Account Number	Description	Budget	Anticipated	Budget
	Final Draft November 30, 2015	2015	2015	2016
	RFP For Vehicle Maintenance	\$0	\$0	\$200
105-576-80-48-00	R&M Parks/Facilities	\$4,500	\$4,500	\$4,500
105-576-80-48-01	R&M Park Equipment	\$3,000	\$3,000	\$3,000
105-576-80-48-02	R&M Vehicles	\$1,800	\$4,000	\$3,000
105-576-80-48-03	R&M Park Bathrooms	\$2,000	\$1,000	\$2,000
105-576-80-48-05	Waste Hauling	\$1,500	\$500	\$800
105-576-80-49-01	Dues - Wildlife & Rec Coalition	\$200	\$200	\$200
105-576-80-49-02	Trail R&M	\$600	\$600	\$600
105-576-80-49-03	WRPA	\$100	\$100	\$100
105-576-80-53-01	Tax - Excise Tax	\$200	\$200	\$200
	ADA Compliance Plan	\$0	\$0	\$2,500
105-576-90-40-00	State Audit	\$0	\$0	\$0
	Total Operations/Supplies/Maintenance	\$43,100	\$39,000	\$47,800
	Total Operations and Maintenance	\$160,700	\$151,700	\$200,000
	Parks Capital Expense (Capital Asset Eligible)			
	Impact Fee Eligible Projects			
105-594-76-63-19	Gratzer Wetland Mitigation (REET \$15,000)	\$20,000	\$0	\$20,000
105-594-76-63-31	Lighting in the Parks-VanScoyoc	\$40,000	\$36,800	\$0
	Landscape Irrigation Materials-VanScoyoc/Park	\$0	\$0	\$2,400
	Splash Park - Calistoga Park - On Hold	\$0	\$0	\$225,000
105-594-76-63-02	North Park Fountain - install rocks	\$1,000	\$0	\$1,000
105-594-76-63-04	Gazebo Roof	\$8,500	\$6,500	\$0
105-594-76-63-10	Rainier Med Park Big Toy	\$3,000	\$13,000	\$0
105-594-76-63-17	Calistoga Park - Big Toy, Small Dog Park	\$8,000	\$0	\$40,000
105-594-76-63-32	Carbon River Access Path + Signage	\$0	\$0	\$0
105-594-76-63-33	Fountain Landscape Change	\$0	\$0	\$0
105-594-76-63-34	Barbecue Pit Roof	\$8,500	\$6,500	\$0
	Calistoga Park Restroom - On Hold	\$0	\$0	\$100,000
105-594-76-63-35	Parking Increase - Gratzer Ball Fields	\$0	\$0	\$2,500
105-594-76-10-01	Wages - Maint Worker I	\$0	\$0	\$300
105-594-76-10-02	Wages - Maint Worker II	\$0	\$0	\$300
105-594-76-10-03	Wages - Public Works Supervisor	\$0	\$0	\$0
105-594-76-10-04	Wages - Water/WW Operator II	\$0	\$0	\$0
105-594-76-10-05	Wages - Public Works Director	\$0	\$0	\$0
105-594-76-10-06	Wages - Clerical 2	\$0	\$0	\$0
105-594-76-10-07	Wages - Water/WW Operator I	\$0	\$0	\$0
105-594-76-20-01	Benefits - OASI - Fed Taxes	\$0	\$0	\$0
105-594-76-20-02	Benefits - Retirement	\$0	\$0	\$0
105-594-76-20-03	Benefits - Medical Insurance	\$0	\$0	\$0
105-594-76-20-04	Benefits - Dental Vision Insurance	\$0	\$0	\$0
105-594-76-20-05	Benefits - Labor & Industry	\$0	\$0	\$0
	Total Capital Project Expense	\$29,000	\$26,000	\$391,500



**City Of Orting
Council Agenda Summary Sheet**

AB15-30 SUBJECT: Ordinance No. 2015-976 Civil Service Amendments	Agenda Item #:	AB15-30
	For Agenda of:	12/9/15
	Department:	Civil Service
	Date Submitted:	11/25/15

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

Attachments: Ordinance No. 2015-976
SUMMARY STATEMENT: <i>Current provisions of city codes addressing the Civil Service commission are outdated and need updating. Based on changes made in city operations, and in the fact that Civil Service Commission is empowered by RCW 41.12.040(1) to adopt and maintain rules and regulations pertaining to the city's Civil Service system for police personnel, the Civil Service Commission is recommending the following ordinance making amendments to revise its rules to address matters within its jurisdiction.</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: <i>Civil Service Commission recommends approval. This Ordinance was brought to Council for a first read at the 11/25/15 meeting.</i>
RECOMMENDED ACTION: MOTION to adopt Ordinance No. 2015-976, repealing and reenacting Orting Municipal Code Section 2-2 relating to Police and Fire Civil Service Commission.

**CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2015-976**

**AN ORDINANCE OF THE CITY OF ORTING,
WASHINGTON, REPEALING AND RE-ENACTING
ORTING MUNICIPAL CODE SECTION 2-2 RELATING TO
POLICE AND FIRE CIVIL SERVICE COMMISSION;
PROVIDING FOR SEVERABILITY: AND ESTABLISHING
AN EFFECTIVE DATE**

WHEREAS, for many years, the Orting Civil Service Commission has served the City pursuant to the provisions of chapter 41.12 RCW to exercise the powers and perform the duties established by law for the selection, appointment, and employment of police, excluding the chief of police, for the city;

WHEREAS, the City of Orting no longer operates a fire department and now receives fire service from Orting Valley Fire & Rescue, Pierce County Fire District No. 18;

WHEREAS, current provisions of City codes addressing the Civil Service Commission are outdated and need updates, based on changes made in city operations and the fact that the Civil Service Commission is empowered by RCW 41.12.040(1) to adopt and maintain rules and regulations pertaining to the city's Civil Service system for police personnel;

WHEREAS, the Civil Service Commission has adopted suitable rules and regularly meets to determine how the Civil Service system is operating, and has full authority to adopt amendments or revise its rules to address matters within its jurisdiction; and

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

Section 1. Orting Municipal Code Chapter 2-2, "Police and Fire Civil Service Commission," is hereby repealed in its entirety and re-enacted to read as follows:

**Chapter 2
POLICE CIVIL SERVICE COMMISSION**

- 2-2-1: COMMISSION ESTABLISHED; APPOINTMENT:**
- 2-2-2: MEMBERSHIP, GENERAL PROVISIONS:**
- 2-2-3: ORGANIZATION; OFFICERS:**
- 2-2-4: DUTIES AND REQUIREMENTS TO MAKE AND MAINTAIN RULES:**
- 2-2-5: APPLICABILITY TO POLICE DEPARTMENT:**
- 2-2-6: CREATION OF POSITIONS BY MAYOR AND CITY COUNCIL:**

2-2-7: REPRESENTATION BY CITY ATTORNEY:

2-2-8: OFFICERS AND EMPLOYEES TO AID COMMISSION:

2-2-9: ACCOMMODATIONS PROVIDED BY CITY:

2-2-10: VIOLATION; PENALTY:

2-2-1: COMMISSION ESTABLISHED; APPOINTMENT:

The civil service commission for all full-time law enforcement, police officer, and civilian (non-law enforcement and non-police officer) employees of the police department, created pursuant to Chapter 41.12 RCW, shall be composed of five (5) members who shall be appointed by the mayor. The members of the civil service commission shall hold office as provided in, and shall have and exercise all powers and duties prescribed by Chapter 41.12 RCW.

2-2-2: MEMBERSHIP, GENERAL PROVISIONS:

- A. Compensation: Persons appointed to the commission shall serve without compensation.
- B. Qualifications: No person shall be appointed a member of such commission who is not a citizen of the United States, a resident of the city for at least three (3) years immediately preceding such appointment, and an elector of Pierce County.
- C. Terms: The term of office of the members of the commission shall be for six (6) years; however, in the event of the death, removal or resignation of a commissioner, the appointment made to fill the position shall be only for that commissioner's unexpired portion of the six-year term.
- D. Removal From Office; Hearing: Any member of the commission may be removed from office by the appointing authority for incompetency, incompatibility or dereliction of duty, malfeasance or misfeasance in office, or other good cause; provided, that no member of the commission shall be removed until charges have been preferred in writing, due notice given to the commission member, and a full hearing held by the appointing authority.
- E. Performance of Duties: The members of the commission shall devote due time and attention to the performance of the duties specified in this chapter and imposed upon them by this chapter.
- F. Quorum: Three (3) members shall constitute a quorum. The votes of the majority of the members of the commission concurring shall be sufficient for the decision of all matters and the transaction of all business to be decided or transacted by the commission under or by virtue of the provisions of this chapter; provided, however, in hearings of appeals on employee discipline or discharge, a majority of a quorum hearing the matter (e.g., 2 of 3 commissioners) shall be sufficient for ruling.

2-2-3: ORGANIZATION; OFFICERS:

- A. Chairperson Designated; Meetings: Immediately after appointment of the commission, the members shall organize by electing one of its members as chairperson and hold meetings as may be required for the proper discharge of their duties.

- B. Secretary:
 - 1. Appointment; Duties: The commission shall appoint a secretary and chief examiner who shall keep the records for the commission, preserve all reports made to it, superintend and keep a record of all examinations held under its direction, and perform such other duties as the commission may prescribe pursuant to this chapter.

 - 2. Compensation: The secretary shall be appointed by the commission from among persons already in the service of the city.

 - 3. Suspension or Discharge: The secretary may be subject to suspension, reduction, or discharge as relates to his/her duties for the commission in the same manner and subject to the same limitations as are provided in the case of members of the police department.

2-2-4: DUTIES AND REQUIREMENTS TO MAKE AND MAINTAIN RULES:

- A. Generally: It shall be the duty of the commission to make and maintain suitable rules and regulations not inconsistent with the purpose of this chapter, for the purpose of carrying the provisions of this chapter into effect.

- B. Duties Enumerated; Requirements:
 - 1. Rules and Regulations: The commission shall make suitable rules and regulations not inconsistent with the provisions of RCW 41.12 and this chapter and necessary for this chapter's implementation as relates to full time employees of the police department. Such rules and regulations shall provide the manner in which examinations may be held, and how appointments, promotions, transfers, reinstatements, demotions, suspensions and discharges shall be made where such rules and regulations are not provided in detail within this chapter or subsequent amendments adopted by ordinance. Further, the commission may provide for any other matter, which may be considered desirable to carry out the purposes of this chapter. Such rules and regulations may be changed from time to time. All rules and regulations and amendments thereof shall be printed and copies made available to the public upon request.

