

Councilmembers

Josh Penner, Deputy Mayor
Sam Colorossi
Scott Drennen
William Birkes
Barbara Ford
Tod Gunther
Dave Harman



Orting City Council AGENDA

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

April 8, 2015 – 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 March 25, 2015
- B. *Payroll and Claims Warrants
- C. *Treasurer's Report

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

4. COMMENTS FROM CITIZENS

5. PRESENTATIONS

- A. Award to Police Officer Geoff Boone – Chief Drake
- B. Honorary "Welcome to Orting Ambassador" – Mayor Pestinger
- C. *Bridge Street Side Channel Project – Ken Wolfe, Building Official

6. COMMISSION REPORTS

- A. Parks Commission
- B. Planning Commission

7. COMMITTEE AND STANDING REPORTS

- A. Public Works – Councilmember Drennen/Birkes
- B. Finance & Cemetery – Councilmember Colorossi/Harman
- C. Public Safety – Deputy Mayor Penner/Councilmember Ford
- D. Miscellaneous activity reports, i.e. PSRC, Zoo Trek, special meetings, etc.

8. OLD BUSINESS

- A. *Social Media Policy – Councilmember Gunther
Motion: *Move to approve the Social Media Policy as presented.*

9. NEW BUSINESS

- A. Closed Record Public Hearing
*Resolution No. 2015-3 • Final Plat Application for The Meadows II, Phase 2 -
JC Hungerford, Engineer

Motion: *Move to approve Resolution No. 2015-3, a resolution of the City of Orting, Washington, approving the Final Plat application for The Meadows II, Phase 2.*

- B. *BHC Consultants Contract for Planning Services – City Administrator Bethune
Motion: *Move to approve BHC Consultants contract for planning services.*
- C. *Re-roof Bid for Park Buildings - Councilmember Gunther
Motion: *Move to approve the bid of \$12,950.00 from D and D Construction for re-roofing the central park Gazebo, Barbecue building and restrooms.*
- D. *Fire Station Bay Doors – Manual Override, Councilmember Penner
Motion: *Move to approve low bid from Lake Tapps Construction Unlimited in the amount of \$3,198.72 to modify fire station bay doors for manual override.*
- E. *Eldredge Avenue NW Sanitary Sewer Rehabilitation Project
Councilmember Drennen
Motion: *Move to approve Scope and Budget for the Eldredge Avenue NW Sanitary Sewer Rehabilitation project for the amount of \$21,849.00.*

10. RECESS TO EXECUTIVE SESSION

- A. Five minute break
- B. Mayor Pestinger – Recess to Executive Session to discuss potential litigation, as authorized by RCW 42.30.110(o). Council will reconvene at ____pm. No action will be taken in Executive Session or to follow.
- C. Mayor Pestinger – Reconvene the Council meeting

11. ADJOURN

Motion: *Move to Adjourn.*

Note: An * indicates enclosures or attachments

Next Regular Meeting: April 29 , 2015

ORTING CITY COUNCIL MEETING MINUTES

March 25, 2015

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 Josh Penner, Councilmembers Sam Colorossi, Scott Drennen, William Birkes, Barbara Ford, Tod Gunther and Dave Harman.

ATTENDANCE:

City Employees	Mark Bethune, City Administrator Gwen Robson, Executive Assistant	Bill Drake, Police Chief Stephen Vincenti, Treasurer Ken Wolfe, Building Official
Professional Representatives	Jay Long, Attorney – Kenyon Disend JC Hungerford, Engineer – Parametrix	
Visitors (signed in)	None	

REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA:

Mayor Pestinger	Add Executive Session
Councilmember Gunther	Add Awards to new business
Councilmember Colorossi	Add city Organizational Chart
Councilmember Gunther	Add Presentation of bicycle for Stefanie Clement

CONSENT AGENDA:

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

COMMENTS FROM CITIZENS:

Arlene Dannat spoke regarding the Council’s non-confirmation of the City Clerk.

PRESENTATIONS: (7:02)

Public Works Projects for 2015	JC Hungerford, Engineer provided a PowerPoint presentation regarding 2015 Public Works projects.
Bicycle Presentation	The Council retreated to the lobby for the presentation of a bicycle to Stefanie Clement.

COMMITTEE AND STANDING REPORTS: (7:24)

Transportation	Councilmember Drennen reported the electrical portion of the lighting project on Van Scoyoc Ave. SW has begun.
Technology and Land Use	Councilmember Gunther will bring the issue of the police survey to the next meeting.

Community and
Government Affairs

No report.

Miscellaneous

Police Chief Drake reported that students have volunteered for a project to clean up graffiti on the bridge. He also reported that refurbished Automatic External Defibrillators units have been made available for \$395. After discussion the Council agreed that five should be purchased.

Mayor Pestinger attended the Pierce County Regional Council meeting where county planning staff made a presentation on Pierce County Cities' requested UGA's and the recommended rejection of these requests by the Pierce County Planning Commission.

Councilmember Ford recently attended training by Association of Washington Cities Risk Management Service Agency.

Mayor Pestinger attended Washington State Department of Transportation (WSDOT) training on Right of Way requirements for federal funding.

Fire Chief Gibson provided an update on Fire Department services and announced a favorable reduction in the district's fire rating – from a 5 to a 4. On April 7th at 6:30pm there will be a celebration of life for a recent rescue patient, which will be held in the Fire Department bay.

OLD BUSINESS: (7:43)

Orting Emergency
Evacuation Bridge Lead
Agency Agreement

Councilmember Drennen discussed establishing a committee to address issues with being the lead agency on this project. Councilmember Drennen moved to create a task team to work with the mayor, Parametrix and the city attorney in the creation of a lead agency agreement for the Orting Emergency Evacuation Bridge System. Second by Councilmember Colorossi. Motion carried.

RECESS COUNCIL MEETING: (7:49)

Mayor Pestinger recessed the council meeting at 7:49pm.

TRANSPORTATION BENEFIT DISTRICT BOARD MEETING

Call to Order

Board Chair Drennen called the meeting to order and called roll. All board members were present.

Updated Project List for
2015

Boardmember Ford moved to approve the Updated Project List for 2015 as presented by Board Chair Drennen. Second by Boardmember Penner. Motion carried.

Adjourn

Boardmember Penner moved to adjourn the meeting of the Transportation Benefit District Board. Second by Boardmember Colorossi. Motion carried.

RECONVENE COUNCIL MEETING:

Mayor Pestinger reconvened the Council meeting at 7:55pm

NEW BUSINESS:

Updated Project List for 2015 Councilmember Ford moved to approve the Updated Project List for 2015 as approved by the Transportation Benefit District Board. Second by Councilmember Colorossi. Motion carried.

Organizational Chart Councilmember Colorossi presented a city organizational chart for consideration.

Awards Councilmember Gunther suggested creating a framed certificate award for "Heroes Among Us." Councilmember Ford recommended approval by the CGA Committee.

Councilmember Ford moved to have the Orting City Council create an award called "Heroes Among Us" to honor citizens whose goodness exceeds normal expectations, and to offer the award as often as is merited. Second by Councilmember Gunther. Motion carried.

Councilmember Gunther recommended presenting a certificate to Stefanie Clement as Honorary Welcome to Orting Ambassador. The council agreed. Councilmember Gunther moved to adopt an award for Ms. Stefanie Clement entitled "Honorary Welcome to Orting Ambassador." Second by Councilmember Penner. Motion carried.

EXECUTIVE SESSION:

Mayor Pestinger recessed to Executive Session to discuss potential litigation, as authorized by RCW 42.30.110(i) until 8:30pm. He announced no action would be taken during or after Executive Session. Extended to 8:35pm.

Mayor Pestinger reconvened the Council meeting at 8:35pm.

ADJOURN:

Councilmember Birkes moved to adjourn. Second by Councilmember Harman. Motion carried.

ATTEST:

City Administrator Mark Bethune

Mayor Joachim Pestinger

Totals By Fund

Fund Number	Title	Period	Fiscal	Encumbr	% of Total	Balance
001-000-00-00-00	Current Expense	\$276,308.80	\$823,617.80	\$2,975,700.00	27.68 %	\$2,152,082.20
101-000-00-00-00	City Streets	\$57,029.80	\$106,378.80	\$313,200.00	33.97 %	\$206,821.20
104-000-00-00-00	Cemetery	\$2,885.87	\$6,497.96	\$31,400.00	20.69 %	\$24,902.04
105-000-00-00-00	Parks Department	\$10,312.43	\$34,140.77	\$262,400.00	13.01 %	\$228,259.23
107-000-00-00-00	Tourism Fund	\$0.00	\$0.00	\$4,000.00	0.00 %	\$4,000.00
120-000-00-00-00	Police Department Drug	\$0.00	\$0.00	\$1,700.00	0.00 %	\$1,700.00
201-000-00-00-00	Public Safety Bldg Ltgo Debt	\$0.00	\$0.00	\$97,600.00	0.00 %	\$97,600.00
320-000-00-00-00	Transportation Impact	\$52.39	\$155.25	\$1,210,800.00	0.01 %	\$1,210,644.75
401-000-00-00-00	Water	\$55,538.61	\$205,543.23	\$1,619,400.00	12.69 %	\$1,413,856.77
408-000-00-00-00	Wastewater	\$332,627.67	\$562,378.01	\$3,866,900.00	14.54 %	\$3,304,521.99
410-000-00-00-00	Stormwater	\$216,808.33	\$2,130,969.32	\$3,592,600.00	59.32 %	\$1,461,630.68
412-000-00-00-00	Utility Land Acquisition	\$0.00	\$0.00	\$33,800.00	0.00 %	\$33,800.00
631-000-00-00-00	Payroll Fund	\$0.00	\$0.00	\$0.00		\$0.00
632-000-00-00-00	Claims Fund	\$0.00	\$0.00	\$0.00		\$0.00
633-000-00-00-00	Treasurer's Trust	\$5,143.31	\$12,739.06	\$0.00		(\$12,739.06)
634-000-00-00-00	Customer Deposits	\$1,800.00	\$6,319.59	\$0.00		(\$6,319.59)
635-000-00-00-00	Transportation Benefit District	\$0.00	\$1,878.80	\$121,200.00	1.55 %	\$119,321.20
701-000-00-00-00	Cemetery Perpetual Fund	\$0.00	\$0.00	\$0.00		\$0.00
704-000-00-00-00	Skinner Estate Fund	\$125.00	\$375.00	\$1,500.00	25.00 %	\$1,125.00
Grand Totals		\$958,632.21	\$3,890,993.59	\$14,132,200.00	27.53 %	\$10,241,206.41

