

## Councilmembers

### **Position No.**

1. Tod Gunther
2. John Kelly
3. Michelle Gehring
4. Joachim Pestinger
5. Nicola McDonald
6. Greg Hogan
7. Scott Drennen



## Orting City Council

Regular Business Meeting Agenda  
Public Safety Building  
401 Washington Ave. S,  
Orting, WA  
August 28, 2019  
7:00pm

### **Mayor Joshua Penner, Chair**

1. **CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL. REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA.**
2. **PUBLIC COMMENTS:** *Persons wishing to address the City Council regarding items that are not on the agenda are encouraged to do so at this time. In the case of a question, the chair will refer the matter to the appropriate administrative staff member or committee.*
3. **PUBLIC HEARINGS**
  - A. **Revenue Sources 2020.**
    - *Scott Larson*

**Open the Hearing/ Announce the Title/ Read the Rules. Briefing by Staff/ Public Comments Taken/ Council Comments or Questions/. Close Hearing.**

### **Request For Consent Agenda Items To Be Pulled For Discussion.**

4. **CONSENT AGENDA**
  - A. Regular Meeting Minutes of August 14<sup>th</sup>, 2019.
  - B. Payroll and Claims Warrants.
  - C. AB19-53- To Approve The Scope Of Work, And Budget From Parametrix, To Complete Phase 1 Pre-Design For The WWTP In The Amount Of \$90,248.00.
  - D. AB19-55- To Adopt Ordinance No. 2019-1047, An Ordinance Of The City Of Orting, Washington, Pertaining To Excavation Permits, Amending Orting Municipal Code Section 8-5-3, To Extend Time Period For Performance Of Permitted Work.
  - E. AB19-56- To Adopt Ordinance No 2019-1048 Amending Ordinance No. 2018-1037, Adopting The City Of Orting 2019 Budget; Providing For Appropriation And Expenditure Of Funds Received In Excess Of Estimated Revenues; Adding A New Classification Of Waste Water Operator In Training And Landscape Maintenance – Supported Employment, And Approve The Job Descriptions And Pay Ranges For Landscape Maintenance – Supported Employment, And Wastewater Operator In Training As Presented.

**Motion:** *To approve Consent Agenda as prepared. OR*

**Motion:** *To approve Consent Agenda with the exception of agenda item(s) # \_\_\_\_\_.*

### **Consent Agenda Items Pulled For Discussion.**

5. **NEW BUSINESS**
  - A. **AB19-54-Mitel Telephone System Lease and Service Contract.**
    - *Scott Larson***Motion:** *To Authorize The Mayor To Enter In To A Lease With Mitel For A Telephone System And Service Contract.*
6. **EXECUTIVE SESSION**
7. **ADJOURNMENT- Motion:** *To Adjourn.*

**PUBLIC HEARING**

**REVENUE SOURCES FOR 2020**

# City of Orting 2020 Revenue

SCOTT LARSON, CITY TREASURER



# Revenue Sources Overview

- ▶ Beginning Cash & Investments (fund balance/reserves):
- ▶ Taxes: Including property taxes, Utility Taxes for power, cable and telecom, sales & use, gambling taxes, Liquor Excise Tax
- ▶ Licenses and Permits: Building Permits, Business Licenses, and Franchise Fees.

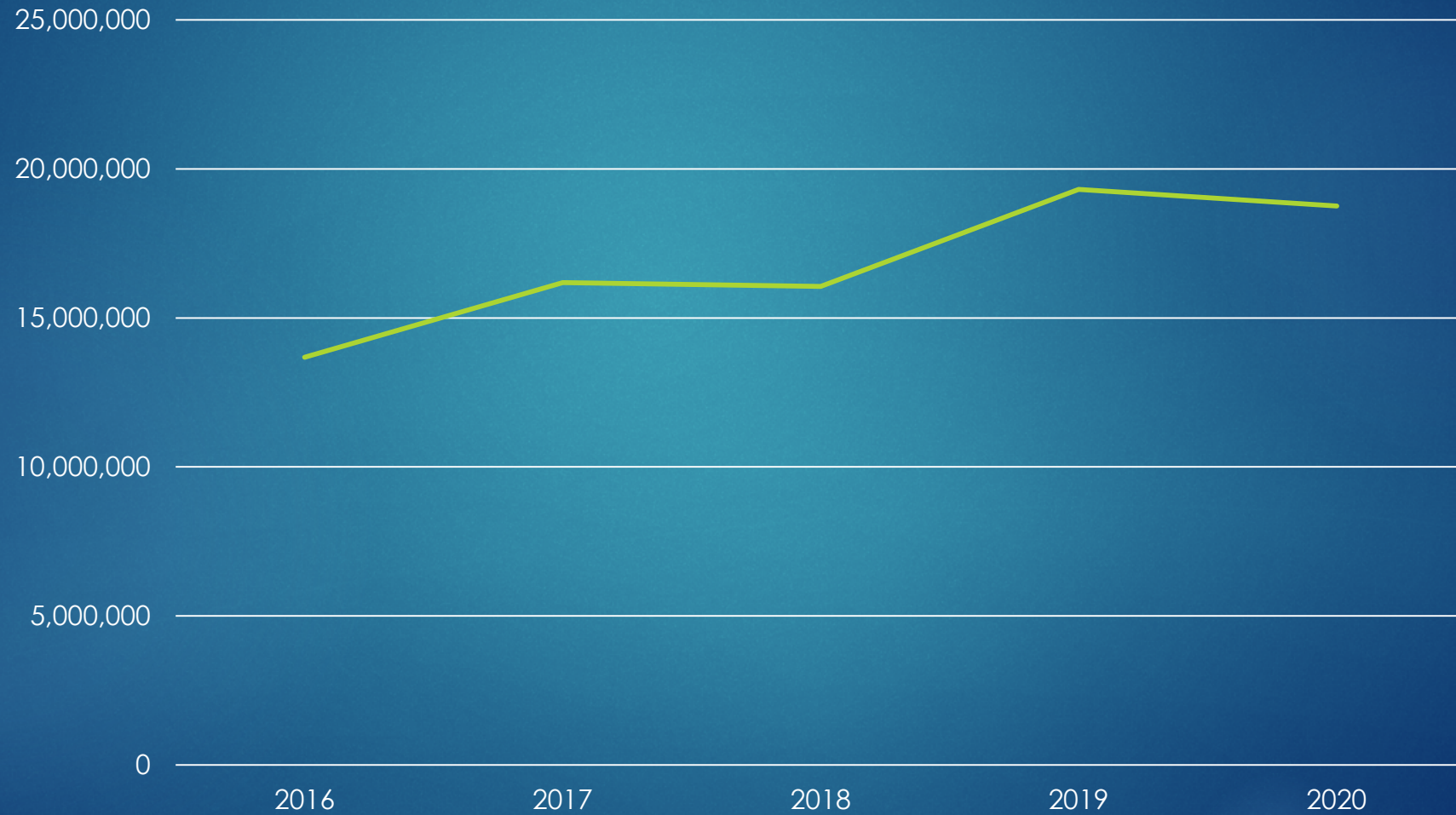
# Revenue Sources Overview (Continued)

- ▶ Intergovernmental: Grants, State Assistance, Criminal Justice Special Programs Grant, School Resource Officer, Liquor Profits
- ▶ Charges for Goods & Services: Court Costs, Building Plan Review and Inspection Fees, Engineering Plan Review Fees, Utility Fees (Water, Sewer, and Storm Rates), Cemetery Fees
- ▶ Fines & Forfeits: Convictions for Crimes, Civil Penalties, Traffic Infractions, DUI Penalties, Utility Late Fees and Shut Off Fees, NSF Checks
- ▶ Miscellaneous Revenue: Investment Interest, Rentals & Leases, Donations, Special Events

# Beginning Fund Balance

All Funds: Beginning Fund Balance		2018	2019	2020	Change from 2019	
		Actual	Actual	Estimated	\$	%
General Fund	001	1,590,588	3,783,305	1,200,000	(2,583,305)	-68.3%
City Streets	101	478,878	291,572	296,000	4,428	1.5%
Cemetery	104	-	45	-	(45)	-100.0%
Parks Department	105	644,012	780,998	559,000	(221,998)	-28.4%
Tourism Fund	107	5,767	6,283	7,000	717	11.4%
TBD	108	99,068	220,239	270,000	49,761	22.6%
Police Department Drug	120	3,822	3,844	3,900	56	1.4%
Public Safety Bldg Ltgo Debt	201	-	-	-	-	0.0%
LOCAL Vehicle Purchase 2016	202	-	-	-	-	0.0%
LOCAL Backhoe Purchase 2017	203	-	-	-	-	0.0%
Emergency Evacuation Bridge Fund	303	-	-	-	-	0.0%
City Hall Construction	304	-	444,591	4,500,000	4,055,409	912.2%
Transportation Impact	320	530,969	519,360	620,000	100,640	19.4%
Water	401	1,340,333	1,552,126	1,118,000	(434,126)	-28.0%
Wastewater	408	7,073,549	7,571,441	7,059,000	(512,441)	-6.8%
Stormwater	410	1,924,454	2,381,694	2,129,000	(252,694)	-10.6%
Utility Land Acquisition	412	1,232,642	768,821	-	(768,821)	-100.0%
Customer Deposits	634	158,684	3,815	-	(3,815)	-100.0%
Cemetery Perpetual Fund	701	506,150	510,217	516,000	5,783	1.1%
Skinner Estate Fund	704	469,294	472,754	478,000	5,246	1.1%
<b>Total</b>		<b>16,058,212</b>	<b>19,311,107</b>	<b>18,755,900</b>	<b>(555,207)</b>	<b>-2.9%</b>

# Beginning Fund Balance (Continued)



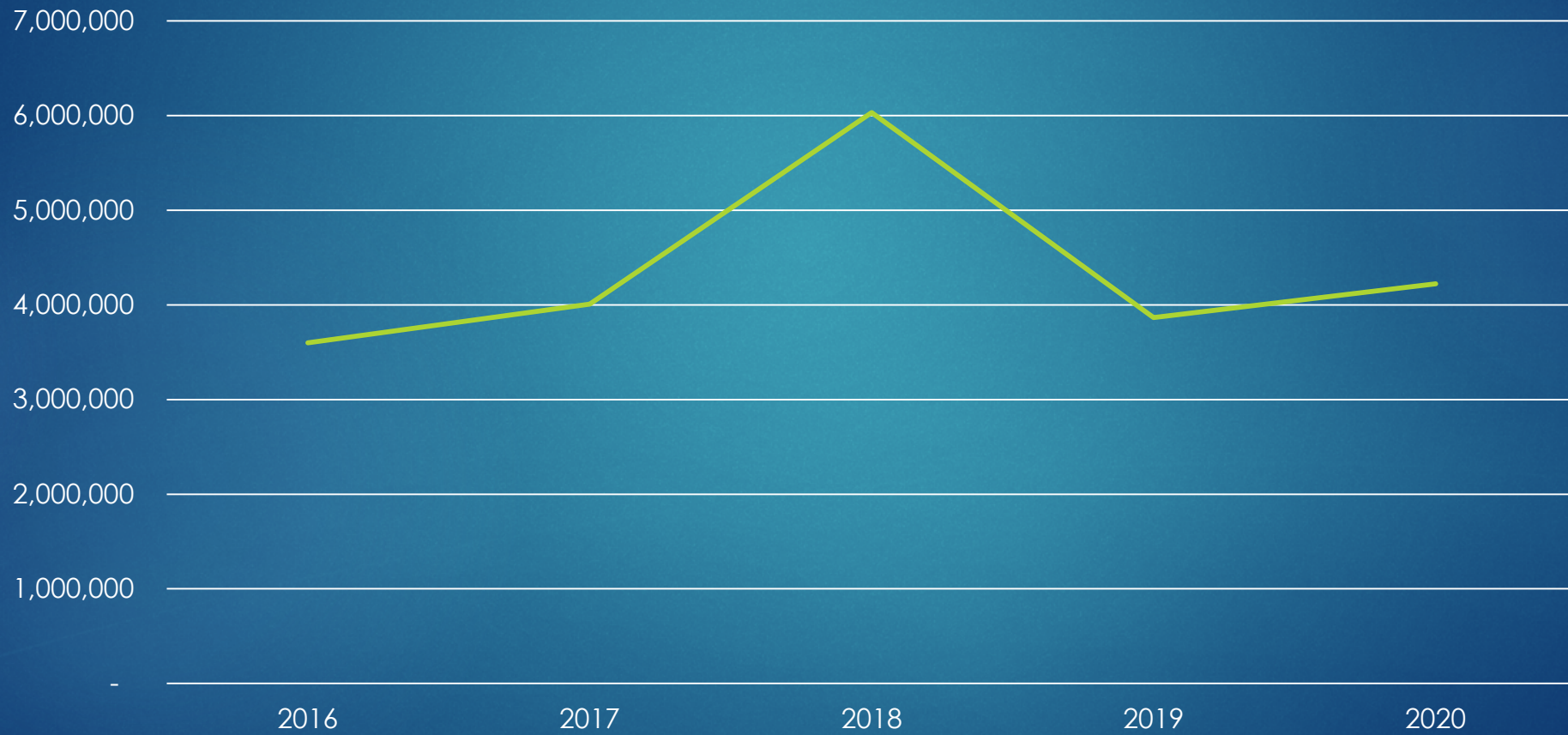
# Total Revenue (All Funds)

All Funds	2016	2017	2018	2019	2020	Change from 2019		
	Actual	Actual	Actual	Actual	Budget	Budget	\$	%
Revenues								
New Request	-	-	-	-	-	618,000.00	-	0.0%
Taxes	2,821,616.84	3,203,588.50	3,576,660.92	2,164,010.71	3,380,811.16	3,303,060.00	(77,751.16)	10.1%
Licenses and Permits	457,019.91	621,810.05	388,832.18	199,037.98	436,500.00	245,300.00	(191,200.00)	16.3%
Intergovernmental	742,921.85	1,183,143.52	850,863.57	539,148.96	2,278,900.00	1,778,900.00	(500,000.00)	13.2%
Goods and Services	6,445,450.97	6,133,072.16	5,963,948.26	3,790,589.59	5,934,567.50	5,164,182.50	(770,385.00)	15.3%
Fines and Penalties	102,215.17	110,260.75	109,953.05	64,420.55	94,100.00	85,700.00	(8,400.00)	-4.9%
Miscellaneous	226,519.88	311,625.82	317,140.78	251,351.12	122,042.00	102,842.00	(19,200.00)	141.0%
Nonrevenues	155,363.67	155,433.34	157,806.38	9,732.19	136,200.00	5,600.00	(130,600.00)	0.0%
Transfers	101,457.99	180,553.38	291,284.55	1,388,579.42	1,346,342.33	151,042.33	(1,195,300.00)	463.7%
Other	494,963.56	154,080.56	2,198,424.64	-	-	-	-	0.0%
Total Revenue	11,446,071.85	11,873,014.70	13,563,629.78	7,018,291.10	12,383,120.66	11,303,584.50	(1,697,536.16)	13.7%

Transfers are subtracted out of Total Revenue to avoid the effect of double counting



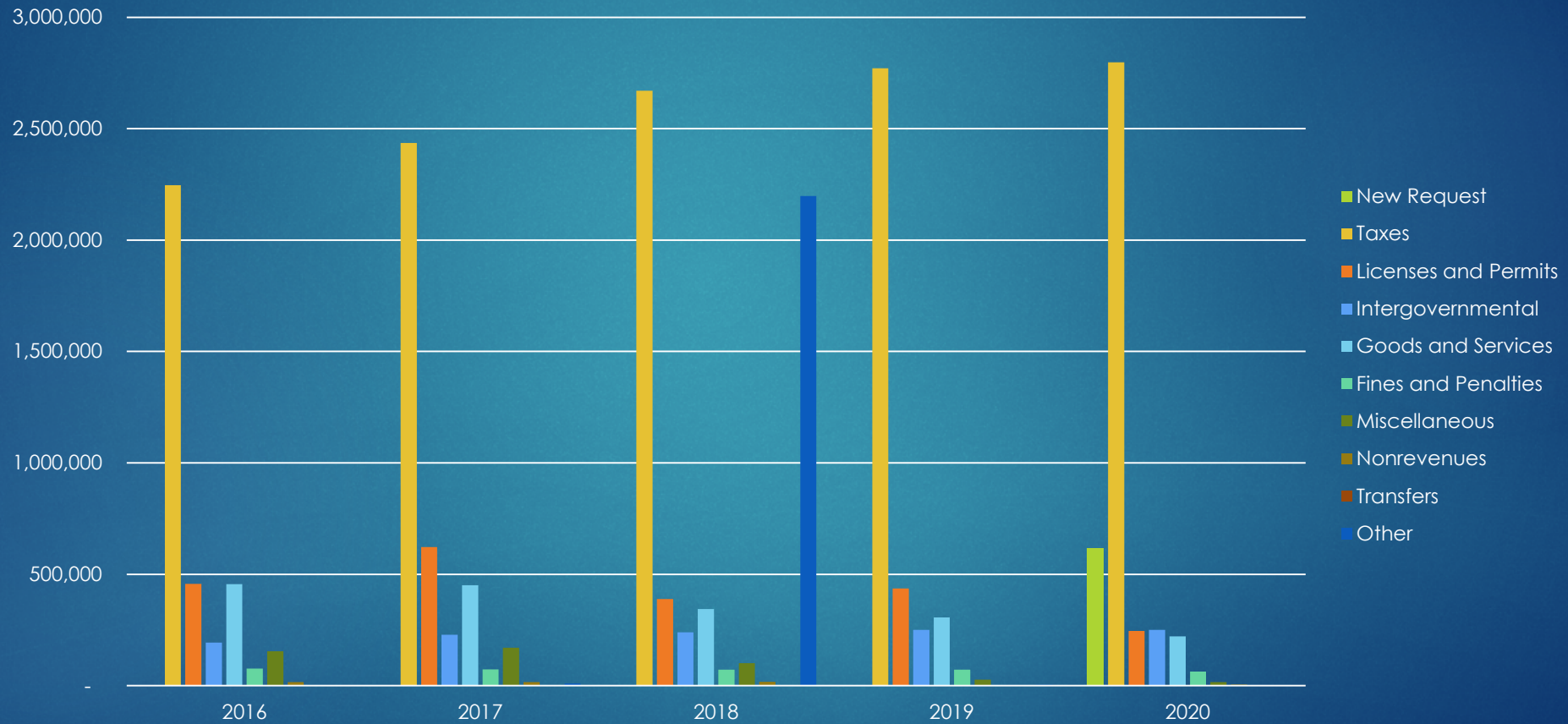
# Total Revenue (General Fund)



# General Fund Revenue Overview

General Fund	2016	2017	2018	2019		2020	Change from 2018	
	Actual	Actual	Actual	Actual	Budget	Budget	\$	%
Revenues								
New Request	-	-	-	-	-	618,000	618,000	
Taxes	2,246,107	2,436,441	2,670,228	1,763,837	2,770,751	2,803,000	32,249	12.1%
Licenses and Permits	457,020	621,810	388,832	199,038	436,500	245,300	(191,200)	16.3%
Intergovernmental	192,813	228,939	239,043	142,143	250,900	250,900	-	15.6%
Goods and Services	455,147	451,185	343,810	205,776	305,690	221,290	(84,400)	-2.8%
Fines and Penalties	77,135	72,486	72,088	35,196	72,100	63,700	(8,400)	-6.2%
Miscellaneous	154,621	169,935	101,329	59,759	26,500	16,500	(10,000)	30.5%
Nonrevenues	16,100	16,433	16,981	9,686	-	5,400	5,400	0.0%
Transfers	-	-	-	-	-	4,000	4,000	-100.0%
Other	-	10,000	2,198,425	2,523	4,000	-	(4,000)	0.0%
<b>Total Revenue</b>	<b>3,598,941</b>	<b>4,007,229</b>	<b>6,030,736</b>	<b>2,417,957</b>	<b>3,866,441</b>	<b>4,228,090</b>	<b>361,649</b>	<b>11.1%</b>

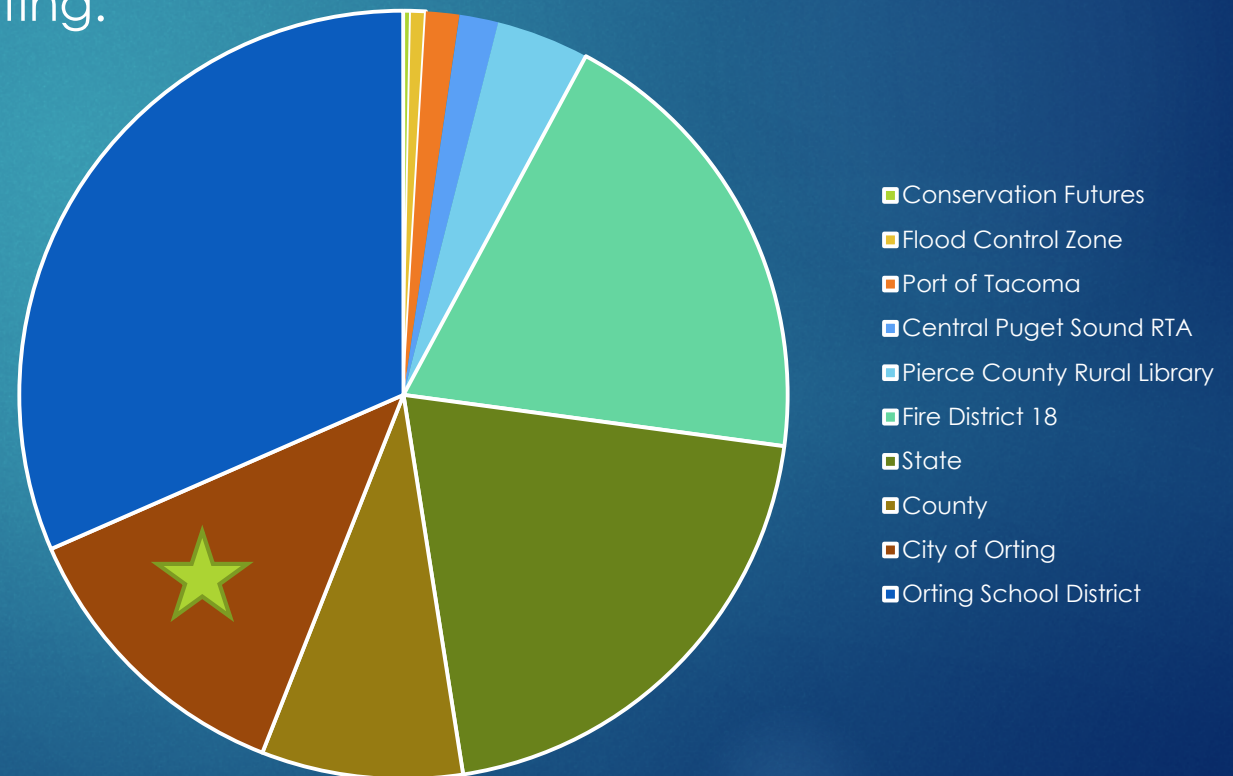
# General Fund Revenue



# General Fund Taxes - Property

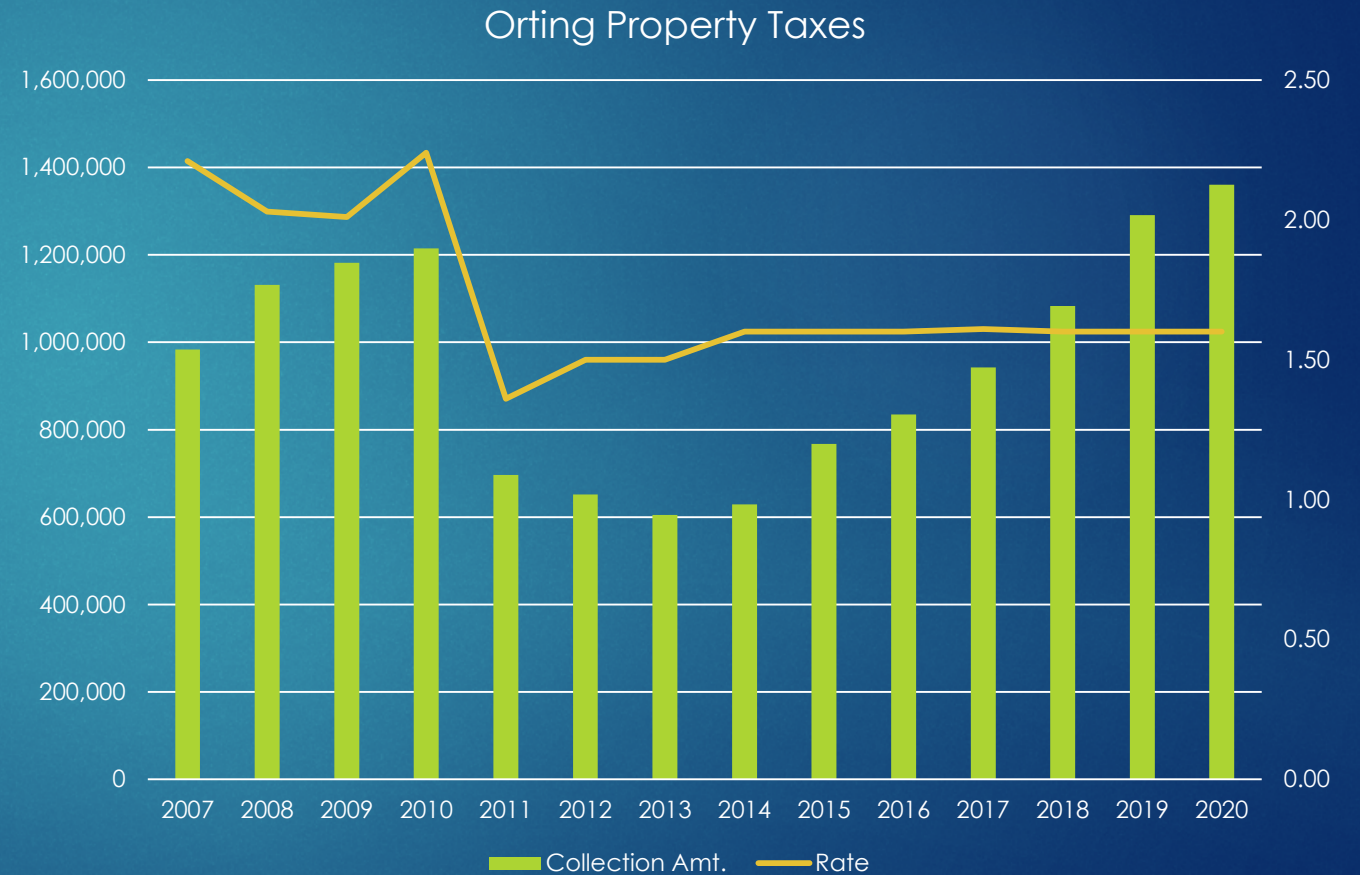
- ▶ Property Taxes are based on the assessed valuation that the County Assessor assigns to your property. The City's levies \$1.60 per \$1,000 of assessed valuation in property taxes. We will have more discussion on Property Taxes, and a public hearing in the fall when we consider the 2020 Property Tax levy. The Following table breaks out what jurisdictions are collecting Property Taxes in Orting:

<u>Property Tax Breakout</u>		
Conservation Futures	\$0.04	0.31%
Flood Control Zone	\$0.08	0.62%
Port of Tacoma	\$0.18	1.40%
Central Puget Sound RTA	\$0.21	1.63%
Pierce County Rural Library	\$0.50	3.89%
Fire District 18	\$2.48	19.28%
State	\$2.62	20.37%
County	\$1.09	8.48%
City of Orting	\$1.60	12.44%
<u>Orting School District</u>	<u>\$4.06</u>	<u>31.57%</u>
Total:	\$12.86	100.00%



# City of Orting Property Taxes

<u>Year</u>	<u>Assessed Value</u>	<u>Collection Amt.</u>	<u>Rate</u>
2007	445,896,318	983,513 \$	2.2057
2008	558,253,887	1,131,375 \$	2.0258
2009	577,187,234	1,182,007 \$	2.0090
2010	539,525,876	1,214,365 \$	2.2444
2011	435,048,557	696,078 \$	1.3613
2012	435,048,557	652,000 \$	1.4987
2013	378,099,092	604,959 \$	1.4987
2014	393,369,675	629,391 \$	1.6000
2015	479,430,424	767,089 \$	1.6000
2016	521,947,708	835,116 \$	1.6000
2017	585,603,519	942,618 \$	1.6097
2018	675,107,252	1,082,557 \$	1.6035
2019	806,719,473	1,290,751 \$	1.6000
2020	850,000,000	1,360,528 \$	1.6000

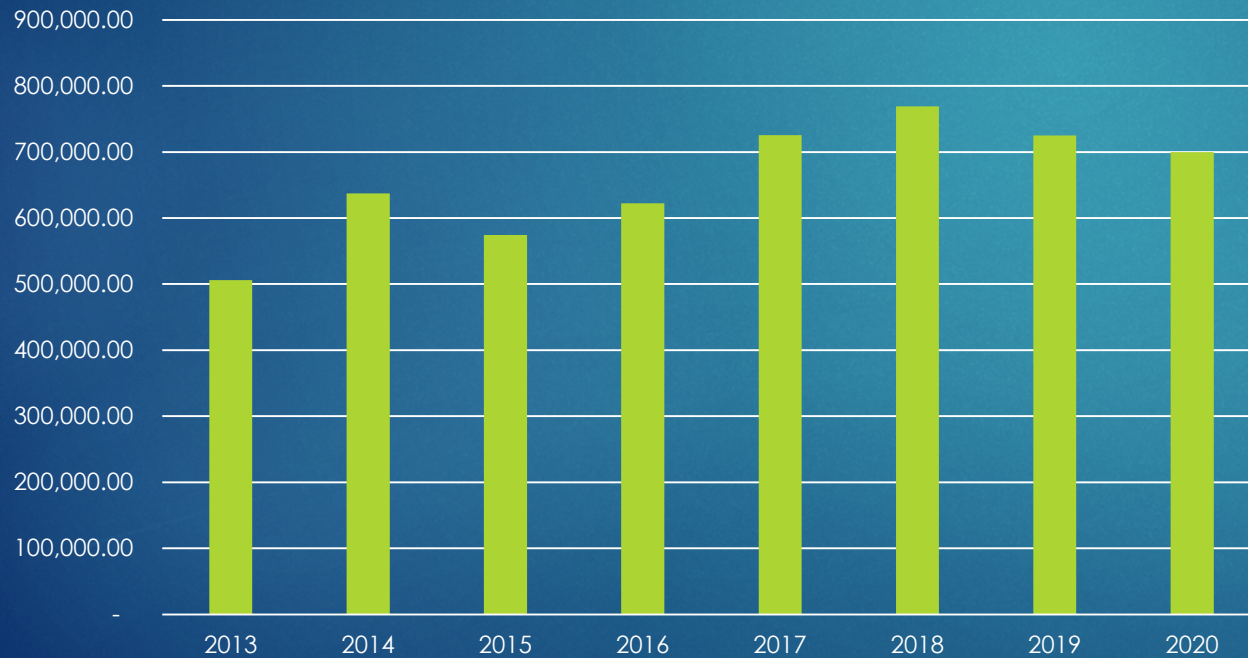


2020 Assessed Value is estimated

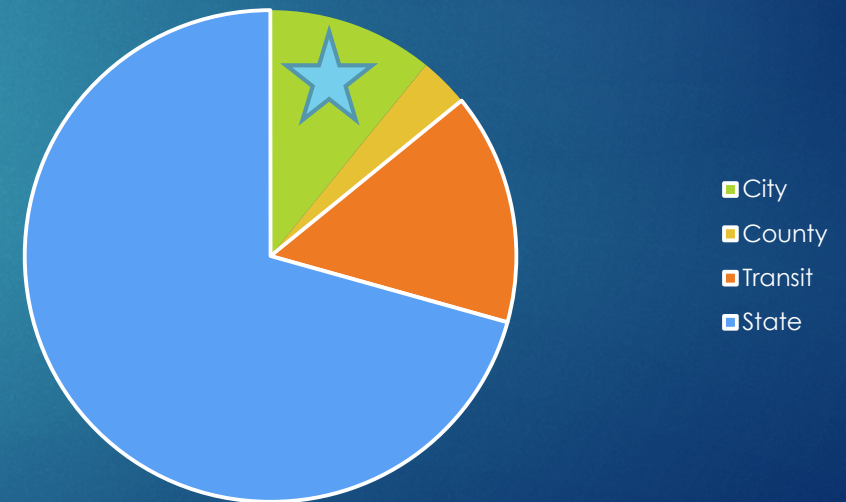
# City of Orting Sales Tax

- ▶ Sales tax is imposed on every taxable transaction occurring within the City, and it applies to the same transactions which the state sales tax applies. The total sales tax rate within the city is 9.2%, and the city's rate is 1%

Sales Tax Collections



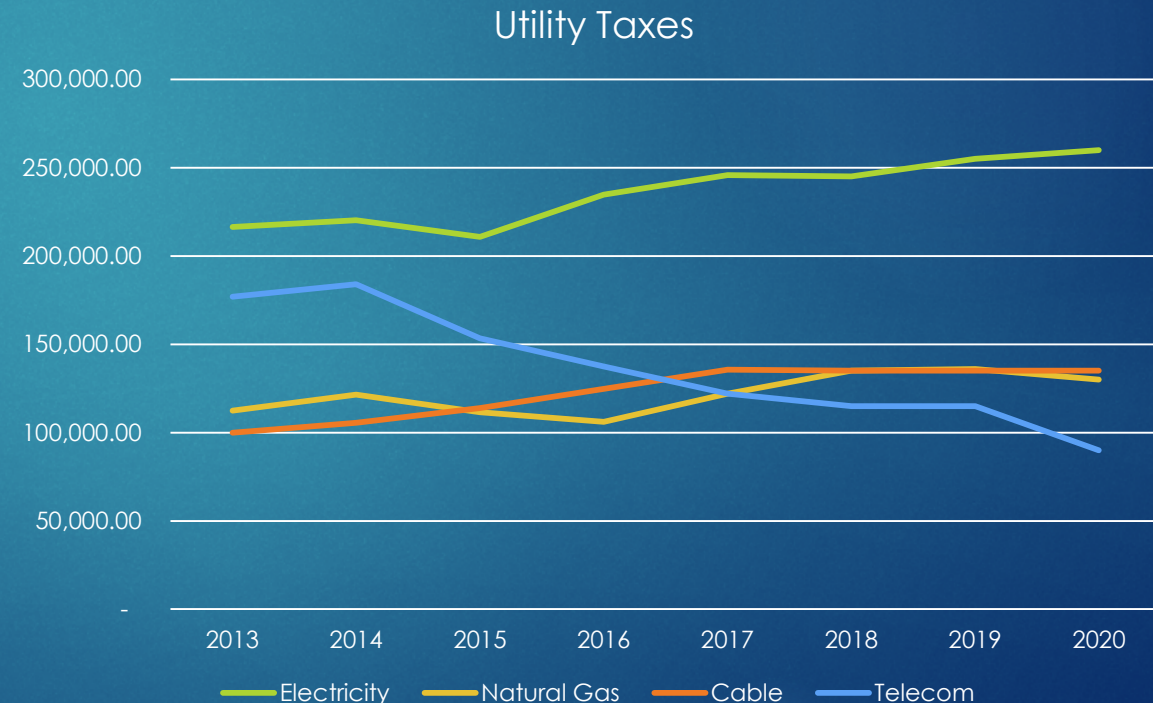
Sales Tax Breakout By Jurisdiction



# City of Orting Utility Taxes

- Utility taxes in the city are only levied on telecommunications, gas and electricity at 6% of gross revenues. The city has the authority to impose further utility taxes on garbage and public utilities including water, sewer, and stormwater, but is not proposing such a tax at this time.

<u>Year</u>	<u>Electricity</u>	<u>Natural Gas</u>	<u>Cable</u>	<u>Telecom</u>
2013	216,401.52	112,354.87	99,892.00	177,004.11
2014	220,170.24	121,436.92	105,479.32	183,969.50
2015	210,800.44	111,452.79	113,868.12	153,462.44
2016	234,758.29	106,131.68	124,776.65	137,368.34
2017	245,865.62	122,029.66	135,575.81	122,026.77
2018	245,000.00	135,000.00	135,000.00	115,000.00
2019	255,000.00	136,000.00	135,000.00	115,000.00



# Streets & Parks Revenue

- Streets and Parks are both facing similar challenges over the next few years. The first issue is that we are starting to run out of buildable lots in the City and Impact fee revenue has been and will continue to decrease or be low. The Second issue is that the sales of houses have started to slow down which decreases the amount of Real Estate Excuse Tax that the City collects. Both issues will contribute to funds that have diminishing revenue over 2020 and possibly longer.

<b>Streets</b>	2016	2017	2018	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Estimated</u>	<u>Budget</u>
Grants	32,656.86	28,188.75	-	-	346,000.00
REET	187,229.04	277,924.94	342,009.89	175,000.00	140,000.00
Gas Tax	157,345.08	163,186.46	171,522.95	155,000.00	155,000.00
Other	<u>8,938.51</u>	<u>15,620.41</u>	<u>19,316.14</u>	<u>70,000.00</u>	<u>9,000.00</u>
<b>Total</b>	<b>386,169.49</b>	<b>484,920.56</b>	<b>532,848.98</b>	<b>400,000.00</b>	<b>650,000.00</b>

<b>Trans. Impact</b>	2016	2017	2018	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Estimated</u>	<u>Budget</u>
Impact Fee	189,112.00	300,860.00	186,963.00	100,000.00	44,000.00
Grant	-	643,660.97	400,189.03	-	-
Other	<u>2,693.69</u>	<u>3,992.87</u>	<u>4,799.12</u>	<u>6,000.00</u>	<u>1,000.00</u>
<b>Total</b>	<b>191,805.69</b>	<b>948,513.84</b>	<b>591,951.15</b>	<b>106,000.00</b>	<b>45,000.00</b>

<b>Parks</b>	2016	2017	2018	2019	2020
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Estimated</u>	<u>Budget</u>
Parks Impact Fees	53,120.00	34,030.00	29,880.00	7,000.00	16,250.00
Sales Tax	68,394.82	75,050.85	76,087.03	70,000.00	70,000.00
REET	187,229.03	277,924.93	349,441.29	175,000.00	150,000.00
Grants	-	-	-	-	194,000.00
Other	<u>5,392.27</u>	<u>10,477.10</u>	<u>13,437.84</u>	<u>10,000.00</u>	<u>4,600.00</u>
<b>Total</b>	<b>314,136.12</b>	<b>397,482.88</b>	<b>468,846.16</b>	<b>262,000.00</b>	<b>434,850.00</b>



# Cemetery Revenue

- ▶ We expect the Cemetery to continue to struggle for revenue in 2020 as end of life preferences have changed. We anticipate spending some time on Cemetery fees in 2020 to make sure we are competitive with other cemeteries in the area. The second biggest budgeted source of revenue for the Cemetery will continue to be transfers from the General Fund.

Cemetery	2016	2017	2018	2019		2020	Change from 2019	
	Actual	Actual	Actual	Actual	Budget	Budget	\$	%
Revenues								
New Request	-	-	-	-	-	-	-	-
Goods and Services	37,357	16,074	23,457	6,383	18,500	14,700	(3,800)	0.0%
Miscellaneous	24	97	-	1,050	-	-	-	0.0%
Nonrevenues	264	-	326	47	200	200	-	0.0%
Transfers	-	4,394	17,716	14,470	15,300	20,000	4,700	0.0%
Total Revenue	37,646	20,565	41,498	21,949	34,000	34,900	900	0.0%

# Transportation Benefit District (TBD) Revenue

TBD	2016	2017	2018	2019		2020	Change from 2018	
	Actual	Actual	Actual	Actual	Budget	Budget	\$	%
Revenues								
New Request	-	-	-	-	-	-	-	-
Taxes	132,581	135,991	138,493	83,934	140,000	140,000	-	7.7%
Miscellaneous	311	1,043	3,093	3,740	1,000	1,000	-	0.0%
Total Revenue	132,891	137,035	141,585	87,673	141,000	141,000	-	8.5%

# Utilities

- ▶ Utility Rates – Utility rates are currently being evaluated by a consultant and staff will present the consultant's findings and recommendations to the Utility Committee and then move them to council for further consideration. There will be a public hearing before future utility rates are adopted. This presentation provides no insight on rates as we do not want to set expectations today.
- ▶ General Facility Charges – These are fees that the City charges for new connections to our utilities and are proportional to the new connection's impact on the system. Like Street Impact Fees and Park Impact Fees these fees have decreased over the past year as new construction has decreased. We are continuing to expect a decrease in these fees for 2020.

Questions?

# Appendix D: 2019 Revenue Detail

BARS	Description	2016	2017	2018	2019		%	2020		
		Actual	Actual	Actual	Actual	Budget		Adj. Amt	Budget	
<b>General Fund</b>										
<b>General Taxes</b>										
001-311-10-01-00	Tax - Real & Personal Property	837,569.64	940,925.54	1,080,811.48	686,102.31	1,290,751.16	53%	1,350,000.00	1,350,000.00	
001-313-11-00-00	Tax - Retail Sales & Use	622,342.25	725,202.07	820,742.96	464,375.17	700,000.00	66%		700,000.00	
001-313-71-00-00	Criminal Justice - Low Pop	120,928.44	132,777.64	148,050.75	91,185.84	128,000.00	71%		128,000.00	
001-316-41-00-00	Tax - B&O Utility - Electricity	234,758.29	245,865.62	251,507.90	186,138.52	255,000.00	73%	260,000.00	260,000.00	
001-316-43-00-00	Tax - B&O Utility - Natural Gas	106,131.68	122,029.66	122,612.85	101,018.31	136,000.00	74%	130,000.00	130,000.00	
001-316-46-00-00	Tax - B&O Telecom - Cable	124,776.65	135,575.81	131,937.72	104,626.41	135,000.00	78%		135,000.00	
001-316-47-00-00	Tax - B&O Telecom - Telephone/Cell Phone	137,368.34	122,026.77	101,574.35	58,247.69	115,000.00	51%	90,000.00	90,000.00	
001-316-81-00-00	Tax - Punch Board And Pull Tabs	47,631.34	12,037.47	12,989.59	22,142.60	8,500.00	261%	10,000.00	10,000.00	
001-316-81-01-00	Tax - Punch Board And Pull Tabs Penalty	14,600.13	-	-	50,000.00	2,500.00	2000%	-	-	
	<b>Total</b>	<b>2,246,106.76</b>	<b>2,436,440.58</b>	<b>2,670,227.60</b>	<b>1,763,836.85</b>	<b>2,770,751.16</b>	<b>64%</b>		<b>2,803,000.00</b>	
<b>Franchise Fees</b>										
001-321-91-00-01	Fee - Franchise - Comcast	96,450.79	105,414.25	102,384.47	81,245.54	110,000.00	74%		110,000.00	
001-321-91-00-02	Fee - Franchise - Verizon	-	2,500.00	-	-	-	0%		-	
001-321-91-00-03	Franchise Fee - Telecom	-	-	2,500.00	-	-	0%		-	
	<b>Total</b>	<b>96,450.79</b>	<b>107,914.25</b>	<b>104,884.47</b>	<b>81,245.54</b>	<b>110,000.00</b>	<b>74%</b>		<b>110,000.00</b>	
<b>Revenue from the State</b>										
001-336-00-98-00	Shared - City Assistance	85,536.55	116,997.38	120,455.61	48,202.25	117,000.00	41%		117,000.00	
001-336-06-21-00	Shared - CJ - Violent Crimes/pop.	2,007.91	2,130.35	2,271.94	1,805.47	2,600.00	69%		2,600.00	
001-336-06-26-00	Shared - CJ - Special Programs	7,320.87	7,732.23	8,211.64	6,501.45	8,800.00	74%		8,800.00	
001-336-06-51-00	Shared - DUI/Other Crim Just. Asst	1,136.63	1,141.92	1,158.25	859.38	1,500.00	57%		1,500.00	
001-336-06-94-00	Shared - Liquor/beer Excise	34,012.62	36,319.70	39,608.05	32,406.36	41,000.00	79%		41,000.00	
001-336-06-95-00	Shared - Liquor Profits	62,798.12	63,617.00	64,920.19	33,039.12	65,000.00	51%		65,000.00	
	<b>Total</b>	<b>192,812.70</b>	<b>227,938.58</b>	<b>236,625.68</b>	<b>122,814.03</b>	<b>235,900.00</b>	<b>52%</b>		<b>235,900.00</b>	
<b>Business License</b>										
001-321-99-00-00	Licenses - Business & Permits	16,232.00	17,797.00	12,801.00	9,564.39	17,000.00	56%		17,000.00	
001-321-99-00-01	License - One Day Business	265.00	175.00	175.00	25.00	200.00	13%		200.00	
	<b>Total</b>	<b>16,497.00</b>	<b>17,972.00</b>	<b>12,976.00</b>	<b>9,589.39</b>	<b>17,200.00</b>	<b>56%</b>		<b>17,200.00</b>	
<b>Building &amp; Land Use</b>										
001-322-10-01-00	Permits - Building	238,608.50	358,757.28	176,888.25	59,885.90	240,000.00	25%	80,000.00	80,000.00	
001-322-10-02-00	Permits - Plumbing	35,458.15	53,893.60	26,394.06	9,008.10	23,250.00	39%	7,750.00	7,750.00	
001-322-10-03-00	Permits - Fence	625.00	280.00	145.00	-	600.00	0%		600.00	
001-322-10-04-00	Permits - Mechanical	37,612.16	56,571.60	33,325.65	15,778.05	23,250.00	68%	7,750.00	7,750.00	
001-322-10-08-00	Permits - Backflow	2,750.00	1,200.00	6,000.00	825.00	1,000.00	83%		1,000.00	
001-322-90-02-00	Permits - Land Use Variance	2,000.00	1,000.00	2,000.00	-	2,000.00	0%	500.00	500.00	
001-322-90-03-00	Fees - Short Plats	-	1,100.00	1,600.00	1,050.00	1,000.00	105%	500.00	500.00	
001-322-90-04-00	Fees - Boundary Line Adjustments	-	-	-	-	500.00	0%	-	-	
001-322-90-05-00	Fees - Preliminary Plats	2,300.00	50.00	1,750.00	-	1,000.00	0%	500.00	500.00	
001-322-90-05-01	Subdivision Final Plat Application	1,500.00	1,500.00	-	-	1,500.00	0%	-	-	
001-322-90-07-00	Permits - Conditional Use	-	500.00	-	-	500.00	0%	-	-	
001-322-90-08-00	Permits - Special Use	-	400.00	-	-	200.00	0%	-	-	
001-341-62-00-05	City Standards Copies	26.05	4.00	29.60	214.03	100.00	214%		100.00	
001-341-82-00-01	Puget Sound Veterans Hope Center - Planning and L	-	2,500.00	-	-	-	0%		-	
001-345-29-00-01	Abatement	555.26	-	-	-	-	0%		-	