- C. Scope and Purpose: The Commission's Rules shall govern the continuing administration of the Civil Service System of the City and the terms and conditions of civil service employment in the City. The purpose of such rules is to assure that the

Civil Service System in the City is administered in accordance with RCW Chapter 41.12 and ordinances of the City, and that all proceedings before the Commission are conducted in an orderly, fair and timely manner. The purpose of a Civil Service System created pursuant to state law is to establish a system to provide for promotion on the basis of merit, give police officers tenure, and provide for a Civil Service Commission to administer the system, and to investigate by public hearing, removals, suspensions, demotions, and discharges by the appointing power to determine whether such action was or was not made for political or religious reasons and whether it was or was not made in good faith for cause.

The Civil Service System is intended to protect the honest and efficient public employee from adverse discriminatory action, whether from political or other improper motive, and thus to secure for the people the services of honest, efficient and experienced public employees. At the same time it is intended that the administrative officers shall have ample authority to correct where possible, and to remove when necessary, dishonest or inefficient employees without placing upon the administrators an impractical or unfair burden in the discharge of such duties.

The objective and intent of Civil Service Rules is to establish personnel policies and procedures that will ensure to the people of Orting the maximum in honest and efficient public service by attracting to and retaining in the City's classified service the most qualified and highest motivated employees available.

- D. **Presumption of Validity:** The Civil Service System implemented by this Chapter substantially accomplishes the purpose of chapters 41.12 RCW. Variation from state models are based on local conditions and are intended to maintain the purposes of civil service systems: merit selection, tenure, and an independent civil service commission. The Commission's rules are presumed to be valid and shall be upheld unless in direct conflict with the purpose Chapter 41.12 RCW.
- E. **Interpretation:** The Commission has the power and authority to interpret its Rules.

2-2-5: APPLICABILITY TO POLICE DEPARTMENT:

The classified civil service and provisions of this chapter shall only include all full time employees of the police department, excluding the chief of police. All appointments to and promotions in classifications within the departments shall be made solely on merit, efficiency and fitness, which shall be ascertained by open competitive examination and impartial investigation. The commission shall have no jurisdiction of assignments of positions or duties within departments. No person shall be reinstated or transferred, suspended or discharged from any such full time, monthly salaried place, position or employment contrary to the provisions of this chapter and Revised Code of Washington chapters 41.12.

Probationary Period: To further enable the appointing powers to exercise a choice in the filling of positions, no appointment, employment, or promotion in any position in the classified service shall be deemed complete until a period of probationary service as

specified in the collective bargaining agreement as applicable to employees of the city police department has been completed, during which time the appointing authority may terminate the employment of the person appointed if, during the performance test thus offered, upon observation or consideration of the performance of duty, the appointing power deems this person unfit or unsatisfactory for service in the department. Whereupon the appointing power shall again request the names of five (5) qualified applicants, who likewise shall enter upon the duties until some person is found who is deemed fit for appointment, employment or promotion for the probationary period provided therefor, whereupon the appointment, employment, or promotion shall be deemed to be complete.

2-2-6: CREATION OF POSITIONS BY MAYOR AND CITY COUNCIL:

All offices, places and positions coming within the purview of this chapter shall be created by the mayor subject to confirmation by the city council, and nothing contained in this chapter shall infringe upon the power and authority of the mayor and city council to create or eliminate positions, or fix the salaries and compensation of all employees employed hereunder.

2-2-7: REPRESENTATION BY CITY ATTORNEY:

The commission shall be advised in the performance of its duties as outlined in this chapter by the attorney for the city. The commission, with the approval of the mayor, may appoint special counsel to represent it where a conflict of interest may prohibit the city attorney from representing the commission.

2-2-8: OFFICERS AND EMPLOYEES TO AID COMMISSION:

Consistent with RCW 41.12.190, it shall be the duty of all officers and employees of the city to aid in all proper ways of carrying out the provisions of this chapter, and such rules and regulations as may from time to time be prescribed by the commission thereunder, and to afford the commission, its members and employees all reasonable facilities and assistance to inspect books, papers, documents and accounts applying to any offices, places, positions and employments, subject to civil service, and also to produce the books, papers, documents and accounts, and attend and testify, whenever required to do so by the commission or any commissioner.

2-2-9: ACCOMMODATIONS PROVIDED BY CITY:

Consistent with RCW 41.12.190, the duly constituted authorities of the city shall provide the commission with suitable and convenient rooms and accommodations and cause the same to be furnished, heated and lighted and supplied with office supplies and equipment necessary to carry on the business of the commission and with such clerical assistance as may be necessary, all of which is to be commensurate with the number of persons in the city coming within the purview of this chapter.

2-2-10: VIOLATION; PENALTY:

As provided in RCW 41.12.210, any person who willfully violates any of the provisions of this chapter shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished as provided in section 1-4-1 of this code.

Section 2. 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 3. 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 9TH DAY OF DECEMBER, 2015.