Cash and Investment Activity

Period: 2015 - March
Period Totals

Fund	Beginning		Beginning		Activity		Activity		Ending		Ending		Ending Balance
	Cash	Investments	Cash	Investments	In	Out	Cash	Investments	Cash	Investments			
001	Current Expense	\$156,459.45	\$1,756,922.75	\$392,698.75	\$459,471.62	\$106,873.76	\$1,739,735.57	\$1,846,609.33					
101	City Streets	\$49,634.44	\$168,534.83	\$39,482.25	\$71,785.75	\$2,574.99	\$183,290.78	\$185,865.77					
104	Cemetery	\$13,303.35	\$3,574.62	\$4,099.72	\$2,866.23	\$14,516.48	\$3,574.98	\$18,091.46					
105	Parks Department	\$242,976.41	\$58,788.64	\$35,840.27	\$13,893.39	\$261,342.33	\$62,369.60	\$323,711.93					
107	Tourism Fund	\$0.00	\$3,877.78	\$232.90	\$116.45	\$0.00	\$3,994.23	\$3,994.23					
120	Police Department Drug	\$1,046.97	\$1,091.41	\$0.22	\$0.11	\$1,046.97	\$1,091.52	\$2,138.49					
201	Public Safety Bldg Ligo Debt	\$20,806.85	\$66.72	\$8,600.02	\$0.01	\$29,406.85	\$66.73	\$29,473.58					
320	Transportation Impact	\$388,983.43	\$80,337.08	\$2,165.28	\$60.53	\$391,080.04	\$80,345.22	\$471,425.26					
401	Water	\$633,170.51	\$774,533.47	\$145,046.54	\$55,609.82	\$722,536.02	\$774,604.68	\$1,497,140.70					
408	Wastewater	\$3,400,369.92	\$2,037,016.48	\$233,665.11	\$332,712.78	\$3,301,237.14	\$2,037,101.59	\$5,338,338.73					
410	Stormwater	\$269,872.09	\$238,571.21	\$347,167.77	\$216,832.50	\$400,183.19	\$238,595.38	\$638,778.57					
412	Utility Land Acquisition	\$852,372.91	\$158,556.60	\$6,932.12	\$16.06	\$859,272.91	\$158,572.66	\$1,017,845.57					
631	Payroll Fund	\$33,679.69	\$0.00	\$130,649.59	\$123,943.87	\$40,385.41	\$0.00	\$40,385.41					
632	Claims Fund	\$77,148.04	\$0.00	\$368,151.80	\$399,090.02	\$46,209.82	\$0.00	\$46,209.82					
633	Treasurer's Trust	\$0.00	\$0.00	\$5,143.31	\$5,143.31	\$0.00	\$0.00	\$0.00					
634	Customer Deposits	\$36,561.38	\$111,400.33	\$1,800.00	\$1,800.00	\$36,561.38	\$111,400.33	\$147,961.71					
635	Transportation Benefit District	(\$855.59)	\$56,204.26	\$23,187.38	\$12,093.69	\$144.41	\$66,297.95	\$66,442.36					
701	Cemetery Perpetual Fund	\$200,863.32	\$288,555.97	\$150.54	\$0.27	\$201,013.32	\$288,556.24	\$489,569.56					
704	Skinner Estate Fund	\$169,455.92	\$289,042.72	\$0.64	\$125.32	\$169,330.92	\$289,043.04	\$458,373.96					
		\$6,545,849.09	\$6,027,074.87	\$1,745,014.21	\$1,695,581.73	\$6,583,715.94	\$6,038,640.50	\$12,622,356.44					

Cash Activity In

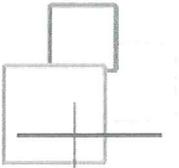
Period: 2015 - March
 Period Totals: Period

Fund	Description	Beginning Balance	Receipts	Investment Rounding	Transfers In	Total Available
001	Current Expense	\$156,459.44	\$209,760.93	\$100,000.00	\$125.00	\$466,345.38
101	City Streets	\$49,634.44	\$24,726.30	\$0.00	\$0.00	\$74,360.74
104	Cemetery	\$13,303.35	\$4,099.36	\$0.00	\$0.00	\$17,402.71
105	Parks Department	\$242,976.41	\$31,134.31	\$0.00	\$1,125.00	\$275,235.72
107	Tourism Fund	\$0.00	\$116.45	\$0.00	\$0.00	\$116.45
120	Police Department Drug	\$1,046.97	\$0.11	\$0.00	\$0.00	\$1,047.08
201	Public Safety Bldg Ltgo Debt	\$20,806.85	\$0.01	\$0.00	\$8,600.00	\$29,406.86
320	Transportation Impact	\$388,983.43	\$2,157.14	\$0.00	\$0.00	\$391,140.57
401	Water	\$633,170.51	\$144,975.33	\$0.00	\$0.00	\$778,145.84
408	Wastewater	\$3,400,369.92	\$233,580.00	\$0.00	\$0.00	\$3,633,949.92
410	Stormwater	\$269,872.09	\$347,143.60	\$0.00	\$0.00	\$617,015.69
412	Utility Land Acquisition	\$852,372.91	\$16.06	\$0.00	\$6,900.00	\$859,288.97
631	Payroll Fund	\$33,679.69	\$0.00	\$0.00	\$130,649.59	\$164,329.28
632	Claims Fund	\$77,148.04	\$0.00	\$0.00	\$368,151.80	\$445,299.84
633	Treasurer's Trust	\$0.00	\$5,143.31	\$0.00	\$0.00	\$5,143.31
634	Customer Deposits	\$36,561.38	\$1,800.00	\$1,000.00	\$0.00	\$39,361.38
635	Transportation Benefit District	(\$855.59)	\$11,093.69	\$0.00	\$0.00	\$10,238.10
701	Cemetery Perpetual Fund	\$200,863.32	\$0.27	\$0.00	\$150.00	\$201,013.59
704	Skinner Estate Fund	\$169,455.92	\$0.32	\$0.00	\$0.00	\$169,456.24
		\$6,545,849.09	\$1,015,747.19	\$101,000.00	\$515,701.39	\$8,178,297.67

Cash Activity Out

Period: 2015 - March
 Period Totals: Period

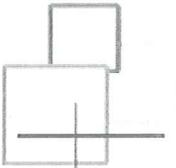
Fund	Description	Investments Acquired	Transfer Claims/Payroll	Other Transfers	Disbursements	Total Used	Ending Balance
001	Current Expense	\$82,812.82	\$150,013.99	\$9,725.00	\$116,919.81	\$359,471.62	\$106,873.76
101	City Streets	\$14,755.95	\$54,392.53	\$400.00	\$2,237.27	\$71,785.75	\$2,574.99
104	Cemetery	\$0.36	\$1,686.36	\$150.00	\$1,049.51	\$2,886.23	\$14,516.48
105	Parks Department	\$3,580.96	\$6,020.40	\$200.00	\$4,092.03	\$13,893.39	\$261,342.33
107	Tourism Fund	\$116.45	\$0.00	\$0.00	\$0.00	\$116.45	\$0.00
120	Police Department Drug	\$0.11	\$0.00	\$0.00	\$0.00	\$0.11	\$1,046.97
201	Public Safety Bldg Ltigo Debt	\$0.01	\$0.00	\$0.00	\$0.00	\$0.01	\$29,406.85
320	Transportation Impact	\$8.14	\$52.39	\$0.00	\$0.00	\$60.53	\$391,080.04
401	Water	\$71.21	\$32,421.62	\$2,500.00	\$20,616.99	\$55,609.82	\$722,536.02
408	Wastewater	\$85.11	\$47,675.77	\$3,400.00	\$281,551.90	\$332,712.78	\$3,301,237.14
410	Stormwater	\$24.17	\$206,538.33	\$400.00	\$9,870.00	\$216,832.50	\$400,183.19
412	Utility Land Acquisition	\$16.06	\$0.00	\$0.00	\$0.00	\$16.06	\$859,272.91
631	Payroll Fund	\$0.00	\$0.00	\$0.00	\$123,943.87	\$123,943.87	\$40,385.41
632	Claims Fund	\$0.00	\$0.00	\$0.00	\$399,090.02	\$399,090.02	\$46,209.82
633	Treasurer's Trust	\$0.00	\$0.00	\$0.00	\$5,143.31	\$5,143.31	\$0.00
634	Customer Deposits	\$0.00	\$0.00	\$0.00	\$1,800.00	\$1,800.00	\$37,561.38
635	Transportation Benefit District	\$11,093.69	\$0.00	\$0.00	\$0.00	\$11,093.69	(\$855.59)
701	Cemetery Perpetual Fund	\$0.27	\$0.00	\$0.00	\$0.00	\$0.27	\$201,013.32
704	Skinner Estate Fund	\$0.32	\$0.00	\$125.00	\$0.00	\$125.32	\$169,330.92
		\$112,565.63	\$498,801.39	\$16,900.00	\$966,314.71	\$1,594,581.73	\$6,583,715.94



Investments Activity

Period: 2015 - March
 Period Totals: Period

Fund	Description	Beginning Balance	Investments Acquired	Liquidated	Reinvested Interest	Ending Balance
001	Current Expense	\$1,756,922.75	\$82,812.82	\$100,000.00	\$0.00	\$1,739,735.57
101	City Streets	\$168,534.83	\$14,755.95	\$0.00	\$0.00	\$183,290.78
104	Cemetery	\$3,574.62	\$0.36	\$0.00	\$0.00	\$3,574.98
105	Parks Department	\$58,788.64	\$3,580.96	\$0.00	\$0.00	\$62,369.60
107	Tourism Fund	\$3,877.78	\$116.45	\$0.00	\$0.00	\$3,994.23
120	Police Department Drug	\$1,091.41	\$0.11	\$0.00	\$0.00	\$1,091.52
201	Public Safety Bldg Ltgo Debt	\$66.72	\$0.01	\$0.00	\$0.00	\$66.73
320	Transportation Impact	\$80,337.08	\$8.14	\$0.00	\$0.00	\$80,345.22
401	Water	\$774,533.47	\$71.21	\$0.00	\$0.00	\$774,604.68
408	Wastewater	\$2,037,016.48	\$85.11	\$0.00	\$0.00	\$2,037,101.59
410	Stormwater	\$238,571.21	\$24.17	\$0.00	\$0.00	\$238,595.38
412	Utility Land Acquisition	\$158,556.60	\$16.06	\$0.00	\$0.00	\$158,572.66
631	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
632	Claims Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
633	Treasurer's Trust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
634	Customer Deposits	\$111,400.33	\$0.00	\$1,000.00	\$0.00	\$110,400.33
635	Transportation Benefit District	\$56,204.26	\$11,093.69	\$0.00	\$0.00	\$67,297.95
701	Cemetery Perpetual Fund	\$288,555.97	\$0.27	\$0.00	\$0.00	\$288,556.24
704	Skinner Estate Fund	\$289,042.72	\$0.32	\$0.00	\$0.00	\$289,043.04
		\$6,027,074.87	\$112,565.63	\$101,000.00	\$0.00	\$6,038,640.50