# Appendix D: 2019 Revenue Detail

BARS	Description	2016	2017	2018	2019			2020	
		Actual	Actual	Actual	Actual	Budget	%	Adj. Amt	Budget
001-345-81-00-01	Housing Development Hearing/Appeal	1,000.00		-	-	-	0%		-
001-345-83-00-00	Fees - Plan Review/Inspections	154,306.85	236,120.06	120,232.09	36,797.16	97,500.00	38%	16,250.00	16,250.00
001-345-83-01-00	Fees - Expedited Plan Review	-	150.00	-	-	500.00	0%	150.00	150.00
001-345-83-02-00	Fees - Energy Review	2,822.00	4,290.00	2,880.00	840.00	1,800.00	47%	600.00	600.00
001-345-83-03-00	Fees - Architechtrual Design Application	-	400.00	550.00	300.00	200.00	150%		200.00
001-345-83-04-00	Fees - SEPA Review	-	-	-	-	3,000.00	0%		3,000.00
001-345-83-05-00	Fees - Eng. - Plan Review/inspection	123,850.99	33,375.91	19,415.96	1,249.75	40,000.00	3%	20,000.00	20,000.00
001-345-83-06-00	Fees - Building Inspect/re-inspect	1,135.00	3,595.00	10,983.45	3,820.00	2,000.00	191%		2,000.00
001-345-83-07-00	Fees - Developers Utility Extension Application	12,473.00	500.00	27,751.75	8,798.00	5000.00	176%		5,000.00
001-345-83-08-00	Fees - Shoreline Development Permit	100.00	-	-	-	-	0%		-
001-345-83-09-00	Fees - Building Fines	250.00	575.00	225.00	-	-	0%		-
001-343-19-01-00	Permit - Grade & Fill	-	-	-	-	500.00	0%		500.00
001-353-70-00-01	Building Code Violation	250.00	-	-	-	-	0%		-
001-322-10-06-00	Permits - Fireworks	400.00	500.00	600.00	100.00	400.00	25%		400.00
	<b>Total</b>	<b>618,022.96</b>	<b>757,262.45</b>	<b>430,770.81</b>	<b>138,665.99</b>	<b>445,800.00</b>	<b>31%</b>		<b>146,800.00</b>
	<b>Court</b>								
001-341-33-02-00	Rev - Warrant Costs	6,420.00	7,237.83	8,664.22	3,349.25	7,500.00	45%		7,500.00
001-341-33-06-00	Fees - Fee - IT Time Pay/Court	1,194.68	1,373.62	713.07	255.33	1,200.00	21%		1,200.00
001-341-62-00-01	Fees - Court Copies/Tape	38.73	107.18	60.85	69.29	100.00	69%		100.00
001-341-95-00-00	Court Legal Services	-	-	200.00	-	100.00	0%		100.00
001-342-33-00-00	Fees - Adult Probation	150.00	480.00	240.00	-	500.00	0%		500.00
001-342-33-06-00	Fees - Record Check	26,667.99	32,579.69	23,614.23	11,256.65	27,000.00	42%	22,000.00	22,000.00
001-342-33-07-00	Fees - Sentence Compliance-Probation	9,884.89	11,189.95	9,403.69	5,257.96	11,400.00	46%	9,000.00	9,000.00
001-342-36-00-00	Fees - HSNG/MNTR PRSNR	1,158.70	2,571.98	1,323.73	-	1,500.00	0%	1,000.00	1,000.00
001-342-38-01-00	Fees - PreTrial Supervision	2,290.00	1,950.00	3,510.00	800.00	2,300.00	35%		2,300.00
001-342-50-00-00	Fees - DUI Emergency Response	366.62	1,635.20	568.92	142.51	1,000.00	14%	600.00	600.00
001-342-60-00-00	DUI Emergency Aid	-	-	216.50	-	-	0%		-
001-352-30-00-00	Fines - Mandatory Insurance Costs	3,736.47	1,583.11	3,180.46	1,957.90	1,800.00	109%	3,000.00	3,000.00
001-353-10-02-00	Fines - Traffic Infract After 07/03	577.14	690.31	617.09	22.76	600.00	4%	100.00	100.00
001-353-10-03-00	Fines - Traffic Infraction	10,158.12	8,059.95	5,287.33	2,875.91	10,000.00	29%	6,000.00	6,000.00
001-353-10-04-00	Legis Assmnt	4,879.63	4,925.74	4,536.54	2,255.68	5,000.00	45%		5,000.00
001-353-10-05-00	Traffic INF	33,728.46	41,881.65	43,031.24	20,015.09	35,000.00	57%	32,000.00	32,000.00
001-353-70-13-00	Other Infract	2,911.87	25.85	1,302.73	2,160.14	100.00	2160%	1,000.00	1,000.00
001-355-20-00-00	Fines - DUI	2,545.40	1,824.50	1,063.04	110.23	1,700.00	6%		1,700.00
001-355-20-01-00	DUI - DP Acct	937.68	878.87	264.20	59.01	1,000.00	6%	600.00	600.00
001-355-20-03-00	CRI CNV Fee DUI	92.08	19.86	30.21	-	-	0%		-
001-355-20-04-00	DUI-DP Acct 7/17	-	63.47	139.37	138.62	-	0%		-
001-355-80-01-00	Fines - Crim Traffic Misd After 7/03	7,401.01	6,554.65	7,159.19	3,733.24	8,000.00	47%		8,000.00
001-355-80-02-00	Criminal Conv Traffic Fee	1,129.28	905.13	819.31	497.45	1,000.00	50%		1,000.00
001-356-90-04-00	Fines - Crim. Non-Traffic After 7/03	808.05	1,483.77	1,088.72	201.33	1,500.00	13%		1,500.00
001-356-90-08-00	Fines - Domestic Violence	538.56	184.08	909.48	266.24	400.00	67%		400.00
001-356-90-14-00	Fee - Conv Fee CN 1/13	763.28	611.93	734.36	241.85	500.00	48%		500.00
001-357-33-00-00	Reimb - Public Defense Cost	2,430.41	1,828.86	1,236.54	565.53	1,800.00	31%	1,500.00	1,500.00
001-361-40-01-00	Int - Court Collections	2,233.75	1,776.95	3,265.44	1,572.18	2,000.00	79%		2,000.00
001-361-40-03-00	Court Current Expense	2,233.75	1,775.77	3,265.44	1,572.18	2,000.00	79%		2,000.00
001-386-12-00-00	Crime Victims	1,591.16	1,604.22	1,576.91	754.34	-	0%		-
001-386-83-09-00	JIS Trauma	7,152.65	7,236.62	7,384.90	3,407.74	-	0%	5,000.00	5,000.00
001-386-97-06-00	Local/JIS Acct	2.66	-	235.03	352.52	-	0%	200.00	200.00
001-386-99-07-00	SCH SCHOOL SPD	2,215.11	2,284.98	751.53	153.73	-	0%	200.00	200.00

# Appendix D: 2019 Revenue Detail

BARS	Description	2016	2017	2018	2019			2020	
		Actual	Actual	Actual	Actual	Budget	%	Adj. Amt	Budget
001-347-90-03-00	Fees - Court NSF	25.00	40.00	73.95	-	-	0%	-	-
001-369-80-01-00	Small Overpayment 16 Court	7.20	5.52	15.34	0.29	-	0%	-	-
001-369-81-00-00	Cash Over/Short Court	-	(10.00)	-	1.00	-	0%	-	-
001-341-33-03-00	Rev - Deferred Prosecution Costs	326.80	294.74	-	-	600.00	0%	300.00	300.00
001-353-10-00-00	Fines - Traffic Infract Prior To 07/03	205.50	584.66	497.97	-	600.00	0%	300.00	300.00
001-353-10-01-00	Fines - School Safety Zone	-	-	-	-	1,000.00	0%	200.00	200.00
001-353-70-00-00	Non-Traffic Infractions	42.26	-	-	-	-	0%	-	-
001-353-70-04-00	Other Infractions	-	-	105.96	37.57	300.00	13%	200.00	200.00
001-354-00-00-00	Fines - Parking Infractions	-	-	-	57.00	100.00	57%	-	-
001-354-00-03-00	Parking Infractions	450.00	100.00	63.65	-	300.00	0%	100.00	100.00
001-354-00-07-00	Fines - Handicapped Parking Infraction	-	250.02	-	-	500.00	0%	100.00	100.00
001-355-80-00-00	Fines - Crim Traffic Misd To 7/03	-	-	-	-	200.00	0%	-	-
001-342-37-00-00	Booking Fees	66.94	13.42	-	8.43	-	0%	-	-
	<b>Total</b>	<b>137,361.83</b>	<b>146,604.08</b>	<b>137,151.14</b>	<b>64,148.95</b>	<b>128,600.00</b>	<b>50%</b>		<b>117,200.00</b>
	<b>Other Fines &amp; Penalties</b>								
001-356-90-02-00	Fines - Animal Violations	1,320.00	-	-	-	200.00	0%	-	-
001-359-00-00-01	Animal License Late Penalty	2,205.00	-	-	-	-	0%	-	-
	<b>Total</b>	<b>3,525.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200.00</b>	<b>0%</b>		<b>-</b>
	<b>Rental Income &amp; Event Fees</b>								
001-362-40-00-00	Rental - Multi-Purpose Center	3,830.00	3,670.00	1,395.00	1,180.00	3,500.00	34%	-	3,500.00
001-362-40-00-01	McMahon Parking Rental	-	-	1,500.00	1,700.00	-	0%	-	-
001-362-40-03-00	Lease - Chamber Office	600.00	550.00	-	-	-	0%	-	-
001-362-40-04-00	Fees - Special Events	1,805.00	1,250.00	1,450.00	1,285.00	1,000.00	129%	-	1,000.00
001-362-40-05-00	Lease - Fire Station	129,999.96	129,999.96	-	-	-	0%	-	-
	<b>Total</b>	<b>136,234.96</b>	<b>135,469.96</b>	<b>4,345.00</b>	<b>4,165.00</b>	<b>4,500.00</b>	<b>93%</b>		<b>4,500.00</b>
	<b>Money Collected for State</b>								
001-386-00-02-00	State Share Ccw's	-	4.50	-	-	-	0%	-	-
001-386-00-03-00	Facilities Deposits	-	(50.00)	670.00	820.00	-	0%	-	-
001-386-83-33-00	Legis Assmt	2.02	3.98	-	-	-	0%	-	-
001-386-97-05-00	Local/JIS Account	20.29	6.41	1.55	8.01	-	0%	-	-
001-389-30-00-01	Parks and Rec Sales Tax	50.00	37.63	593.82	30.79	-	0%	-	-
001-389-30-00-02	State Building Code Fees	562.50	738.00	522.50	234.00	-	0%	-	-
001-389-30-00-03	Peg Fees - Comcast	4,253.16	4,567.00	4,650.82	3,893.77	-	0%	-	-
001-389-30-00-01	Tax - Parks & Rec Sales	250.12	-	593.82	30.79	-	0%	-	-
	<b>Total</b>	<b>5,138.09</b>	<b>5,307.52</b>	<b>7,032.51</b>	<b>5,017.36</b>	<b>-</b>	<b>0%</b>		<b>-</b>
	<b>Recreation</b>								
001-347-60-01-16	Baseball 9+ Years	-	-	-	(31.85)	4,500.00	-1%	-	4,500.00
001-347-60-01-01	Dance Class	6,115.00	9,523.58	11,573.00	6,149.59	4,000.00	154%	-	-
001-347-60-01-02	Dance/Drill Team	7,472.36	880.00	-	-	-	0%	-	-
001-347-60-01-03	Karate	2,250.00	480.00	-	-	-	0%	-	-
001-347-60-01-04	Tots Soccer	3,878.21	2,960.00	4,442.96	3,720.85	1,350.00	276%	-	1,350.00
001-347-60-01-05	Flag Football	-	-	-	-	-	0%	-	-
001-347-60-01-06	Youth Baseball	12,642.98	15,947.67	13,088.22	13,212.23	9,800.00	135%	-	9,800.00
001-347-60-01-11	Summer Fun	(100.00)	-	-	(1.58)	-	0%	-	-
001-347-60-01-15	Tumbling	-	-	-	3,497.87	-	0%	-	-

# Appendix D: 2019 Revenue Detail

BARS	Description	2016	2017	2018	2019			2020	
		Actual	Actual	Actual	Actual	Budget	%	Adj. Amt	Budget
001-347-60-01-12	Puppy/Dog Training (non-tax)	6,030.00	11,260.00	12,420.00	12,400.00	10,000.00	124%		10,000.00
001-347-60-01-13	Soccer Camp	-	700.05	-	-	500.00	0%		500.00
001-347-60-01-14	Volleyball Camp	-	798.80	(5.25)	-	600.00	0%		600.00
001-347-60-05-01	Adult Softball	2,573.52	2,412.37	4,216.38	3,831.08	4,200.00	91%		4,200.00
001-347-60-05-03	Zumba	275.36	-	-	-	-	0%		-
001-347-60-05-05	Youth Volleyball	3,243.36	295.75	2,647.58	-	1,440.00	0%		1,440.00
	<b>Total</b>	<b>44,380.79</b>	<b>45,258.22</b>	<b>48,382.89</b>	<b>42,778.19</b>	<b>36,390.00</b>	<b>118%</b>		<b>32,390.00</b>
	<b>Interest Income</b>								
001-361-11-00-00	Int - Investment Interest Earned	11,760.61	24,942.70	82,333.17	49,954.00	15,000.00	333%	5,000.00	5,000.00
001-361-40-00-00	Int - Sales & Use Tax	439.85	669.95	1,245.30	989.36	500.00	198%		500.00
001-361-40-04-00	Int - Property Tax	239.56	616.23	1,403.43	1,134.62	500.00	227%		500.00
	<b>Total</b>	<b>12,440.02</b>	<b>26,228.88</b>	<b>84,981.90</b>	<b>52,077.98</b>	<b>16,000.00</b>	<b>325%</b>		<b>6,000.00</b>
	<b>Other Revenue</b>								
New Request 001	Library Lease	-	-	-	-	-	0%	30,000.00	30,000.00
New Request 001	New City Hall Grant	-	-	-	-	-	0%	588,000.00	588,000.00
001-322-10-07-00	Fees - Passports	10,110.00	17,850.00	19,632.00	20,915.00	10,000.00	209%	15,000.00	15,000.00
001-322-30-00-00	Licenses - Animal	5,130.00	-	-	-	-	0%		-
001-322-40-01-00	Permits - Street Opening/Closing	7,488.31	2,216.32	2,486.75	550.00	4,000.00	14%		4,000.00
001-322-90-11-00	Fees - Golf Cart Registration	90.00	105.00	150.00	91.00	100.00	91%		100.00
001-331-97-00-01	FEMA Hazard Mitigation Grant	-	-	-	-	15,000.00	0%		15,000.00
001-333-20-00-01	Federal Indirect Grant from Department of Transporta	-	1,000.00	-	-	-	0%		-
001-334-03-10-01	DOE Grant - Shoreline Plan Update	-	-	2,417.67	19,329.13	-	0%		-
001-341-43-00-00	Fees - Credit Card/Debit Card	432.69	269.00	228.00	259.00	800.00	32%		800.00
001-341-93-00-00	Reimb - Library	5,803.54	5,454.69	5,222.34	4,400.44	5,600.00	79%		5,600.00
001-342-10-00-00	Reimb - SRO - School District	59,000.00	59,000.00	59,000.00	85,000.00	59,000.00	144%	90,000.00	90,000.00
001-344-20-01-00	Gravel	420.00	180.00	240.00	60.00	-	0%		-
001-347-90-00-00	Fees - NSF & Charges	-	40.00	80.00	120.00	100.00	120%		100.00
001-356-50-03-00	City Drug Buy Fund	24.97	29.34	20.66	-	200.00	0%		200.00
001-357-30-00-00	Reimb - Criminal Costs Recouped	-	-	-	-	300.00	0%		300.00
001-362-30-00-00	Parking Permits	1,540.00	4,559.00	3,900.00	250.00	2,000.00	13%		2,000.00
001-367-00-00-01	AWC Wellness Grant	-	-	381.53	-	-	0%		-
001-367-00-00-02	Small Grants	-	-	400.00	-	-	0%		-
001-369-10-00-01	Miscellaneous Other Nonoperating	-	-	731.40	-	-	0%		-
001-369-20-00-01	Unclaimed Cash/Property	-	-	-	100.84	-			-
001-369-80-00-00	Cash Overage & Shortage	-	129.26	11.32	-	-	0%		-
001-369-81-01-00	Cash Overage & Shortage	(69.00)	-	32.08	19.33	-	0%		-
001-395-10-00-01	Sale of Public Safety Building	-	10,000.00	2,188,366.00	-	-	0%		-
001-397-00-03-00	Transfer In-From Skinner Fund	-	-	-	-	4,000.00	0%		4,000.00
001-398-10-00-00	Insurance Recovery	-	-	10,058.64	2,523.47	-	0%		-
	<b>Total</b>	<b>89,970.51</b>	<b>100,832.61</b>	<b>2,293,358.39</b>	<b>133,618.21</b>	<b>101,200.00</b>	<b>132%</b>		<b>755,100.00</b>
	<b>Total General Fund</b>	<b>3,598,941.41</b>	<b>4,007,229.13</b>	<b>6,030,736.39</b>	<b>2,417,957.49</b>	<b>3,866,541.16</b>	<b>63%</b>		<b>4,228,090.00</b>
	<b>Streets Fund</b>								
101-333-20-00-01	SW Connector Design Grant	-	-	-	-	346,000.00	0%		346,000.00
101-318-34-00-01	Real Estate Excise Tax (Capital)	187,229.04	165,009.57	100,309.60	64,310.75	100,000.00	64%	70,000.00	70,000.00



## Appendix D: 2019 Revenue Detail

BARS	Description	2016	2017	2018	2019			2020	
		Actual	Actual	Actual	Actual	Budget	%	Adj. Amt	Budget
101-318-34-00-03	Real Estate Excise Tax (O&M)	-	112,915.37	241,700.29	64,310.75	100,000.00	64%	70,000.00	70,000.00
101-333-20-00-10	WSDOT Grant - Emergency Evac Ped Bridge	24,282.79	28,188.75	-	-	-	0%	-	-
101-333-20-20-05	Grant - PCRC Left Turn Lane SR162	8,374.07	-	-	-	-	0%	-	-
101-336-00-71-00	Multimodal Transportation - City	7,459.38	7,921.80	11,025.08	5,610.87	8,000.00	70%	-	8,000.00
101-336-00-87-00	Motor Vehicle Fuel Tax	157,345.08	163,186.46	171,522.95	94,412.27	155,000.00	61%	-	155,000.00
101-361-11-00-00	Int - Investment Interest Earned	1,479.13	3,517.49	8,291.06	3,607.35	500.00	721%	-	500.00
101-369-10-00-00	Sale of Surplus Items	-	551.55	-	5,302.50	500.00	1061%	-	500.00
101-397-00-00-01	Transfer from Bridge Fund	-	-	-	55,411.95	-	0%	-	-
101-398-10-00-00	Insurance Recoveries	-	3,629.57	-	-	-	0%	-	-
	<b>Total Streets</b>	<b>386,169.49</b>	<b>484,920.56</b>	<b>532,848.98</b>	<b>292,966.44</b>	<b>710,000.00</b>	<b>41%</b>		<b>650,000.00</b>
	<b>Cemetery Fund</b>								
104-343-60-01-00	Sales - Cemetery Lots	14,975.35	2,567.00	2,585.00	(700.00)	5,000.00	-14%	2,500.00	2,500.00
104-343-60-02-00	Sales - Liners	3,001.00	850.00	3,500.00	500.00	1,800.00	28%	-	1,800.00
104-343-60-03-00	Fees - Opening & Closing	9,100.00	2,400.00	10,150.00	1,900.00	3,000.00	63%	-	3,000.00
104-343-60-04-00	Fees - Saturday Service	500.00	500.00	1,000.00	-	500.00	0%	-	500.00
104-343-60-05-00	Fees - Marker Setting Fees	3,625.00	4,124.00	4,954.00	1,985.00	4,000.00	50%	3,000.00	3,000.00
104-343-60-06-00	Fees - Vase Setting	336.00	168.00	168.00	168.00	100.00	168%	-	100.00
104-343-60-08-00	Fees - Setup	750.00	300.00	1,100.00	150.00	600.00	25%	300.00	300.00
104-343-60-09-00	Sales - Columbarium Niche	5,070.00	5,165.00	-	2,380.00	3,500.00	68%	-	3,500.00
104-361-11-00-00	Int - Investment Interest Earned	24.28	14.46	-	-	-	0%	-	-
104-369-10-00-00	Sale of Surplus	-	82.55	-	1,050.00	-	0%	-	-
104-389-30-00-00	Tax - Sales	264.00	-	325.50	46.50	200.00	23%	-	200.00
104-397-00-09-00	Transfer From #001	-	4,394.18	17,715.74	14,469.50	15,300.00	95%	20,000.00	20,000.00
	<b>Total Cemetery</b>	<b>37,645.63</b>	<b>20,565.19</b>	<b>41,498.24</b>	<b>21,949.00</b>	<b>34,000.00</b>	<b>65%</b>		<b>34,900.00</b>
	<b>Parks Fund</b>								
105-313-17-02-00	Tax - Sales Tax - Park	68,394.82	75,050.85	76,087.03	58,559.68	70,000.00	84%	-	70,000.00
105-318-35-00-00	REET 2 - Parks	187,229.03	165,009.60	100,309.58	73,882.06	100,000.00	74%	75,000.00	75,000.00
105-318-35-00-03	Tax - Real Estate Excise - Parks O&M	-	112,915.33	249,131.71	54,739.42	100,000.00	55%	75,000.00	75,000.00
105-334-02-70-00	Grant - Gratzler Ball Fields	-	-	-	-	194,000.00	0%	-	194,000.00
105-334-04-20-01	State Capital Grant - Splash Park	-	-	-	-	-	0%	-	-
105-345-85-00-00	Parks Impact Fees	53,120.00	34,030.00	29,880.00	4,814.00	48,750.00	10%	16,250.00	16,250.00
105-361-11-00-00	Int - Investment Interest Earned	1,487.27	5,109.00	10,357.84	9,129.90	1,000.00	913%	-	1,000.00
105-362-40-01-00	Rental - Bbq & Gazebo	1,000.00	990.00	1,080.00	945.00	1,000.00	95%	-	1,000.00
105-362-40-02-00	Rental - North Park Bldg	1,360.00	1,750.00	1,700.00	450.00	1,200.00	38%	1,000.00	1,000.00
105-362-40-03-00	Gratzler Park Rental	1,345.00	1,550.00	300.00	-	1,500.00	0%	-	1,500.00
105-367-00-00-00	Private Contributions & Donat.	200.00	-	-	-	100.00	0%	-	100.00
105-369-10-00-00	Sale of Surplus Items	-	634.10	-	6,615.00	-	0%	-	-
105-397-76-00-00	Transfer In from 001 or Parks O&M	-	-	-	-	-	0%	-	-
105-398-10-00-00	Insurance Recovery	-	444.00	-	-	-	0%	-	-
	<b>Total Parks</b>	<b>314,136.12</b>	<b>397,482.88</b>	<b>468,846.16</b>	<b>209,135.06</b>	<b>517,550.00</b>	<b>40%</b>		<b>434,850.00</b>
	<b>Tourism Revenue</b>								
107-313-31-00-00	Retail Sales and Use Taxes	35.70	29.82	17.91	143.27	10.00	1433%	-	10.00
107-313-31-00-01	Tax - Hotel-Motel Tax	40.69	226.03	384.65	294.08	50.00	588%	-	50.00
107-361-11-00-00	Investment Interest Earned	37.85	47.21	113.63	93.31	10.00	933%	-	10.00
	<b>Total Tourism</b>	<b>114.24</b>	<b>303.06</b>	<b>516.19</b>	<b>530.66</b>	<b>70.00</b>	<b>758%</b>		<b>70.00</b>

## Appendix D: 2019 Revenue Detail

BARS	Description	2016	2017	2018	2019		%	Adj. Amt	2020
		Actual	Actual	Actual	Actual	Budget			Budget
<b><u>Transportation Benefit District (TBD) Fund</u></b>									
108-317-60-00-00	TBD Vehicle Fees	132,580.80	135,991.35	138,492.55	83,933.85	140,000.00	60%		140,000.00
108-361-11-00-00	Investment Interest Earned	310.62	1,043.45	3,092.94	3,739.64	1,000.00	374%		1,000.00
<b>Total TBD</b>		<b>132,891.42</b>	<b>137,034.80</b>	<b>141,585.49</b>	<b>87,673.49</b>	<b>141,000.00</b>	<b>62%</b>		<b>141,000.00</b>
<b><u>Police Drug Fund</u></b>									
120-361-11-00-00	Int - Investment Interest Earned	10.29	4.36	21.85	55.79	-	0%		-
120-369-30-00-00	Rev - Confiscated/forfeited Property	472.00	-	-	-	-	0%		-
<b>Total Police Drug Fund</b>		<b>482.29</b>	<b>4.36</b>	<b>21.85</b>	<b>55.79</b>	<b>-</b>	<b>0%</b>		<b>-</b>
<b><u>2016 Vehicle Purchase - Debt Service Fund</u></b>									
202-391-90-00-00	LOCAL Other Debt Proceeds	443,186.63	-	-	-	-	0%		-
202-392-00-00-00	LOCAL Premium on Debt Issue	51,776.93	-	-	-	-	0%		-
202-397-21-00-01	Transfer from Police	4,340.29	28,204.77	29,505.47	27,961.21	29,505.47	95%		29,505.47
202-397-24-00-01	Transfer From Building	83.39	541.88	566.85	537.19	566.85	95%		566.85
202-397-31-00-01	Transfer from Storm	1,422.21	9,242.05	9,668.27	9,162.25	9,668.26	95%		9,668.26
202-397-34-00-01	Transfer from Water	2,683.58	17,438.87	18,243.10	17,288.29	18,243.10	95%		18,243.10
202-397-35-00-01	Transfer from Sewer	2,787.46	18,113.93	18,949.30	17,957.52	18,949.29	95%		18,949.29
202-397-36-00-01	Transfer from Cemetery	738.81	4,801.09	5,022.50	4,759.63	5,022.50	95%		5,022.50
202-397-44-00-01	Transfer from Streets	1,111.70	993.29	523.21	7,161.85	-	0%		-
202-397-76-00-01	Transfer From Parks	1,696.55	10,293.94	11,190.84	10,929.63	11,533.26	95%		11,533.26
202-397-95-00-01	Transfer From Streets	-	6,961.82	7,376.60	-	7,557.38	0%		7,557.38
<b>Total 2016 Vehicle Purchase</b>		<b>509,827.55</b>	<b>96,591.64</b>	<b>101,046.14</b>	<b>95,757.57</b>	<b>101,046.11</b>	<b>95%</b>		<b>101,046.11</b>
<b><u>2017 Backhoe Purchase - Debt Service Fund</u></b>									
203-391-90-00-00	Other Debt Proceeds	-	82,572.73	-	-	-	0%		-
203-392-00-00-00	Premium on Debt Issue	-	7,427.27	-	-	-	0%		-
203-397-31-00-01	Storm 2017 Backhoe Purchase	-	159.99	2,891.51	3,441.06	3,599.43	96%		3,599.43
203-397-34-00-01	Water 2017 Backhoe Purchase	-	319.97	5,783.01	6,882.12	7,198.87	96%		7,198.87
203-397-35-00-01	Sewer 2017 Backhoe Purchase	-	266.64	4,819.18	5,735.10	5,999.06	96%		5,999.06
203-397-44-00-01	Streets 2017 Backhoe Purchase	-	159.98	2,891.51	3,441.06	3,599.43	96%		3,599.43
203-397-76-00-01	Parks 2017 Backhoe Purchase	-	159.98	2,891.51	3,441.06	3,599.43	96%		3,599.43
<b>Total 2017 Backhoe Purchase</b>		<b>-</b>	<b>91,066.56</b>	<b>19,276.72</b>	<b>22,940.40</b>	<b>23,996.22</b>	<b>96%</b>		<b>23,996.22</b>
<b><u>Emergency Evacuation Bridge</u></b>									
303-334-04-20-01	Department of Commerce Pedestrian Overpass	-	-	-	-	500,000.00	0%		500,000.00
303-333-20-00-10	DOT Grant	-	-	-	246,982.66	500,000.00	49%	-	-
303-397-00-00-01	Transfer in From Streets	-	-	70,411.95	-	-	0%		-
<b>Total Emergency Evacuation Bridge</b>		<b>-</b>	<b>-</b>	<b>70,411.95</b>	<b>-</b>	<b>1,000,000.00</b>	<b>0%</b>		<b>500,000.00</b>
<b><u>Transportation Impact Fund</u></b>									
320-334-03-85-02	TIB Grant Left Turn Lane	-	643,660.97	400,189.03	-	-	0%		-
320-345-85-00-00	Fees - Transportation Impact	189,112.00	300,860.00	186,963.00	91,977.20	132,000.00	70%	44,000.00	44,000.00
320-361-11-00-00	Int - Investment Interest Earned	2,693.69	3,992.87	4,799.12	5,478.32	1,000.00	548%		1,000.00
<b>Total Transportation Impact</b>		<b>191,805.69</b>	<b>948,513.84</b>	<b>591,951.15</b>	<b>97,455.52</b>	<b>133,000.00</b>	<b>73%</b>		<b>45,000.00</b>
<b><u>Water Fund</u></b>									
401-343-40-00-02	Waterline Repair	769.34	385.85	-	-	-	0%		-

# Appendix D: 2019 Revenue Detail

BARS	Description	2016	2017	2018	2019		%	2020	
		Actual	Actual	Actual	Actual	Budget		Adj. Amt	Budget
401-343-40-01-00	Sales - Water	1,325,629.45	1,518,859.33	1,702,714.36	1,140,452.18	1,650,000.00	69%		1,650,000.00
401-343-40-02-00	Charges - Water Hookups	43,225.00	69,825.00	44,175.00	11,875.00	28,500.00	42%	9,500.00	9,500.00
401-343-40-03-00	Fes - Penalties On Utilities	95,621.62	95,370.00	53,380.00	32,825.00	40,000.00	82%		40,000.00
401-343-40-04-00	Water GFC	253,932.00	224,149.55	222,088.90	92,295.38	240,000.00	38%	80,000.00	80,000.00
401-343-40-05-00	Water Surcharge	2,539.32	2,241.72	2,301.66	922.96	2,400.00	38%	800.00	800.00
401-343-40-06-00	NSF Fees	1,690.00	(463.00)	(40.00)	45.00	-	0%		-
401-343-40-07-00	Hydrant Permit	200.00	200.00	(964.95)	1,600.00	100.00	1600%		100.00
401-343-40-08-00	Removal of Water Meter	398.00	-	200.00	200.00	-	0%		-
401-343-40-10-00	Fees - Backflow Inspection Fees	10,161.00	11,451.00	9,824.00	8,850.00	9,000.00	98%		9,000.00
401-343-40-11-00	Rev - Miscellaneous	166.00	175.00	76.00	413.25	100.00	413%		100.00
401-343-40-12-00	Fees - NSF - Water	4,360.00	4,880.00	3,310.00	1,795.00	2,900.00	62%		2,900.00
401-343-40-13-00	Meter Unlock/Relock	-	25.00	25.00	-	-	0%		-
401-343-40-49-00	Rev - Miscellaneous	-	-	-	-	-	0%		-
401-359-90-00-00	Fees - Turn Off Processing Fees	25,080.00	37,775.00	37,865.00	29,225.00	22,000.00	133%		22,000.00
401-361-11-00-00	Int - Investment Interest Earned	8,442.31	16,814.91	25,216.41	18,889.50	10,000.00	189%	7,000.00	7,000.00
401-369-10-00-00	Sale of Scrap	23.04	187.00	2,850.16	-	1,000.00	0%		1,000.00
401-369-10-00-01	Sale of Surplus	-	840.10	-	13,588.75	-	0%		-
401-389-10-00-00	Deposits - Hydrant Deposit	3,000.00	3,000.00	1,500.00	-	-	0%		-
401-395-10-00-01	Sale of Wingate Property	-	45,501.92	-	-	-	0%		-
401-398-10-00-00	Insurance Recoveries	-	1,501.69	-	-	-	0%		-
<b>Total Water Fund</b>		<b>1,775,237.08</b>	<b>2,032,720.07</b>	<b>2,104,521.54</b>	<b>1,352,977.02</b>	<b>2,006,000.00</b>	<b>67%</b>		<b>1,822,400.00</b>
<b>Sewer Fund</b>									
408-343-50-01-00	Sales - Sewer Service	1,537,503.83	1,661,808.61	1,804,663.47	1,276,990.75	1,900,000.00	67%		1,900,000.00
408-343-50-01-01	Sales - Sewer Service High Cedars	139,074.53	142,656.57	146,019.53	111,236.65	155,000.00	72%		155,000.00
408-343-50-02-00	Charges - Sewer Hookups	41,860.00	64,860.00	40,220.00	11,500.00	28,500.00	40%	9,500.00	9,500.00
408-343-50-04-00	Sewer GFC	1,252,170.00	542,268.34	468,761.04	198,414.40	480,000.00	41%	160,000.00	160,000.00
408-343-50-05-00	Sewer Surcharge	12,517.10	5,422.84	4,774.55	1,984.17	4,800.00	41%	1,600.00	1,600.00
408-361-11-00-00	Int - Investment Interest Earned	32,654.24	64,377.27	96,985.09	81,795.72	50,000.00	164%		50,000.00
408-361-40-00-00	Interfund Loan Interest (from 401)	2,218.36	3,906.56	4,781.60	-	5,000.00	0%	-	-
408-367-00-00-00	AWC Loss Prevention Grant	-	-	5,000.00	-	-	0%		-
408-369-10-00-00	Sale of Surplus Items	-	446.35	-	6,643.50	732.00	908%		732.00
408-381-20-00-00	Loan Payment from 401	136,000.00	136,000.00	139,000.00	-	136,000.00	0%	-	-
408-398-10-00-00	Insurance Recoveries	-	1,501.69	-	-	-	0%		-
<b>Total Sewer Fund</b>		<b>3,153,998.06</b>	<b>2,623,248.23</b>	<b>2,710,205.28</b>	<b>1,688,565.19</b>	<b>2,760,032.00</b>	<b>61%</b>		<b>2,276,832.00</b>
<b>Stormwater Fund</b>									
410-333-97-00-01	Grants - FEMA Pre-Mitigation Outfall Grant	-	-	24,684.44	-	180,000.00	0%		180,000.00
410-334-03-15-00	Grant - NPDES State	-	25,000.00	-	50,000.00	25,000.00	200%		25,000.00
410-337-10-00-00	Pierce County Flood District Levee Grant	352,647.83	86,246.96	4,398.72	-	120,000.00	0%		120,000.00
410-343-10-00-00	Fees - Storm Drainage	843,583.05	926,164.30	823,561.22	568,167.34	830,000.00	68%		830,000.00
410-343-10-01-00	Storm GFC	138,395.10	59,527.65	54,215.84	21,853.54	57,750.00	38%	19,250.00	19,250.00
410-343-10-02-00	Charges - GFC Surcharge	6,321.80	195.39	-	-	577.50	0%	192.50	192.50
410-343-10-02-01	Storm Surcharge	597.96	919.52	532.40	218.78	-	0%		-
410-361-11-00-00	Int - Investment Interest Earned	5,118.98	15,298.12	24,210.19	19,170.83	10,000.00	192%		10,000.00
410-369-10-00-00	Sale of Surplus Items	-	221.35	-	3,656.25	500.00	731%		500.00
410-398-10-00-00	Insurance Recoveries	-	1,501.69	-	2,332.46	-	0%		-
<b>Total Stormwater Fund</b>		<b>1,346,664.72</b>	<b>1,115,074.98</b>	<b>931,602.81</b>	<b>665,399.20</b>	<b>1,223,827.50</b>	<b>54%</b>		<b>1,184,942.50</b>

# Appendix D: 2019 Revenue Detail

BARS	Description	2016	2017	2018	2019		%	Adj. Amt	2020
		Actual	Actual	Actual	Actual	Budget			Budget
<b><u>Public Works Building Fund</u></b>									
412-361-11-00-00	Int - Investment Interest Earned	6,240.16	10,246.92	19,818.38	4,066.61	1,000.00	407%	-	-
412-397-00-01-00	From #410 - Utility Facility	5,004.00	5,004.00	5,004.00	210,000.00	210,000.00	100%	-	-
412-397-00-03-00	From #408 - Utility Facility	39,996.00	36,663.00	39,996.00	600,000.00	600,000.00	100%	-	-
412-397-00-04-00	From #401 - Utility Facility	30,000.00	30,000.00	30,000.00	210,000.00	210,000.00	100%	-	-
412-397-00-05-00	From #101 - Utility Facility	5,004.00	3,336.00	5,004.00	90,000.00	90,000.00	100%	-	-
412-397-00-10-50	From Fund 105	2,496.00	2,496.00	2,496.00	90,000.00	90,000.00	100%	-	-
<b>Total Public Works Building Fund</b>		<b>88,740.16</b>	<b>87,745.92</b>	<b>102,318.38</b>	<b>1,204,066.61</b>	<b>1,201,000.00</b>	<b>100%</b>		-
<b><u>Cemetery Prepetual Fund</u></b>									
701-361-11-00-00	Int - Investment Interest Earned	3,511.20	5,221.49	3,733.32	3,796.57	5,000.00	76%		5,000.00
701-397-00-01-00	From #104	4,094.00	1,002.00	334.00	-	2,000.00	0%		2,000.00
<b>Total Cemetery Prepetual Fund</b>		<b>7,605.20</b>	<b>6,223.49</b>	<b>4,067.32</b>	<b>3,796.57</b>	<b>7,000.00</b>	<b>54%</b>		<b>7,000.00</b>
<b><u>Skinner Fund</u></b>									
704-361-11-00-00	Int - Investment Interest Earned	3,270.78	4,843.37	3,459.74	3,517.78	4,500.00	78%		4,500.00
<b>Total Skinner Fund</b>		<b>3,270.78</b>	<b>4,843.37</b>	<b>3,459.74</b>	<b>3,517.78</b>	<b>4,500.00</b>	<b>78%</b>		<b>4,500.00</b>

## COUNCILMEMBERS

Position No.

1. Tod Gunther
2. John Kelly
3. Michelle Gehring
4. Joachim Pestinger
5. Nicola McDonald
6. Greg Hogan
7. Scott Drennen



## ORTING CITY COUNCIL

Regular Business Meeting Minutes  
Orting Multi-Purpose Center  
202 Washington Ave. S, Orting, WA  
August 14th, 2019  
7 p.m.

**Mayor Joshua Penner, Chair**

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

Mayor Penner called the meeting to order at 7:00pm. Councilmember McDonald led the pledge of allegiance.

**Councilmembers Present:** Councilmembers Tod Gunther, John Kelly, Michelle Gehring, Joachim Pestinger, Nicola McDonald, and Scott Drennen.

**Absent:** Deputy Mayor Greg Hogan, and Councilmember Kelly.

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

*Councilmember McDonald made a motion to excuse Deputy Mayor Greg Hogan, and Councilmember Kelly. Second by Councilmember Gehring. Motion passed (5-0).*

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

None

### **2. PUBLIC COMMENTS**

None

### **3. CONSENT AGENDA**

Regular Meeting Minutes of July 31<sup>st</sup>, 2019.  
Payroll and Claims Warrants.

*Councilmember Drennen made a motion to approve Consent Agenda as prepared. Second by Councilmember McDonald. Motion passed (5-0).*

### **4. COMMISSION REPORTS**

None

### **5. OLD BUSINESS**

#### **A. AB19-52- New City Hall Construction Bids.**

Mayor Penner briefed on the construction of a new City Hall/Police/Court facility. His presentation was titled "New Buildings coming to the City of Orting". The presentation covered the growth of Orting from 1910 to the present. He laid out the positives of the current City Hall and the Risks associated with the 100 year old building. He detailed the history of the work that was done to prepare and analyze the need for a new City Hall/Police and Court facility. The alternatives that were analyzed as part of the process were discussed, and the reason the decision to purchase the property at 102 Bridge St. S was made. The Mayor also briefed on the all-in cost to build the new facility which is \$6,861,350, and that there will be no debt incurred to build the new facility. The Mayor addressed some frequently asked questions that had been circulating in the community. Council discussion followed. The City received 8 bids to build the new City Hall/police station and court/council chambers. The low bidder was Pease Construction for \$5,443,750. It is important for construction to begin as soon as possible to avoid fall rains and a rising water table.

Councilmember Drennen asked that the City look in to a contract for professional management services to oversee the project. City staff will prepare that for the study session in September.

*Councilmember Pestinger made a motion to authorize the Mayor to enter into contract with Pease Construction as the low bidder for the construction of the new city hall, police station, and council/court chambers for the amount of \$5,443,750. Second by Councilmember McDonald. Motion passed (5-0).*

## 6. NEW BUSINESS

### **A. AB19-51-Resolution No. 2019-16- A Resolution of the City of Orting, Washington, Authorizing the Mayor to Execute an Interlocal Agreement with the City Of Bonney Lake for On-Call Building Inspection and Plan Review Services.**

Councilmember Gehring briefed on the agenda item. The ILA was reviewed by the CGA Committee on the 1<sup>st</sup> of August. The City would benefit from back-up Building Inspection and Plan Review Services, and would like to contract with Bonney Lake for those services. The City negotiated an Interlocal Agreement with the City of Bonney Lake to assist in covering inspections and Plan reviews when needed (on-call). Council was provided the negotiated ILA; which will still need to be approved by Bonney Lake's City Council. Councilmember McDonald asked that the contract expire December 31 2020.

*Councilmember McDonald made a motion to Adopt Resolution No. 2019-16, authorizing the Mayor to Execute the Interlocal Agreement with City of Bonney Lake for On-Call Building Inspection Services to expire December 31 2020. Second by Councilmember Pestinger. Motion passed (5-0).*

## 7. CLOSED SESSION

Mayor Penner announced that Pursuant To RCW 42.30.140 (4) (b) Collective Bargaining that there will be a closed session, for approximately 10 minutes, No action anticipated after. Mayor Penner recessed the meeting at 7:51pm for a 3 minute break to be followed by the closed session.

The Closed Session started at 7:54 pm for 10 minutes.

8:04pm- Extended for an additional 5 minutes.

8:09pm- Extended for an additional 5 minutes.

8:14pm- Extended for an additional 5 minutes.

8:19pm- Extended for an additional 5 minutes.

8:24pm- Extended for an additional 3 minutes.

8:27pm- Extended for an additional 5 minutes.

8:32pm- Extended for an additional 3 minutes

8:35pm – Session over.

Mayor Penner called the meeting back to order at 8:35pm.

## 8. EXECUTIVE SESSION

Mayor announced that per RCW 42.30.110(1)(i)(iii), there will be an executive session to discuss with legal counsel legal risks of a proposed action that the agency has identified when public discussion of the legal risks is likely to result in an adverse legal or financial consequence to the agency, Council will recess for 15 minutes and action may occur after return to open session.

Mayor Penner recessed the meeting at 8:35pm to the executive session.

The Executive Session started at 8:35pm for 15 minutes.

8:50pm- Extended for an additional 5 minutes.

8:55pm- Extended for an additional 3 minutes.

8:58pm- Extended for an additional 2 minutes

9:00pm- Extended for an additional 2 minutes.  
9:02pm- Extended for an additional 2 minutes.  
9:04pm- Extended for an additional 2 minutes  
9:06pm – Session over.

Mayor Penner called the meeting back to order at 9:06pm.

**9. ADJOURNMENT**

*Councilmember Gunther made a motion to Adjourn. Second by Councilmember Drennen. Motion passed (5-0).*

Mayor Penner adjourned the meeting at 9:08 pm.

ATTEST:

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

\_\_\_\_\_  
*Joshua Penner, Mayor*

VOUCHER/WARRANT REGISTER  
FOR AUGUST 28, 2019 COUNCIL

CLAIMS/PAYROLL VOUCHER APPROVAL

CITY OF ORTING

WE, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF ORTING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

CLAIMS WARRANTS #47627 THRU #47673  
IN THE AMOUNT OF \$ 387,013.45  
EFT 12,938.62

PAYROLL WARRANTS # 23561 THRU #23563 = \$ 18,677.35  
EFT \$ 104,244.81  
IN THE AMOUNT OF \$ 147,509.11  
Carry Over \$ 24,586.95  
WARRANT 23560 REPLACED LOST WARRANT  
23463 \$ 219.95

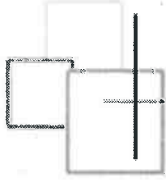
ARE APPROVED FOR PAYMENT ON AUGUST 28, 2019

COUNCILPERSON \_\_\_\_\_

COUNCILPERSON \_\_\_\_\_

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





# Fund Transaction Summary

Transaction Type: Invoice  
Fiscal: 2019 - AUGUST 2019 - 2nd Council

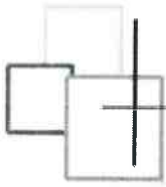
Fund Number	Description	Amount
001	Current Expense	\$49,992.18
101	City Streets	\$14,007.10
104	Cemetery	\$500.80
105	Parks Department	\$7,485.17
303	Emergency Evacuation Bridge Fund	\$27,652.50
304	City Hall Construction	\$28,446.72
320	Transportation Impact	\$120.00
401	Water	\$15,066.41
408	Wastewater	\$244,546.84
410	Stormwater	\$8,514.71
412	Utility Land Acquisition	\$3,619.64
	<b>Count: 11</b>	<b>\$399,952.07</b>

# Register

Fiscal: 2019  
 Deposit Period: 2019 - AUGUST 2019  
 Check Period: 2019 - AUGUST 2019 - 2nd Council

Number	Name	Print Date	Clearing Date	Amount
<b>Key Bank</b>				
<b>Check</b>				
EFT-July 2019 MasterCard	Keybank-MasterCard	8/15/2019	8/12/2019	\$12,938.62
		<b>Total</b>	<b>Check</b>	<b>\$12,938.62</b>
		<b>Total</b>	<b>0032707010</b>	<b>\$12,938.62</b>
<b>Key Bank</b>				
<b>Check</b>				
47627	Opportunity Center Of Orting	8/15/2019		\$833.34
47628	Orting Valley Fire & Rescue	8/15/2019		\$2,979.17
47629	Orting Valley Senior Cent	8/15/2019		\$1,083.33
47630	Schwab, Erica	8/15/2019		\$300.00
47631	Ford Motor Credit Company LLC	8/20/2019		\$1,103.78
47632	O'Reilly Auto Parts	8/20/2019		\$277.54
47633	Wex Bank	8/20/2019		\$2,116.89
47634	Association of Wash. Citi	8/28/2019		\$100.00
47635	BlueTarp Credit Services	8/28/2019		\$24.02
47636	Business Solutions Center	8/28/2019		\$215.31
47637	Cintas Corporation #461	8/28/2019		\$220.08
47638	Comcast	8/28/2019		\$21.10
47639	Core & Main	8/28/2019		\$180.57
47640	Crystal & Sierra Springs	8/28/2019		\$172.47
47641	Drain-Pro INC	8/28/2019		\$731.03
47642	Fastenal Company	8/28/2019		\$64.47
47643	Gabreluk, Devon	8/28/2019		\$42.27
47644	H D Fowler Company	8/28/2019		\$500.63
47645	Hach Company	8/28/2019		\$322.21
47646	Helix Design Group	8/28/2019		\$28,446.72
47647	Inslee, Best, Doezie & Ryder, P>S	8/28/2019		\$11,130.00
47648	Insta-Pipe INC	8/28/2019		\$217,850.26
47649	Law Offices of Matthew J Rusnak	8/28/2019		\$1,833.33
47650	Murphy-Brown, Mary	8/28/2019		\$100.00
47651	North Central Laboratorie	8/28/2019		\$462.68
47652	Orca Pacific, Inc	8/28/2019		\$1,046.66
47653	Orting Lacrosse	8/28/2019		\$500.00
47654	P.c. Budget & Finance	8/28/2019		\$534.31
47655	Pacific Northwest Chapter ISA	8/28/2019		\$312.09
47656	Parametrix	8/28/2019		\$73,584.56
47657	Pcrd (landfill)	8/28/2019		\$73.21

Number	Name	Print Date	Clearing Date	Amount
47658	Pitney Bowes Purchase Power	8/28/2019		\$64.53
47659	Puget Sound Energy	8/28/2019		\$20,243.20
47660	Puget Sound Regional Coun	8/28/2019		\$2,366.00
47661	Scientific Supply & Equip	8/28/2019		\$505.43
47662	SCORE	8/28/2019		\$2,520.00
47663	SHRED-IT USA	8/28/2019		\$174.35
47664	Sound Municipal Consultants-Emily Terrell	8/28/2019		\$6,505.00
47665	Spectral Laboratories	8/28/2019		\$252.00
47666	Swanson, Kristin	8/28/2019		\$32.95
47667	Tacoma Pierce County Health Dept	8/28/2019		\$990.00
47668	UniFirst Corporation	8/28/2019		\$113.32
47669	United Laboratories	8/28/2019		\$1,172.93
47670	Vision Forms LLC	8/28/2019		\$1,945.06
47671	Washington Rock Quarries,	8/28/2019		\$474.44
47672	Western Exterminator Company	8/28/2019		\$2,368.16
47673	Zumar Industries Inc	8/28/2019		\$124.05
	<b>Total</b>		<b>Check</b>	<b>\$387,013.45</b>
	<b>Total</b>		<b>2000073</b>	<b>\$387,013.45</b>
	<b>Grand Total</b>			<b>\$399,952.07</b>



# Custom Council Report

Vendor	Number	Invoice	Account Number	Notes	Amount
Association of Wash. Citi	47634	75783-75784	001-513-10-49-00	Mayors Exchange-CEO Conference	\$100.00
				<b>Total</b>	<b>\$100.00</b>
BlueTarp Credit Services	47635	F75645/3	410-531-38-31-00	Cement-Skills Test	\$24.02
				<b>Total</b>	<b>\$24.02</b>
Business Solutions Center	47636	107103-107061	001-521-20-31-02	Business Cards for Schwab	\$38.24
			001-571-20-44-00	2019 Fisherman Parking Permits	\$177.07
				<b>Total</b>	<b>\$215.31</b>
Cintas Corporation #461	47637	4028222674	408-535-60-48-04	Cleaning of City Park Restrooms	\$220.08
				<b>Total</b>	<b>\$220.08</b>
Comcast	47638	5839-Aug 2019	001-514-23-42-00	City Hall Cable	\$5.27
			001-524-20-31-00	City Hall Cable	\$5.28
			401-534-10-42-01	City Hall Cable	\$5.27
			408-535-10-42-01	City Hall Cable	\$5.28
				<b>Total</b>	<b>\$21.10</b>
Core & Main	47639	K983172	401-534-50-48-02	Gadgets-Hex Bolt & Nut kits	\$38.08
		L001593	401-534-50-48-02	IPS PE Tube Coil	\$71.44
		L022625	401-534-50-48-02	IPS PE 250PSI Tube Coil	\$71.05
				<b>Total</b>	<b>\$180.57</b>
Crystal & Sierra Springs	47640	5225720 081719	401-534-10-31-00	Water for Public Works	\$127.96
			408-535-10-31-00	Water for Public Works	\$44.51
				<b>Total</b>	<b>\$172.47</b>
Drain-Pro INC	47641	58722	408-535-60-48-04	Honey Bucket Rental-Gratzer Park	\$155.00
		58723	408-535-60-48-04	Honey Bucket Service -Cemetery	\$85.24
		58724	408-535-60-48-04	Honey Bucket Service-Skinner	\$97.82
		58725	408-535-60-48-04	Honey Bucket Service-Main Park	\$195.65
		58726	408-535-60-48-04	Honey Bucket Service-Whitehawk Park	\$97.82

Vendor	Number	Invoice	Account Number	Notes	Amount
Drain-Pro INC	47641	58727	408-535-60-48-04	Honey Bucket Rental-North Park	\$99.50
				<b>Total</b>	<b>\$731.03</b>
Fastenal Company	47642	WApuy82034-1	401-534-50-48-04	Supplies	\$64.47
				<b>Total</b>	<b>\$64.47</b>
Ford Motor Credit Company LLC	47631	1688957 Lease Payment #10- 2018 Ford F-150 8487902	001-591-21-70-03	Lease Payment #10 - 2018 Ford F-150- P 8487902	\$848.67
			001-592-21-80-02	Lease Payment # 10- 2018 Ford F- 150-l 8487902	\$255.11
				<b>Total</b>	<b>\$1,103.78</b>
Gabreluk, Devon	47643	Aug 2019-402	001-521-30-49-00	Otter Pops for National Night Out	\$42.27
				<b>Total</b>	<b>\$42.27</b>
H D Fowler Company	47644	15241480	401-534-10-31-01	D-Chlor Tablets- Valve Wrench	\$283.88
		15244303	401-534-10-31-01	D-Chlor Tablets	\$216.75
				<b>Total</b>	<b>\$500.63</b>
Hach Company	47645	11592360	408-535-10-31-04	Chemical Supplies	\$322.21
				<b>Total</b>	<b>\$322.21</b>
Helix Design Group	47646	A18-021.01 0000008	304-594-18-60-01	New City Hall Facilities	\$1,249.69
			304-594-31-60-01	New City Hall Facilities	\$187.45
			304-594-34-60-01	New City Hall Facilities	\$187.46
			304-594-35-60-01	New City Hall Facilities	\$374.91
			304-594-44-60-01	New City Hall Facilities	\$41.66
			304-594-76-60-01	New City Hall Facilities	\$41.65
		A18-021.09 0000002	304-594-18-60-01	New City Hall Facilities	\$2,672.70
			304-594-31-60-01	New City Hall Facilities	\$400.91
			304-594-34-60-01	New City Hall Facilities	\$400.90
			304-594-35-60-01	New City Hall Facilities	\$801.81
			304-594-44-60-01	New City Hall Facilities	\$89.09
			304-594-76-60-01	New City Hall Facilities	\$89.09
		A18-021.17 0000001	304-594-18-60-01	New City Hall Facilities	\$2,142.69
			304-594-31-60-01	New City Hall Facilities	\$321.40
			304-594-34-60-01	New City Hall Facilities	\$321.41
			304-594-35-60-01	New City Hall Facilities	\$642.81

Vendor	Number	Invoice	Account Number	Notes	Amount
Helix Design Group 47646	A18-021.17	0000001	304-594-44-60-01	New City Hall Facilities	\$71.42
			304-594-76-60-01	New City Hall Facilities	\$71.42
	A18-021.17	0000002	304-594-18-60-01	New City Hall Facilities	\$478.50
			304-594-31-60-01	New City Hall Facilities	\$71.78
			304-594-34-60-01	New City Hall Facilities	\$71.77
			304-594-35-60-01	New City Hall Facilities	\$143.55
			304-594-44-60-01	New City Hall Facilities	\$15.95
			304-594-76-60-01	New City Hall Facilities	\$15.95
			A18-021.18	0000003	304-594-18-60-01
			304-594-31-60-01	New City Hall Facilities	\$276.75
			304-594-34-60-01	New City Hall Facilities	\$276.75
			304-594-35-60-01	New City Hall Facilities	\$553.50
			304-594-44-60-01	New City Hall Facilities	\$61.50
			304-594-76-60-01	New City Hall Facilities	\$61.50
	A18-021.18	0000004	304-594-18-60-01	New City Hall Facilities	\$372.00
			304-594-31-60-01	New City Hall Facilities	\$55.80
			304-594-34-60-01	New City Hall Facilities	\$55.80
			304-594-35-60-01	New City Hall Facilities	\$111.60
			304-594-44-60-01	New City Hall Facilities	\$12.40
			304-594-76-60-01	New City Hall Facilities	\$12.40
			A18-021.19	0000001	304-594-18-60-01
			304-594-31-60-01	New City Hall Facilities	\$1,000.42
			304-594-34-60-01	New City Hall Facilities	\$1,000.41
			304-594-35-60-01	New City Hall Facilities	\$2,000.84
			304-594-44-60-01	New City Hall Facilities	\$222.32
			304-594-76-60-01	New City Hall Facilities	\$222.31
	A18-021.20	0000001	304-594-18-60-01	New City Hall Facilities	\$1,638.00
			304-594-31-60-01	New City Hall Facilities	\$245.70
			304-594-34-60-01	New City Hall Facilities	\$245.70
			304-594-35-60-01	New City Hall Facilities	\$491.40
304-594-44-60-01			New City Hall Facilities	\$54.60	
304-594-76-60-01			New City Hall Facilities	\$54.60	
			<b>Total</b>	<b>\$28,446.72</b>	

Vendor	Number	Invoice	Account Number	Notes	Amount			
Inslee, Best, Doezie & Ryder, P>S	47647	249184	001-515-41-41-01	City Attorney Retainer	\$2,500.00			
			001-515-41-41-02	City Attorney Public Recoeds Request	\$1,313.96			
			001-515-41-41-02	City Attorney Services	\$2,163.26			
			001-515-41-41-05	City Attorney HR	\$2,061.10			
			001-515-41-41-06	City Attorney Code Enforcement	\$2,318.75			
			001-515-41-41-07	City Attorney Development	\$103.06			
			001-521-50-41-02	City Attorney PD	\$283.40			
			101-542-30-41-05	City Attorney Streets	\$231.88			
			408-535-10-41-04	City Attorney Sewer	\$103.06			
			410-531-39-41-04	City Attorney Stormwater	\$51.53			
				<b>Total</b>	<b>\$11,130.00</b>			
			Insta-Pipe INC	47648	Pay Request #1 Sewer CIPP Rehabilitaion	408-594-35-63-16	Sanitary Sewer CIPP Rehabilitation	\$217,850.26
							<b>Total</b>	<b>\$217,850.26</b>
Keybank-MasterCard	EFT-July 2019 MasterCard	1668-Finance July 2019	001-511-60-31-01	Paper	\$75.37			
			001-514-23-31-02	Paper	\$75.38			
			1823-Larson July 2019	001-514-23-31-02	Abobe-ACROPRo	\$219.99		
			4050-PD-2 July 2019	001-521-20-31-01	Backpack for Training-Chief Gard	\$218.60		
				001-521-20-31-01	Boots for Chief Gard	\$273.20		
				001-521-40-49-00	Parking at Airport-Force Science	\$96.00		
				001-521-40-49-00	Training Chief Gard	\$463.50		
				001-521-40-49-00	RAD Training for SRO Geoff Boone	\$484.57		
				001-521-40-49-00	Hotel for Force Science Training-Chief Gard	\$484.57		
				001-521-50-49-01	CIT International Membership-Chief Gard	\$25.00		
				001-521-50-49-01	NTOA Membership-Chief Gard	\$40.00		
				001-525-60-41-04	Meals for FEMA Training Spokane-Chief Gard	\$68.20		
				001-525-60-41-04	Hotel for FEMA Training Spokane-Chief Gard	\$360.82		
			5423-Public Works July 2019	101-542-30-48-02	Dura Fill Hot Applied Crack Filler	\$947.72		
				401-534-10-31-00	Magnetic Data Card Holders	\$17.51		
				401-534-10-31-00	Dry Markers	\$18.22		
				401-534-10-31-00	Office Supplies	\$23.52		
				401-534-10-31-00	Cell Phone Car Chargers	\$31.73		
				401-534-10-31-00	Kyocera Dura Battery	\$43.24		
				401-534-10-31-00	Outdoor Metel Bench	\$49.73		
	401-534-10-31-00	Vinegar	\$76.68					
	401-534-10-31-00	Desk	\$349.75					

Vendor	Number	Invoice	Account Number	Notes	Amount
Keybank- MasterCard	EFT-July 2019	5423-Public Works July 2019	401-534-10-31-00	Colorimeter-DPD Free Chlorine Reagent	\$773.95
			401-534-10-31-05	Sewing City of Orting Patches on Vest	\$39.35
			408-535-10-31-00	Magnetic Data Card Holders	\$17.51
			408-535-10-31-00	Dry Markers	\$18.21
			408-535-10-31-00	Office Supplies	\$23.53
			408-535-10-31-00	Cell Phone Car Chargers	\$31.73
			408-535-10-31-00	Outdoor Metel Bench	\$49.73
			408-535-10-31-05	Sewing City of Orting Patches on Vest	\$39.36
			410-531-31-40-06	Certified Erosion & Sediment New Certification	\$600.00
			410-531-38-31-00	Cananca & Barfield Magnetic Data Card Holders	\$17.50
			410-531-38-31-00	Dry Markers	\$18.21
			410-531-38-31-00	Office Supplies	\$23.53
			410-531-38-31-00	Cell Phone Car Chargers	\$31.75
			410-531-38-31-00	Outdoor Metel Bench	\$49.73
	5725-Bethune July 2019		001-511-60-31-01	Meal for AWC Conference	\$28.92
			001-511-60-41-01	AWC Conference- Councilmember Hogan	\$573.87
			001-511-60-41-01	AWC Conference- Councilmember Kelly	\$573.87
			001-511-60-41-01	AWC Conference- Councilmember Gunther	\$585.96
			001-513-10-31-00	County Council Meeting	\$10.82
			001-513-10-31-00	Meal for AWC Conference	\$14.46
			001-513-10-49-00	AWC Conference- Bethune	\$105.44
			001-513-10-49-00	AWC Conference- Mayor Penner	\$506.67
			001-514-40-41-19	AWC Conference- Bethune	\$105.45
			105-576-80-41-14	AWC Conference- Bethune	\$105.45
			401-534-90-49-00	AWC Conference- Bethune	\$105.44
			408-535-90-49-00	AWC Conference- Bethune	\$105.45
			410-531-31-40-06	AWC Conference- Bethune	\$105.44
	6182-Meek July 2019		001-512-50-49-03	Customer Service Training	\$5.33
			001-514-23-31-02	Post IT Pads	\$10.48
			001-514-23-31-02	Writing Pads	\$10.91
			001-514-23-31-02	Legal Pads	\$13.11
			001-514-40-41-19	Customer Service Training	\$21.33



Vendor	Number	Invoice	Account Number	Notes	Amount
Keybank- MasterCard	EFT-July 2019	6182-Meek July 2019 MasterCard	001-521-40-49-00	Customer Service	\$16.00
				Training	
			001-571-20-31-01	License Fees- ASCAP	\$11.93
			001-571-20-31-01	Label Tape	\$13.11
			001-571-20-31-01	Label Maker	\$21.85
			001-571-20-31-01	Storage-Parks & Rec July	\$175.00
			001-571-20-31-17	Softballs	\$196.98
			001-571-20-31-21	Rental Fee-Dance	\$95.00
			105-594-76-63-07	Weed Barrier- Calistoga Playground	\$59.01
			105-594-76-63-07	Weed Barrier- Calistoga Playground	\$150.82
			401-534-90-49-00	Customer Service Training	\$21.33
			408-535-90-49-00	Customer Service Training	\$21.34
			410-531-31-40-06	Customer Service Training	\$21.34
		7599-PD July 2019	001-521-20-31-03	Toll Bridge Charge for Chief Gard- Crime Prevention Training	\$2.75
			001-521-20-31-03	Amazon Monthly Membership	\$14.20
			001-521-20-31-03	Pop Up Canopy Tent	\$204.34
			001-521-21-31-01	Shipping of Evidence to WSP Crime Lab	\$15.66
			001-521-30-49-00	Badge Stickers for Kids	\$216.95
			001-521-30-49-00	Kids Crime Prevention Kits for Summerfest	\$429.79
			001-521-40-49-00	Meal for SRO Training-Geoff Boone	\$9.15
			001-521-40-49-00	Meal for SRO Training-Geoff Boone	\$27.00
			001-521-40-49-00	Meal for SRO Training-Geoff Boone	\$34.00
			001-521-40-49-00	Meal for SRO Training-Geoff Boone	\$42.00
			001-521-40-49-00	Bulletproof Training for Officer Burson	\$249.00
			001-521-40-49-00	Rental Fee for Firing Range 9 Hours	\$540.00
			001-521-40-49-00	RDA Handgun Insrtuctor Training- Chief Gard	\$600.00
			001-521-50-48-02	Jump & Carry 1700 Peak AMP	\$339.79
			001-521-50-49-01	WAPRO Membership-Police Clerk	\$25.00
			001-594-21-64-50	Suppressor Cover- for Riffls	\$173.51
		7765-Montgomery July 2019	001-511-60-31-01	Water	\$7.29

Vendor	Number	Invoice	Account Number	Notes	Amount
Keybank-MasterCard	EFT-July 2019 7765-Montgomery MasterCard	July 2019	001-513-10-31-00	Drop Box	\$13.18
			001-513-10-31-00	Office Supplies	\$51.84
			001-513-10-31-00	Office Supplies	\$64.17
			001-513-10-31-00	Adobe	\$194.09
			105-594-76-63-07	Landscape Edging Coil	\$183.60
			001-512-50-31-00	Monthly Adobe	\$16.38
		8794-Woods July 2019		<b>Total</b>	<b>\$12,938.62</b>
Law Offices of Matthew J Rusnak	47649	248-Aug 2019	001-512-50-49-01	Court Appointed Attorney-August 2019	\$1,833.33
				<b>Total</b>	<b>\$1,833.33</b>
Murphy-Brown, Mary	47650	AUG2019-401	001-571-20-31-21	Dance Class 8/12-8/16/2019	\$100.00
				<b>Total</b>	<b>\$100.00</b>
North Central Laboratorie	47651	427339	408-535-10-31-04	Lab Supplies	\$462.68
				<b>Total</b>	<b>\$462.68</b>
O'Reilly Auto Parts	47632	1265583-July 2019	001-521-50-48-02	Tire Shine	\$15.83
			408-535-50-48-04	Thermometer	\$91.43
			410-531-38-31-00	Car Wash Supplies	\$49.70
			410-531-38-48-01	Coupler-Grease Fitting Backhoe-FA1112	\$24.99
			410-531-38-48-01	Conduit-Connector-Trailer Wire for Tilt Trailer	\$95.59
				<b>Total</b>	<b>\$277.54</b>
Orting Center Of Orting	47627	3038	001-571-20-31-14	Orting Opportunity Center Grant-Aug 2019	\$833.34
				<b>Total</b>	<b>\$833.34</b>
Orca Pacific, Inc	47652	39879	401-534-10-31-01	Sodium Hypochlorite	\$1,046.66
				<b>Total</b>	<b>\$1,046.66</b>
Orting Lacrosse	47653	AUG2019-400	001-571-20-31-04	Movies in the Park 6/21-8/9/2019	\$500.00
				<b>Total</b>	<b>\$500.00</b>
Orting Valley Fire & Rescue	47628	Payment #8 Lease for PSB	001-512-50-41-04	Payment #8 Lease for PSB-Court	\$297.92
			001-521-50-41-07	Payment #8 Lease for PSB-Police	\$2,681.25
			<b>Total</b>	<b>\$2,979.17</b>	
Orting Valley Senior Cent	47629	1008-Aug 2019	001-571-20-31-06	Monthly Support-Aug 2019	\$1,083.33
				<b>Total</b>	<b>\$1,083.33</b>

Vendor	Number	Invoice	Account Number	Notes	Amount
P.c. Budget & Finance	47654	CI-273736 C-104188	001-566-00-51-00	2nd QRT Liquor Profit Tax	\$534.31
				<b>Total</b>	<b>\$534.31</b>
Pacific Northwest Chapter ISA	47655	WA19-13-IL	101-542-30-31-00	Implications for Tree Risk Assessment	\$156.05
			105-576-80-31-00	Implications for Tree Risk Assessment	\$156.04
			<b>Total</b>	<b>\$312.09</b>	
Parametrix	47656	11784	001-522-50-41-03	Closure Work Plan-City Hall Fuel Tanks	\$930.00
			001-522-50-41-03	File Review & Data Gap Assessment-City Hall Fuel Tanks	\$1,852.56
			001-558-60-41-01	General Consulting	\$313.75
			001-558-60-41-01	General Development	\$2,163.75
			101-542-30-41-01	General Consulting-Streets	\$7,102.50
			101-542-30-41-13	Transorrtaation Plan Update PH 2-Project Management	\$47.50
			101-595-10-40-04	Kansas Street SW Preliminary Design-Engineering	\$170.00
			105-594-76-63-15	Project Management	\$340.00
			105-594-76-63-15	Design Plans & Specifications	\$1,585.30
			105-594-76-63-15	Permitting	\$4,615.05
			320-542-30-41-05	TWLTL-Project Management	\$120.00
			401-534-10-41-01	General Consulting-Water	\$3,339.26
			401-534-10-41-19	General Consulting-Telemetry O&M	\$3,809.51
			408-535-10-41-01	General Consulting-Sewer	\$2,678.75
			408-594-35-41-15	Puyallup River Bridge Lift Station-Permitting	\$293.00
			408-594-35-41-15	Puyallup River Bridge Lift Station-Rehab	\$8,482.67
			410-531-39-41-01	General Consulting-Storm	\$2,677.50
			410-594-31-41-30	VG Outfall Replacement-Preliminary Design Project	\$881.32
			412-594-38-41-02	Project Management	\$120.00
			412-594-38-41-02	Abvisory/Management Services	\$3,499.64
			11785	001-524-20-41-02	Orting Village-Design Review
11806	303-595-10-40-01	Emergency Evacuation Bridge-Preliminary Design	\$23,282.50		

Vendor	Number	Invoice	Account Number	Notes	Amount
Parametrix	47656	11806	303-595-90-40-01	Emergency Evacuation Bridge-Project Management	\$4,370.00
				<b>Total</b>	<b>\$73,584.56</b>
Pcrd (landfill)	47657	030719	001-571-20-31-01	Dump Fees	\$39.16
			408-535-50-51-06	Dump Fees	\$34.05
				<b>Total</b>	<b>\$73.21</b>
Pitney Bowes Purchase Power	47658	8000 9090 0050 3685-Aug 2019	001-514-23-31-02	Postage Fees	\$64.53
				<b>Total</b>	<b>\$64.53</b>
Puget Sound Energy	47659	200001247663-Aug 2019	408-535-50-47-07	VC Lift Station	\$159.97
		200001247812-Aug 2019	101-542-63-47-03	SR162 Signal	\$25.30
		200001248034-Aug 2019	401-534-50-47-07	Harman Springs	\$63.18
		200001248190-Aug 2019	105-576-80-47-01	North Park	\$10.51
		200001248372-Aug 2019	408-535-50-47-05	VG Lift Station	\$1,712.59
		200001248539-Aug 2019	001-525-50-47-01	Lahar Siren	\$10.41
		200001532189-Aug 2019	105-576-80-47-02	Main Park	\$144.11
			105-576-80-47-03	Bell Tower	\$61.76
		200002708986-Aug 2019	408-535-50-47-05	VG Lift Station	\$210.99
		200003766280-Aug 2019	001-514-21-32-01	City Hall-City Shop	\$17.22
			001-514-21-47-01	City Hall-City Shop	\$86.87
			001-524-20-32-05	City Hall-City Shop	\$35.82
			401-534-50-47-01	City Hall-City Shop	\$86.87
			401-534-50-47-09	City Hall-City Shop	\$17.21
			408-535-50-47-01	City Hall-City Shop	\$86.87
			408-535-50-47-08	City Hall-City Shop	\$17.22
		200005438367-Aug 2019	401-534-50-47-05	Wingate Pump Station	\$541.84
		200009717931-Aug 2019	401-534-50-47-04	Well 2	\$60.43
		200010396543-Aug 2019	105-576-80-47-01	North Park	\$73.52
		200010396733-Aug 2019	401-534-50-47-11	Well 4 -Pump Station	\$2,691.57
		200010629349-Aug 2019	101-542-63-47-01	City Shop	\$11.79
			104-536-50-47-01	City Shop	\$9.43
			401-534-50-47-01	City Shop	\$11.79
			408-535-50-47-01	City Shop	\$14.15
		200013874264-Aug 2019	408-535-50-47-04	WWTP	\$7,536.42
		200014994137-Aug 2019	408-535-50-47-05	VG Lift Station	\$42.75
		200019613294-Aug 2019	104-536-50-47-02	Cemetery Shop	\$491.37
		200021421298-Aug 2019	408-535-50-47-06	Rainier Meadows	\$27.30
		200022934653-Aug 2019	001-575-50-47-01	MPC	\$527.01
		200024404523-Aug 2019	408-535-50-47-02	Lift Station 1	\$80.98
		20015669910-Aug 2019	401-534-50-47-02	Wingate Chlorinator	\$83.17
		220011476581-Aug 2019	408-535-50-47-03	High Cedars Lift Station	\$102.47
		220015220399-Aug 2019	101-542-63-47-03	Street Lights	\$50.66
		220015548930-Aug 2019	101-542-63-47-03	Street Lights	\$46.33
		30000002406-Aug 2019	101-542-63-47-03	Street Lights	\$5,093.32
				<b>Total</b>	<b>\$20,243.20</b>

Vendor	Number	Invoice	Account Number	Notes	Amount
Puget Sound Regional Coun	47660	2020057	001-511-20-49-01	2020 Membership Dues	\$2,366.00
				<b>Total</b>	<b>\$2,366.00</b>
Schwab, Erica	47630	108-July	001-521-10-10-04	Civil Service-Consultant-July	\$300.00
				<b>Total</b>	<b>\$300.00</b>
Scientific Supply & Equip	47661	31440408	408-535-10-31-00	Lab Supplies	\$505.43
				<b>Total</b>	<b>\$505.43</b>
SCORE	47662	3941-July	001-523-60-41-00	Jail Fees-July 2019	\$2,520.00
				<b>Total</b>	<b>\$2,520.00</b>
SHRED-IT USA	47663	8127934209 8127934253	001-521-20-31-03 001-514-23-31-02	PD Shredding City Hall Shredding	\$91.76 \$82.59
				<b>Total</b>	<b>\$174.35</b>
Sound Municipal Consultants-Emily Terrell	47664	2019-049	001-558-60-41-02	Planning Consultant-July 2019	\$6,505.00
				<b>Total</b>	<b>\$6,505.00</b>
Spectral Laboratories	47665	141968	408-535-10-41-03	Lab Testing	\$252.00
				<b>Total</b>	<b>\$252.00</b>
Swanson, Kristin	47666	8-26-19	001-521-21-31-01	Evidence Room Folders	\$32.95
				<b>Total</b>	<b>\$32.95</b>
Tacoma Pierce County Health Dept	47667	IN0185408 AR0058711	410-531-38-48-04	Street Waste Handling Facility Permit	\$990.00
				<b>Total</b>	<b>\$990.00</b>
UniFirst Corporation	47668	330 1552312	408-535-10-31-03	Uniform Item-Protective Services	\$113.32
				<b>Total</b>	<b>\$113.32</b>
United Laboratories	47669	INV263886	408-535-10-31-00	Wasp Whacker Jet Spray	\$1,172.93
				<b>Total</b>	<b>\$1,172.93</b>
Vision Forms LLC	47670	5497	401-534-10-31-00	Utility Bill Processing & Mailing	\$200.67
			401-534-10-42-00	Utility Bill Processing & Mailing	\$447.68
			408-535-10-31-00	Utility Bill Processing & Mailing	\$200.68
			408-535-10-42-00	Utility Bill Processing & Mailing	\$447.68

Vendor	Number	Invoice	Account Number	Notes	Amount
Vision Forms LLC	47670	5497	410-531-38-31-00	Utility Bill Processing & Mailing	\$200.67
			410-531-38-42-00	Utility Bill Processing & Mailing	\$447.68
			<b>Total</b>		<b>\$1,945.06</b>
Washington Rock Quarries,	47671	102978	401-534-50-48-02	Crushed Rock	\$237.22
			408-535-50-48-02	Crushed Rock	\$237.22
			<b>Total</b>		<b>\$474.44</b>
Western Exterminator Company	47672	1701289	410-531-38-48-03	Storm Pond Monitoring for Mosquito.	\$2,204.21
		2145094	001-514-21-48-01	Pest Control Ants @ City Hall	\$163.95
		<b>Total</b>		<b>\$2,368.16</b>	
Wex Bank	47633	60830355	001-521-20-32-00	Fuel-PD	\$2,116.89
			<b>Total</b>		<b>\$2,116.89</b>
Zumar Industries Inc	47673	29297	101-542-64-49-00	Customer Parking Only Signs	\$124.05
			<b>Total</b>		<b>\$124.05</b>
<b>Grand Total</b>					<b>\$399,952.07</b>



**City Of Orting  
Council Agenda Summary Sheet**

<b>Subject: Wastewater Treatment Plant -Scope of Work and Budget for Phase I Pre-Design.</b>		<b>Committee</b>	<b>Study Session</b>	<b>Council</b>
	<b>Agenda Item #:</b>		AB19-53	<b>AB19-53</b>
	<b>For Agenda of:</b>	8.7.19	8.21.19	<b>8.28.19</b>
	<b>Department:</b>	Public Works		
<b>Date Submitted:</b>	<b>8.13.19</b>			
<b>Cost of Item:</b>	<u>\$90,248.00</u>			
<b>Amount Budgeted:</b>	<u>\$800,000.00</u>			
<b>Unexpended Balance:</b>	<u>\$709,752.00</u>			
<b>Bars #:</b>	<b>408-594-35-41-12</b>			
<b>Timeline:</b>				
<b>Submitted By:</b>	<b>JC Hungerford, PE</b>			
<b>Fiscal Note:</b>				
<b>Attachments:</b> Scope of Work and Budget				
<p><b>SUMMARY STATEMENT:</b> The City of Orting’s Wastewater Treatment Plan originally treated wastewater using a facultative lagoon system. In 1999, this treatment facility was upgraded to a Sequencing Batch Reactor WWTP with two SBR basins. The WWTP was further upgraded in 2006 with the addition of a third SBR basin. In 2014 an electrical consumption assessment was completed and discovered many of the electrical and mechanical components of the plant were nearing or exceeding their recommended service of life. Based on the 2014 findings, the City requested a comprehensive assessment of the WWTP facilities and equipment, and this was completed in 2018. This scope of work will complete Phase 1 Pre-Design which will include preliminary design and equipment recommendations for the planned solids handling upgrade project.</p>				
<p><b>RECOMMENDED ACTION: MOTION:</b> To approve the scope of work, and budget from Parametrix, To complete Phase I Pre-Design for the WWTP in the amount of \$90,248.00.</p>				

## DRAFT SCOPE OF WORK

### City of Orting Wastewater Treatment Plant Upgrade

#### BACKGROUND

The City of Orting's (City) wastewater treatment plant (WWTP) originally treated wastewater using a facultative lagoon system. In 1999, this treatment facility was upgraded to a Sequencing Batch Reactor (SBR) WWTP with two SBR basins. In conjunction with this upgrade, the first lagoon in the system was filled with structural backfill to facilitate construction of the WWTP, and the remaining lagoon was retained for solids storage and overflow control. The WWTP was further upgraded in 2006 with the addition of a third SBR basin. The City intends as part of this work to complete another upgrade of the WWTP, including construction of a Solids Treatment and Dewatering Facility and Process Improvements as described in the October 2016 Biosolids Engineering Report.

Parametrix completed an electrical consumption assessment of the WWTP in 2014. This assessment found that many electrical and mechanical components of the plant were nearing or exceeding the recommended service life of the respective components. Based in part on the findings of the 2014 Electrical Consumption Assessment, the City requested a comprehensive assessment of the WWTP facilities and equipment. This assessment was completed in 2018, and it defines a number of upgrades and immediate fixes that will be included in this scope of work.

To assist the City with the various elements of this scope, it will be broken down into the following areas:

- Solids Improvements
- Immediate Need Improvements
- Process Improvements

In addition, it is anticipated that this effort will require two authorizations. Phase I will include the pre-design effort outlined in Task 2. Phase II will be modified and developed once Phase I is complete.

#### TASK 1 – PROJECT MANAGEMENT – Phases I and II

##### Objectives

The objective of this task is to provide overall project management of the consultant contract with the City of Orting.

This task includes general management functions that include the following:

- Project Planning – Document and communicate the scope of work, budget, and schedule as a road map for the project team. Coordinate project team and issues throughout the project.
- Budget and Schedule Tracking – Track the project budget using Parametrix in-house tools to verify that progress is keeping pace with spending.



- Bi-Weekly Design Team Meetings – Conduct team meetings with an issues list to document project design decisions.
- Monthly Progress Reports – Prepare a monthly invoice for services performed by Parametrix.
- Correspondence – Prepare written correspondence as needed to document project management issues and/or concerns.

### Deliverables

Deliverables for this task include:

- Miscellaneous correspondence to document project management issues.
- Monthly progress reports enclosed with invoices.

### Assumptions

Project management services will begin in July and end with bidding services concluding by October for Phase I. Phase II will be developed after Task 2 below is completed.

### TASK 2 – Pre-Design and Engineering Report – Phase I

#### Objectives/Goals

This task will progress the design to a Pre-Design level through a collaborative design review process. Informal intermediate deliverables will be provided to the City in electronic format for review and comment. This process will help the design team make design and equipment recommendations. This will facilitate budget discussions with the City to select preferred manufacturers for the upgrade. A Washington State Department of Ecology (Ecology) Engineering Report will be delivered in this subtask of work.

For the Biosolids related work, the Biosolids Engineering Report (October 2016) will serve as the basis for the work.

#### Approach

For the purposes of project budgeting and funding, this task will be broken down into the following subtasks:

- Subtask 2.1 – Solids Improvements
- Subtask 2.2 – Immediate Need Improvements
- Subtask 2.3 – Process Improvements

All subtasks shall include the following items:

- Work with the City to make design decisions while developing the pre-design documents.
- Establish design criteria for the various design elements to be included in the improvements.
- Prepare preliminary drawings and an Engineering Report to allow the City to receive approval from Ecology and allow the design to proceed.
- Develop Preliminary Engineer’s Opinion of Probable Construction Cost (EOPCC).

### Subtask 2.1 – Solids Improvements

Under this subtask, the following design elements will be included:

- Update, as needed, the Biosolids Engineering Report (October 2016) that will address solids treatment, thickening, and dewatering
- Conduct a workshop with the City to finalize the preferred Biosolids Alternative
- Additional Items that will be addressed:
  - Removal of existing solids, dewatering, and disposal.
  - Modifying the lagoon from the current size to a much smaller lagoon that will be used for overflow purposes only.
  - Removal of existing aerators, disposal or abandoning the existing liner.
- In addition, there will be a number of related improvement items:
  - Direct on-site pump station flow to the new solids handling facilities.
  - Replace the influent Manhole (8-inch force main [FM]).
  - Repair.
  - Perimeter Berm.
  - Perimeter Fence.
  - PVC monitoring wells.
  - Reconfigure the on-site pump station.
  - Reconfigure the SBR mud valve drain line to empty directly into the on-site pump station wet well.
  - Service or replace the On-Site Pumps P-07 and P-08.

### Subtask 2.2 – Immediate Need Improvements

Under this subtask, the following design elements will be evaluated:

<b>Description</b>	<b>Type of Work</b>
Clean Treat Paint Generator	Service
Clean Treat Paint MCC	Service
Clean Treat Paint Switchgear	Service
Control Panel	Replace
Fall protection (decanter)	New
Generator Evaluation	Service
Ground fault circuit interrupter (GFCI) receptacles (weatherproof)	New
Handrail	Replace
Handrail bases	Repair
Install strain relief connector at the termination box	New
LED Lighting (Lower Level)	New

## DRAFT SCOPE OF WORK (continued)

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<b>Description</b>	<b>Type of Work</b>
LED lighting along the existing screen wall	New
Lighting – photocell/LED	New
Missing hand rails	Replace
Motion sensors	Replace
Move HMI function to the door of the VFD cabinet	Modification
Move network switching out of the control cabinet	Modification
Network enclosure for switches, associated converters, and equipment	New
Provide fall protection at the vaults	New
Provide permanent wiring in the conduit for heat trace	New
Provide stanchion on SBR mixer platforms	New
Provide UPS equipment in dedicated enclosures	New
Replace the vault hatches	Replace
Safety switch components	Replace
Test and update switchgear	Service
UPS equipment	Replace

### Subtask 2.3 – Process Improvements

Under this subtask, the following design elements will be evaluated:

<b>Description</b>	<b>Type of Work</b>
Two blowers	Replace
Check and isolation valves for influent pumps	Repair
Clean and Test MCC-ECB	Service
Connect the run-time meters to auxiliary contacts on the motor starters	Modification
Demo CI shed	Demo
Demo Decommission Alkalinity System	Modification
Equipment to transfer solids	New
Freeze protection eye wash	New
Freeze protection wash water – screens	New
Headworks Plug Valves	Repair
Influent Pump Station Conduit	Replace
Influent Pumps	Replace
Liners (1,2)	Remove
Mixers (1,2)	Replace
Move the telemetry radio into one of the control panels	Modification
Parshall flume	Repair

## DRAFT SCOPE OF WORK (continued)

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Description	Type of Work
Reclaimed Water System	Repair
Redundant Screen	New
Remove lighting timer and add grit separator control	New
Replace air release valve and provide freeze protection	Replace/New
Replace the copper communications cable with fiber optic cable	Replace
Rotary Screen Motor	Replace
SBR Effluent Plug Valve	Replace
SBR effluent valve CV-03C	Replace
Thermostat controlled fans for blowers	New

### Assumptions

- One in-person meeting will be held during this subtask at the City's request.
- Design decisions will be made prior to the delivery of the 50% design.
- Design report submitted to Ecology will be in technical memorandum format.
- No specifications will be developed under this subtask.

### Deliverables

- Pre-Design Drawings and Engineering Report (two hard copies and electronic copy in PDF format).

### FUTURE TASK 3 – Draft Design – Phase II (NOT PART OF THIS BUDGET)

### Objectives/Goals

This task will bring the project to a draft design level to allow final review by the City. This task is subject to change based on the outcome of Task 2 (Phase I).

### Approach

For the purposes of budgeting, this task will be broken down into the following subtasks:

- Subtask 3.1 – Solids Improvements
- Subtask 3.2 – Immediate Need Improvements
- Subtask 3.3 – Process Improvements

All subtasks shall include the following items:

- Address comments and input from the 50% design submittal.
- Develop project specifications and general conditions (CSI Format).
- Develop Draft EOPCC.
- Develop draft plan drawings for review.

## DRAFT SCOPE OF WORK (continued)

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Based on the preliminary scope, it anticipated that the following sheets will be provided for this project:

- Cover Sheet
- General Notes and Legend
- Structural Notes and Requirements
- Hydraulic Profile and Design Criteria
- Updated P&ID
- Updated P&ID
- Updated P&ID
- Site Plan
- Site Piping
- Grading Plan
- Schedule A: Solids Improvements:
  - Demolition Plan – Solids Holding Pond
  - Civil – Lagoon Modifications
  - Civil – Site Preparation and Modifications
  - Civil – Site piping modifications
  - Civil Details
  - Solids Handling Facility Architectural - Plan
  - Solids Handling Facility Architectural – Sections
  - Solids Handling Facility Architectural - Details
  - Solids Handling Facility Structural – Plans
  - Solids Handling Facility Structural – Plans
  - Solids Handling Facility Structural – Plans
  - Solids Handling Facility Structural – Sections
  - Solids Handling Facility Structural – Sections
  - Solids Handling Facility Structural – Details
  - Solids Handling Facility Structural – Details
  - Solids Handling Facility Mechanical – Aerobic Digester
  - Solids Handling Facility Mechanical – Thickening
  - Solids Handling Facility Mechanical – Dewatering
  - Solids Handling Facility Mechanical – Solids related modifications
  - Solids Handling Facility Mechanical – Details

## DRAFT SCOPE OF WORK (continued)

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- Solids Handling Facility Mechanical – Details
- Solids Handling Facility Electrical/Control – Plan
- Solids Handling Facility Electrical/Control – One-Line
- Solids Handling Facility Electrical/Control – Lighting
- Solids Handling Facility Electrical/Control – Details
- Solids Handling Facility Electrical/Control – Details
- Schedule B: Immediate Need Improvements:
  - Structural Plan & Details
  - Electrical Plan and Details – Headworks
  - Electrical Plan and Details – SBR
  - Electrical Plan and Details – Auxiliary (i.e. Generator)
  - Schedule B Details
- Schedule C: Process Improvements:
  - Civil/Mechanical – SBR Modifications/Details
  - Civil/Mechanical – SBR Modifications/Details
  - Civil/Mechanical – Headworks Modifications/Details
  - Civil/Mechanical – Headworks Modifications/Details
  - Structural – Miscellaneous Upgrades
  - Electrical – SBR Modifications
  - Electrical – Site Modifications
  - Electrical Details
- Miscellaneous Civil/Mechanical Details
- Photograph Details

Note: Plans that are not listed as part of a schedule shall define which schedule is associated with each portion of the work to enable the City to have separate bids for each schedule.

### Assumptions

- One in-person meeting will be held during this subtask at the City's request.
- Draft Design will be acceptable for Permit Review (i.e., Building Permit).

### Deliverables

- Draft Design and Specifications (three hard copies and electronic copy in PDF format).

#### FUTURE TASK 4 – Final Design – Phase II (NOT PART OF THIS BUDGET)

##### Objectives/Goals

This task will bring the project to a 100% (final) level to allow the project to go out to bid. This task is subject to change based on the outcome of Task 2.

##### Approach

For the purposes of budgeting, this task will be broken down into the following subtasks:

- Subtask 4.1 – Solids Improvements
- Subtask 4.2 – Immediate Need Improvements
- Subtask 4.3 – Process Improvements

All subtasks shall include the following items:

- Address comments and input from the Draft Design Meeting.
- Address comments related to permit and Ecology Review.
- Finalize project plans, specifications, and general conditions.
- Develop Final EOPCC.

##### Assumptions

- One final design meeting will be held at the City's request.

##### Deliverables

- Final Design and Specifications (one hard copy for City; electronic copies for City and Plan Centers in PDF format) and one hard copy of EOPCC.

#### FUTURE TASK 5 – Services during Bidding and Award – Phase II (NOT PART OF THIS BUDGET)

##### Objectives/Goals

Work under this task is assisting the City during the bidding and award process.

##### Approach

This task shall include the following items:

- Provide electronic copies of the plans/specifications to the appropriate plan centers for distribution.
- Provide two hard copies to the City.
- Answer questions during bidding and issue addenda as needed.
- Prepare a bid tabulation sheet, review the bids for errors and inconsistencies, and provide a recommendation for award to the City.

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

				Allan C. Maas	Denise D. Peterson	Steven Wagner	Clifford M. West	April D. Whitaker	Amanda B. Lucas	John C. Hungerford	Lyle R. Roscoe	Andrew A. Peterson	Arthur G. Stokes	Brandon D. Moss	Doug Berschauer	Matthew P. Austin	Connor R. Wittman	Kassie N. Babcock
				Sr. Engineer	Electrical Designer II	Sr. Engineer	Sr. Designer	Sr. Project Control Specialist	Sr. Publications Specialist	Water Solutions Div Mgr	Sr. Engineer	Designer I	Sr. Electrical Engineer	Engineer II	Sr. Consultant	Sr. Engineer	Sr. Electrical Engineer	Project Accountant
Rates:				\$180.00	\$110.00	\$180.00	\$160.00	\$120.00	\$105.00	\$170.00	\$170.00	\$100.00	\$225.00	\$110.00	\$190.00	\$170.00	\$160.00	\$95.00
Task	SubTask	Description	Labor Dollars															
2017		WWTP Improvements	\$90,190.00	16	40	20	36	16	40	36	16	32	16	128	40	42	140	6
2017	01	Project Management	\$8,090.00					16		24					8			6
2017	02	PreDesign Engineering Report	\$82,100.00	16	40	20	36		40	12	16	32	16	128	32	42	140	
<b>Labor Totals:</b>			\$90,190.00	16	40	20	36	16	40	36	16	32	16	128	40	42	140	6
<b>Totals:</b>			\$90,190.00	\$2,880.00	\$4,400.00	\$3,600.00	\$5,760.00	\$1,920.00	\$4,200.00	\$6,120.00	\$2,720.00	\$3,200.00	\$3,600.00	\$14,080.00	\$7,600.00	\$7,140.00	\$22,400.00	\$570.00

**Other Direct Expenses**

Mileage - \$0.58/mile	\$58.00
<b>Other Direct Expenses Total:</b>	<b>\$58.00</b>

**Project Total** **\$90,248.00**





**City Of Orting  
Council Agenda Summary Sheet**

<b>Subject:</b> Ordinance No. 2019-1047, Pertaining To Excavation Permits, Amending Orting Municipal Code Section 8-5-3 To Extend Time Period For Performance Of Permitted Work		<b>Committee</b>	<b>Study Session</b>	<b>Council</b>
	<b>Agenda Item #:</b>	N/A	AB19-55	<b>AB19-55</b>
	<b>For Agenda of:</b>		8.21.19	<b>8.28.19</b>
	<b>Department:</b>	Public Works		
	<b>Date Submitted:</b>	8-14-19		
<b>Cost of Item:</b>	N/A			
<b>Amount Budgeted:</b>	N/A			
<b>Unexpended Balance:</b>	N/A			
<b>Bars #:</b>	N/A			
<b>Timeline:</b>	N/A			
<b>Submitted By:</b>	Greg Reed			
<b>Fiscal Note:</b>				
<b>Attachments:</b>	Ordinance No. 2019-1047			
<b>SUMMARY STATEMENT:</b>				
<p>Orting Municipal Code 8-5-3 as written requires a permit holder to commence work within 15 days of issuance. The City received comment that this timeframe is unworkable and creates a hardship on the permit holder.</p> <p>Staff reviewed the issue and determined that extending the timeframe would be appropriate and would not adversely impact the City or the citizens of Orting.</p>				
<p><b>RECOMMENDED ACTION: MOTION:</b> To Adopt Ordinance No. 2019-1047, An Ordinance Of The City Of Orting, Washington, Pertaining To Excavation Permits, Amending Orting Municipal Code Section 8-5-3, To Extend Time Period For Performance Of Permitted Work.</p>				

**CITY OF ORTING  
WASHINGTON  
ORDINANCE NO. 2019-1047**

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**AN ORDINANCE OF THE CITY OF ORTING, WASHINGTON, PERTAINING TO EXCAVATION PERMITS, AMENDING ORTING MUNICIPAL CODE SECTION 8-5-3 TO EXTEND TIME PERIOD FOR PERFORMANCE OF PERMITTED WORK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE**

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WHEREAS, the City of Orting regulates certain work within a City-owned right of way at Orting Municipal Code 8-5-3; and

WHEREAS, the City currently requires a permit for the work set out in that code section, and further requires that the permitted work must be commenced within fifteen (15) days of the issuance of the permit; and

WHEREAS, the City has received comment that this timeframe is unworkable and creates a hardship on permittees; and

WHEREAS, City Council has reviewed the issue and determined that extending the timeframe is appropriate and will not adversely impact the City or the citizens of Orting;

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

**Section 1. OMC 8-5-3, Amended.** Orting Municipal Code Section 8-5-3 is hereby amended to read as follows (amendments shown in legislative marks):

**8-5-3: PERMIT REQUIRED:**

**A. Request For Permit:** No person shall excavate, tunnel over, full in, grade, pave, level, alter, construct, repair, remove or excavate any pavement, sidewalk, crosswalk, curb, driveway, gutter, sewer, water main or any other structure or improvement located over, under or upon any public street, highway, avenue, alley or public right of way within the City limits without first obtaining a written permit to do so from the administrative authority. The permit shall be requested upon an application form as provided at the office of the administrative authority and the application, when approved by the administrative authority, will constitute the permit.

**B. Emergency Situation:** In the event of an emergency occurring after office hours, at night, on Sundays, or legal holidays, when an excavation may be necessary for the protection of public or private property; the same can be made after the person making such excavation has notified the Police and Fire Departments of such work; an application for a written permit as provided in this Chapter shall be made on the next succeeding business day whether or not the emergency work has been completed.

C. Term of Permit; Extension: Work for which a permit has been issued shall commence within six (6) months ~~fifteen (15) calendar days~~ after issuance. If not so commenced, the permit shall be automatically terminated unless the permittee applies to the administrative authority for an extension of time within which to commence work, and if such an extension is granted, the original permit shall remain in force for the period of time specified in the extension. Every permit shall expire at the time stated in the permit, at which time the excavation must be closed and brought to grade unless an extension of time is granted by the administrative authority. Permits which terminate may be renewed only upon payment of an additional permit fee as originally required.

D. Permits Nontransferable; Conditions: Permits are nontransferable from one person to another and the work shall not be made in any place other than the location specified in the permit.

**Section 2. Severability.** If any section, sentence, clause or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase.

**Section 3. Corrections.** The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 4. Effective date.** This ordinance shall take effect five days after its publication.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 28<sup>TH</sup> DAY OF AUGUST, 2019.**

**CITY OF ORTING**

\_\_\_\_\_  
Joshua Penner, Mayor

**ATTEST/AUTHENTICATED**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Charlotte A. Archer, City Attorney  
Inslee, Best, Doezie & Ryder, P.S.

Filed with the City Clerk: 8.14.19  
Passed by the City Council: 8.28.19  
Ordinance No. 2019-1047  
Date of Publication: 9.04.19



**City Of Orting  
Council Agenda Summary Sheet**

<b>Subject:</b> Ordinance No 2019-1048, Amending Ordinance No. 2018-1037, Adopting The City Of Orting 2019 Budget; Providing For Appropriation And Expenditure Of Funds Received In Excess Of Estimated Revenues; Adding A New Classification Of Waste Water Operator In Training And Landscape Maintenance – Supported Employment, AND Approving Job Descriptions for Waste Water Operator in Training and Landscape Maintenance-Supported Employment.		<b>Committee</b>	<b>Study Session</b>	<b>Council</b>
	<b>Agenda Item #:</b>		AB19-56	<b>AB19-56</b>
	<b>For Agenda of:</b>	8/07/19	8/21/19	<b>08/28/19</b>
	<b>Department:</b>	Public Works/HR		
	<b>Date Submitted:</b>	08/08/2019		
<b>Cost of Item:</b>	align="center">\$3,900			
<b>Amount Budgeted:</b>	align="center">\$60,323			
<b>Unexpended Balance:</b>	align="center">\$13,362			
<b>Bars #:</b>	align="center">Multiple			
<b>Timeline:</b>	align="center">None			
<b>Submitted By:</b>	align="center">Greg Reed/Scott Larson			
<b>Fiscal Note:</b> Pay for the Wastewater OIT would come out of the unfilled position’s budget. Pay for the Landscape Worker would come out of the Park and Cemetery Salary budgets.				
<b>Attachments:</b> Ordinance No. 2019-1048, Job Descriptions				
<b>SUMMARY STATEMENT:</b> <p>The City has struggled over the past few months to fill an open Wastewater positions. Due to our need to fill open positions, we are recommending creating a new classification in our Wastewater job classification called Wastewater Operator in Training. The successful applicant would be required to get a Department of Ecology Wastewater Treatment Plant Operator I license within eighteen months. This position would allow us to give our existing maintenance workers an opportunity for advancement if interested, or hire a person motivated to learn the wastewater trade. Pay range for this position would be row 15 on our wage matrix (the same pay range as Maintenance Worker II’s are paid at) which would be \$21.75 to \$26.75 per hour. This position would not add to our FTE count.</p> <p>The second position that we are requesting is a supported employment landscape worker. This position would come through an agency that specializes in placing people with disabilities into appropriate positions and then making sure they are able to master the tasks that they are assigned to complete. The position would be 20 hours per week and would be paid at \$15 per hour. This position would add .5 FTE to the 2019 Budget</p>				
<b>RECOMMENDED ACTION: MOTION:</b> To Adopt Ordinance No 2019-1048 Amending Ordinance No. 2018-1037, Adopting The City Of Orting 2019 Budget; Providing For Appropriation And Expenditure Of Funds Received In Excess Of Estimated Revenues; Adding A New Classification Of Waste Water Operator In Training And Landscape Maintenance – Supported Employment, and approve the Job Descriptions And Pay Ranges For Landscape Maintenance – Supported Employment, And Wastewater Operator In Training As Presented.				

**CITY OF ORTING**  
**WASHINGTON**  
**ORDINANCE NO. 2019-1048**

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**AN ORDINANCE OF THE CITY OF ORTING, WASHINGTON, AMENDING ORDINANCE NO. 2018-1037, ADOPTING THE CITY OF ORTING 2019 BUDGET; PROVIDING FOR APPROPRIATION AND EXPENDITURE OF FUNDS RECEIVED IN EXCESS OF ESTIMATED REVENUES; ADDING A NEW CLASSIFICATION OF WASTE WATER OPERATOR IN TRAINING AND LANDSCAPE MAINTENANCE – SUPPORTED EMPLOYMENT; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE**

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**WHEREAS**, Washington State law, Chapter 35A.34 RCW provides for the biennial adoption of the City’s budget and provides procedures for filing of the proposed budget, deliberations, public hearings, final fixing, and any subsequent adjustments to the budget; and

**WHEREAS**, the City Council adopted the 2019 budget pursuant to Ordinance No. 2018-1037; 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 2018 budget year and desires to amend the 2018 budget to provide for the appropriation and expenditure of said funds; and

**WHEREAS**, City Staff has determined that additional staffing, in the form of a new position of Waste Water Operator in Training and Landscape Maintenance – Supported Employment, is needed to support the City’s Public Works Department, Water and Wastewater divisions; and

**WHEREAS**, the 2019 budget includes a salary table and a listing of employee positions and allocations, which needs to be amended to reflect the new position and its salary to fulfill this need; and

**WHEREAS**, this amendment to the 2019 budget could not have been reasonably foreseen during budget development; and

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

**Section 1. Amending Ordinance No. 2018-1037 (2019 Budget Ordinance), Section 4, Job Classifications and Pay Ranges.** Ordinance No. 2019-1037, adopting the 2019 budget, at Section 4, Job Classifications and Pay Ranges, Exhibit B, shall be and is hereby amended as set forth in Exhibit A.

**Section 3. Corrections.** The City Clerk is authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's/clerkal errors, references, Ordinance numbering, section/subsection numbers and any references thereto.

**Section 4. 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 5. 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 28<sup>th</sup> DAY OF AUGUST, 2019.**

CITY OF ORTING

\_\_\_\_\_  
Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

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

Approved as to form:

\_\_\_\_\_  
Charlotte A. Archer  
Inslee, Best, Doezie & Ryder, P.S.  
City Attorney

Filed with the City Clerk: 8.13.19  
Passed by the City Council: 8.28.19  
Ordinance No.: 2019-1048  
Date of Publication: 8.30.19  
Effective Date: 9.04.19

# CITY OF ORTING

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## JOB DESCRIPTION

Job Title: Wastewater Operator in Training

Department: Public Works

Reports To: Wastewater Plant Supervisor

Effective Date:

Hourly Wage Range: \$21.12-\$25.97

Closing Date:

### SUMMARY DESCRIPTION

This is a full-time, Fair Labor Standards Act non-exempt non-Civil Service position. A typical work week is Monday to Friday, 7:30 a.m. to 4:00 p.m. with periodic callouts on weekends and evenings based on operational needs and emergencies. This position is part of a bargaining unit represented by the American Federation of State County and Municipal Employees (AFSCME) Local 120.

Under immediate supervision, performs routine technical training activities in the operation and maintenance of the City's wastewater treatment plant; assists in performing adjustments and repairs to plant equipment; and collects and documents samples for laboratory testing.

This is the trainee level class in the Plant Operator series. Employees in this classification work under immediate supervision performing a group of repetitive or closely related duties according to established procedures. Under this class series, employees in the Plant Operator Trainee classification may progress to the "I" level once they have mastered the full range of duties performed by a Plant Operator and have obtained, within eighteen (18) months from date of hire, a Washington State Department of Health Wastewater I Operator Certification.

### REPRESENTATIVE DUTIES

Duties may include, but are not limited to the following:

1. Participate in assigned treatment plant related infrastructure including, plant rounds including inspecting, monitoring, troubleshooting, performance testing and documenting plant processes by reading plant equipment gauges, dials, graphs, online analyzers, computer screens, meters, SCADA systems and other instrumentation.
2. Assist in operating and adjusting treatment plant pumps, motors, feeders and other equipment to maintain appropriate plant operations.
3. Maintain, compile and update plant-operational daily logs and reports; perform and record mathematical calculations related to plant operational activities under supervision.
4. Assist in installing, maintaining, repairing, modifying, troubleshooting and servicing pump stations, plant operations machinery and equipment including pumps, valves, motors, meters, tanks, reservoirs, feeders, and online analyzers; change lubrications.

5. Collect and document liquid and solid samples; work closely with the laboratory on testing processes.
6. Perform general plant facility maintenance such as cleaning, painting and repairing plant facilities; perform various grounds maintenance duties.
7. Participate in a variety of special projects as assigned.
8. Perform related duties as required.

### **QUALIFICATIONS**

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

#### **Knowledge of:**

- Basic principles of biology, chemistry and mathematics.
- Occupational hazards and standard safety practices and procedures.

#### **Ability to:**

- Learn standard laboratory and plant operations procedures.
- Assist in the operation and maintenance of wastewater treatment plant equipment.
- Perform heavy manual labor.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work
- Ability to enter and exit manholes

**Education and Experience Guidelines** - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

**Education/Training:** Equivalent to the completion of the twelfth grade. Additional training in the natural sciences and/or treatment plant operations is desirable.

**Experience:** One (1) year prior utility experience preferred, Operator in Training preferred

#### **License or Certificate:**

- Possession of a valid Washington State driver's license
- A Confined Space Certificate within three (6) months of employment
- City's Defensive Driving Course within six (6) months of employment
- Valid Traffic Control Flagging Card within six (6) months of employment
- Valid First Aid/CPR Card within six (6) months of employment
- Asbestos Pipe Removal certificate within six (6) months of employment
- Pump & Motor Maintenance Class within six (6) months of employment

### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.



**Environment:** Construction site environment; travel from site to site; work with and in water and around heavy construction equipment; work under ground and in confined spaces; work at heights on scaffolding and ladders; work on slippery and uneven surfaces; work around traffic; exposure to noise, dust, heat and inclement weather conditions.

**Physical:** Sufficient physical ability to lift and carry; thirty (30) pounds often, fifty (50) pounds occasionally and ninety (90) pounds rarely. Bending, stooping, kneeling, and crawling; walking and standing for prolonged periods of time; operating motorized equipment and vehicles. Must have the ability to perform heavy manual labor: shoveling, digging, lifting, pushing, pulling, and dragging. Work in confined spaces.

**Vision:** See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate equipment.

**Hearing:** Hear in the normal audio range with or without correction.

**REASONABLE ACCOMODATIONS**

Reasonable accommodations may be made in accordance with the Americans with Disabilities Act and the Fair Employment and Housing Act.

*This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change. This job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities that are required of the employee.*

*The City of Orting provides equal employment opportunities to all employees and applicants for employment without regard to race, color, creed, religion, sex, sexual orientation, marital status, national origin, age, gender, disability, genetics, or status as a protected veteran.*

\_\_\_\_\_  
Public Works Director Signature

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# CITY OF ORTING

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## JOB DESCRIPTION

Job Title: Landscape Maintenance – Supported Employment

Department: Public Works

Reports To: Public Works Supervisor

Effective Date:

Wage:

Close Date:

### SUMMARY DESCRIPTION

This is a part-time, Fair Labor Standards Act non-exempt, non-Civil Service landscape maintenance position. A typical work week is Monday to Friday with hours to be determined based on mutual agreement with the Landscape Maintenance Worker and the City.

Under supervision of the Public Works Supervisor or a Maintenance Worker, the Landscape Maintenance worker performs general landscaping work, following specific instruction or established maintenance procedures. Employees in this classification may be trained on the job to operate equipment used in the work area and are responsible for following rules and methods learned.

The Landscape Maintenance Worker has access to a job coach because of an existing developmental disability that provides on the job support in tandem.

### REPRESENTATIVE DUTIES

Duties may include, but are not limited to the following:

1. Operating a weed eater, blower and small utility vehicle.
2. Perform deliveries to and from work groups if incumbent has a current Washington State Driver's License.
3. Empty trash cans and install new trash bags.
4. Set up tables and chairs for various meetings.
5. Washing vehicles.
6. Cleaning Public restrooms.
7. Litter Control.
8. Raking out wood chips and beauty bark.
9. Clean signs (street, traffic, etc.)
10. Attend meetings and training, as required.
11. Actively support the vision, mission, values and behavior statements of the department and the City.

## **QUALIFICATIONS**

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties:

### **Ability to:**

- Ability to learn basic landscape maintenance practices and procedures.
- Ability to understand and follow oral and/or written directions.
- Ability to establish and maintain cooperative and effective working relationships with others.
- Ability to follow through on assignments as directed

### **Education and Experience Guidelines**

- Graduation from high school or equivalent preferred.

### **License or Certificate:**

- Washington State Driver's License preferred

## **PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

**Environment:** Field and construction site environment; travel from site to site; work with and in water and around heavy construction equipment; work under ground and in confined spaces; work at heights on scaffolding and ladders; work on slippery and uneven surfaces; work around traffic; exposure to noise, dust, heat and inclement weather conditions.

**Physical:** Sufficient physical ability to lift and carry; thirty (30) pounds often, fifty (50) pounds occasionally and ninety (90) pounds rarely. Bending, stooping, kneeling, and crawling; walking and standing for prolonged periods of time; operating motorized equipment and vehicles. Must have the ability to perform heavy manual labor: shoveling, digging, lifting, pushing, pulling, and dragging. Work in confined spaces.

**Vision:** See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate equipment.

**Hearing:** Hear in the normal audio range with or without correction.

## **REASONABLE ACCOMMODATIONS**

Reasonable accommodations may be made in accordance with the Americans with Disabilities Act and the Fair Employment and Housing Act.

*This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change. This job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities that are required of the employee.*

## 2019 Job Classifications and Pay Ranges

<u>Position</u>	<u>AWC Job</u>	<u>Range</u>	<u>Approved FTE</u>		<u>Salary (Low &amp; High)</u>	
	<u>Code</u>		<u>Positions</u>	<u>Department</u>	<u>Low</u>	<u>High</u>
<b>General Gov</b>						
City Administrator	105	44	1	GG	106,611.38	131,118.55
Building Official	580/624	27	1	GG	64,501.64	79,328.88
City Treasurer	125/635	36	1	GG	84,160.01	103,506.19
City Clerk	120	27	1	GG	64,501.64	79,328.88
Senior Accountant	250	20	1	GG	52,445.73	64,501.64
Parks & Rec Director	205/615	15	1	GG	45,240.15	55,639.68
Building Clerk	580	13	1	GG	42,643.18	52,445.73
Clerical II	210	15	1	GG	45,240.15	55,639.68
Accounting Clerk Entry	245	13	2	GG	42,643.18	52,445.73
Cashier	200	8	0	GG	36,784.38	45,240.15
Clerk Intern			1	GG	12.00	12.00
<b>Court</b>						
Court Administrator	680	27	1	Court	64,501.64	79,328.88
Court Clerk	215	13	1	Court	42,643.18	52,445.73
<b>Police</b>						
Police Chief	655	38	1	Police	89,285.35	109,809.72
Police Lieutenant	320	P28	2	Police	73,354.11	85,037.52
Police Officer	310	P24	8	Police	65,177.22	75,558.26
Code Enforcement Officer	310	22	1	Police	59,028.13	68,429.79
Police Records Clerk	302	11	1	Police	40,195.29	49,435.13
Reserve Officer (Hourly Rate)				Police	12.00	12.00
<b>Public Works</b>						
Public Works Director	645	36	1	PW	84,160.01	103,506.19
City Engineer	540	36	1	PW	81,452.80	103,506.19
Public Works Supervisor	605/620	26	1	PW	62,622.95	77,018.33
Waste Water Plant Supervisor	623	26	1	PW	62,622.95	77,018.33
Water Plant Operator	623	24	1	PW	59,028.13	72,597.16
Water Wastewater Operator II	497	18	2	PW	49,435.13	60,798.98
Water Wastewater Operator I	400/495	16	1	PW	46,597.35	57,308.87
<u>Wastewater OIT</u>		<u>15</u>	<u>1</u>	<u>PW</u>	<u>44,370.00</u>	<u>54,570.00</u>
Maintenance Worker II Lead	420	16	1	PW	46,597.35	57,308.87
Administrative Assistant, Public Wk.	210	18	1	PW	49,435.13	60,798.98
Stormwater Maintenance Worker II	420	15	1	PW	45,240.15	55,639.68
Maintenance Worker II	420	15	2	PW	45,240.15	55,639.68
Maintenance Worker I	400	13	2	PW	42,643.18	52,445.73
Landscape Maintenance -Supported Employment			0.5	PW	15,600.00	15,600.00



**City Of Orting  
Council Agenda Summary Sheet**

<b>Subject: Mitel Telephone System Lease and Service Contract</b>		<b>Committee</b>	<b>Study Session</b>	<b>Council</b>
	<b>Agenda Item #:</b>	N/A		<b>AB19-54</b>
	<b>For Agenda of:</b>	8/7/19	8/21/19	<b>8/28/19</b>
	<b>Department:</b>	Administration		
	<b>Date Submitted:</b>	August 7, 2019		
<b>Cost of Item:</b>	align="center">\$39,371.21			
<b>Amount Budgeted:</b>	align="center">\$3,000			
<b>Unexpended Balance:</b>	align="center">See Fiscal Note			
<b>Bars #:</b>	align="center">Various			
<b>Timeline:</b>	align="center">ASAP			
<b>Submitted By:</b>	align="center">Scott Larson			
<b>Fiscal Note: The City will be paying \$1,093.64 per month for 36 months for equipment and service. The amount over the line item budget for 2019 should be less than \$2,000.</b>				
<b>Attachments:</b> Mitel Lease and Service Agreement				
<b>SUMMARY STATEMENT:</b>				
<p>The City has completed construction of the new Public Works shop and must provide phones and service to that facility, as well as the future City Hall. Mitel has provided the City with a global proposal to lease a new system for 36 months, which would allow us to have unified communication throughout the City. This solution will also be suitable for our new City Hall facility.</p> <p>Administration anticipated adding a new telephone system when new City Hall is constructed, which is why this was not budgeted for 2019.</p> <p>This contract can be awarded per the City’s purchasing policy under the provision to award contract to vendors that are part of the State Master Use Contract program.</p>				
<b>RECOMMENDED ACTION: To Authorize The Mayor To Enter In To A Lease With Mitel For A Telephone System And Service Contract.</b>				

MITEL

MiService Solutions

## Support Plan

Prepared for: Orting, City of

Prepared by: Lea Wetzel

Date: August 21, 2019

This Support Plan is subject to the terms and conditions of the applicable sales or support agreement as executed by Customer and Mitel ("Agreement"). Terms not otherwise defined in this Support Plan shall have the meaning set out in the Agreement. In the event of any conflict between the terms of the Agreement, this Support Plan and its appendices, precedence will follow in that order.

A signature on this Support Plan by Customer communicated to Mitel by electronic transmission, such as PDF, e-mail or facsimile, will constitute execution of this Support Plan.

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## Support Plan Scope and Definition of Support Services

**Selected Plan: Full Service 24 x 7 Plan with 4 Hour Onsite Response for Major Failures**

### Customer

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Customer: Orting, City of (hereinafter referred to as "End-User")  
Site Address: 110 Train Street Southeast, Orting, WA 98360 ("Site")

### Term of Support

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The term of support services (as outlined below) is 3 years (36 months), effective upon End-User's lease satisfaction date.

### Covered Equipment

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A list of Equipment to be supported under this Support Plan can be found in this document under *Support Plan Covered Equipment and Applications List*.

### Description of Coverage: Equipment

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#### Hours of Coverage

- 24x7x365 (24 hours per day, seven days per week, 365 days per year) remote and onsite and support for a Major Failure.
- 8 a.m. - 5 p.m. Monday through Friday (local time at the site, excluding Mitel Networks' locally observed holidays) remote and onsite support for a Minor Failure.

#### Response Objectives

##### Major Equipment Failure

- Response within two (2) hours upon receipt of a trouble report of a Major Failure by attempting to clear the failure remotely and/or contacting the End-User to begin troubleshooting the system failure.
- Onsite response within four (4) hours upon receipt of a trouble report of a Major Failure which cannot be resolved by a remote engineer.

##### Minor Equipment Failure

- Response within eight (8) business hours (Monday through Friday 8 a.m. - 5 p.m. at the local time at the site, excluding Mitel Networks' locally-observed holidays) upon receipt of a trouble report of a Minor Failure by attempting to clear the failure remotely and/or contacting the End-User to begin troubleshooting the system failure.
- Onsite response within the next business day (Monday through Friday 8 a.m. - 5 p.m. at the local time at the site, excluding Mitel Networks' locally-observed holidays) upon receipt of a trouble report of a Minor Failure which cannot be resolved by a remote engineer.

#### Parts Replacement

- Expedited replacement of defective parts and materials is included in this Support Plan during the coverage hours purchased as detailed above.

### **Price of Support**

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The pricing for 3 years (36 months) of coverage upon End-User's lease satisfaction date is \$4,125.00, excluding any applicable taxes. Payment is included in the monthly lease payments. Please refer to the Lease Agreement.

### **Support Plan Covered Equipment and Applications List**

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Please reference the equipment list located on the lease documentation.

**End-User:** Orting, City of  
**Address:** 110 Train Street Southeast, Orting, WA 98360  
**Term:** 3 Years (36 months) upon End-User's lease satisfaction date

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End-User Signature

Date

**Note:** Any peripheral or ancillary products not listed above may be serviced, at Mitel's option, at the End-User's request on a time and materials basis at then current support services rate.





**SUPPORT AGREEMENT**

Mitel Technologies, Inc. ("Mitel")	Orting, City of ("Customer")
Principal Place of Business (Address): 1146 North Alma School Road Mesa, Arizona, 85201	Principal Place of Business (Address): 110 Train Street Southeast Orting, WA 98360
Signature:	Signature:
Name:	Name:
Title:	Title:
Date:	Date:

Mitel and Customer agree to the terms and conditions below and have caused this Agreement to be executed by their respective duly authorized representatives:

**1. SUPPORT SERVICES.**

(a) This Agreement is effective as of the date first appearing above ("Effective Date"). The initial term of this Agreement is twelve (12) months from the Effective Date. Thereafter, this Agreement will automatically renew for additional twelve-(12) month periods (each a "Renewal Term"). Either party may terminate this Agreement during a Renewal Term upon thirty-(30) days prior written notice to the other.

(b) Customer will receive support services ("Support Services") as set forth in a Support Plan referencing this Agreement. Each Support Plan will automatically renew for additional twelve (12)-month periods unless either party provides written notice thirty (30) days prior to expiration. No renewal shall be effective unless Customer has installed the current release version of the embedded software minus 2 and (if applicable) Customer maintains application software at release levels currently supported by Mitel. Customer may increase the level of Support Services at the beginning of a month. Prices for the additional services will be pro-rated. Any decrease in the level of services must be made at the beginning of a Renewal Term. The prices for the Support Services may be adjusted to reflect changes to the System. Mitel will provide notice of any change in prices forty-five (45) days prior to any Renewal Term. All Support Services are limited to the Site listed in the Support Plan.

(c) Standard of Performance. Support Services will be performed in a good and workmanlike manner consistent with standard communications industry practice. Mitel may subcontract work required under this Agreement, but will remain responsible for the work performed. Mitel may utilize remanufactured / certified parts that meet factory specifications, and any removed parts shall become the property of Mitel.

(d) Definition of Major and Minor Failures.

(i) A Major System Failure for a PBX or ICP is defined as a complete system failure, tie-line group out of service, major system alarm, failure of an entire trunk group, more than twenty percent (20%) of stations totally inoperative, attendant position failure, inability to receive incoming calls, inability to call outside of the facility, or system failure that substantially interferes with the Customer's normal use of the System. A Major System Failure for voice processing System is defined as an inability to access system through the system manager terminal or through at least seventy-five percent (75%) of all telephone ports, inability to access one or more disk drives that store messages or data, loss of system integration, continual system restarts, unscheduled total system outage, reboot failure, inability of system to collect CDR data (if applicable). All other failures shall be deemed a Minor System Failure.

(ii) A Major Application Failure for an application software is defined as a complete inability to use the application software, application crash or loss of data that significantly interferes with Customer's access to or use of the application software. All other failures shall be deemed a Minor Application Failure.

(e) Application Software Support. Support for applications software listed in the Support Plan includes remote or onsite diagnosis and troubleshooting of Major and Minor Application Failures. Mitel will use commercially reasonable efforts to restore the application software to substantial compliance with applicable manufacturer specifications, including the following: developing work-around directions; updating application software documentation; and updating software, which includes maintenance fixes. Mitel will replace any software media or documentation that is defective in material or workmanship. Support for application software does not include (i) remedies for cosmetic software bugs that do not cause material deviation from the manufacturer's specifications or (ii) application software upgrades (which include additional application enhancements and functionality beyond software updates or maintenance fixes) unless Mitel determines that an upgrade is necessary to resolve the Application Failure.

(f) Proactive Remote Monitoring and Remote Support. Customer must provide the proper connection (when applicable) to a Mitel Proactive Remote Monitoring Unit to receive remote support and/or proactive remote monitoring (if specified in the attached Support Plan) and if the System is capable of supporting such capabilities. Remote Monitoring and Access Service ("RMAS") Maintenance Coverage includes 24 x 7 remote access and/or remote monitoring. Remote monitoring requires the purchase of optional license(s). System passwords, user names and access codes are also required.

As an alternative, Customer may provide Mitel with remote access (VPN) to diagnose Customer reported incident(s) on the installed solution. System passwords, user name and access codes are also required.

Mitel shall not be responsible for proactive remote monitoring or remote support in the event that Customer disconnects the remote access (VPN), remote monitoring, or remote support or that the licensing to either access and/or remote monitoring have expired.

(g) Supplemental Services. All supplemental services will be performed under a Work Authorization subject to this Agreement, which shall take precedence over any purchase order or work authorization. If any supplemental work / service are subsequently added to the Support Plan, the price will be adjusted accordingly. Any product or material provided in connection with the Support Services is provided "as is" and subject to all terms and conditions applicable for the product or material. The following are supplemental services that will be provided at Mitel's then prevailing time and materials rates, including the following:

- (i) communicating and cooperating with communications service provider(s) ("Liaison Service") to correct any problem that was not caused by the System;
- (ii) technician on-site service (including travel to and from the Site) to re-establish remote access that was disconnected or disabled by anyone other than Mitel or its authorized agent.

- (iii) installing software upgrades;
- (iv) moves, adds and changes (MAC);
- (v) consulting on application capabilities, administration, configuration, proper usage of application software, custom programming, documentation, training or other services that are not related to resolving a Major or Minor Application Failure;
- (vi) any other work not specifically provided for in the Support Plan.

(h). **Exclusions.** Mitel shall have no responsibility for troubleshooting or correcting any problems arising from the following: (i) Customer failure to maintain the embedded software at not less than the current release minus 2; (ii) power surges or dirty power not caused by Mitel; (iii) accidents, negligence or misconduct not caused by Mitel; (iv) work not performed or authorized by Mitel; (v) Customer data entry or Customer database backup; (vi) hardware or software not supplied by Mitel; (vii) Customer failure to maintain the environmental or electrical conditions according to manufacturer's specifications; (viii) host systems; and (ix) the LAN/WAN. Mitel's sole obligation or support of application software that is based on software code or features or functionality or for repair or replacement of System parts that have been manufacturer discontinued is to work in good faith with the manufacturer to obtain repairs, replacement parts, or devise custom software fixes, patches or work-arounds for which Customer shall be responsible to pay.

**2. PAYMENT TERMS.** Customer shall pay all amounts due as stated in the Support Plan net thirty (30) days from receipt of an invoice ("Payment Due Date"). Customer shall pay any applicable taxes arising from its purchase of the Support Services under this Agreement and any related equipment or material or provide a tax exemption certificate prior to invoicing. The requirements of this Section are a material provision of this Agreement. If payment is not received by the Payment Due Date, Mitel may at its sole discretion (i) terminate this Agreement and retain all sums paid after giving fifteen (15) days prior written notice to cure and/or (ii) suspend delivery of any products or performance of any service immediately without notice until such payments are received by Mitel. Any amounts that remain unpaid by Customer after the cure period will be subject to the lesser of two percent (2%) monthly interest rate or the maximum rate allowed by applicable law.

**3. TERM / TERMINATION.** Except in the event of a termination for cause and notwithstanding the expiration of this Agreement, the relevant terms and conditions of this Agreement shall continue in full force beyond expiration with regard to any Support Plan, P.O. or Work Authorization in progress. A breach of a material provision of this Agreement shall constitute a default for which the non-defaulting party may terminate this Agreement, provided that the defaulting party is provided thirty (30) days prior written notice to cure the default. Additionally, either party shall be deemed in default of this Agreement if a bankruptcy or insolvency proceeding is filed by or against either party or if either party makes an assignment for the benefit of its creditors. Failure to cure any default within the required time shall entitle the non-defaulting party to terminate this Agreement or suspend performance of this Agreement without liability. For so long as either party is in default, the other party shall be relieved of its obligations. Any claim or suit arising under or related to this Agreement must be brought by Customer within eighteen (18) months from the date that the cause of action accrued.

**4. ASSIGNMENT.** Customer shall not assign its rights or delegate its obligations under this Agreement in whole or in part without Mitel's prior written consent, which consent will not be unreasonably withheld.

**5. CONFIDENTIALITY.** Customer acknowledges and agrees that this Agreement is proprietary to Mitel, and Customer shall keep the terms and conditions of this Agreement and the information contained herein, including the Appendices attached herewith, confidential.

**6. LIMITATION OF LIABILITY.** EXCEPT FOR THE PROVISIONS RELATED TO SOFTWARE LICENSE, LIABILITY FOR EITHER PARTY SHALL BE LIMITED TO DIRECT DAMAGES ONLY NOT TO EXCEED THE AMOUNT PAYABLE TO MITEL UNDER THIS AGREEMENT. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR CONSEQUENTIAL OR SPECIAL DAMAGES ARISING FROM ANY CLAIM OR ACTION BASED ON CONTRACT, TORT OR OTHER LEGAL THEORY. MITEL SHALL IN NO WAY BE LIABLE FOR ANY

LOSS OF DATA, INABILITY TO USE DATA, OR DAMAGE OR EXPENSE ARISING FROM THE USE OR INABILITY TO USE THE SYSTEM EITHER SEPARATELY OR IN COMBINATION WITH ANY OTHER SYSTEM, WHETHER OR NOT MITEL HAS RECEIVED NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES SO THAT THE ABOVE MAY NOT APPLY TO YOU.

**7. DISCLAIMERS.** MITEL DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTY OR CONDITION THAT THE SUPPORT SERVICES PREVENT TOLL FRAUD, UNAUTHORIZED ACCESS, LOSS OR THEFT OF ELECTRONIC DATA, OR INVASION OF PRIVACY (COLLECTIVELY, "FRAUDULENT ACTIVITY"). MITEL SHALL HAVE NO LIABILITY TO CUSTOMER IN THE EVENT OF SUCH FRAUDULENT ACTIVITY. CUSTOMER IS ADVISED THAT THE OPERATION OF E-911 REQUIRE ACCURATE INFORMATION CONTAINED IN CUSTOMER'S DATABASE, WHICH CUSTOMER IS SOLELY RESPONSIBLE FOR CREATING AND MANAGING.

**8. NON-SOLICITATION.** Customer acknowledges and agrees that while this Agreement is in effect and for the period of 1 (one) year thereafter, it shall not directly or indirectly, contact any employee of Mitel for the purpose of solicitation for employment.

**9. FORCE MAJEURE.** Neither party shall be held liable for a breach of its obligations under this Agreement in the event, and to the extent, of force majeure events, such as debilitating forces of nature, acts of God, acts of governments; acts or omissions of third parties, or other conditions beyond the reasonable control of the party that failed to perform. A party that fails to perform for force majeure reasons shall deliver the performance as soon as commercially practicable.

**10. SEVERABILITY.** In the event that any of the provisions contained herein is for any reason held to be unenforceable, such unenforceability shall not affect the validity of any other provision of this Agreement, and this Agreement shall then be construed as if such unenforceable provision had never been contained herein. The parties agree to work in good faith to substitute the invalid provision with a provision that best achieves the effect intended by the parties. The right of either party at any time to require strict performance shall not be affected by any previous waiver or course of dealing.

**11. APPLICABLE LAW.** This Agreement shall be interpreted under the laws of the State of Arizona, exclusive of its conflict of laws provisions.

**12. ENTIRE AGREEMENT.** This Agreement, together with any appendices or attachments referenced herein, expresses the entire agreement of the parties and supersedes any prior agreement or negotiation. There is no other understanding, agreement or representation, including any Requests for Proposal by Customer and responses of Mitel, that in any way limits, extends, defines or relates to this Agreement. Any terms or conditions of a P.O. or other document that purports to add, delete or otherwise amend this Agreement shall be null and void. In the event of any conflict between the terms of this Agreement, Support Plan, P.O. or Work Authorization, precedence will follow in that order. Customer acknowledges and agrees that this document, which includes the appendices attached hereto, is intended to contain only the Standard Terms and Conditions of Mitel's Support Agreement in effect on the Effective Date. Any material deviations therefrom are null and void unless approved as to form below by a Legal Officer or Corporate Secretary of Mitel.

**13. NOTICES.** Any notices or consents given by the parties shall be deemed validly given if delivered by hand, registered mail, or facsimile at the addresses given above.

**14. COUNTERPARTS.** This Agreement may be executed in counterparts with the same effect as if both parties signed the same document. The counterparts shall be construed together and shall constitute one and the same original Agreement. A signature on this Agreement by one party communicated to the other by electronic transmission, such as PDF, e-mail or facsimile, will constitute execution of this Agreement.

AGREEMENT



GREATAMERICA FINANCIAL SERVICES CORPORATION  
625 FIRST STREET SE, CEDAR RAPIDS IA 52401  
PO BOX 609, CEDAR RAPIDS IA 52406-0609

AGREEMENT NO.: 1444716

**CUSTOMER** ("YOU" OR "YOUR")

FULL LEGAL NAME: Orting, City of

ADDRESS: 110 Train St SE Orting, WA 98360

**VENDOR** (VENDOR IS NOT OUR AGENT AND IS NOT AUTHORIZED BY US TO ACT ON OUR BEHALF OR TO WAIVE OR ALTER ANY PROVISION OF THIS AGREEMENT)

Mitel Networks, Inc. Reno, NV

**EQUIPMENT AND PAYMENT TERMS**

TYPE, MAKE, MODEL NUMBER, SERIAL NUMBER, AND INCLUDED ACCESSORIES

SEE ATTACHED SCHEDULE

EQUIPMENT LOCATION: As Stated Above

TERM IN MONTHS: 36

MONTHLY PAYMENT AMOUNT: \$1,000.15 (\*PLUS TAX)

**CONTRACT**

THIS AGREEMENT IS NON-CANCELABLE AND IRREVOCABLE. IT CANNOT BE TERMINATED. PLEASE READ CAREFULLY BEFORE SIGNING. THIS AGREEMENT AND ANY CLAIM RELATED TO THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF IOWA. ANY DISPUTE WILL BE ADJUDICATED IN A FEDERAL OR STATE COURT IN LINN COUNTY, IOWA. YOU HEREBY CONSENT TO PERSONAL JURISDICTION AND VENUE IN SUCH COURTS AND WAIVE TRANSFER OF VENUE. EACH PARTY WAIVES ANY RIGHT TO A JURY TRIAL.

**CUSTOMER'S AUTHORIZED SIGNATURE**

BY SIGNING THIS PAGE, YOU REPRESENT TO US THAT YOU HAVE RECEIVED AND READ THE ADDITIONAL TERMS AND CONDITIONS APPEARING ON THE SECOND PAGE OF THIS TWO-PAGE AGREEMENT. THIS AGREEMENT IS BINDING WHEN WE EXECUTE THIS AGREEMENT AND PAY FOR THE EQUIPMENT.

**SIGN HERE**

(As Stated Above)

X

CUSTOMER

SIGNATURE

PRINT NAME & TITLE

DATE

**OWNER** ("WE", "US", "OUR")

GreatAmerica Financial Services Corporation

OWNER

SIGNATURE

PRINT NAME & TITLE

DATE

## ADDITIONAL TERMS AND CONDITIONS

**AGREEMENT.** You want us to now pay your Vendor for the equipment and/or software referenced herein ("Equipment") and the amounts your Vendor included on the invoice to us for the Equipment for related installation, training, and/or implementation costs, and you unconditionally agree to pay us the amounts payable under the terms of this agreement ("Agreement") each period by the due date. This Agreement will begin on the date the Equipment is delivered to you or any later date we designate. We may charge you a one-time origination fee of \$89.50. If any amount payable to us is past due, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, if less.

**NET AGREEMENT. THIS AGREEMENT IS NON-CANCELABLE FOR THE ENTIRE AGREEMENT TERM. YOU UNDERSTAND WE ARE PAYING FOR THE EQUIPMENT BASED ON YOUR UNCONDITIONAL ACCEPTANCE OF IT AND YOUR PROMISE TO PAY US UNDER THE TERMS OF THIS AGREEMENT, WITHOUT SET-OFFS FOR ANY REASON, EVEN IF THE EQUIPMENT DOES NOT WORK OR IS DAMAGED, EVEN IF IT IS NOT YOUR FAULT.**

**EQUIPMENT USE.** You will keep the Equipment in good working order, use it for business purposes only, not modify or move it from its initial location without our consent, and bear the risk of its non-compliance with applicable laws. You agree that you will not take the Equipment out of service and have a third party pay (or provide funds to pay) the amounts due hereunder. You must resolve any dispute you may have concerning the Equipment with the manufacturer or Vendor. You will comply with all laws, ordinances, regulations, requirements and rules relating to the use and operation of the Equipment.

**VENDOR SERVICES.** Payments under this Agreement may include amounts you owe your Vendor under a separate arrangement (for maintenance, service, supplies, etc.), which amounts may be invoiced by us on your Vendor's behalf for your convenience. You will look solely to your Vendor for performance under any such arrangement or to address any disputes arising thereunder.

**SOFTWARE/DATA.** Except as provided in this paragraph, references to "Equipment" include any software referenced above or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. We are not responsible for the software or the obligations of you or the licensor under any license agreement. You are solely responsible for protecting and removing any confidential data/images stored on the Equipment prior to its return for any reason.

**NO WARRANTY. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. YOU HAVE ACCEPTED THE EQUIPMENT "AS-IS". YOU CHOSE THE EQUIPMENT, THE VENDOR AND ANY/ALL SERVICE PROVIDER(S) BASED ON YOUR JUDGMENT. YOU MAY CONTACT YOUR VENDOR FOR A STATEMENT OF THE WARRANTIES, IF ANY, THAT THE MANUFACTURER OR VENDOR IS PROVIDING. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.**

**ASSIGNMENT.** You may not sell, assign or sublease the Equipment or this Agreement without our written consent. We may sell or assign this Agreement or our rights in the Equipment, in whole or in part, to a third party without notice to you. You agree that if we do so, the assignee will have our rights but will not be subject to any claim, defense, or set-off assertable against us or anyone else.

**RISK OF LOSS.** Except as provided below, we will bear the risk of direct physical loss or damage to the Equipment during the initial term of this Agreement. For as long as the Equipment protection described in this paragraph is effective, if you are current in all of your obligations under this Agreement at the time of the loss or damage, we will (1) repair the Equipment; (2) replace the Equipment with equipment of substantially similar functionality, quality and age; or (3) cancel your remaining obligations to us under this Agreement. The decision as to which of the foregoing occurs shall be made by us in our sole business judgment. We will require proof of loss in a form acceptable to us. In no event shall we be liable for interruption of your business, loss or damage to your property or any other loss, including injury to any of your employees, agents, or any other persons on your premises and you will indemnify us against any claims, losses or damages, including attorney fees, in any way relating to the Equipment (except damage or loss to the Equipment). In no event will we be liable for any consequential or indirect damages. Further, we will not be responsible for any loss or damage to the Equipment resulting from: (a) actions hindering, combating or defending against a war or riot; (b) acts of terrorism; (c) unauthorized tampering or interference with the Equipment by you or your agents; (d) electrical surges, outages or lightning, unless the Equipment was properly protected by appropriate surge protectors and an Uninterruptible Power Supply (UPS) system(s) that meets manufacturer recommendations; (e) neglect or abandonment of all or part of the Equipment by you or your agents; or (f) any loss or damage that reasonably could have been prevented by you or resulted from your negligence in protecting the Equipment from such loss or damage. We reserve the right to prospectively terminate this Equipment protection, upon thirty (30) days written notice, if the nature or number of asserted loss(es) to date, in our business judgment, causes us to conclude that the continuation of the Equipment protection would put us at inordinate risk. This Equipment protection shall not apply to any "mobile equipment" included in the Equipment, meaning any Equipment with wheels that is intended to be regularly moved or that is designed or intended to be routinely physically carried by its user (each as determined in our reasonable business judgment). If we terminate the Equipment protection provided under this paragraph, or to the extent the Equipment is mobile equipment, you must then keep the Equipment fully insured against loss or damage and provide us with evidence of such insurance within thirty (30) days of our submission of the written notice of the termination of the Equipment protection or our request, which insurance must name us as an additional insured. Any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 3% per annum. You agree to maintain commercial general liability insurance acceptable to us. The occurrence of any loss of or damage to the Equipment shall not relieve or reduce any obligation, covenant, condition or provision in this Agreement, including your payment obligations hereunder, unless the Equipment protection described above is in effect and we elect to cancel the Agreement following loss of or damage to the Equipment.

**TAXES.** We own the Equipment. You will pay when due, either directly or by reimbursing us, all taxes and fees relating to the Equipment and this Agreement. Sales or use tax due upfront will be payable over the term with a finance charge.

**END OF TERM.** At the end of the term of this Agreement (or any renewal term) (the "End Date"), this Agreement will renew month to month unless a) you provide us written notice, at least 60 days prior to the End Date, of your intent to return the Equipment, and b) you timely return the Equipment to the location designated by us, at your expense. If the returned Equipment is not immediately available for use by another without need of repair, you will reimburse us for all repair costs. You cannot pay off this Agreement or return the Equipment prior to the End Date without our consent. If we consent, we may charge you, in addition to other amounts owed, an early termination fee equal to 5% of the amount we paid for the Equipment.

**DEFAULT/REMEDIES.** If a payment becomes 10+ days past due, or if you otherwise breach this Agreement, you will be in default, and we may require that you return the Equipment to us at your expense and pay us: 1) all past due amounts and 2) all remaining payments for the unexpired term, plus our booked residual, discounted at 3% per annum; and we may disable or repossess the Equipment and use all other legal remedies available to us. You agree to pay all costs and expenses (including reasonable attorney fees) we incur in any dispute with you related to this Agreement. You agree to pay us 1.5% interest per month on all past due amounts.

**UCC.** You agree that this Agreement is (and/or shall be treated as) a "Finance Lease" as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). You agree to forgo the rights and remedies provided under sections 507-522 of Article 2A of the UCC.

**MISCELLANEOUS.** This Agreement is the entire agreement between you and us relating to the Equipment and supersedes any prior representations or agreements, including any purchase orders. Amounts payable under this Agreement may include a profit to us. The parties agree that the original hereof for enforcement and perfection purposes, and the sole "record" constituting "chattel paper" under the UCC, is the paper copy hereof bearing (i) the original or a copy of either your manual signature or an electronically applied indication of your intent to enter into this Agreement, and (ii) our original manual signature. If a court finds any provision of this Agreement unenforceable, the remaining terms of this Agreement shall remain in effect. You authorize us to either insert or correct the Agreement number, serial numbers, model numbers, beginning date, and signature date, and acknowledge that if your Vendor filled in any blanks above, they did so on your behalf. All other modifications to the Agreement must be in writing signed by each party.

Agreement No.: 1444716

Initials: \_\_\_\_\_

340

EQUIPMENT SCHEDULE



AGREEMENT NO.: 1444716

DESCRIPTION OF EQUIPMENT

TYPE, MAKE, MODEL NUMBER AND INCLUDED ACCESSORIES SERIAL NO.

Licences Users

- 2 Mitel Phone Manager Outlook Single User
- 2 Mitel Phone Manager Outlook 10 User Pack

Licenses

- 1 Mitel Phone Manager Starter Kit (8 users)

Mitel parts Catalogue

- 1 Compact Flash 2 GB NA
- 2 MiVoice Conference Phone (aka UC360 Audio variant)
- 2 6930 IP Phone
- 2 6800/6900 AC Adapter NA (QTY10) [MD'D (with Stock)]
- 2 Gb 802.3at Pwr Adptr Unvrsl 90-264Vdc C8
- 1 Remote Monitoring Appliance - S/M-TSP [Trials approval req]
- 1 MiVoice Ofc 250 CS Migration Bundle(NA)
- 7 6930 IP Phone - 4 for 3 (6930 4x) [Prod.Mgmt.Apprl reqd]
- 32 MiVoice Office License - IP Phone Cat F

VERIFICATION

The undersigned acknowledges having received a copy of this Schedule. A copy of this document containing your original or facsimile signature, or other indication of your intent to agree to the terms set forth herein, shall be enforceable for all purposes.



Orting, City of X \_\_\_\_\_

CUSTOMER SIGNATURE PRINT NAME & TITLE DATE

**GOVERNMENTAL ENTITIES ADDENDUM**

This is an addendum ("Addendum") to and part of that certain agreement between GreatAmerica Financial Services Corporation ("we", "us", "our") and Orting, City of ("Governmental Entity", "you", "your"), which agreement is identified in our records as agreement number 1444716 ("Agreement"). All capitalized terms used in this Addendum which are not defined herein shall have the meanings given to such terms in the Agreement.

**APPLICABLE TO GOVERNMENTAL ENTITIES ONLY**

You hereby represent and warrant to us that as of the date of the Agreement: (a) the individual who executed the Agreement had full power and authority to execute the Agreement on your behalf; (b) all required procedures necessary to make the Agreement a legal and binding obligation against you have been followed; (c) the Equipment will be operated and controlled by you and will be used for essential government purposes for the entire term of the Agreement; (d) that all payments due and payable for the current fiscal year are within the current budget and are within an available, unexhausted, and unencumbered appropriation; (e) you intend to pay all amounts payable under the terms of the Agreement when due, if funds are legally available to do so; (f) your obligations to remit amounts under the Agreement constitute a current expense and not a debt under applicable state law; (g) no provision of the Agreement constitutes a pledge of your tax or general revenues; and (h) you will comply with any applicable information reporting requirements of the tax code, which may include 8038-G or 8038-GC Information Returns. If funds are not appropriated to pay amounts due under the Agreement for any future fiscal period, you shall have the right to return the Equipment and terminate the Agreement on the last day of the fiscal period for which funds were available, without penalty or additional expense to you (other than the expense of returning the Equipment to the location designated by us), provided that at least thirty (30) days prior to the start of the fiscal period for which funds were not appropriated, your Chief Executive Officer (or Legal Counsel) delivers to us a certificate (or opinion) certifying that (a) you are a state or a fully constituted political subdivision or agency of the state in which you are located; (b) funds have not been appropriated for the applicable fiscal period to pay amounts due under the Agreement; (c) such non-appropriation did not result from any act or failure to act by you; and (d) you have exhausted all funds legally available for the payment of amounts due under the Agreement. You agree that this paragraph shall only apply if, and to the extent that, state law precludes you from entering into the Agreement if the Agreement constitutes a multi-year unconditional payment obligation. If and to the extent that the items financed under the Agreement is/are software, the above-referenced certificate shall also include certification that the software is no longer being used by you as of the termination date.

The undersigned, as a representative of the Governmental Entity, agrees that this Addendum is made a part of the Agreement.

**GOVERNMENTAL CERTIFICATE**

I, THE UNDERSIGNED, HEREBY CERTIFY THAT, AS OF THE DATE OF THE AGREEMENT, (A) THE INDIVIDUAL WHO EXECUTED THE AGREEMENT HAD FULL POWER AND AUTHORITY TO EXECUTE THE AGREEMENT AND (B) THE REPRESENTATIONS SET FORTH ABOVE IN THE PARAGRAPH TITLED "APPLICABLE TO GOVERNMENTAL ENTITIES ONLY" ARE TRUE AND ACCURATE IN ALL MATERIAL RESPECTS.

SIGNATURE: **X**

NAME & TITLE:

DATE:

**OUR SIGNATURE**

GreatAmerica Financial Services Corporation

SIGNATURE

PRINT NAME & TITLE

DATE