CITY OF ORTING

Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

Rachel Pitzel, City Clerk

Approved as to form:

John P. Long, Jr.
Kenyon Disend PLLC
City Attorney

Filed with the City Clerk: 12/9/15
Passed by the City Council: 12/9/15
Ordinance No. 2015-976
Date of Publication: 12/11/15
Effective Date: 12/16/15



**City Of Orting
Council Agenda Summary Sheet**

AB15-31 SUBJECT: Cancelling the December 30, 2015 regular Council meeting	Agenda Item #:	AB15-31
	For Agenda of:	12/9/15
	Department:	Council
	Date Submitted:	12/3/15

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	<u>\$0</u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u>\$0</u>
City Attorney, Jay Long		Unexpended Balance:	<u>\$0</u>
City Clerk, Rachel Pitzel		Timeline: <i>enter a timeline if applicable</i>	
City Treasurer, Scott Larson			
Police Chief, Bill Drake		BARS:	
Public Works, Dean Kaelin		Fiscal Note: <i>enter Finance information here if you want to embellish on fiscal impact and fund source.</i>	
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: SUMMARY STATEMENT: <i>Due to the Holiday season we are asking Council to cancel the December 30, 2015 regular meeting and resume the regular meeting schedule for 2016 with the first regular Council meeting of January 13, 2016.</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: RECOMMENDED ACTION: MOTION to cancel the December 30, 2015 regular Council meeting and resume to the regular meeting schedule for 2016 with the first regular Council meeting occurring January 13, 2016.



**City Of Orting
Council Agenda Summary Sheet**

AB15-32 SUBJECT: Ordinance No. 2015-977, 2015 Budget Amendments	Agenda Item #:	AB15-32
	For Agenda of:	12/9/15
	Department:	Finance
	Date Submitted:	12/3/15

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

Attachments: Ordinance No. 2015-977
SUMMARY STATEMENT: <i>General Fund: \$290,000 expensed over budget primarily because of increased 1) Attorney Fees - \$100,000, 2) Engineering Review (pass through) \$115,000, 3) Jail Fees \$50,000, 4) Planner - \$23,000.</i> <i>Transportation Benefit District fund: 14,100 expensed beyond budget due to County invoice \$27,000 higher than bid.</i> <i>Streets Fund: \$7,000 expensed over budget primarily due to higher than expected Operations and Maintenance costs mostly related to extensive TBD projects and increased engineering costs on the Left turn lane.</i> <i>Cemetery Fund: \$1,600 expensed over budget due to higher operating expenses than expected.</i> <i>Parks Fund: \$4,400 expensed over budget primarily due to higher than expected operations and maintenance work.</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:
RECOMMENDED ACTION: MOTION to adopt Ordinance No. 2015-977, amending the 2015 Fiscal Budget and authorizing certain expenditures.

CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2015-977

**AN ORDINANCE OF THE CITY OF ORTING,
WASHINGTON, AMENDING THE 2015 BUDGET;
PROVIDING FOR APPROPRIATION AND EXPENDITURE
OF FUNDS RECEIVED IN EXCESS OF ESTIMATED
REVENUES; PROVIDING FOR SEVERABILITY; AND
ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, as required by law the City Council adopted the 2015 budget pursuant to Ordinance No. 965; and

WHEREAS, the expenditures as classified and itemized in the adopted budget constitute the city's appropriations for the ensuing fiscal year provided that the budget ordinance may be amended by ordinance to provide for appropriation and expenditure of funds received in excess of the estimated revenues during the calendar year; and

WHEREAS, the City has received funds that are in excess of the estimated revenues for the 2015 budget year and desires to amend the 2015 budget to provide for the appropriation and expenditure of said funds;

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

Section 1. Amending Ordinance No. 965 (2015 Budget Ordinance). That Ordinance No. 965 adopting the 2015 budget shall be and is hereby amended to provide for the additional appropriations and expenditures of the unanticipated revenues in the amounts set forth below:

Fund No. 001, General Fund	\$290,000
Fund No. 109, Transp. Benefit District	\$14,100
Fund No. 101, Streets Fund	\$7,000
Fund No. 105, Parks	\$4,400
Fund No. 104, Cemetery Fund	\$1,600

Total Appropriations:	\$317,100
-----------------------	-----------

Section 2. 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 3. 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 9TH DAY OF DECEMBER, 2015.**

CITY OF ORTING

Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

Rachel Pitzel, City Clerk

Approved as to form:

John P. Long, Jr.
Kenyon Disend PLLC
City Attorney

Filed with the City Clerk: 12/9/15
Passed by the City Council: 12/9/15
Ordinance No. 2015-977
Date of Publication: 12/11/15
Effective Date: 12/16/15



**City Of Orting
Council Agenda Summary Sheet**

AB15-33 SUBJECT: Public Works and Administrative Staff Union Memorandum of Understanding	Agenda Item #:	AB15-33
	For Agenda of:	12/9/15
	Department:	PW and Admin
	Date Submitted:	12/3/15

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

Attachments: Memorandum of Understanding
SUMMARY STATEMENT: <i>The Current budget draft before the Council includes a 2.5% COLA for public works and admin staff. The current collective bargaining agreement only calls for a 2% increase. Council was informed last summer about the desire by the Mayor to have parity with the police department contract which was approved in the Spring of 2015 after an arbitration. This 2.5% comes very close to bringing parity.</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:
RECOMMENDED ACTION: MOTION to approve the Memorandum of Understanding between the City and Union 120 for a COLA of 2.5% for Public Works and Administration Staff for 2016.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF ORTING
AND AFSCME LOCAL 120 REPRESENTING
PUBLIC WORKS AND ADMINISTRATIVE EMPLOYEES**

This Memorandum of Understanding ("MOU") is entered into this 9th day of December 2015 by and between the City of Orting, a Washington Municipal Corporation ("City") and AFSCME Local 120 of the Washington State Council of County and City Employees, Council 2 ("Union".)