Period: 2015 - March
Fiscal Totals

Cash and Investment Activity

Fund	Beginning		Activity		Ending		Ending Balance	
	Cash	Investments	In	Out	Cash	Investments		
001	Current Expense	\$121,853.93	\$1,833,026.03	\$1,223,644.40	\$1,331,915.03	\$106,873.76	\$1,739,735.57	\$1,846,609.33
101	City Streets	\$86,165.06	\$145,337.86	\$98,694.57	\$144,331.72	\$2,574.99	\$183,290.78	\$185,865.77
104	Cemetery	\$13,016.44	\$3,573.87	\$8,000.22	\$6,499.07	\$14,516.48	\$3,574.98	\$18,091.46
105	Parks Department	\$241,126.30	\$58,776.33	\$61,543.34	\$37,734.04	\$261,342.33	\$62,369.60	\$323,711.93
107	Tourism Fund	\$0.00	\$3,642.07	\$704.32	\$352.16	\$0.00	\$3,994.23	\$3,994.23
120	Police Department Drug	\$901.97	\$1,091.18	\$145.68	\$0.34	\$1,046.97	\$1,091.52	\$2,138.49
201	Public Safety Bldg Ltgo Debt	\$3,606.85	\$66.70	\$25,800.06	\$0.03	\$29,406.85	\$66.73	\$29,473.58
320	Transportation Impact	\$380,490.29	\$80,320.25	\$10,794.94	\$180.22	\$391,080.04	\$80,345.22	\$471,425.26
401	Water	\$582,123.58	\$774,386.25	\$346,392.53	\$205,761.66	\$722,536.02	\$774,604.68	\$1,497,140.70
408	Wastewater	\$3,351,350.36	\$2,036,840.52	\$512,786.93	\$562,639.08	\$3,301,237.14	\$2,037,101.59	\$5,338,338.73
410	Stormwater	\$297,183.84	\$238,521.25	\$2,234,116.93	\$2,131,043.45	\$400,183.19	\$238,595.38	\$638,778.57
412	Utility Land Acquisition	\$838,572.91	\$158,523.39	\$20,798.54	\$49.27	\$859,272.91	\$158,572.66	\$1,017,845.57
631	Payroll Fund	\$132,179.07	\$0.00	\$309,695.83	\$401,489.49	\$40,385.41	\$0.00	\$40,385.41
632	Claims Fund	\$92,959.11	\$0.00	\$2,764,965.65	\$2,811,714.94	\$46,209.82	\$0.00	\$46,209.82
633	Treasurer's Trust	\$0.00	\$0.00	\$12,739.06	\$12,739.06	\$0.00	\$0.00	\$0.00
634	Customer Deposits	\$36,390.97	\$111,400.33	\$6,490.00	\$6,319.59	\$36,561.38	\$111,400.33	\$147,961.71
635	Transportation Benefit District	\$1,023.21	\$37,484.37	\$60,627.16	\$32,692.38	\$144.41	\$66,297.95	\$66,442.36
701	Cemetery Perpetual Fund	\$200,563.32	\$288,555.40	\$451.68	\$0.84	\$201,013.32	\$288,556.24	\$489,569.56
704	Skinner Estate Fund	\$169,705.92	\$289,042.05	\$1.98	\$375.99	\$169,330.92	\$289,043.04	\$458,373.96
		\$6,549,213.13	\$6,060,587.85	\$7,698,393.82	\$7,685,838.36	\$6,583,715.94	\$6,038,640.50	\$12,622,356.44

Cash Activity In

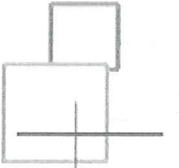
Period: 2015 - March
 Period Totals: Fiscal

Fund	Description	Beginning Balance	Receipts	Investment Incurded	Transfers In	Total Available
001	Current Expense	\$121,853.93	\$716,559.86	\$300,000.00	\$375.00	\$1,138,788.79
101	City Streets	\$86,165.06	\$60,741.65	\$0.00	\$0.00	\$146,906.71
104	Cemetery	\$13,016.44	\$7,999.11	\$0.00	\$0.00	\$21,015.55
105	Parks Department	\$241,126.30	\$54,575.07	\$0.00	\$3,375.00	\$299,076.37
107	Tourism Fund	\$0.00	\$352.16	\$0.00	\$0.00	\$352.16
120	Police Department Drug	\$901.97	\$145.34	\$0.00	\$0.00	\$1,047.31
201	Public Safety Bldg Ligo Debt	\$3,606.85	\$0.03	\$0.00	\$25,800.00	\$29,406.88
320	Transportation Impact	\$380,490.29	\$10,769.97	\$0.00	\$0.00	\$391,260.26
401	Water	\$582,123.58	\$346,174.10	\$0.00	\$0.00	\$928,297.68
408	Wastewater	\$3,351,350.36	\$512,525.86	\$0.00	\$0.00	\$3,863,876.22
410	Stormwater	\$297,183.84	\$2,234,042.80	\$0.00	\$0.00	\$2,531,226.64
412	Utility Land Acquisition	\$838,572.91	\$49.27	\$0.00	\$20,700.00	\$859,322.18
631	Payroll Fund	\$132,179.07	\$0.00	\$0.00	\$309,695.83	\$441,874.90
632	Claims Fund	\$92,959.11	\$0.00	\$0.00	\$2,764,965.65	\$2,857,924.76
633	Treasurer's Trust	\$0.00	\$0.00	\$0.00	\$0.00	\$12,739.06
634	Customer Deposits	\$36,390.97	\$12,739.06	\$1,000.00	\$0.00	\$43,880.97
635	Transportation Benefit District	\$1,023.21	\$6,490.00	\$0.00	\$0.00	\$30,836.79
701	Cemetery Perpetual Fund	\$200,563.32	\$29,813.58	\$0.00	\$0.00	\$201,014.16
704	Skinner Estate Fund	\$169,705.92	\$0.84	\$0.00	\$450.00	\$169,706.91
		\$6,549,213.13	\$3,992,979.69	\$301,000.00	\$3,125,361.48	\$13,968,554.30

Cash Activity Out

Period: 2015 - March
 Period Totals: Fiscal

Fund	Description	Investments Acquired	Transfer Claims/Payroll	Other Transfers	Disbursements	Total Used	Ending Balance
001	Current Expense	\$206,709.54	\$461,718.99	\$29,175.00	\$334,311.50	\$1,031,915.03	\$106,873.76
101	City Streets	\$37,952.92	\$99,403.13	\$1,200.00	\$5,775.67	\$144,331.72	\$2,574.99
104	Cemetery	\$1.11	\$3,425.29	\$450.00	\$2,622.67	\$6,499.07	\$14,516.48
105	Parks Department	\$3,593.27	\$22,822.16	\$600.00	\$10,718.61	\$37,734.04	\$261,342.33
107	Tourism Fund	\$352.16	\$0.00	\$0.00	\$0.00	\$352.16	\$0.00
120	Police Department Drug	\$0.34	\$0.00	\$0.00	\$0.00	\$0.34	\$1,046.97
201	Public Safety Bldg Ltgo Debt	\$0.03	\$0.00	\$0.00	\$0.00	\$0.03	\$29,406.85
320	Transportation Impact	\$24.97	\$155.25	\$0.00	\$0.00	\$180.22	\$391,080.04
401	Water	\$218.43	\$145,310.91	\$7,500.00	\$52,732.32	\$205,761.66	\$722,536.02
408	Wastewater	\$261.07	\$235,256.48	\$10,200.00	\$316,921.53	\$562,639.08	\$3,301,237.14
410	Stormwater	\$74.13	\$2,104,690.47	\$1,200.00	\$25,078.85	\$2,131,043.45	\$400,183.19
412	Utility Land Acquisition	\$49.27	\$0.00	\$0.00	\$0.00	\$49.27	\$859,272.91
631	Payroll Fund	\$0.00	\$0.00	\$0.00	\$401,489.49	\$401,489.49	\$40,385.41
632	Claims Fund	\$0.00	\$0.00	\$0.00	\$2,811,714.94	\$2,811,714.94	\$46,209.82
633	Treasurer's Trust	\$0.00	\$0.00	\$0.00	\$12,739.06	\$12,739.06	\$0.00
634	Customer Deposits	\$0.00	\$0.00	\$0.00	\$6,319.59	\$6,319.59	\$37,561.38
635	Transportation Benefit District	\$29,813.58	\$1,878.80	\$0.00	\$0.00	\$31,692.38	(\$855.59)
701	Cemetery Perpetual Fund	\$0.84	\$0.00	\$0.00	\$0.00	\$0.84	\$201,013.32
704	Skinner Estate Fund	\$0.99	\$0.00	\$375.00	\$0.00	\$375.99	\$169,330.92
		\$279,052.65	\$3,074,661.48	\$50,700.00	\$3,980,424.23	\$7,384,838.36	\$6,583,715.94



Investments Activity

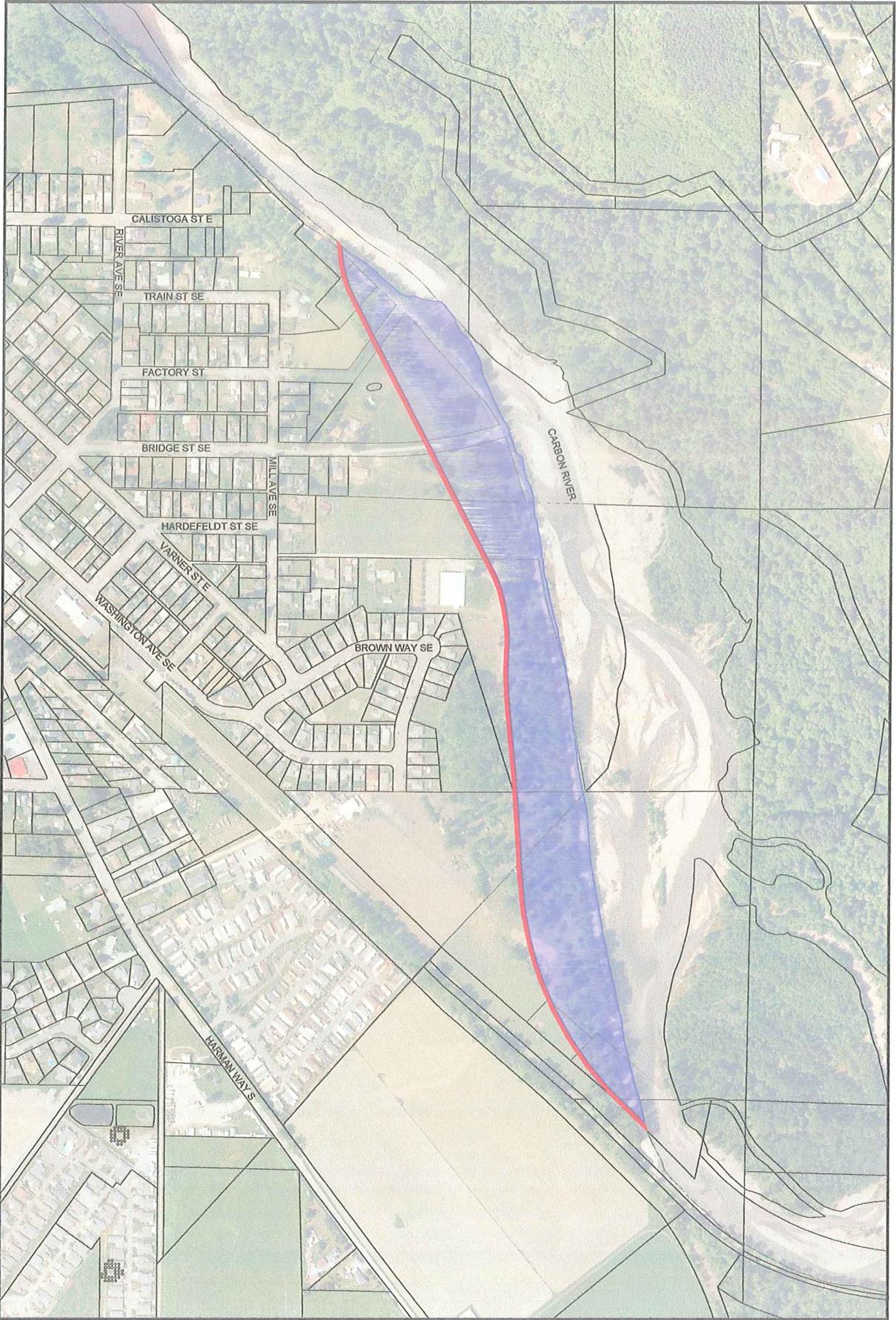
Period: 2015 - March
 Period Totals: Fiscal

Fund	Description	Beginning Balance	Investments Acquired	Liquidated	Reinvested Interest	Ending Balance
001	Current Expense	\$1,833,026.03	\$206,709.54	\$300,000.00	\$0.00	\$1,739,735.57
101	City Streets	\$145,337.86	\$37,952.92	\$0.00	\$0.00	\$183,290.78
104	Cemetery	\$3,573.87	\$1.11	\$0.00	\$0.00	\$3,574.98
105	Parks Department	\$58,776.33	\$3,593.27	\$0.00	\$0.00	\$62,369.60
107	Tourism Fund	\$3,642.07	\$352.16	\$0.00	\$0.00	\$3,994.23
120	Police Department Drug	\$1,091.18	\$0.34	\$0.00	\$0.00	\$1,091.52
201	Public Safety Bldg Ltgo Debt	\$66.70	\$0.03	\$0.00	\$0.00	\$66.73
320	Transportation Impact	\$80,320.25	\$24.97	\$0.00	\$0.00	\$80,345.22
401	Water	\$774,386.25	\$218.43	\$0.00	\$0.00	\$774,604.68
408	Wastewater	\$2,036,840.52	\$261.07	\$0.00	\$0.00	\$2,037,101.59
410	Stormwater	\$238,521.25	\$74.13	\$0.00	\$0.00	\$238,595.38
412	Utility Land Acquisition	\$158,523.39	\$49.27	\$0.00	\$0.00	\$158,572.66
631	Payroll Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
632	Claims Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
633	Treasurer's Trust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
634	Customer Deposits	\$111,400.33	\$0.00	\$1,000.00	\$0.00	\$110,400.33
635	Transportation Benefit District	\$37,484.37	\$29,813.58	\$0.00	\$0.00	\$67,297.95
701	Cemetery Perpetual Fund	\$288,555.40	\$0.84	\$0.00	\$0.00	\$288,556.24
704	Skinner Estate Fund	\$289,042.05	\$0.99	\$0.00	\$0.00	\$289,043.04
		\$6,060,587.85	\$279,052.65	\$301,000.00	\$0.00	\$6,038,640.50

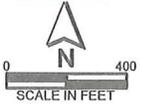
INVESTMENTS POOL FOR MONTH ENDING MARCH 2015

FUNDS:	001 GENERAL FUND	101 STREET FUND	104 CEMETERY FUND	105 PARKS FUND	107 TOURISM FUND	120 POLICE DEPT DRUG FUND	201 PSB LTGO BOND FUND	320 TRAFFIC IMPACT	401 WATER FUND	408 WASTEWATER FUND	410 STORMWATER FUND	412 UTILITY FACILITY	634 CUSTOMER DEPOSIT	635 TBD FEES	701 IRREDUCIBLE CEMETARY	704 SKINNER ESTATE	TOTAL
BEG. BAL.	\$1,693,398.18	\$168,534.83	\$3,574,62	\$58,788.64	\$3,877.78	\$1,091.41	\$66.72	\$80,345.22	\$702,942.20	\$940,178.24	\$238,571.21	\$158,556.60	\$111,400.33	\$56,204.26	\$2,699.86	\$3,186.61	\$4,123,408.57
Pool Interest	\$182.84	\$17.07	\$0.36	\$5.56	\$0.39	\$0.11	\$0.01	\$8.14	\$71.21	\$85.11	\$24.17	\$16.06	\$0.00	\$5.69	\$0.27	\$0.32	\$417.71
Invest Sale	(\$100,000.00)													(\$1,000.00)			(\$101,000.00)
Invest Sale 2																	\$0.00
State Remit	\$82,629.98	\$14,738.88		\$3,575.00	\$116.06									\$11,088.00			\$112,147.92
Inv Purch 001 to 105	\$			\$													
Inv Purch Fund to Fund																	
Subtotal	\$1,676,211.00	\$183,290.78	\$3,574.98	\$62,369.60	\$3,994.23	\$1,091.52	\$66.73	\$80,345.22	\$703,013.41	\$940,263.35	\$238,595.38	\$158,572.66	\$111,400.33	\$66,297.95	\$2,700.13	\$3,186.93	\$4,134,974.20
US Bank	\$63,524.57	\$0.00							\$71,591.27	\$1,196,838.24			\$0.00		\$285,856.11	\$285,856.11	\$1,903,666.30
Negative Invest Purchase	\$0.00	\$0.00							\$0.00	\$0.00			\$0.00		\$0.00	\$0.00	\$0.00
Invest Purchase	\$0.00								\$0.00	\$0.00			\$0.00		\$0.00	\$0.00	\$0.00
Invest Sale	\$0.00								\$0.00	\$0.00			\$0.00		\$0.00	\$0.00	\$0.00
Inv Sale/rd accrued In	\$0.00								\$0.00	\$0.00			\$0.00		\$0.00	\$0.00	\$0.00
Subtotal	\$63,524.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$71,591.27	\$1,196,838.24	\$0.00	\$0.00	\$0.00	\$0.00	\$285,856.11	\$285,856.11	\$1,903,666.30
END BAL.	\$1,739,735.57	\$183,290.78	\$3,574.98	\$62,369.60	\$3,994.23	\$1,091.52	\$66.73	\$80,345.22	\$774,604.68	\$2,037,101.59	\$238,595.38	\$158,572.66	\$111,400.33	\$66,297.95	\$288,556.24	\$289,043.04	\$6,038,640.50

3/31/2015 NOTE: 635 Transportation Benefit District (TBD) Vehicle Fees was Fund 109; changed 1/21/15 per SAO retroactive to 1/1/14
Fund titles changed to be consistent with OMC Ordinances; e.g., 701 was Investment Trust and Cemetary Perpetual
State Remit included \$7,150 REET split 50-50 Fund 101 & 105, one-time sale >50% controlling interest (Safeway to Albertson Holdings)



Parametrix DATE: February 27, 2015 FILE: CARBONRVRLEVEE



LEGEND:
— LEVEE (4,334 FT)
 RECONNECTED SIDE CHANNEL/FLOOD PLAIN (27.4 ACRE)

Figure 1
 CARBON RIVER SETBACK LEVEE

City of Orting

Social Media Policy and Procedure

The City of Orting government understands the significant use of social media by its citizens particularly as a form of communication. The City desires to provide an accessible, primary source for information about the City of Orting, its services and departments, and concerns that have a direct impact on the City of Orting and its citizens. The City also recognizes that this media can be counter-productive. This policy and procedure outlines the city's guidelines to promote important communication with the citizens and reduce undesirable impacts.

1. The Police Department, the Recreation Department, and the City administration will have separate Facebook pages. The City administration and the City Police Department will have separate Twitter accounts.
2. The responsibility for maintaining and updating Facebook pages will be the Recreation Director for the primary City and recreation pages, and the Police Clerk for the Police Department.
3. The Administration and the Police Department's sites will not allow community comment. Only the Recreation departments Facebook page will allow community comments. The Recreation Department will not respond to community comments through Facebook.
4. Postings by the city will include current information, pictures, videos, important legislation, current and future city activities/events.
5. The City Administrator will stay abreast of communication technology and make recommendations for adoption of new technologies to the Community and Government Affairs and the Technology/Land Use the Council Committees.
6. The City will store all Facebook and twitter entries.
7. When possible, filters for profanity will be installed.
8. The City Administrator is responsible for the enforcement of this policy.



City of Orting
City Council Staff Report

Date: April 2, 2015

Prepared By: Mark Bethune

Agenda Item: The Meadows II, Phase 2, Final Plat

Issue Synopsis:	The Meadows II, Phase 2 is ready for final plat approval. The Planning Commission has completed the Facts and Findings, held a public hearing on April 6 th , and is recommending council approval.
Background:	The City Council approved final plat for The Meadows II, Phase 1 June 26, 2013. Phase 2 develops 36 residential lots. There will be one more phase for a total of 98 lots in Meadows II.
Policy Options:	Approve, amend, deny
Analysis:	The Planning Commission held the “open record” public hearing April 6 th . Attached to this report are the Planning Commission’s Facts and Findings, public testimony (if any), and a graph of the plat. The Council now holds a “closed record” hearing. They cannot take public testimony, but must limit discussion to the facts and findings and any testimony taken by the Planning Commission.
Fiscal Impact:	Fund(s): NA Expenditure Required: NA Amount Budgeted: NA Additional Appropriation Required: NA
Policy Questions:	NA
Staff Recommendation:	Admin staff recommend conditional approval.
Attachments:	Planning Commission Facts and Findings, plat map, public testimony (if any).

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

Applicant/owner:

Soundbuilt Northwest LLC
P.O. Box 73790
Puyallup, WA 98373
(253) 539-8116

Property Location:

The subject property is located south of the Calistoga Place Development, east of the Puyallup River and west of Beckett Lane SW. Also described as the North line of the S.W. ¼ of Section 32, Township 19N, Range 5E, W.M. (Tax Parcel #0519323043).

Parcel Size:

22.4 acres.

Description of Proposal:

The Meadows Subdivision 2 consists of 98 single-family residential lots, a stormwater detention and treatment pond that will be shared with The Meadows subdivision I, and associated utilities and infrastructure. The subdivision received Preliminary Plat approval April 25, 2002. Subdivision 1 has been completed and built out. The Subdivision 2 is now divided into three phases. Phase 1 has been completed, phase 2 is the object of this application. It is 36 single-family residential lots. This Final plat application only applies only to the 36 lots and associated utilities.

Zoning:

Residential Urban

Existing Use:

Residential

Final Plat Approval Criteria OMC 12-8:

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

OMC 12-8-1

A. Land Use Controls:

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

“Dedications; Generally”:

Dedications shall be completed with final plat documents

“Dedication of public park”:

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

“Release from damages”:

Complies

“Flood, inundation or swamp conditions”:

Complies

“Bonds”:

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

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

To be completed with final plat.

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

To be completed with final plat.

OMC 12-8-4: "Compliance With Public Works Standards":

Complies

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

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

1. Land Use

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

In compliance

2. Transportation

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

Completed – no further mitigation required

3. Design

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

Completed

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

Completed

4. Public Utilities

a. Water

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

Complies

b. Sanitary Sewer

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

Complies

c. Storm Sewer

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

Complies

5. Parks

- a. The developer shall pay park mitigation fees.

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

Meadows Subdivision 2 complies with all other applicable requirements.

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

The Planning Commission met and considered the request for final plat on April 6, 2015. This document shall serve as the Planning Commission Findings of Fact.

Planning Commission & Staff Recommendations:

The Planning Commission and staff have found that the Meadows Subdivision 2 phase 2, has met all Final Plat requirement and recommends approval with the following conditions including conditions from preliminary plat approval;

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

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

7. New homes shall be placed and oriented to minimize impact to view corridors whenever possible.
8. The developer shall pay all fees, General Facility Charges (GFCs), and any other appropriate charges for each phase prior to final plat approval.
9. School impact fees shall be paid to the Orting School District prior to issuance of any building permits.
10. Water and sewer connection fees shall be paid to the City of Orting prior to issuance of any building permits.
11. The developer will provide a school bus stop with an appropriate shelter for children waiting for the bus.
12. Water Rights associated with the plat shall be transferred to the city of Orting prior to final plat.
13. Developer will have CC&R's that include the city's right to enforce CC&R's at its discretion and the Home Owners' Association will be responsible for upkeep of planter strips in city Right of Way and along Becket Lane.
14. Developer will disclose to builders/developers the latest FEMA information regarding flood plains.
15. Developer will provide frontage improvements including half street improvements, curb, gutter, sidewalks, landscaping (per OMC), and extension of the waterline along the entire frontage adjoining Beckett Lane S.W.
16. The number of lots shown, 98, is a representation of the maximum number of lots that could be captured giving the underlying zone and mitigation of stormwater runoff using Subdivision I. Preliminary plat approval will be conditional upon legally binding the two plats and requiring Subdivision II of the meadows to meet Stormwater Requirement per the *DOE Stormwater Management Manual for Western Washington (2001)*. Final plat for Division II will not be granted until stormwater improvements included in Division I are constructed and approved by the City of Orting.)
17. The Developer shall provide landscaping in the plat in accordance with OMC section 13-5-2.
18. The Developer shall construct a 6 foot high wood fence along the all sides of the plat not adjoining Meadows Subdivision I.

Exhibits:

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

Jennifer Sergeant, Planning Commission Chairperson

Date

**CITY OF ORTING
WASHINGTON**

RESOLUTION NO. 2015-3

**A RESOLUTION OF THE CITY OF ORTING,
WASHINGTON, APPROVING THE FINAL PLAT
APPLICATION FOR THE MEADOWS II, PHASE 2.**

WHEREAS, applicant Copper Ridge, LLC also known as Soundbuilt Homes has made application for City Council approval of the final plat for Phase 2 (36 lots) of The Meadows II (#PP01-04) in accordance with the applicable provisions of the City Code; and

WHEREAS, City staff and the City Engineer have reviewed the final plat application for conformance with the conditions of preliminary plat approval, state law and the applicable provisions of the City Code and have recommended approval; and

WHEREAS, the Planning Commission has reviewed the final plat application for conformance with the conditions of preliminary plat approval, state law and the applicable provisions of the City Code and, after providing public notice, conducted an open record public hearing on April 6th, 2015, and has recommended final plat approval;

WHEREAS, the City Council on April 8, 2015 conducted a closed record public hearing regarding the application for final plat approval; and

WHEREAS, the City Council having considered the record before the planning commission including the plat application, record of proceeding and city staff report, and having been in all matters fully advised, has determined that the applicant has met all applicable conditions for final plat approval;

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

Section 1. Adoption of Findings of Planning Commission. That, the findings of the Planning Commission pertaining to final plat approval of Phase 2 of The Meadows II, attached hereto as Exhibit "A" and incorporated herein by this reference, are adopted by the City Council as the findings of the City Council supporting final plat approval.

Section 2. Direction to City Administrator. That the Mayor directed to require the City Administrator to prepare or require applicant to prepare all documents necessary as required under applicable state law and the City Code for final plat approval and that final plat is accepted, approved and shall be filed in accordance with the applicable requirements of state law, city Code and the findings as set forth herein.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 8th DAY OF APRIL, 2015.

CITY OF ORTING

Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

Mark Bethune, City Clerk

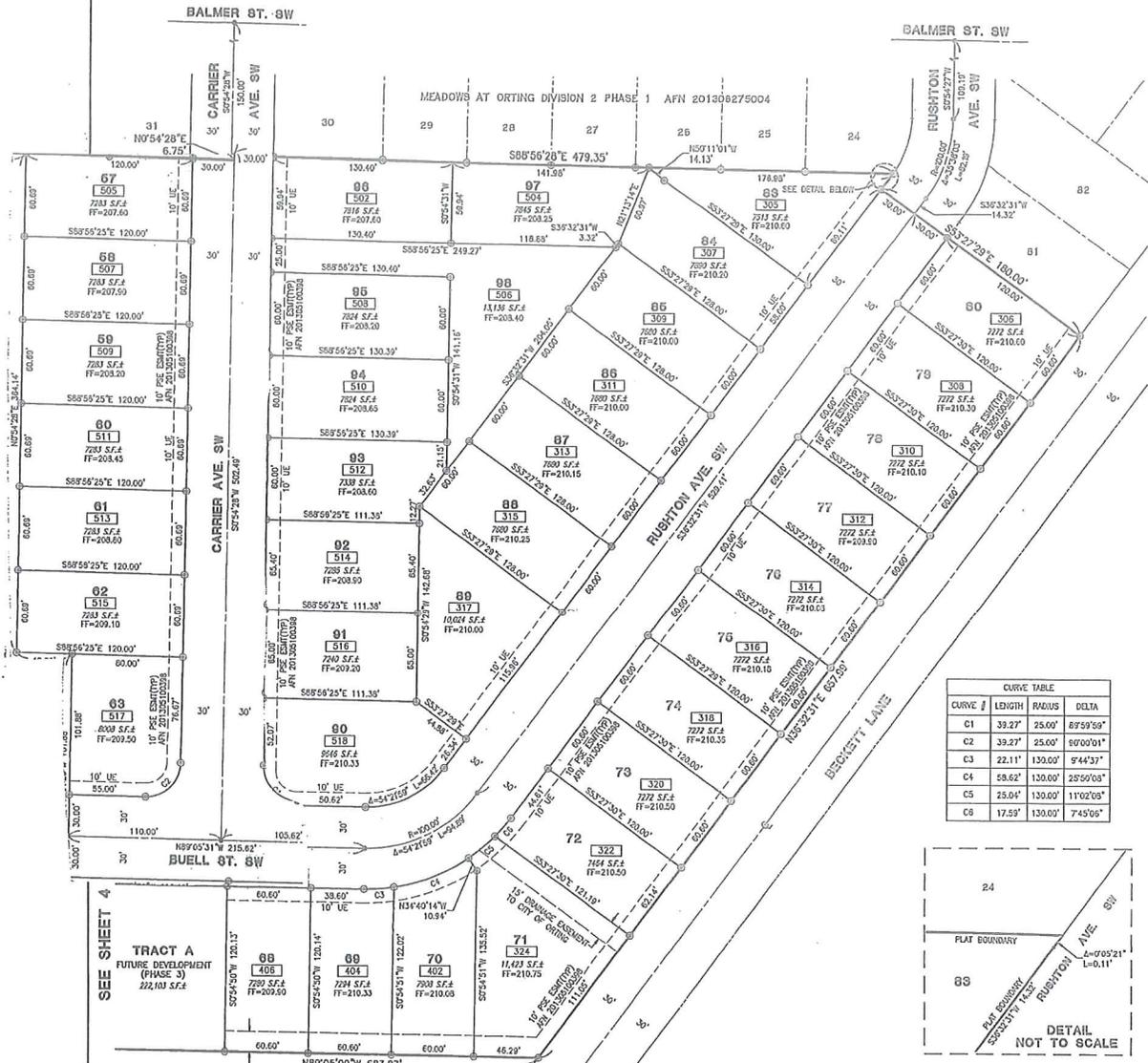
Approved as to form:

John P. Long, Jr. City Attorney

Passed by the City Council: 4/8/15
Resolution No.: 2015-3

MEADOWS AT ORTING DIVISION 2 PHASE 2

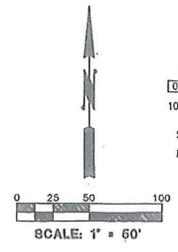
BEING A PORTION OF THE NW1/4 & NE1/4 OF THE SW1/4 SECTION 32, TOWNSHIP 19 NORTH, RANGE 5 EAST, WILLAMETTE MERIDIAN CITY OF ORTING, PIERCE COUNTY, WASHINGTON



15' DRAINAGE/MAINTENANCE EASEMENT FOR PERMANENT SWALE SEE PLAT NOTE 1 ON SHEET 2

- LEGEND:**
- CITY OF ORTING STANDARD ROAD MONUMENT TO BE SET WHEN CONSTRUCTION IS COMPLETED
 - ⊙ 1/2" REBAR/CP "DOE 46315"
 - ADDRESS PROVIDED BY THE CITY OF ORTING
 - 10' UE UTILITY EASEMENT - SEE EASEMENT PROVISIONS, SHEET 2 OF 4
 - S.F. SQUARE FOOTAGE OF LOT
 - FF= FINISH FLOOR ELEVATION

- VERTICAL DATUM & FINISH FLOOR NOTES**
- VERTICAL DATUM AND BENCHMARKS USED:
NATIONAL VERTICAL DATUM OF NAVD09
PROJECT BENCHMARK:
PIERCE COUNTY BM #103-15 WHICH IS A 2" BRASS AT INTERSECTION KANSAS STREET AND CAUSTOGA. ELEV. = 100.769' FEET
SITE BENCHMARK:
SOUTHERNMOST RIM OF ORTING MEADOWS SS301 D-2 AT ORWELL AND ORTING MEADOWS. ELEV. = 100.07' FEET
 - ALL FINISH FLOOR ELEVATIONS SHOWN HEREON ARE "MINIMUM FINISH FLOOR" ELEVATION.



BUILDING SETBACKS

FRONT	25'
REAR	25'
SIDE	6'
CORNER LOT	20'



Barghausen Consulting Engineers, Inc.
Civil Engineering, Land Planning, Surveying, Environmental Services...
16215 72nd Avenue South Kent, WA 98032
Telephone: (425) 251-6222 Fax: (425) 251-8762
NW1/4 & NE1/4 OF SW1/4, SEC. 32, T19N-R5E, W.M.
SHEET 3 OF 4

Date: 10/13/2014 2:54 PM Sheet: 11
 User: KANDERSON
 Job No. 16275



City of Orting
City Council Staff Report

Date: April 2, 2015

Prepared By: Mark Bethune

Agenda Item: Planning Consultant Contract

Issue Synopsis:	The contract with City's planner, BHC Consultants has not been updated renewed or updated since 2000.
Background:	BHC has been the City's planning consultant since at least 2000. Their work includes the Comprehensive Plan, land use, shoreline management, critical areas, park plans, and grants.
Policy Options:	Approve, amend, deny
Analysis:	The City has benefited from the planning consultant work of BHC for at least the last 15 years. They are assisting us currently with our 7 year update of the Comprehensive Plan. Their rates are reasonable, they have been flexible in meeting the needs of the city, and their work is high quality.
Fiscal Impact:	Fund(s): NA Expenditure Required: NA Amount Budgeted: NA Additional Appropriation Required: NA
Policy Questions:	See above
Staff Recommendation:	Approve
Technology Recommendation:	Approve
Attachments:	Updated Contract

**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE CITY OF ORTING AND BHC CONSULTANTS
PLANNING SERVICES**

THIS AGREEMENT, is made this 8th day of April, 2015, by and between the City of Orting (hereinafter referred to as "City"), a Washington Municipal Corporation, and BHC Consultants (hereinafter referred to as "Service Provider"), doing business at 1601 5th Ave, Ste 500, Seattle, WA 98101.

WHEREAS, Service Provider is in the business of providing certain services specified herein; and

WHEREAS, the City desires to contract with Service Provider for the provision of such services for community planning services, and Service Provider agrees to contract with the City for same;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

TERMS

1. **Description of Work.** Service Provider shall perform work as described in Exhibit A, Scope of Services, which is attached hereto and incorporated herein by this reference, according to the existing standard of care for such services. Service Provider shall not perform any additional services without the expressed written permission of the City.
2. **Payment.**
 - A. The City shall pay Service Provider at the hourly rate set forth in Exhibit B.
 - B. Service Provider shall submit monthly payment invoices to the City after such services have been performed, and the City shall make payment within four (4) weeks after the submittal of each approved invoice. Such invoice shall detail the hours worked, a description of the tasks performed, and shall separate all charges for clerical work and reimbursable expenses.
 - C. If the City objects to all or any portion of any invoice, it shall so notify Service Provider of the same within five (5) days from the date of receipt and shall pay that portion of the invoice not in dispute. The parties shall immediately make every effort to settle the disputed portion.
3. **Relationship of Parties.** The parties intend that an independent contractor/client relationship will be created by this Agreement. As Service Provider is customarily engaged in an independently established trade which encompasses the specific service provided to the City hereunder, no agent, employee, representative or subcontractor of Service Provider shall be or shall be deemed to be the employee, agent, representative or

subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance and unemployment insurance, are available from the City to the Service Provider or his employees, agents, representatives or subcontractors. Service Provider will be solely and entirely responsible for his acts and for the acts of Service Provider's agents, employees, representatives and subcontractors during the performance of this Agreement. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that Service Provider performs hereunder.

4. **Project Name.** Community Planning Services.
5. **Duration of Work.** Service Provider shall provide services for a period of one (1) year from date of approval. This contract will automatically renew for additional one year terms after the initial term unless the City and Service Provider agree otherwise in writing or unless the agreement is terminated as provided below.
6. **Termination.**
 - A. Termination Upon the City's Option. The City shall have the option to terminate this Agreement at any time. Termination shall be effective upon ten (10) days written notice to the Service Provider.
 - B. Termination for Cause. If Service Provider refuses or fails to complete the tasks described in Exhibit A, or to complete such work in a manner unsatisfactory to the City, then the City may, by written notice to Service Provider, give notice of its intention to terminate this Agreement. After such notice, Service Provider shall have ten (10) days to cure, to the satisfaction of the City or its representative. If Service Provider fails to cure to the satisfaction of the City, the City shall send Service Provider a written termination letter which shall be effective upon deposit in the United States mail to Service Provider's address as stated below.
 - C. Rights upon Termination. In the event of termination, the City shall only be responsible to pay for all services satisfactorily performed by Service Provider to the effective date of termination, as described in the final invoice to the City. The City Manager shall make the final determination about what services have been satisfactorily performed.
7. **Nondiscrimination.** In the hiring of employees for the performance of work under this Agreement or any subcontract hereunder, Service Provider, its subcontractors or any person acting on behalf of Service Provider shall not, by reason of race, religion, color, sex, marital status, national origin or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.
8. **Indemnification / Hold Harmless.** Service Provider shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims,

injuries, damages, losses or suits, including attorney fees, arising out of or resulting from the acts, errors or omissions of the Service Provider in negligent performance of this Agreement, except for injuries and damages caused by the negligence of the City. Without prejudice to the foregoing, if: (i) Service Provider wrongfully rejects the City's tender of defense or otherwise fails to fulfill its indemnity obligations upon demand as required hereunder, and (ii) it is subsequently determined by a court or other tribunal of competent jurisdiction that the underlying claim, injury, damage, loss or suit arose out of or resulted from Service Provider's negligence, then Service Provider shall fully reimburse the City for all costs and expenses, including attorney fees, incurred by the City in obtaining such determination.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Service Provider and the City, its officers, officials, employees, and volunteers, the Service Provider's liability hereunder shall be only to the extent of the Service Provider's negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Service Provider's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

The provisions of this section shall survive the expiration or termination of this Agreement.

9. **Insurance.** The Service Provider shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, their agents, representatives, employees or subcontractors.

A. **Minimum Scope of Insurance.** Service Provider shall obtain insurance of the types described below:

1. *Automobile Liability* insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. *Commercial General Liability* insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The City shall be named as an insured under the Service Provider's Commercial General Liability insurance policy with respect to the work performed for the City using ISO additional insured endorsement

GC 20 10 10 01 and GC 20 37 10 01 or substitute endorsements providing equivalent coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Service Provider's profession.

B. **Minimum Amounts of Insurance.** Service Provider shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. **Other Insurance Provisions.** The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

1. The Service Provider's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Service Provider's insurance and shall not contribute with it.
2. The Service Provider's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

D. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

E. **Verification of Coverage.** Service Provider shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Service Provider before commencement of the work.

F. **Subcontractors.** Service Provider shall include each subcontractor as insured under its policies or shall furnish separate certifications and endorsements for each

subcontractor. All coverage shall be subject to all of the same insurance requirements as stated herein for the Service Provider.

10. **Entire Agreement.** The written provisions and terms of this Agreement, together with all documents attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of, or altering in any manner whatsoever, this Agreement. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.
11. **City's Right of Supervision, Limitation of Work Performed by Service Provider.** Even though Service Provider works as an independent contractor in the performance of his duties under this Agreement, the work must meet the approval of the City and be subject to the City's general right of inspection to secure the satisfactory completion thereof. In the performance of work under this Agreement, Service Provider shall comply with all federal, state and municipal laws, ordinances, rules and regulations that are applicable to Service Provider's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.
12. **Work Performed at Service Provider's Risk.** Service Provider shall be responsible for the safety of its employees, agents and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at Service Provider's own risk, and Service Provider shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.
13. **Ownership of Products and Premises Security.**
 - A. All documents, reports, plans, specifications, data maps, and documents produced by the Service Provider in the performance of services under this Agreement, whether in draft or final form and whether written, computerized, or in other form, shall be the property of the City.
 - B. While working on the City's premises, the Service Provider agrees to observe and support the City's rules and policies relating to maintaining physical security of the City's premises.
14. **Modification.** No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Service Provider.
15. **Assignment.** Any assignment of this Agreement by Service Provider without the written consent of the City shall be void.
16. **Written Notice.** All communications regarding this Agreement shall be sent to the parties at the addresses listed in Section 22 below, unless notified to the contrary. Any written notice hereunder shall become effective as of the date of mailing by registered or certified

mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.

17. **Non-Waiver of Breach.** The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements or options, and the same shall be and remain in full force and effect.
18. **Resolution of Disputes, Governing Law.** Should any dispute, misunderstanding or conflict arise as to the terms and conditions contained in this Agreement, the matter shall be referred to the City Manager, whose decision shall be final. In the event of any litigation arising out of this Agreement, the prevailing party shall be reimbursed for its reasonable attorney fees from the other party. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.
19. **Public Records Disclosure.** Service Provider shall fully cooperate with and assist the City with respect to any request for public records received by the City and related to any public records generated, produced, created and/or possessed by Service Provider and related to the services performed under this Agreement. Upon written demand by the City, the Service Provider shall furnish the City with full and complete copies of any such records within five business days.

Service Provider's failure to timely provide such records upon demand shall be deemed a breach of this Agreement. To the extent that the City incurs any monetary penalties, attorneys' fees, and/or any other expenses as a result of such breach, Service Provider shall fully indemnify and hold harmless the City as set forth in Section 8.

For purposes of this section, the term "public records" shall have the same meaning as defined by Chapter 42.17 RCW and Chapter 42.56 RCW, as said chapters have been construed by Washington courts.

The provisions of this section shall survive the expiration or termination of this Agreement.

20. **Record Keeping and Reporting.** Service Provider shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. Service Provider shall also maintain such other records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement and compliance with this Agreement.

These records shall be maintained for a period of seven (7) years after termination hereof unless permission to destroy them is granted by the Office of the Archivist in accordance with Chapter 40.14 RCW and by the City.

21. **Audits and Inspections.** The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review, or audit by law during

the performance of this Agreement. The City shall have the right to conduct an audit of the Consultant's financial statement and condition and to a copy of the results of any such audit or other examination performed by or on behalf of the Consultant.

22. **Notices.** Notices to the City of Orting shall be sent to the following address:

Mark Bethune
City Administrator, City of Orting
110 Train St. SE
Orting, WA 98360
Phone: (360) 893-2219 ext. 115
Fax: (360) 893-6809

Notices to the Service Provider shall be sent to the following address:

Roger Wagoner
BHC Consultants
1601 Fifth Ave. Suite 500
Seattle, WA 98101
Phone: 206-505-3400
Fax: 206-505-3406

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year above written.

CITY OF ORTING

SERVICE PROVIDER

By: _____
City Administrator

By: Craig Chambers
Title: President
Taxpayer ID #: 26-1363237

CITY CONTACT

SERVICE PROVIDER CONTACT

Roger Wagoner
BHC Consultants
1601 Fifth Ave. Suite 500
Seattle, WA 98101
Phone: 206-505-3400
Fax: 206-505-3406

ATTEST/AUTHENTICATED

By: _____
City Clerk

APPROVED AS TO FORM

By: _____
Office of the City Attorney

EXHIBIT A

SCOPE OF SERVICES

1. LONG RANGE PLANNING

BHC Consultants will provide comprehensive planning, code development and intergovernmental coordination services to the City as required and directed by the City Administrator. This will include research and analysis; preparation of draft plans, policies, and code amendments; presentations and facilitation of Planning Commission, Park Commission, and the City Council; grant applications; community outreach in conjunction with any of the above; and coordination with other jurisdictions and agencies. BHC Consultants may be called upon to testify, appear and/or attend hearings before a hearing examiner or do the same in state or federal courts.

2. CURRENT PLANNING

BHC Consultants will provide professional services for review of development project permit applications including subdivisions, planned developments, conditional uses, variances, and other activities as described in the Municipal Code. These services will include meetings, staff reports, and testimony at public hearings and state and federal court hearings.

3. FEES

Fees for community planning services shall be billed according to the rates in Exhibit B.

EXHIBIT B

HOURLY LABOR RATES SCHEDULE

Classification	Hourly Rates
Director/Manager	\$110 – 130
Planner	\$65 – 90
GIS Specialist	\$90 – 95
Administration	\$85 - 100

These rates are effective from March 8, 2015, through March 7, 2016. These rates may be updated at the end of each term of the agreement for the following year, upon written agreement of the City and the Service Provider.



City of Orting
City Council Staff Report

Date: April 3, 2015

Prepared By: Mark Bethune

Agenda Item: Re-roof bid for park buildings

Issue Synopsis:	Downtown park buildings require re-roofing.
Background:	The Gazebo, Barbecue Pit building and the restroom building all need to be re-roofed. The Parks Commission, Planning Commission and City Council have agreed to the product to be used.
Policy Options:	Approve, amend, deny
Analysis:	The City went out for bid to re-roof the downtown park buildings. The MRSC small works roster was used. Bidding requests went out to five vendors, but only one vendor has made a bid – D and D Construction. This is the same vendor who won the bid and installed the metal roof on the north park station building. The overall bid for all three buildings is \$12,950. The City budget for this project is \$17,000.
Fiscal Impact:	Fund(s): 105 - Parks Expenditure Required: \$12,950 Amount Budgeted: \$17,000 Additional Appropriation Required: 0
Policy Questions:	See above
Staff Recommendation:	Approve
Planning Commission Recommendation	Approve
Parks Commission Recommendation:	Approve
Attachments:	Bid, Bidding Document



Proposal

CONSTRUCTION INC.

PO Box 731890
Puyallup WA 98373

DATE: 03/27/15

FOR: *Reroof
Gazebo
and BBQ,
restrooms.*

Proposal for:

City of Orting
110 Train St SE
Orting WA 98360
ATTN: Gwen Robson

DESCRIPTION
<p>Reroof Gazebo Remove existing cedar shake on Gazebo. Haul debris off site. Cover roof decks with a 15 lbs ASTM felt. Install metal drip edge around perimeter. Install 7sq of PABCO paramount advantage 50yr Black Forest Total Proposal for Gazebo. \$4950.00</p>
<p>Reroof BBQ Remove existing cedar shake on BBQ. Haul debris off site. Cover roof decks with a 15 lbs ASTM felt. Install metal drip edge and rake around perimeter. Install 10sq of PABCO paramount advantage 50yr Black Forest Total Proposal for BBQ. 5800.00</p>
<p>Re Roof Restrooms Remove cedar shake Haul debris off site Cover roof deck with a 15lbs ASTM felt Install metal drip edge and rake around Perimeter. Install 4 sq of PABCO paramount advantage 50yr shingle Black Forest. Total Proposal For Restrooms: \$2200.00 Any Additional work to be completed at \$68 per hour. Labor and installation warranty 5years</p>
\$ 12,950
<p>Acceptance of proposal : The above prices, specifications and conditions are understood and hereby accepted. you are authorized to do the work specified. Signature: _____</p>

Bid Requirements/Specifications

Re-roof of (1) Park Gazebo, (2) Barbecue pit building, (3) Park Restroom Building

Project specifications for bids:

- Remove Existing roofing materials including shake shingles and felt.
- Haul away debris
- Install a minimum of 15 lb. felt underlayment to cover all roof area. Contractor will apply and install felt according to manufacturer's guidelines and will provide the city building inspector a copy of the guidelines.
- Install 50 year PABCO Paramount Advantage "heavy" architectural shingles, color "black forest" to cover all roof area. Contractor will apply and install shingles according to manufacturer's specifications and will provide the city building inspector a copy of the installation specifications.
- Declare the amount of "squares" of the roofing material necessary for the job.
- Inspect the roof for any defects or rot and repair. Bid must include hourly rate for additional work if roof defects are present. Additional work will require City Administrator's approval.
- Replace all flashing – minimum 26 gauge steel.
- Bids must include sales tax.
- Bidder must be listed on the MRSC small works roster.
- Minimum two (2) year warranty on installation.
- Separate the bid into three parts (1) Park Gazebo, (2) Barbecue Pit building (3) Park Restroom Building.
- The City is committed to the re-roof of the Gazebo and Barbecue Pit but the restroom roof will be dependent on overall expense.



City of Orting
City Council Staff Report

Date: April 2, 2015

Prepared By: Mark Bethune

Agenda Item: Fire Station Bay Doors – Manual Override

Issue Synopsis:	The fire station bay doors do not have a manual override to open the doors if power and generator fail.
Background:	The PSB fire station bay doors were built with one redundancy – the generator to provide electricity if power fails. The generator is 40 years old but has had regular maintenance. The fire department is concerned that if the power goes out and the generator mal-functions, there is no way to open the bay doors manually to get fire engines and ambulances out.
Policy Options:	Approve, amend, deny
Analysis:	The City has gone out to bid and received three bids for the installation of manual override. The low bid is from Lake Tapps Construction Unlimited for \$3,198.72
Fiscal Impact:	Fund(s): 001 Expenditure Required: \$3,198.72 Amount Budgeted: \$25,000 for Repair and Maintenance Additional Appropriation Required: 0
Policy Questions:	See above
Staff Recommendation:	Approve
Public Safety Committee Recommendation:	Approve
Attachments:	Bids

Proposal

Page No. _____

of _____

Pages _____

LAKE TAPPS CONSTRUCTION UNLIMITED

P.O. Box 7318
 BONNEY LAKE, WASHINGTON 98390
 Phone (253) 863-6442
 Fax (253) 863-6450

RECEIVED**NOV 21 2014****CITY OF ORTING**

PROPOSAL SUBMITTED TO City of Orting		Attn: Gwen Robson		PHONE 360-893-2219	DATE 11-21-14
STREET 110 Train St. SE		JOB NAME Fire Dept. Bay Doors Manual Opening System			
CITY, STATE and ZIP CODE Orting WA. 98360		JOB LOCATION 401 Washington Ave S - Orting WA			
ARCHITECT n/a	DATE OF PLANS n/a			JOB PHONE	

We hereby submit specifications and estimates for:

Modifications to the existing electronic door openers to allow manual override function.

Provide M-12 Hoist modification to three existing operators, including mobilization, man lift, installation of chain hoist kits, electrical connection for override. Clean up and legal disposal of construction debris, owner training at completion of installation, prevailing wages and filings.

Proposal Amount - \$ 2940.00

tax \$ 258.72

total \$ 3198.72

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows:

per contract

dollars (\$ _____).

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

Daniel Heen

Note: This proposal may be withdrawn by us if not accepted within **30** days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

Fire Department Bay Doors Manual Opening System Bid Tab

Vortex	\$3,731.84
Lake Tapps Construction Unlimited	\$3,198.72
Lakeside Doors, Inc.	\$3,517.50



City of Orting
City Council Staff Report

Parametrix

Date: August 8, 2015

Prepared By: JC Hungerford, PE

Agenda Item: Eldredge Avenue NW Sanitary Sewer Rehabilitation

Issue Synopsis:	Requesting budget approval for professional services as described in the Eldredge Avenue NW Sanitary Sewer Rehabilitation Scope and Budget.
Background:	<p>The City of Orting has historically experienced high flow rates during the wet weather months at the Wastewater Treatment Plant. Inflow and Infiltration (I&I) of non-sewage water into the City's wastewater collection system is likely the single largest problem for the City's wastewater utility. Capacity of the Wastewater Treatment Plant is limited by flow; whereas, the Wastewater Treatment Plant would typically be limited by load (wastewater strength) if I&I was not introduced into the collection system. The City received a mandate from the Department of Ecology (Ecology) in 1993 describing required actions to reduce I&I.</p> <p>In 2008, Michels Corporation performed a survey of the entire sanitary sewer collection system, which included videotaping and smoke testing. Through this survey, areas of high infiltration and inflow were identified and ranked based on severity. One location that were ranked highly are on Eldredge Avenue NW between Manhole 211 and an unnumbered manhole added in 2010.</p>
Policy Options:	Approve or do not approve scope and budget for professional services associated with the Eldredge Avenue NW Sanitary Sewer Rehabilitation.
Analysis:	<p>Parametrix will provide engineering services in order to complete design, prepare a SEPA checklist, and bid the rehabilitation of approximately 885 linear feet sewer main and eleven sewer laterals on Eldredge Ave NW. In addition, three manholes will be rehabilitated. Bidding will be performed using the small works roster process.</p> <p>The 2015 budget reflects \$20,000 for design of the project. The</p>

	attached budget for design and surveying is for \$21,849. However we are anticipating the construction cost to be lower than the budgeted \$200,000
Fiscal Impact:	Fund(s): 408 – Eng – I/I Design (408-594-35-41-13) Expenditure Required: \$21,849 Amount Budgeted: \$20,000 Additional Appropriation Required: \$1,849
Policy Questions:	None
Public Works Committee Recommendation:	Approve
Staff Recommendation:	Approve
Attachments:	Scope and Budget for professional design services

SCOPE OF WORK

City of Orting Eldredge Avenue NW Sanitary Sewer Rehabilitation – Line 2

PHASE 3003 – ELDREDGE AVENUE NW SANITARY SEWER REHABILITATION

The City of Orting has historically experienced high flow rates during the wet weather months at the Wastewater Treatment Plant. In 2008, Michels Corporation performed a survey of the entire sanitary sewer collection system, which included videotaping and smoke testing. Through this survey, areas of high infiltration and inflow were identified and ranked based on severity. One of the locations that was ranked high is between Manhole 211, located in the intersection of Eldredge Avenue NW and Whitesell Street South, and the unnumbered manhole that was installed in 2010 in Eldredge Avenue NW, just northwest of Calistoga Avenue West. Parametrix will provide design engineering services, prepare a SEPA checklist (if needed), and bid the rehabilitation of approximately 880 linear feet (LF) of 8-inch sewer main and approximately eleven sewer laterals on Eldredge Avenue NW. In addition, three manholes will be rehabilitated.

Task 1 – Project Management and Administration

Objectives

Work under this task includes time to administer and coordinate the various project elements that will be ongoing throughout all phases of the project. This work includes:

- Preparation of scope and budget for engineering services to provide a framework for completion of the project in a logical, efficient fashion.
- Coordination, correspondence, and review meetings with City of Orting staff.
- In-house project administration, scheduling, and direction of project staff.
- Preparation of monthly progress reports (assume three).

Deliverables

The deliverables for this task include:

- Monthly progress letters.
- Miscellaneous correspondence and letters.
- Project files.

Assumptions

Following are the assumptions for this task:

- The engineering services phase of the project will last 2 months.
- One project kick-off meeting will be held.

Task 2 – Data Collection and Analysis

Objectives

This task will include the review of the video and inspection report produced by Michels Corporation for the Eldredge Avenue sanitary sewer main. A spreadsheet of problem areas will be produced.

Approach

Parametrix will review the Michels inspection report and the video of the sewer mains and utilize information previously gathered on the collection system to produce a spreadsheet detailing areas needing repair. A letter will be drafted to the affected homeowners in order to gain access to their private property as needed to complete the project.

A topographic survey will map existing improvements and ground conditions to support the engineering design. The survey will map the existing right-of-way of Eldredge Street, from the northwesterly right-of-way of Whitesell Street to the southwesterly right-of-way of Calistoga Street. An underground utility locate firm will be contracted to locate conductible buried utilities.

Deliverables

The deliverables for this task include:

- Problem area spreadsheet, detailing the issue, and providing a distance from the upstream manhole.
- List of properties designated for rehabilitation.
- Letter for the City's signature to affected homeowners requesting access to private property as needed for the project.
- A base map will be prepared showing approximate right-of-way location and critical structures in the construction area, such as fences, foundations, driveways, and other utilities.

Assumptions

Following are the assumptions for this task:

- Approximate right-of-way will be determined from Pierce County GIS data. No title reports will be obtained.
- No permanent survey markers will be placed and no record of survey will be filed.

Task 3 – Contract Documents

Objectives

This task will include producing necessary design documents associated with cured-in-place rehabilitation of approximately 880 linear feet of 8-inch sanitary sewer mainline and all eleven laterals between Manhole 211 and the unnumbered manhole in Eldredge Avenue NW, just northwest of Calistoga Avenue. Manholes 211, 212, and 214 (3 total) will be rehabilitated as well. It is not anticipated that the manhole installed in 2010 will require rehabilitation. This task includes preparing a complete set of Contract Documents. The following demonstrates the scope of services under this task:

- Develop Contract Documents and Design Plans.
- Reproduction of Contract Documents.

- One review meeting with the City.
- Produce Engineer's Estimate of Probable Construction Cost.

Approach

Parametrix will review the video of the sewer main and utilize information previously gathered on the collection system as a basis to produce Design Plans and Contract Documents.

Deliverables

The deliverables for this task include:

- Contract Documents (6 copies).
- Design Plans to consist of cover sheet, legend, three (3) 20-inch scale plans and profiles, and one (1) detail sheet (6 copies, 8.5 inches by 11 inches).
- Engineer's Estimate of Probable Construction Cost.
- Meeting with the City to review the 90 percent Contract Documents.

Assumptions

Following are the assumptions for this task:

- Contract Documents will be based on the 2014 WSDOT Standard Specifications.
- Laterals will not be identified on the Plans. Laterals designated for replacement will be identified using distance and directional indicators from the manhole, as well as the property address.
- Laterals will not be video inspected under this scope of work. The Contractor will be required to video all laterals prior to rehabilitation.
- One review meeting with the City will be sufficient. All City comments will be provided at this meeting, and addressed in the final documents.

Task 4 – Bidding Assistance

Objectives

Parametrix will provide services throughout bidding to ensure a smooth process with minimal effort from the City.

Approach

Services will be provided to advertise and award the project. The project engineer will address questions from contractors through the bidding process and issue up to one (1) contract addendum.

Deliverables

The deliverables for this task include:

- Prepare Invitation to Bid on small works project.
- Distribute Contract Documents to up to five contractors from the City of Orting Small Works Roster.
- Address Bidders' questions.
- Preparation of one contract addendum.
- Attend bid opening meeting.
- Review the Bids received, and prepare a bid tabulation.
- Recommend contractor to receive Award Letter.
- Prepare Notice to Proceed.

Assumptions

Following is the assumption for this task:

- Project will be awarded using the City of Orting Small Works Roster.

Task 5 – Permitting

Objectives

Parametrix will provide a completed SEPA Checklist and submit the Checklist for agency review.

Approach

A SEPA Checklist will be completed by Parametrix staff, if needed for open-cut construction.

Deliverables

The deliverable for this task includes:

- SEPA Checklist for review, processing, and advertisement.

Assumptions

Following are the assumptions for this task:

- The City of Orting will be the lead agency in reviewing the SEPA checklist. A determination of non-significance or mitigated determination of non-significance is anticipated. If a mitigated determination of non-significance results from the SEPA review, revisions to this scope of work may be necessary to meet the mitigation requirements.
- Parametrix will place the advertisement in The Journal of Commerce and the Tacoma News Tribune, and invoice the City for the cost.

Phase	Task	Description	Labor Dollars	Labor Hours	\$170.00	\$110.00	\$105.00	\$190.00	\$125.00	\$95.00	\$150.00	\$125.00	\$110.00	\$100.00	\$125.00
2001		Eldredge Avenue NW SS Rehab	\$21,480.00	174											
	01	Project Management	\$2,060.00	14	14	4	2	4	4	2	10	16	24	20	40
	02	Data Collection & Analysis	\$7,485.00	61											
	03	Contract Documents	\$10,565.00	89	6	4								20	40
	04	Bidding Assistance	\$1,370.00	10	4	4									
	05	Permitting	\$0.00	0											
Labor Totals:			\$21,480.00	174	14	10	2	4	22	12	10	16	24	20	40
PROJECT TOTAL			\$21,849.00		\$2,380.00	\$1,100.00	\$210.00	\$760.00	\$2,750.00	\$1,140.00	\$1,500.00	\$2,000.00	\$2,640.00	\$2,000.00	\$5,000.00

Sr Engineer	John C. Hungerford
Project Controls Specialist	April D. Whittaker
Sr Project Accountant	Shari Morgan
Sr Consultant	David Roberts
Engineer III	Mallory L. Miller
Puyallup Publications (WP)	Puyallup Publications (WP)
Sr Surveyor	David A. Ironmonger
CADD Tech Lead	Steven N. Sharpe
Surveyor III	Scott D. Spees
Engineer I	Paige Lawrence
Designer III	John M. Betzvog

DIRECT EXPENSES:

Description	Amount
B & W 8.5 x 11	\$ 145.00
B & W 11 x 17	\$ 4.00
Color 11 x 17	\$ 2.00
Color 8.5 x 11	\$ 1.00
Mileage	\$ 115.00
WA Survey Equipment	\$ 102.00
Expense Total:	\$ 369.00