RECITALS

WHEREAS, the City and the Union entered into a collective bargaining agreement (CBA) on behalf of all regular full-time and regular part-time Public Works and Administrative Employees from January 1, 2014 through December 31, 2016 and came to an agreed CBA; and

WHEREAS, the City recognizes a lack of parity between the CBA for Union and the CBA for the Police Guild; and

WHEREAS, the Union has requested improvement to the employees pay; and

WHEREAS, the parties wish to amend the terms and conditions of the current collective bargaining agreement through the year 2016;

NOW, THEREFORE, the City and the Union agree as follows:

1. The terms and conditions of said agreement, except as hereafter set forth, shall remain unchanged.
2. The COLA will be increased from 2% to 2.50 % starting January 1, 2016 and continue till 12/31/2016.

CITY OF ORTING

AFSCME LOCAL 120 OF THE
WASHINGTON STATE COUNCIL
OF COUNTY AND CITY
EMPLOYEES, COUNCIL 2

By: _____
Joachim Pestinger, Mayor

By: _____
WSCCE Staff Representative

By: _____
Laura Hinds
Shop Steward, Local 120

By: _____
Margaret O'Harra Buttz
Shop Steward, Local 120



**City Of Orting
Council Agenda Summary Sheet**

AB15-34 SUBJECT: Rainier Lane SE 100 Block Utility Improvement Project budget amendment for professional services	Agenda Item #:	AB15-34
	For Agenda of:	12/9/15
	Department:	Public Works
	Date Submitted:	12/3/15

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger		Cost of Item:	<u>\$57,523.15</u>
City Administrator, Mark Bethune		Amount Budgeted:	<u>\$505,000</u>
City Attorney, Jay Long		Unexpended Balance:	<u>\$0</u>
City Clerk, Rachel Pitzel		Timeline: <i>work has mostly been completed but not invoiced. Parametrix is working on closeout with the contractor</i>	
City Treasurer, Scott Larson		BARS: 401-594-34-63-35, 408-594.35-63-30, 410-594-31-63-28, 401-594-34-63-36, 508-594-35-63-31, 410-594-31-63-29	
Police Chief, Bill Drake		Fiscal Note: <i>Please see attached spreadsheet. Parametrix and the previous City Treasurer were able to obtain a \$19,539.14 grant through the Washington Department of Ecology to cover a portion of this.</i>	
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford	X		
BHC Consultants, Roger Wagoner			
Agenda Placement: <input type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input checked="" type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator			

Attachments: Scope of Work
SUMMARY STATEMENT: <i>Please see attached "Rainier Lane SE 100 Block Utility Improvement Project Closeout Summary" and "Rainier Lane SE 100 Block Utility Improvement Project Budget Analysis".</i>
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: <i>Public Works Committee recommends approval.</i>
RECOMMENDED ACTION: MOTION to approve an increased budget for professional services in the amount of \$57,523.15.

Rainier Lane SE 100 Block Utility Improvement Project Closeout Summary

Contractor Closeout:

- Parametrix is attempting to closeout Rainier Lane during Period 13 so it is accurately reflected in the 2015 and 2016 budgets.
- The contractor has requested additional compensation. We are in the process of working through his request to determine what is valid and what I believe is not valid.
- The Contractor has stated they do not want more money than their original bid on the project. (\$423,776) This would be an additional payment of \$32,414.35, but within their bid.
- At this point, sufficient documentation has not been submitted to support full payment. They have not yet submitted certified payroll on the project so we cannot accurately assess the request.

Parametrix Closeout:

- As we have discussed with the Mayor, Utility Committee and City Administrator, this complex design, coupled with the Contractor has led to us exceeding our budget.
- Design:
 - Parametrix spent considerable time investigating low impact development solutions for stormwater, which was out of our original scope of work.
 - Steve Vincenti and JC Hungerford were able to get a grant for \$19,539.14 from the Department of Ecology. Parametrix ended up going \$26,558.51 over our original budget of \$67,832.61. With the grant, this leaves a complete overage of \$7,019.37.
 - Parametrix has not yet invoiced for anything over our original budget, as we wanted to see how construction ended up and if some of the overage could be reduced during construction.
- Construction:
 - The contract was awarded to NOVA Contracting who required much more effort than originally anticipated.
 - After discussing with the City, Parametrix substituted our original construction observer, a junior engineer, with Tommy Frasier.
 - Parametrix did reduce Tommy's rate from \$189 per hour to \$140 to hour to help offset the impact on the budget.
 - Utilities were found in the field that were not known or reflected on City as-builts, which led to numerous meetings onsite.
 - The Contractor exceeding their allowable contract working days by 17.5 days, led to an overage on our construction management contract of \$25,964.64.

Conclusion:

- When we set the 2015 City Budget, we realized that we had a difficult Contractor and a difficult project ahead, so some contingency was put into the budget.
- This is detailed on the attached spreadsheet.
- The project as a whole is projected to come in under budget by \$11,951.17 if Parametrix is approved to invoice outstanding effort through a contract amendment.

Rainier Lane SE 100 Block Utility Improvement Project Budget Analysis					
Engineering Analysis					
Phase	Original Scope and Budget	Effort to Date	Overage*	Grant	Balance
Design	\$67,832.61	\$94,391.12	\$26,558.51	\$19,539.14	(\$7,019.37)
Construction Management	\$59,577.02	\$88,415.86	\$25,964.64		(\$28,838.84)
Total:			\$52,523.15	\$19,539.14	(\$35,858.21)

2015 Budget Analysis				
Engineering				
Account Number	Description	Budget	Paid to Date	Balance
401-594-34-63-35	Capout - Rainier Ln. Eng - Construction Mgmt	\$18,000.00	\$15,590.08	\$2,409.92
408-594-35-63-30	Eng - Rainier Land Construction Services	\$18,000.00	\$15,590.08	\$2,409.92
410-594-31-63-28	Eng - Rainier Lane Const Services	\$14,000.00	\$12,125.62	\$1,874.38
Total:		\$50,000.00	\$43,305.79	\$6,694.21

Construction				
Account Number	Description	Budget	Paid to Date	Balance
401-594-34-63-36	Proj - Rainier Lane Rehab Const	\$155,000.00	\$136,564.08	\$18,435.92
408-594-35-63-31	Capout-Proj - Rainier Ln Rehab Const	\$165,000.00	\$136,564.08	\$28,435.92
410-594-31-63-29	Proj - Rainier Lane Construction	\$135,000.00	\$106,216.51	\$28,783.49
Total:		\$455,000.00	\$379,344.68	\$75,655.32

Total Current 2015 Budget Balance:	\$82,349.53
Expected max payment to contractor:	\$32,414.35
Un-invoiced Engineering Effort:	\$52,523.15
Expected Remaining Engineering to Close Out:	\$5,000.00
Total Requested Amendment:	\$57,523.15
Grant Funds:	\$19,539.14
Final Projected Project Balance:	\$11,951.17

* Not yet invoiced

Legend	
--------	--

	Engineering Costs
	Grant Funds
	City Budget Balance



**City Of Orting
Council Agenda Summary Sheet**

AB15-35 SUBJECT: Ordinance No. 2015-978, State Treasurer LOCAL Program Equipment Financing	Agenda Item #:	AB15-35
	For Agenda of:	12/9/15
	Department:	PW & Police
	Date Submitted:	12/2/15

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	<u>\$0</u>
City Administrator, Mark Bethune	X	Amount Budgeted:	<u>\$0</u>
City Attorney, Jay Long		Unexpended Balance:	<u>\$0</u>
City Clerk, Rachel Pitzel		Timeline: <i>enter a timeline if applicable</i>	
City Treasurer, Scott Larson		BARS:	
Police Chief, Bill Drake		Fiscal Note: <i>enter Finance information here if you want to embellish on fiscal impact and fund source.</i>	
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments: Ordinance No. 2015-978, LOCAL Agreement				
SUMMARY STATEMENT:				
<p><i>The City of Orting executed a Notice of Intent with the State Treasurer's Office LOCAL Program. The program was originally created by the Legislature in 1989 (RCW 39.94) to provide the lowest cost financing for state agency purchases by pooling funding needs into larger offerings of securities. Local government agencies of all types can finance equipment or real estate needs through the State Treasurer's office subject to existing debt limitations and financial considerations. The major benefits of LOCAL are (1) simplicity and (2) low cost financing. The LOCAL program is an excellent example of state and local governments working together to deliver the most cost effective and highest quality product possible.</i></p>				
<i>Funds Available</i>	<i>Project Type</i>	<i>NOI Credit Approval/Cut-Off</i>	<i>All Documents in Cut-Off</i>	<i>First Payment Due</i>
<i>Late March</i>	<i>Equipment</i>	<i>December 14</i>	<i>January 10</i>	<i>June 1, year of issue</i>
	<i>Real Estate</i>	<i>December 1</i>		
<i>Mid/Late-August</i>	<i>Equipment</i>	<i>June 1</i>	<i>June 20</i>	<i>December 1, year of issue</i>
	<i>Real Estate</i>	<i>June 1</i>		

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:

RECOMMENDED ACTION: MOTION to adopt Ordinance No. 2015-978, authorizing the acquisition of personal property and execution of a financing contract and related documentation relating to the acquisition of said person property with the Office of the State Treasurer LOCAL Program.

CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2015-978

**AN ORDINANCE OF THE CITY OF ORTING,
WASHINGTON, AUTHORIZING THE ACQUISITION
OF PERSONAL PROPERTY AND EXECUTION OF A
FINANCING CONTRACT AND RELATED
DOCUMENTATION RELATING TO THE ACQUISITION
OF SAID PERSONAL PROPERTY WITH THE OFFICE
OF THE STATE TREASURER LOCAL PROGRAM;
PROVIDING FOR SEVERABILITY; AND
ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City of Orting (the “Local Agency”) has executed a Notice of Intent to the Office of State Treasurer, in the form attached hereto as Annex 1 (the “NOI”), in relation to the acquisition of and the financing of the acquisition of the Property, as defined below, under the provisions of RCW Chapter 39.94; and

WHEREAS, it is deemed necessary and advisable by the Public Works and Police Department of the Local Agency that the Local Agency acquire the equipment and/or personal property identified on Annex 1 attached hereto (“Property”); and

WHEREAS, it is deemed necessary and advisable by the City Council of the Local Agency that the Local Agency enter into a Local Agency Financing Contract with the Office of the State Treasurer, in the form attached hereto as Annex 2 (the “Local Agency Financing Contract”), in an amount not to exceed \$492,625 plus related financing costs, in order to acquire the Property and finance the acquisition of the Property;

WHEREAS, the Local Agency will undertake to acquire the Property on behalf of and as agent of the Washington Finance Officers Association (the “Corporation”) pursuant to the terms of the Local Agency Financing Contract, and in accordance with all applicable purchasing statutes and regulations applicable to the Local Agency; and

WHEREAS, the Local Agency desires to appoint the individuals set forth in Annex 3 as the representatives of the Local Agency in connection with the acquisition of the Property and execution of the Local Agency Financing Contract (each an “Authorized Agency Representative”);

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

Section 1. The individuals holding the offices or positions set forth in Annex 3 are each hereby appointed as a representative of the Local Agency in connection with the acquisition of the Property and execution of the Local Agency Financing Contract and all other related documents. A minimum of three Authorized Agency Representatives shall be required to execute any one document in order for it to be considered duly executed on behalf of the Local Agency.

Section 2. The form of the Local Agency Financing Contract attached hereto as Annex 2 is hereby approved and the Authorized Agency Representatives are hereby authorized and directed to execute and deliver the Local Agency Financing Contract, in an amount not to exceed \$492,625 plus related financing costs, and in substantially the form attached hereto with such changes as may be approved by the Authorized Representatives for the acquisition of the Property and financing of the acquisition of the Property.

Section 3. The Local Agency hereby authorizes the acquisition of the property as agent of the Corporation in accordance with the terms and provisions of the Local Agency Financing Contract.

Section 4. The Authorized Representatives are hereby authorized to execute and deliver to the Office of State Treasurer all other documents, agreements and certificates, and to take all other action, which they deem necessary or appropriate in connection with the financing of the Property, including, but not limited to, any amendment to the NOI and agreements relating to initial and ongoing disclosure in connection with the offering of securities related to the financing.

Section 5. Severability. Each and every provision of this Ordinance shall be deemed severable. In the event that any portion of this Ordinance is determined by final order of a court of competent jurisdiction to be void or unenforceable, such determination shall not affect the validity of the remaining provisions thereof, provided the intent of this Ordinance can still be furthered without the invalid provision.

Section 6. Effective date. This Ordinance shall be in full force and effect five (5) days after publication as required by law. A summary of this Ordinance may be published in lieu of the entire Ordinance, as authorized by state law.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 9TH DAY OF DECEMBER, 2015.

CITY OF ORTING

Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

Rachel Pitzel, City Clerk

Approved as to form:

John P. Long, Jr.
Kenyon Disend PLLC
City Attorney

Filed with the City Clerk: 12/9/15
Passed by the City Council: 12/9/15
Ordinance No. 2015-978
Date of Publication: 12/11/15
Effective Date: 12/16/15

**LOCAL AGENCY FINANCING CONTRACT, SERIES 2016A
(Equipment)**

This Local Agency Financing Contract, Series 2016A (the “Agency Financing Contract”) is entered into by and between the state of Washington (the “State”), acting by and through the State Treasurer (the “State Treasurer”), and **City of Orting** (the “Local Agency”).

RECITALS

WHEREAS, certain State agencies (as defined in Appendix I hereto, “State Agencies”) are authorized to acquire real and personal property used or needed by such State Agencies through Agency Financing Contracts entered into pursuant to Chapter 356, Laws of Washington, 1989, codified as Chapter 39.94 of the Revised Code of Washington (the “RCW”), as supplemented and amended (the “Act”); and

WHEREAS, Chapter 291, Laws of Washington, 1998 supplemented and amended the Act to authorize the State to enter into Agency Financing Contracts on behalf of certain local agencies (as described therein, “Local Agencies”), including the Local Agency, to finance the acquisition of real and personal property by such Local Agencies; and

WHEREAS, the State Treasurer has established a consolidated program providing for the execution and delivery of certificates of participation in such Agency Financing Contracts, or in Master Financing Contracts with respect thereto, in series from time to time in order to provide financing or refinancing for the costs of acquisition of real and personal property by State Agencies and Local Agencies; and

WHEREAS, simultaneously with the execution and delivery hereof, the State is entering into a Master Financing Contract, Series 2016A, dated as of the Dated Date (the “Master Financing Contract”) with the Washington Finance Officers Association, a nonprofit corporation duly organized and existing under and by virtue of the laws of the state of Washington (the “Corporation”), to provide financing for the costs of acquisition of certain items of personal property by certain State Agencies and Local Agencies, including the Local Agency, under the terms set forth therein; and

WHEREAS, the State Treasurer and the Local Agency have determined that it is necessary and desirable to enter into this Agency Financing Contract to provide financing or refinancing for the costs of acquisition of certain items of personal property, described in Exhibit B hereto (the “Property”), by the Local Agency; and

WHEREAS, the State Finance Committee has authorized the execution and delivery of this Agency Financing Contract pursuant to Resolution No. 987 adopted on October 7, 2003; and

WHEREAS, all acts, conditions and things required by law to exist, to have happened and to have been performed precedent to and in connection with the execution and delivery of this Agency Financing Contract do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the Parties hereto are now duly authorized to execute, deliver and perform their respective obligations under this Agency Financing Contract;

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein and for other valuable consideration, the Parties hereto mutually agree as follows:

Section 1.1 Defined Terms. Capitalized terms used but not otherwise defined in this Agency Financing Contract shall have the respective meanings given such terms in Appendix I hereto.

Section 1.2 Notice of Intent; Personal Property Certificate; Certificate Designating Authorized Local Agency Representative. The Local Agency has delivered a Notice of Intent to the State Treasurer in the form of Exhibit A attached hereto and incorporated herein by this reference. In order to evidence its acceptance of the Property financed and acquired pursuant hereto, the Local Agency has executed and delivered herewith, or will execute and deliver within 60 days from the Dated Date to the State Treasurer, a Personal Property Certificate in the form of Exhibit B attached hereto and incorporated herein by this reference. The Local Agency has delivered a Certificate Designating Authorized Agency Representatives to the State Treasurer in the form of Exhibit C attached hereto and incorporated herein by this reference. Said Certificate is currently in force and has not been amended, withdrawn or superseded, and the signatures shown thereon are true and correct originals of the signatures of the persons who hold the titles shown opposite their names. The signature of any one of the individuals shown on said Certificate is sufficient to bind the Local Agency under this Agency Financing Contract with respect to any of the undertakings contemplated herein. The terms and provisions set forth in Appendix II hereto are incorporated herein and made a part hereof by this reference.

Section 1.3 Installment Sale and Purchase of Property. The State hereby agrees to sell, assign and convey, and does hereby sell, assign and convey to the Local Agency, and the Local Agency hereby agrees to purchase, acquire and assume, and does hereby purchase, acquire and assume, from the State, all of the State's right, title and interest in and to the Property and all proceeds and profits thereof and therefrom, subject to the security interest created pursuant to Section 2.5 of Appendix II hereof, and the Local Agency agrees to pay in consideration thereof the Purchase Price therefor and interest thereon and the Additional Costs in accordance with Section 1.4 hereof, and all other amounts required to be paid by the Local Agency hereunder, all in accordance with the provisions of this Agency Financing Contract.

Section 1.4 Agency Installment Payments. In consideration of the sale of the Property and the covenants and agreements of the State in this Agency Financing Contract, the Local Agency hereby promises to pay to the State the following amounts at the following times: (a) On each Agency Installment Payment Date, the Agency Installment Payment set forth in Exhibit D hereto, consisting of a Principal Component and/or an Interest Component as set forth in such Exhibit; and (b) All Additional Costs incurred by the State in connection with the sale of the Property to the Local Agency, the execution and delivery of the Certificates, and the observance and performance of the Series 2016A Agreements, within thirty (30) days following receipt of an invoice from the State with respect thereto which includes (i) a brief description of each such Additional Cost, (ii) the party to whom payment is due, (iii) the amount thereof, and (iv) such additional information as the Local Agency may reasonably request.

Section 1.5 Term. The term of this Local Agency Financing Contract shall commence on the Dated Date and shall terminate on the date on which all amounts due hereunder shall have been paid or the payment thereof duly provided for pursuant to Section 4.3 of Appendix II hereof.

STATE OF WASHINGTON
OFFICE OF THE STATE TREASURER

City of Orting
as Local Agency

By _____

By _____

Designated Treasurer Representative

Authorized Agency Representative

By _____

Authorized Agency Representative



**City Of Orting
Council Agenda Summary Sheet**

AB15-36 SUBJECT: Public Safety Building Lease	Agenda Item #:	AB15-36
	For Agenda of:	12/9/15
	Department:	Council
	Date Submitted:	12/3/15

Orting Staff & Professional Representatives			
Mayor, Joachim Pestinger	X	Cost of Item:	\$0
City Administrator, Mark Bethune	X	Amount Budgeted:	\$0
City Attorney, Jay Long		Unexpended Balance:	\$0
City Clerk, Rachel Pitzel		Timeline: 12/31/15	
City Treasurer, Scott Larson		BARS:	
Police Chief, Bill Drake		Fiscal Note:	
Public Works, Dean Kaelin			
Recreation and Parks, Beckie Meek			
Municipal Court, Kaaren Woods			
Parametrix, JC Hungerford			
BHC Consultants, Roger Wagoner			
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Councilmember <input type="checkbox"/> Committee Chair <input checked="" type="checkbox"/> City Administrator			

Attachments:
SUMMARY STATEMENT:
PLACEHOLDER
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: <i>State when item went to what committee/commission and their recommendation.</i>
RECOMMENDED ACTION: