

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 Special Meeting Agenda

Public Safety Building
401 Washington Ave. SE, Orting, WA
November 25th, 2019
7 p.m.

MAYOR JOSHUA PENNER, CHAIR

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

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. NEW EMPLOYEE INTRODUCTION

Kim Agfalvi- (Finance Department)

✦ **Scott Larson**

4. HEARING

A. AB19-Utility Rate Hearing

✦ **Scott Larson**

Open the Hearing and Announce the Title, Read the Rules. Briefing by Staff, Public Comments Taken, Council Comments or Questions, Close Hearing. Consider a Motion.

Motion: *To Approve Resolution No. 2019-32, Relating To Utility Rates; Adopting Adjustments To Water, Sewer And Storm Water Utility Rates; and Establishing an Effective Date.*

Any Requests For Consent Agenda Items To Be Pulled For Discussion?

5. CONSENT AGENDA

A. Meeting Minutes of October 30th, 2019.

B. Payroll and Claims Warrants.

C. **AB19-69-** To Award The Contract For Liability Insurer To WCIA, And Authorize The Mayor To Negotiate A Contract For Liability Insurance Services In A Form Acceptable To The City Attorney.

D. **AB19-71-** To Adopt Ordinance No. 2019-1053, An Ordinance Of The City Of Orting, Washington, Relating To The Definition Of Recreational Vehicles, Adopting Regulations For The Parking And Temporary Occupation Of Recreational Vehicles Within The City Of Orting, And Establishing A Permit And Fee, Amending Orting Municipal Code Title 10, Chapter 14, Sections 1 Through 4; Title 13, Chapter 2, Sections 14 And 19; Title 13, Chapter 5, Section 6; Title 13, Chapter 6, Section 4; And Title 14, Chapter 1, Section 5.

E. **AB19-76-** To Authorize the Mayor or His Designee, To Enter In To a Memorandum of Understanding with the Orting Washington Soldiers /Washington State Dept. Of Veterans Affairs Regarding Cooperation In The Event Of A Natural Disaster, As Prepared.

F. **AB19-77-** To Authorize The Mayor Or His Designee, To Enter Into An Inter Local Agreement With The Port Of Tacoma For A Grant In The Amount Of \$2,500 To Support The Development Of A Tourism Video As Prepared.

G. **AB19-78-** To Adopt the Orting City Council Legislative Priorities for 2020 as Prepared.

H. **AB19-79-** To Adopt Resolution No. 2019-30, Authorizing the Mayor to Execute A Professional Services Agreement For Planning Services With AHBL, Inc.

- I. **AB19-83-** To Award the contract for Play Curb Excavation and Installation to A & C Concrete Specialist, and authorize the Mayor to enter in to a contract with A & C Concrete Specialist in the amount of \$18,592.88.

Motion: To approve Consent Agenda as prepared.

Motion: To approve Consent Agenda with the exception of agenda item(s) _____.

6. **OLD BUSINESS**

- A. AB19-72- Adopting the 2020 Budget- Ordinance No. 2019-1052, An Ordinance of the City Of Orting, Washington Relating to the Annual Budget for Fiscal Year 2020; Adopting the City of Orting 2020 Budget; Adopting The Job Classification And Pay Range For Employees.

↓ Scott Larson

Motion: To Adopt Ordinance No. 2019-1052, An Ordinance of the City Of Orting, Washington Relating to the Annual Budget for Fiscal Year 2020; Adopting the City of Orting 2020 Budget; Adopting The Job Classification And Pay Range For Employees.

7. **NEW BUSINESS**

- A. AB19-84- Comprehensive Plan Amendment Docketing Plan- Ordinance No. 2019-1055, an Ordinance Of The City Of Orting, Washington, Relating To Procedure; Amending Orting Municipal Code 15-12-5 Setting Procedure For Comprehensive Plan Amendment.

↓ Emily Adams/Charlotte Archer

Motion: To adopt Ordinance No. 2019-1055, Relating to Procedure; Amending Orting Municipal Code 15-12-5, Setting Procedure for Comprehensive Plan Amendment.

- B. AB19-82-Comprehensive Plan Amendment Docketing Proposal- Resolution No. 2019-31, A Resolution Of The City Of Orting, Washington, Adopting Comprehensive Plan Amendment Procedures.

↓ Emily Adams/Charlotte Archer

Motion: To Adopt Resolution No. 2019-31 Adopting Comprehensive Plan Amendment Procedures.

- C. **AB19-86- City Hall/Police/Court -Change Order.**

↓ Mark Bethune

Motion: To approve change order #001, Pease Construction Inc., for Orting City Hall Project for \$31,588.26.

- D. Meeting Cancellations. -December 18TH, 2019 Study Session, and the December 25th, 2019, Regular Council Meeting.

↓ Mayor Penner

Motion: To cancel the December 18th, 2019 Study Session, and the December 25th, 2019 regular Council Meeting.

8. **EXECUTIVE SESSION**

9. **ADJOURNMENT-** **Motion:** Move to Adjourn.



**City Of Orting
Council Agenda Summary Sheet**

Subject: Hearing- Baker Tilly Utility Rate Study, 2020 - 2024 Utility Rates And Proposed Resolution No. 2019-32, Relating To Utility Rates; Adopting Adjustments To Water, Sewer And Storm Water Utility Rates.	Recommending Committee:	AB#- 19-74	Study Session	Special Meeting
			11.20.19	11.25.19
	Department:	Finance		
	Date Submitted:	November 6, 2019		
Cost of Item:	<u>N/A</u>			
Amount Budgeted:	<u>N/A</u>			
Unexpended Balance:	<u>N/A</u>			
Bars #:	N/A			
Timeline:	End of 2019			
Submitted By:	Scott Larson			
Fiscal Note:				
Attachments:	Resolution 2019-32, Exhibit A			
SUMMARY STATEMENT:				
<p>The City has completed an analysis of its utility rates and is recommending that the council adopt rates for the next five years pursuant to the consultant’s recommendation.</p>				
<p>RECOMMENDED ACTION: <u>MOTION:</u> To Approve Resolution No. 2019-32, Relating To Utility Rates; Adopting Adjustments To Water, Sewer And Storm Water Utility Rates; And Establishing An Effective Date.</p>				

CITY OF ORTING
WASHINGTON
RESOLUTION NO. 2019-32

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

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

WHEREAS, during 2019 the City hired Baker Tilly to consult on utility rates to determine what changes in our rates and structure would be needed over the coming years to meet the goals of the CIP, maintain our system, create reserves for future projects and created a predictable rate structure; and

WHEREAS, the implemented rate increases are intended to reflect an amount up to but no greater than the cost of service, and such revenues reasonably required to maintain self-supporting and financially viable utilities without undue discrimination toward or against any customer; and

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

WHEREAS, the City Council having been in all matters fully advised finds that an adjustment to the sanitary sewerage utility rates is necessary to meet revenue requirements to cover the costs necessary to maintain a self-supporting and financially viable sanitary sewer utility; and

WHEREAS, the City Council having been in all matters fully advised finds that an adjustment to the Stormwater utility rates is necessary to meet revenue requirements to cover the costs necessary to maintain a self-supporting and financially viable Stormwater utility; and

WHEREAS, the City Council finds that adopting five years' worth of rates will remove the volatility of setting rates annually and allows a more holistic view of the needs of the utility funds; and

WHEREAS, the City Council finds that it is in the public interest to implement the water, sewer and storm water rate changes as set forth herein in order to ensure that each utility has sufficient revenue to be self-supporting and financially viable;

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

Section 1. Establishment of Water, Sewer and Storm Water Utility Rates. Effective January 1, 2020 and annually on the same date thereafter, the water utility use fees imposed pursuant to OMC9-1D-3, sanitary sewer use charges imposed pursuant to OMC 9-2B-1, storm water utility use fees imposed pursuant to OMC 9-5C-6, shall be set at the amounts set forth in the 2019 Utility Rates Exhibit "A", attached hereto and incorporated as though fully set forth herein.

Section 2. Effective Date. This Resolution and Exhibit A shall be effective beginning on January 1, 2020.

PASSED BY THE CITY COUNCIL AT A SPECIAL MEETING THEREOF ON THE 25th DAY OF NOVEMBER, 2019.

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Jane Montgomery, City Clerk, CMC

Approved as to form:

Charlotte A. Archer
Kenyon Disend PLLC
City Attorney

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

Exhibit A: Monthly Utiliy Rates (2020 - 2024)

WATER												
Monthly Base Charges												
Meter Size	2019		2020		2021		2022		2023		2024	
	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM
0.75	\$24.38	\$24.38	\$25.84	\$25.84	\$27.40	\$27.40	\$29.04	\$29.04	\$30.78	\$30.78	\$32.63	\$32.63
1-1.5	\$39.81	\$39.81	\$42.20	\$42.20	\$44.73	\$44.73	\$47.41	\$47.41	\$50.26	\$50.26	\$53.27	\$53.27
2.0-4.0	\$56.53	\$56.53	\$59.92	\$59.92	\$63.51	\$63.51	\$67.32	\$67.32	\$71.36	\$71.36	\$75.64	\$75.64
Qualified Low Income	\$18.29		\$19.38		\$20.55		\$21.78		\$23.09		\$24.47	

Single Block Rates												
Rate Class	2019		2020		2021		2022		2023		2024	
	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM
Single Block rate (per ccf)		\$3.68		\$3.90		\$4.13		\$4.38		\$4.64		\$4.92
Block 1: 1 to 6 CCF (per ccf)	\$2.65		\$2.80		\$2.97		\$3.15		\$3.34		\$3.54	
Block 2: 6 to 17 CCF (per ccf)	\$3.55		\$3.77		\$3.99		\$4.23		\$4.48		\$4.75	
Block 3: 17+ CCF (per ccf)	\$5.34		\$5.66		\$6.00		\$6.36		\$6.74		\$7.15	
Block 1: 0 to 6 CCF - Qualified Low Inc.	\$1.98		\$2.10		\$2.23		\$2.36		\$2.50		\$2.66	
Block 2: 6 to 17 CCF - Qualified Low Inc.	\$2.66		\$2.82		\$2.99		\$3.17		\$3.36		\$3.57	
Block 3: 17+ CCF - Qualified Low Inc.	\$4.01		\$4.25		\$4.50		\$4.77		\$5.06		\$5.36	

Annual Increase: 6%
 Qualified Low Income, portion of Residential: 75%
 Out of Town Premium: 10%

Sewer												
Customer Class	2019		2020		2021		2022		2023		2024	
	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)	Base (per unit)	Flow (per ccf)
Residential	\$49.49		\$52.96		\$56.66		\$60.63		\$64.87		\$69.41	
Residential - Snowbird	\$35.99		\$38.51		\$41.21		\$44.09		\$47.18		\$50.48	
Residential - Qualified Low Income	\$37.12		\$39.72		\$0.00		\$0.00		\$0.00		\$0.00	
Commercial - Domestic ¹	\$49.49	\$5.10	\$52.96	\$5.46	\$56.66	\$5.84	\$60.63	\$6.25	\$64.87	\$6.68	\$69.41	\$7.15
Commercial - High Strength ²	\$49.49	\$9.04	\$52.96	\$9.67	\$56.66	\$10.35	\$60.63	\$11.07	\$64.87	\$11.85	\$69.41	\$12.67
High Cedars												
Residential	\$62.85		\$67.25		\$71.96		\$76.99		\$82.38		\$88.15	
Business	\$62.85	\$6.49	\$67.25	\$6.94	\$71.96	\$7.43	\$76.99	\$7.95	\$82.38	\$8.50	\$88.15	\$9.10
Restaurant	\$62.85	\$11.48	\$67.25	\$12.28	\$71.96	\$13.14	\$76.99	\$14.06	\$82.38	\$15.05	\$88.15	\$16.10

¹Churches, Lodges, Businesses, Library, Commercial Residence, Daycare, Schools

²Restaurant, Grocery with Deli, Other Food Related Business

Annual Increase: 7.0%
 Qualified Low Income, portion of Residential: 75.0%

Storm						
Customer Class	2019	2020	2021	2022	2023	2024
Per Equivalent Residential Unit	\$20.60	\$21.63	\$22.71	\$23.85	\$25.04	\$26.29

Annual Increase: 5%

2019 Out of Monthly Water Rates (information only)

WATER										
Monthly Base Charges										
Meter Size	2019		2020		2021		2022		2023	
	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM
0.75	\$26.82	\$26.82	\$28.43	\$28.43	\$30.13	\$30.13	\$31.94	\$31.94	\$33.86	\$33.86
1-1.5	\$43.79	\$43.79	\$46.42	\$46.42	\$49.20	\$49.20	\$52.15	\$52.15	\$55.28	\$55.28
2.0-4.0	\$62.18	\$62.18	\$65.91	\$65.91	\$69.86	\$69.86	\$74.06	\$74.06	\$78.50	\$78.50
Qualified Low Income	\$20.11		\$21.32		\$22.60		\$23.96		\$25.39	
Single Block Rates										
Rate Class	2019		2020		2021		2022		2023	
	Residential	COM	Residential	COM	Residential	COM	Residential	COM	Residential	COM
Single Block rate (per ccf)		\$4.04		\$4.29		\$4.54		\$4.82		\$5.11
Block 1: 1 to 6 CCF (per ccf)	\$2.91		\$3.08		\$3.27		\$3.47		\$3.67	
Block 2: 6 to 17 CCF (per ccf)	\$3.91		\$4.14		\$4.39		\$4.65		\$4.93	
Block 3: 17+ CCF (per ccf)	\$5.87		\$6.23		\$6.60		\$7.00		\$7.42	
Block 1: 0 to 6 CCF - Qualified Low Inc.	\$2.18		\$2.31		\$2.45		\$2.60		\$2.76	
Block 2: 6 to 17 CCF - Qualified Low Inc.	\$2.93		\$3.11		\$3.29		\$3.49		\$3.70	
Block 3: 17+ CCF - Qualified Low Inc.	\$4.41		\$4.67		\$4.95		\$5.25		\$5.56	

Increase: **6.0%**
 Qualified Low Income, portion of Residential: **75.0%**
 Out of Town Premium: **10.0%**

Average Bill (information only)

Based on usage of 7.3 CCF of Water						
	2019	2020	2021	2022	2023	2024
Water:	\$42.23	\$44.76	\$47.45	\$50.29	\$53.31	\$56.51
Sewer:	\$49.49	\$52.96	\$56.66	\$60.63	\$64.87	\$69.41
Storm:	\$20.60	\$21.63	\$22.71	\$23.85	\$25.04	\$26.29
Total:	\$112.32	\$119.35	\$126.82	\$134.77	\$143.22	\$152.22
Total Increase:		\$7.03	\$7.47	\$7.95	\$8.45	\$8.99

Councilmembers

Position No.

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



Mayor Joshua Penner, Chair

Orting City Council

Regular Business Meeting Minutes
Orting Multi-Purpose Center
202 Washington Ave. S,
Orting, WA
October 30, 2019
7 p.m.

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

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

Councilmembers Present: Deputy Mayor Greg Hogan, Councilmembers Tod Gunther, Michelle Gehring, Joachim Pestinger, and Scott Drennen.

Absent: Councilmember McDonald. John Kelly (absent for roll call but arrived at 7:02pm)

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

Councilmember Gehring made a motion to excuse Councilmember McDonald. Second by Councilmember Pestinger. Motion passed (6-0).

REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA.

Mayor Penner indicated that staff would like to add City Hall Change order – 7B
Joachim Pestinger, Councilmember, asked to add a report- 7C

Councilmember Pestinger made a motion to amend the agenda and add items 7B and 7C. Second by Deputy Mayor Hogan. Motion passed (6-0).

2. STAFF RECOGNITION

The following employees were presented certificates of appreciation by Mayor Penner and the Manager who made the recommendation.

- Lt. Devon Gabreluk- Administration- Jane Montgomery.
- Justin Nale- Public Works-Greg Reed.
- Phil Taylor- Police Chief Chris Gard.

3. PUBLIC COMMENTS

John Williams

Mr. Williams advised the Council that he was disappointed that they had not followed the will of the Planning Commission in regard to the densities. He felt the Council ignored the comments made by the public regarding the Town Center North property. He spoke about his experience building Pioneer storage and now Deputy Mayor Hogan's request to fence in the storage units.

Susan Rigley

Ms. Rigley briefed on upcoming events at the Library. She handed out the calendar for November and December. Mayor Penner thanked Ms. Rigley for her consistent reports to Council.

4. HEARING

A. AB19-73-2020 Property Taxes- Resolution No. 2019-27, A Resolution Of The City Of Orting, Washington, Requesting the Highest Lawful Levy.

Mayor Penner opened the hearing at 7:20pm. The Mayor announced the title and read the rules for the public hearing. Treasurer Larson briefed. He went over the basics in a PowerPoint presentation. The proposed resolution will raise the property tax cap by \$46,911.11 to \$1,335,880.61, which is an increase of 3% over the prior years' levy which was \$1,291,337.79. The increase in the total amount of property tax collections is driven by \$16.76 million in new construction, and an increase in assessed valuation of \$45.45 million or 5%. Assessed valuation for 2019 and 2020 are \$806.72

Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219

million and \$868.93 million. The rate that would be paid by citizens would decrease to approximately \$1.53 per \$1,000 of assessed valuation. The rate in 2019 was \$1.60 per \$1,000 of assessed valuation. The Council, may change the property tax rate back to \$1.60 per \$1,000 of assessed valuation. If they choose to do so, the tax at the full \$1.60 per \$1,000 in assessed valuation for 2020, the City would collect an additional \$54,401.85.

Public Comments

No Comments.

Council Questions/ Comments

No Questions or Comments.

Mayor Penner closed the hearing at 7:29pm.

Councilmember Gehring made a motion to Approve Resolution No. 2019-27, a Resolution of the City Of Orting, Washington, Requesting the Highest Lawful Levy. Second by Councilmember Kelly. Motion passed (6-0).

5. CONSENT AGENDA

- A. Regular Meeting Minutes of September 25th, 2019.
- B. Regular Meeting Minutes of October 9th, 2019.
- C. Special Meeting Minutes of October 18th, 2019.
- D. Payroll and Claims Warrants.
- E. AB19-59- To authorize the Mayor to sign a contract for the purchase of a new server with Dell for a price not to exceed \$33,946.54.
- F. AB19-68- To Adopt Resolution No. 2019-28, A Resolution of the City of Orting, Washington, Adopting The Facilities Cost Allocation Policy As Presented.
- G. AB19-70- To Award Century Link As The Winner Of The RFP For Fiber Optic Network Infrastructure And Installation, And To Allow The Mayor To Enter Into A Contract With Century Link In The Amount Of \$ 73,600.00 Over 60 Months.

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

6. OLD BUSINESS

- A. **AB19-46- Ordinance No. 2019-1040, an Ordinance of the City Of Orting, Washington, Relating To Land Use and Zoning; Adopting Amendments to the Comprehensive Plan.** Mayor Penner briefed that the Comprehensive Plan amendments and Title 13 amendments were broken up to create two separate ordinances. City Attorney Archer then briefed on the proposed Ordinance. There are 4 components, 2 initiated by the City and 2 that were privately initiated. She briefed on the City initiated items, the zoning map and the adoption of the 2040 Transportation Plan which will replace the transportation element and the appendix in the current plan. The Private requests were to amend the Land Use Element of the Comprehensive Plan pertaining to the MUTCN zone. She followed up with the brief of the Planning Commission's recommendations, and the process that was followed. The Mayor asked for a motion to be made if any amendment was desired. Council discussion followed.

Councilmember Drennen recapped the major items that Council reviewed and the process that they followed.

Deputy Mayor Hogan made a motion to Adopt Ordinance 2019-1040, an Ordinance of the City Of Orting, Washington, Adopting Amendments to the Comprehensive Plan and Corresponding Zoning Code, Adopting a Corrected Land Use Map, and Adopting and Replacing the Transportation Element and Appendix with the 2019 Transportation Improvement Plan. Second by Councilmember Pestinger. A roll call vote was taken. Motion passed (5-1). The Nay vote was made by Councilmember Gunther.

B. AB19-67 – Ordinance No. 2019-1051, an Ordinance of the City Of Orting, Washington, Relating To Land Use and Zoning; Amending Orting Municipal Code Title 13 Pertaining To the Mixed Use Town Center North Zone.

Administrator Bethune briefed on the proposed amendments to the City's zoning code, OMC Title 13. The Planning Commission made recommendations for amendments to OMC 13-3-2 and 13-3-3, development regulations for the Mixed Use Town Center North Zone. He stated that the Council's areas of agreement were very close to the Planning Commission's recommendations with a few divergences'. He briefed on the specific items in Exhibit A, the areas that were debated by Council which are as follows:

5A- Non Residential Space

*15 acres of non-residential uses

*For up to every 100 residential dwellings, a minimum of 3,500 square feet of retail and/or office space along SR162 and a minimum of 1,500 square feet of Light Industrial or Light Manufacturing commercial uses shall be developed for commercial uses ready for tenant improvement and occupancy be developed concurrently.

No Changes requested.

*Initial commercial development shall start at the White hawk Blvd/SR162 intersection and then move north and south.

Councilmember Drennen suggested limiting the distance going north up the highway from Whitehawk to about 1,000 feet to keep it a controlled intersection for ingress and egress purposes. Discussion followed. City Engineer JC Hungerford weighed in on the proposed language.

Councilmember Drennen agreed to address this at a later date.

No Change made.

5B- Public Open Space

*5 acres of useable open community park space that is not part of a critical areas buffer or shoreline buffer, required landscaping or perimeter buffering, part of a required easement, or part of a stormwater facility. These 5 acres of open community park space may not be subdivided into more than two smaller tracts and subject to the proportional size of the tax parcels.

No Change requested.

5C-Residential Density

*a maximum of 20 buildable acres allowed for residential construction.

*The minimum residential density is six (6) dwelling units per gross buildable acre. The maximum residential density for any non-senior residential development parcel is twelve (12) dwelling units per buildable acre.

*There shall be a mix of housing including detached, attached, and multi-family units within the residential acreage and avoidance of a segregation of housing types into specific areas.

*Detached single family residences in the non-senior housing can only be Cottage Housing per OMC 13-2-4, 13-3-3, 13-5-1g.

*Senior housing minimum density is six (6) dwelling units per gross buildable acre and a maximum of twenty (20) units per gross buildable acre.

Senior housing shall include a mix of housing including detached single family residences, attached housing, and multifamily units.

No Changes requested.

5E-Height

*Height is restricted to a maximum of 35-feet for commercial and residential construction fronting SR162 and Rocky Road.

* Height is restricted to a maximum of 45-feet east of commercial construction fronting SR 162 and south of construction fronting on Rocky Rd. No commercial or residential building may be more than 3 stories (3 occupied floors). Development shall not be permitted that raises the height of the ground above the site plan elevations as approved by the City.

No Changes requested.

7A. MUTCN Design Guidelines

Buildings shall provide pedestrian entries along streets. Sidewalks along SR 162/Washington Avenue North, one side of Daffodil Avenue NE, and one side of Rocky Road and in the non-residential shall be a minimum of eight feet (8') in width with greater widths at entries.

7J- Mt. Rainier Site lines

*It is **preferable** that the Master Development Plan proposal protect views of Mt. Rainier along the SR162 corridor and from the internal community parks.

7K-Commercial setbacks fronting SR162:

A minimum of 50% of retail development along SR162 shall have a minimum setback of 25' from the street curb with pedestrian entry in the front.

No Changes requested.

Mayor Penner stated that there has been ten months of great work and he explained why he considers it "great work". He briefed on the process, and how the City communicated on this issue. The City communicated in the newsletter, at the Mayor's town hall meetings, has had dozens of meetings, received hundreds of public comments, and has received thousands of pages of analysis. Mayor Penner stated that the issue has been thoroughly worked; there have been changes in staff, changes in perspectives, and the decision to decouple the specific items in the comprehensive plan from items in Title 13. That change allows for Title 13 items to be changed at any time. His opinion was that 90% of the debatable Title 13 amendments have been agreed upon, and it may not be helpful to focus on the 10% of the items that are not agreed upon. He stated that the current code allows for approximately 650 units in apartment style, and feels that all can agree that both the Planning Commission's proposals and the City Council's proposals are a vast improvement on the current code. The Council is being presented with an ordinance which will make it easier for future councils to make amendments, as the situation in the city changes. The Mayor suggested that the process be to make a motion and then go through the items one by one items 5A, 5B, 5C, 5E, 7A, 7J and 7K as listed previously, and Council may indicate if they want to made any amendments.

Councilmember Pestinger made a motion to Adopt Ordinance 2019-1051, An Ordinance of the City of Orting, Washington, Amending Orting Municipal Code Title 13 Pertaining to the Mixed Use Town Center North Zone, on the condition that the Council will go thru each item so that the Council can then propose and vote on specific amendments. Second by Deputy Mayor Hogan. Motion passed (6-0).

Administrator Bethune went through each of the sections:

5A- Non Residential Space

- Minimum of 15 acres of non-residential uses

Councilmember Drennen made a motion to have a "minimum of 20 acres" of non-residential uses". No Second. Motion died.

For sections 5B, 5C, 5E, 7A, 7J and 7K No amendments were made.

Councilmember Pestinger made a motion to amend his previous motion and make a motion to adopt Ordinance 2019-1051, An Ordinance of the City of Orting, Washington, Amending Orting Municipal Code Title 13 Pertaining to the Mixed Use Town Center North Zone as prepared. Second by Deputy Mayor Hogan. Motion passed (6-0).

***A roll call vote was taken on the amended Motion:
Motion passed (5-1) The Nay vote was made by Councilmember Gunther.***

C. AB19-72- 2020 Budget Discussion.

Treasurer Larson briefed on the comments and requests that were provided by Council and staff at the Budget Workshop. Those items were outlined in the Memo that was provided to Council. Council provided feedback. Treasurer Larson also briefed on Grant requests, CGA Committee recommendations on grants, and Park fund requests. Council indicated their priorities. There will be future hearings on the budget and staff hopes to pass the budget at the last meeting in November.

7. NEW BUSINESS

A. AB19-64-Selection of Deputy Mayor for 2020.

Deputy Mayor Hogan briefed. The Committee proposed two Councilmembers for Deputy Mayor. The two were Councilmember Kelly, and Councilmember Gunther. In order to nominate two (2) candidates, Council will need to suspend their rules.

Councilmember Pestinger made a motion to suspend Council rules and nominate more than one candidate for Deputy Mayor. Councilmember Gehring second. Motion passed (6-0)

Each Councilmember briefed on their choice for Deputy Mayor. Both Councilmember Kelly and Gunther spoke on their own nomination to the position of Deputy Mayor.

Councilmember Drennen made a motion to appoint Councilmember Gunther as Deputy Mayor for the year 2020, effective January 1, 2020. Second by Councilmember Gunther. A roll call vote was taken. Tie vote. (3-3).

Mayor Penner stated that he would not exercise his authority to break the tie.

Councilmember Pestinger made a motion to suspend the rules and bring this back to the next Meeting. Second by Deputy Mayor Hogan. Motion passed (6-0).

Mayor Penner recessed the meeting at 8:35pm for a 5 minute break.
Mayor Penner called the meeting back to order at 8:40pm

B. AB19-85- City Hall Change Order.

Administrator Bethune briefed that the current change order is to prepare excavated ground for the foundation. The ground had shown areas of softness that have to be excavated further than the original plan called for. The City's contracted Geo-Tech (through our Parametrix contract) recommended quarry spalls and structural mats be used to fill in the soft areas as well as the overall pre-foundation surface.

Councilmember Gehring made a motion to approve of the change order to improve the pre-foundation for the new City hall in the amount of \$21,970. Second by Councilmember Pestinger. Motion passed (6-0)

C. Report- Activities of the Council.

Councilmember Pestinger reported on the following:

- Orting Community Network Meeting;
- South Pierce County Leadership Meeting at PLU- Roundtable with Legislative representatives.

Mayor Penner will have the City Administrator craft a letter to send out in support of the cross base connection.

Councilmember Pestinger made a motion to amend the agenda and move agenda item #8 after agenda item #9. Second by Councilmember Gehring. Motion passed (6-0)

9. AB19-75-COLLECTIVE BARGAINING AGREEMENT- Resolution No. 2019-29, A Resolution Of The City Of Orting, Washington, Authorizing The Execution Of A Collective Bargaining Agreement Between The City And AFSCME, Local 120, Public Works/Office Employees, Effective January 1, 2020 Through December 31, 2022.

Treasurer Larson briefed. City administration and AFSCME, Local 120 have reached a tentative agreement regarding the collective bargaining agreement that will go into effect January 1, 2020 and last until December 31, 2022.

Councilmember Gehring made a motion to Adopt Resolution No. 2019-29, A Resolution of the City of Orting, Washington, Authorizing the Execution of a Collective Bargaining Agreement between the City and AFSCME, Local 120, Public Works/Office Employees, Effective January 1, 2020 Through December 31, 2022. Second by Deputy Mayor Hogan. Motion passed (6-0).

8. CLOSED SESSION

Pursuant To RCW 42.30.140 (4) (b) Collective Bargaining. (Was not needed)

10. ADJOURNMENT

Councilmember Drennen made a motion to Adjourn. Second by Deputy Mayor Hogan. Motion passed (6-0).

Mayor Penner adjourned the meeting at 8:54pm.

ATTEST:

Jane Montgomery, City Clerk, CMC

Joshua Penner, Mayor

VOUCHER/WARRANT REGISTER
FOR NOVEMBER 27, 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 #47973 THRU #48019
IN THE AMOUNT OF \$ 121,446.74
WARRANTS 47971 & 47972 VOIDED

PAYROLL WARRANTS # 23591 THRU #23593 = \$ 18,841.52
EFT \$ 104,779.94
IN THE AMOUNT OF \$ 123,621.46
Carry Over \$ 24,929.14

ARE APPROVED FOR PAYMENT ON NOVEMBER 27, 2019

COUNCILPERSON _____

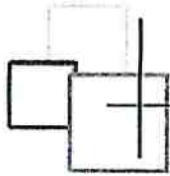
COUNCILPERSON _____

CITY CLERK _____

Fund Transaction Summary

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

Fund Number	Description	Amount
001	Current Expense	\$41,360.56
101	City Streets	\$13,478.16
104	Cemetery	\$138.31
105	Parks Department	\$2,124.29
202	LOCAL Vehicle Purchase 2016	\$4,776.51
203	LOCAL Backhoe Purchase 2017	\$1,144.29
304	City Hall Construction	\$21,695.87
320	Transportation Impact	\$740.00
401	Water	\$12,986.18
408	Wastewater	\$17,991.94
410	Stormwater	\$2,725.17
412	Utility Land Acquisition	\$2,285.46
	Count: 12	\$121,446.74

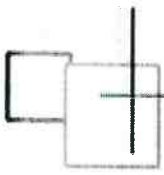


Register

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

Number	Name	Print Date	Clearing Date	Amount
Key Bank	2000073			
Check				
<u>47971</u>	Ford Motor Credit Company LLC	11/19/2019		Void
<u>47972</u>	U.S BANK ST Paul -CM 9705	11/19/2019		Void
<u>47973</u>	UniFirst Corporation	11/19/2019		\$305.24
<u>47974</u>	Wa. State Dept. of Ecolog	11/19/2019		\$320.00
<u>47975</u>	Wex Bank	11/19/2019		\$2,001.19
<u>47976</u>	Ford Motor Credit Company LLC	11/19/2019		\$1,103.78
<u>47977</u>	U.S BANK ST Paul -CM 9705	11/19/2019		\$5,920.80
<u>47978</u>	Axon Enterprise INC	11/27/2019		\$4,092.19
<u>47979</u>	Bhc Consultants	11/27/2019		\$2,349.44
<u>47980</u>	Comcast	11/27/2019		\$21.10
<u>47981</u>	Core & Main	11/27/2019		\$136.05
<u>47982</u>	Crystal & Sierra Springs	11/27/2019		\$129.31
<u>47983</u>	Culligan Seattle WA	11/27/2019		\$27.72
<u>47984</u>	dB Audio Northwest	11/27/2019		\$7,804.02
<u>47985</u>	Deffit, Luis	11/27/2019		\$59.40
<u>47986</u>	DM Disposal Co., Inc	11/27/2019		\$1,717.96
<u>47987</u>	Dmcm	11/27/2019		\$150.00
<u>47988</u>	Drain-Pro INC	11/27/2019		\$832.21
<u>47989</u>	Enumclaw, City of	11/27/2019		\$520.00
<u>47990</u>	Fastenal Company	11/27/2019		\$64.25
<u>47991</u>	Gabreluk, Devon	11/27/2019		\$160.00
<u>47992</u>	Goble Sampson Associates INC.	11/27/2019		\$749.17
<u>47993</u>	Goodyear Tire Center	11/27/2019		\$174.74
<u>47994</u>	Grainger	11/27/2019		\$60.70
<u>47995</u>	Hach Company	11/27/2019		\$167.29
<u>47996</u>	Helix Design Group	11/27/2019		\$13,663.15
<u>47997</u>	Hernandez, Johnny	11/27/2019		\$1,295.59
<u>47998</u>	KCDA Purchasing Cooperative	11/27/2019		\$309.53
<u>47999</u>	Knotty Tree Service	11/27/2019		\$3,005.75
<u>48000</u>	NW Bulldozing & Hydroseeding LLC	11/27/2019		\$2,285.46
<u>48001</u>	Office of State Auditor	11/27/2019		\$18,660.48
<u>48002</u>	Orting School Dist #344	11/27/2019		\$655.00
<u>48003</u>	P.c. Budget & Finance	11/27/2019		\$8,536.80
<u>48004</u>	Pitney Bowes Purchase Power	11/27/2019		\$766.65
<u>48005</u>	Popular Networks, Llc	11/27/2019		\$10,554.03
<u>48006</u>	Puget Sound Energy	11/27/2019		\$20,228.46

Number	Name	Print Date	Clearing Date	Amount
<u>48007</u>	Reed, Greg	11/27/2019		\$60.76
<u>48008</u>	Sarco Supply	11/27/2019		\$89.47
<u>48009</u>	Scientific Supply & Equip	11/27/2019		\$304.45
<u>48010</u>	SCORE	11/27/2019		\$5,940.00
<u>48011</u>	SHRED-IT USA	11/27/2019		\$188.51
<u>48012</u>	Sportsites, INC	11/27/2019		\$1,000.00
<u>48013</u>	Sumner Lawn'n Saw	11/27/2019		\$49.44
<u>48014</u>	Tacoma News INC	11/27/2019		\$1,667.53
<u>48015</u>	Utilities Underground Location Center	11/27/2019		\$72.38
<u>48016</u>	Vision Forms LLC	11/27/2019		\$2,192.82
<u>48017</u>	Wa. State Dept. of Ecolog	11/27/2019		\$740.00
<u>48018</u>	Washington Rock Quarries,	11/27/2019		\$64.01
<u>48019</u>	Zumar Industries Inc	11/27/2019		\$249.91
		Total	Check	\$121,446.74
		Total	2000073	\$121,446.74
		Grand Total		\$121,446.74



Custom Council Report

Vendor	Account	Invoice	Account	Category	Amount
Axon Enterprise INC	47978	SI-1588178	001-594-21-64-43		\$4,092.19
				Total	\$4,092.19
Bhc Consultants	47979	0011586	001-558-60-41-02	Planning Consultants	\$2,349.44
				Total	\$2,349.44
Comcast	47980	5839-NOV2019	001-514-23-42-00	City Hall Internet	\$7.04
			401-534-10-42-01	City Hall Internet	\$7.03
			408-535-10-42-01	City Hall Internet	\$7.03
				Total	\$21.10
Core & Main	47981	L444419	401-534-50-35-00	Pipe Wrench FA1051	\$136.05
				Total	\$136.05
Crystal & Sierra Springs	47982	5225720 110919	401-534-10-31-00	Water for Public Works	\$73.64
			408-535-10-31-00	Water for Public Works	\$55.67
				Total	\$129.31
Culligan Seattle WA	47983	0513846	001-521-20-31-03	Water For PD	\$27.72
				Total	\$27.72
dB Audio Northwest	47984	2019-52	304-594-18-60-01	Outdoor Camera-New City Hall	\$4,682.42
			304-594-31-60-01	Outdoor Camera-New City Hall	\$702.36
			304-594-34-60-01	Outdoor Camera-New City Hall	\$702.36
			304-594-35-60-01	Outdoor Camera-New City Hall	\$1,404.72
			304-594-44-60-01	Outdoor Camera-New City Hall	\$156.08
			304-594-76-60-01	Outdoor Camera-New City Hall	\$156.08
				Total	\$7,804.02
Defit, Luis	47985	11-5-19	001-521-20-31-01	Reimbursement for Bike Shorts	\$59.40
				Total	\$59.40
DM Disposal Co., Inc	47986	8781908	408-535-60-47-00	WWTP-Garbage Service	\$1,205.41
		8812193	408-535-50-47-15	Waste Removal	\$124.01

Vendor	Account	Invoice	Account Number	Service	Amount
DM Disposal Co., Inc	47986	Invoice - 11/22/2019 8:02:40 AM	408-535-60-47-00	New City Shop-Garbage Service	\$388.54
				Total	\$1,717.96
Dmcma	47987	Woods-2020	001-512-50-49-06	DMCMA Membership Woods	\$150.00
				Total	\$150.00
Drain-Pro INC	47988	61669	408-535-60-48-04	Honey Bucket Rental Gratzler Park	\$155.00
		61670	408-535-60-48-04	Honey Bucket Service Cemetery	\$85.24
		61671	408-535-60-48-04	Honey Bucket Service Main Parks	\$195.65
		61672	408-535-60-48-04	Honey Bucket Service Whitehawk Park	\$97.82
		61673	408-535-60-48-04	Honey Bucket Rental-Rocky RD	\$99.50
		61674	408-535-60-48-04	Honey Bucket Rental Skate Park	\$99.50
		61675	408-535-60-48-04	Honey Bucket Rental-River Ave	\$99.50
				Total	\$832.21
Enumclaw, City of	47989	05772-OCT 2019	001-523-60-41-00	Jail Fees-October 2019	\$520.00
				Total	\$520.00
Fastenal Company	47990	WASUM58611	408-535-10-31-00	Lockout Tag	\$64.25
				Total	\$64.25
Ford Motor Credit Company LLC	47976	1705043-Lease Payment #13 - 2018 Ford F-150 8487902	001-591-21-70-03	Lease Payment #13 - 2018 Ford F-150-8487902 1705043	\$861.90
			001-592-21-80-02	Lease Payment #13 - 2018 Ford F-150-8487902 1705043	\$241.88
				Total	\$1,103.78
Gabreluk, Devon	47991	26392	001-521-40-49-00	PSI Testing for Operating the Drone	\$160.00
				Total	\$160.00
Goble Sampson Associates INC.	47992	BINV0007970	401-534-50-48-04	Hose Barb Connector-Well 4	\$231.00
		BINV0007996	401-534-50-48-04	CL 2 Pump Well 4	\$518.17
				Total	\$749.17
Goodyear Tire Center	47993	42866	001-521-50-48-02	New Tire for 2017 Police Interceptor-17743	\$174.74
				Total	\$174.74

Vendor	Account	Item	Quantity	Unit Price	Description	Amount
Grainger	47994	9337374525		401-534-50-48-04	Pressure Switch-Wingate	\$60.70
					Total	\$60.70
Hach Company	47995	11702811		408-535-10-31-01	Sensor Cap Replacement	\$167.29
					Total	\$167.29
Helix Design Group	47996	A18-021.01 0000010		304-594-18-60-01	New City Hall Facilities	\$4,292.64
				304-594-31-60-01	New City Hall Facilities	\$643.90
				304-594-34-60-01	New City Hall Facilities	\$643.89
				304-594-35-60-01	New City Hall Facilities	\$1,287.79
				304-594-44-60-01	New City Hall Facilities	\$143.09
				304-594-76-60-01	New City Hall Facilities	\$143.09
		A18-021.10 0000001		304-594-18-60-01	New City Hall Facilities	\$3,608.25
				304-594-31-60-01	New City Hall Facilities	\$541.24
				304-594-34-60-01	New City Hall Facilities	\$541.24
				304-594-35-60-01	New City Hall Facilities	\$1,082.48
				304-594-44-60-01	New City Hall Facilities	\$120.27
				304-594-76-60-01	New City Hall Facilities	\$120.27
		A18-021.16 0000001		304-594-18-60-01	New City Hall Facilities	\$297.00
				304-594-31-60-01	New City Hall Facilities	\$44.55
				304-594-34-60-01	New City Hall Facilities	\$44.55
				304-594-35-60-01	New City Hall Facilities	\$89.10
				304-594-44-60-01	New City Hall Facilities	\$9.90
				304-594-76-60-01	New City Hall Facilities	\$9.90
					Total	\$13,563.15
Hernandez, Johnny	47997	Property Evidence 9/13/19-11/22/2019		001-521-23-41-01	Property Evidence 9/13/19-11/22/2019	\$1,295.59
					Total	\$1,295.59
KCDA Purchasing Cooperative	47998	300445149		408-535-10-31-00	Can Liners	\$309.53
					Total	\$309.53
Knoity Tree Service	47999	442976		401-534-50-48-02	Tree Removal-Harmon Springs	\$3,005.75
					Total	\$3,005.75

Vendor	Account	Invoice	Account Number	Account Description	Amount
NW Bulldozing & Hydroseeding LLC	48000	Hydroseeding New Public Works	412-594-38-62-01	Hydroseeding New Public Works	\$2,285.46
				Total	\$2,285.46
Office of State Auditor	48001	L 133484	001-512-50-41-03	2018-Accountability Audit	\$746.42
			001-514-23-41-14	2018-Accountability Audit	\$2,052.65
			001-521-20-45-04	2018-Accountability Audit	\$2,239.26
			001-524-20-41-06	2018-Accountability Audit	\$1,306.23
			001-575-21-40-00	2018-Accountability Audit	\$1,119.63
			101-542-30-41-02	2018-Accountability Audit	\$2,052.65
			105-576-90-40-00	2018-Accountability Audit	\$1,119.63
			401-534-10-41-02	2018-Accountability Audit	\$2,985.69
			408-535-10-41-02	2018-Accountability Audit	\$3,545.49
			410-531-10-41-01	2018-Accountability Audit	\$1,492.83
				Total	\$18,560.48
Orting School Dist #344	48002	644	001-571-20-31-32	Sept Rental fees for 2019 Volleyball	\$655.00
				Total	\$655.00
P.c. Budget & Finance	48003	CI-104188 C-104188	001-523-60-41-00	Jail Fees	\$53.93
		CI-271935 C-104188	001-554-30-40-00	Animal Control	\$2,738.18
		CI-277459 C-104188	101-542-64-48-00	Street Striping	\$5,744.69
				Total	\$8,536.80
Piney Bowes Purchase Power	48004	8000-9090-0050-3685-NOV2019	001-512-50-31-01	Monthly Postage	\$272.50
			001-513-10-31-01	Monthly Postage	\$11.35
			001-514-23-31-01	Monthly Postage	\$340.79
			001-521-20-31-07	Monthly Postage	\$3.00
			001-521-20-31-07	Monthly Postage	\$15.01
			001-524-20-31-02	Monthly Postage	\$6.80
			001-575-50-31-02	Monthly Postage	\$1.50
			001-575-50-31-02	Monthly Postage	\$2.50
			104-536-20-31-01	Monthly Postage	\$3.00
			401-534-10-42-00	Monthly Postage	\$15.20
			401-534-10-42-00	Monthly Postage	\$30.04
			408-535-10-42-00	Monthly Postage	\$30.03
			410-531-38-42-00	Monthly Postage	\$4.90
			410-531-38-42-00	Monthly Postage	\$30.03
				Total	\$766.65
Popular Networks, Llc	48005	21860	001-512-50-41-01	Computer Maintenance	\$16.55
			001-513-23-41-01	Computer Maintenance	\$82.77

Vendor	Account	Invoice	Item	Description	Amount		
Popular Networks, Llc	48005	21860	001-514-23-41-04	Computer Maintenance	\$215.20		
			001-521-50-41-01	Computer Maintenance-PD PSB	\$0.00		
			001-524-20-41-01	Computer Maintenance	\$165.54		
			001-525-60-41-03	Disaster Recovery Backup-Server	\$992.44		
			001-575-50-41-03	Computer Maintenance	\$148.98		
			101-542-30-41-04	Computer Maintenance	\$82.77		
			104-536-20-41-01	Computer Maintenance	\$33.10		
			401-534-10-41-05	Computer Maintenance	\$347.62		
			408-535-10-41-05	Computer Maintenance	\$347.62		
			410-531-38-41-04	Computer Maintenance	\$215.20		
			21868	21902	001-521-50-41-01	Computer Maintenance-PD PSB	\$1,561.90
					001-525-60-41-03	Disaster Recovery Backup-Server	\$607.71
					001-512-50-41-01	Computer Maintenance	\$16.55
					001-513-23-41-01	Computer Maintenance	\$82.77
	001-514-23-41-04	Computer Maintenance			\$215.20		
	001-524-20-41-01	Computer Maintenance			\$165.54		
	21909	21926	001-525-60-41-03	Disaster Recovery Backup-Server	\$997.91		
			001-575-50-41-03	Computer Maintenance	\$148.98		
			101-542-30-41-04	Computer Maintenance	\$82.77		
			104-536-20-41-01	Computer Maintenance	\$33.11		
			401-534-10-41-05	Computer Maintenance	\$347.61		
			408-535-10-41-05	Computer Maintenance	\$347.62		
			410-531-38-41-04	Computer Maintenance	\$215.20		
			001-521-50-41-01	Computer Maintenance-PD PSB	\$1,561.90		
			001-525-60-41-03	Disaster Recovery Backup-Server	\$611.53		
			001-594-24-64-07	Monitor for Plan Review	\$909.94		
					Total	\$10,554.03	
Puget Sound Energy	48006	200001248372-NOV2019	401-534-50-47-08	Well 3	\$455.22		
		200001247663-NOV2019	408-535-50-47-07	VC Lift Station	\$217.35		
		200001247812-NOV2019	101-542-63-47-03	SR 162 Signal	\$27.90		
		200001248190-NOV2019	105-576-80-47-01	North Park	\$10.51		
		200001248539-NOV2019	001-525-50-47-01	Lahar Siren	\$10.41		
		200001532189-NOV2019	105-576-80-47-02	Main Park-Bell Tower	\$377.97		

Vendor Name	Account ID	Invoice #	Account #	Project #	Category	Amount	
Puget Sound Energy	48006	200001532189-NOV2019	105-576-80-47-03		Main Park-Bell Tower	\$161.99	
		200003766280-NOV2019	001-514-21-32-01		City Hall-Shop	\$55.01	
			001-514-21-47-01		City Hall-Shop	\$127.75	
			001-524-20-32-05		City Hall-Shop	\$42.59	
			401-534-50-47-01		City Hall-Shop	\$127.75	
			401-534-50-47-09		City Hall-Shop	\$55.01	
			408-535-50-47-01		City Hall-Shop	\$127.75	
			408-535-50-47-08		City Hall-Shop	\$55.01	
		200009717931-NOV2019	401-534-50-47-04		Well 2	\$65.54	
		200010396543-NOV2019	105-576-80-47-01		North Park	\$131.60	
		200010396733-NOV2019	401-534-50-47-11		Well 4 Pump Station	\$2,360.88	
		200010629349-NOV2019	101-542-63-47-01		City Shop	\$24.20	
			104-536-50-47-01		City Shop	\$19.36	
			401-534-50-47-01		City Shop	\$24.19	
			408-535-50-47-01		City Shop	\$29.04	
		200013874264-NOV2019	408-535-50-47-04		WWTP	\$8,072.07	
		200014994137-NOV2019	408-535-50-47-05		VG Lift Station	\$97.73	
		200019613294-NOV2019	104-536-50-47-02		Cemetery Shop	\$49.74	
		200021064239-NOV2019	401-534-50-47-03		Well 1	\$1,282.18	
		200021119249-Nov2019	401-534-50-47-02		Chlorinator	\$25.77	
		200021421298-NOV2019	408-535-50-47-06		Rainier Meadows	\$32.02	
		200022934653-NOV2019	001-575-50-47-01		MPC	\$733.89	
		200024404523-NOV2019	408-535-50-47-02		Lift Station	\$118.76	
		220011476581-NOV2019	408-535-50-47-03		High Cedars Lift Station	\$120.70	
		220015220399-NOV2019	101-542-63-47-03		Street Lights	\$50.80	
		220015548930-NOV2019	101-542-63-47-03		Street Lights	\$62.23	
		300000002406-NOV2019	101-542-63-47-03		Street Lights	\$5,075.54	
					Total	\$20,228.46	
		Reed, Greg	48007	NOV2019-405	101-542-30-31-00	Mileage for PC Flood-WRIA Watershed Meeting-Transportaion Meeting	\$24.70
					410-531-38-31-00	Mileage for PC Flood-WRIA Watershed Meeting-Transportaion Meeting	\$36.06
	Total				\$60.76		
Sarco Supply	48008	1125725	001-521-50-48-06	PSB Bathroom & Cleaning Supplies	\$89.47		
				Total	\$89.47		
Scientific Supply & Equip	48009	31441634	408-535-10-31-00	Lab Supplies	\$304.45		
				Total	\$304.45		
SCORE	48010	4084-OCT 2019	001-523-60-41-00	Jail Fees-Oct 2019	\$5,940.00		
				Total	\$5,940.00		
SHRED-IT USA	48011	8128576224	001-521-20-31-03	PD Shredding	\$99.21		

SHRED-IT USA	48011	8128576264	001-514-23-31-02	City Hall Shredding	\$89.30
				Total	\$188.51
Sportsites, INC	48012	496	001-571-20-31-01	Internet Software- Online Payments	\$83.46
			001-571-20-31-15	Internet Software- Online Payments	\$83.33
			001-571-20-31-17	Internet Software- Online Payments	\$83.33
			001-571-20-31-21	Internet Software- Online Payments	\$83.33
			001-571-20-31-23	Internet Software- Online Payments	\$83.33
			001-571-20-31-25	Internet Software- Online Payments	\$83.33
			001-571-20-31-32	Internet Software- Online Payments	\$83.33
			001-571-20-31-34	Internet Software- Online Payments	\$83.33
			001-571-20-44-00	Internet Software- Online Payments	\$83.33
			001-575-50-48-00	Internet Software- Online Payments	\$83.30
			105-576-80-31-00	Internet Software- Online Payments	\$83.30
			105-576-80-31-00	Internet Software- Online Payments	\$83.30
				Total	\$1,000.00
Sumner Lawn'n Saw	48013	39683	105-576-80-31-00	Chainsaw Carry Strap	\$49.44
				Total	\$49.44
Tacoma News INC	48014	257635-NOV 2019	001-511-60-49-03	Budget Meeting- Budget	\$108.19
			001-511-60-49-03	Title 13 Amendments	\$113.55
			001-511-60-49-03	Special Council Meeting-Deputy Mayor	\$113.55
			001-511-60-49-03	Property Tax Meeting	\$138.71
			001-511-60-49-03	RFP-Insurance	\$219.11
			001-511-60-49-03	Request for Proposal-Liability Insurance	\$219.11
			001-511-60-49-03	SEPA Determination Comp Plan	\$279.71
			001-558-60-31-03	Comp Plan- Planning	\$140.35
			105-576-80-41-04	PW-Landscape Bid	\$106.55
			304-594-18-60-01	Bid for New City Hall Generator	\$137.22
			304-594-31-60-01	Bid for New City Hall Generator	\$20.58
			304-594-34-60-01	Bid for New City Hall Generator	\$20.58
			304-594-35-60-01	Bid for New City Hall Generator	\$41.16
			304-594-44-60-01	Bid for New City Hall Generator	\$4.58

City/Agency	Request ID	Invoice ID	Account Number	Description	Amount
Tacoma News INC	48014	257635-NOV 2019	304-594-76-60-01	Bid for New City Hall Generator	\$4.58
				Total	\$1,567.53
U.S BANK ST Paul -CM 9705	47977	1502222	202-592-27-80-01	ORTO594-3-1 Vehicle Purchase-Interest	\$1,394.74
			202-592-24-80-01	ORTO594-3-1 Vehicle Purchase-Interest	\$26.80
			202-592-31-80-01	ORTO594-3-1 Vehicle Purchase-Interest	\$457.03
			202-592-34-80-01	ORTO594-3-1 Vehicle Purchase-Interest	\$862.36
			202-592-35-80-01	ORTO594-3-1 Vehicle Purchase-Interest	\$895.74
			202-592-36-80-01	ORTO594-3-1 Vehicle Purchase-Interest	\$237.42
			202-592-76-80-01	ORTO594-3-1 Vehicle Purchase-Interest	\$545.18
			202-592-95-80-01	ORTO594-3-1 Vehicle Purchase-Interest	\$357.24
		1502223	203-592-31-80-01	ORTO594-4-1 Backhoe Purchase-Interest	\$171.64
			203-592-34-80-01	ORTO594-4-1 Backhoe Purchase-Interest	\$343.29
			203-592-35-80-01	ORTO594-4-1 Backhoe Purchase-Interest	\$286.07
			203-592-76-80-01	ORTO594-4-1 Backhoe Purchase-Interest	\$171.65
			203-592-95-80-01	ORTO594-4-1 Backhoe Purchase-Interest	\$171.64
				Total	\$5,920.80
UniFirst Corporation	47973	330 1569156	408-535-10-31-03	Uniform Item-Protective Services	\$174.18
		330 1573402	408-535-10-31-03	Uniform Item-Protective Services	\$131.06
				Total	\$305.24
Utilities Underground Location Center	48015	9100204	401-534-60-41-00	Locates-OCT 2019	\$36.19
			408-535-60-41-00	Locates-OCT 2019	\$36.19
				Total	\$72.38
Vision Forms LLC	48016	5651	401-534-10-31-00	Utility Bill Processing & Mailing	\$197.88

Account	Agency	Project	Account	Item	Amount
Vision Forms LLC	48016	5651	401-534-10-42-00	Utility Bill	\$443.52
				Processing & Mailing	
			408-535-10-31-00	Utility Bill	\$197.88
				Processing & Mailing	
			408-535-10-42-00	Utility Bill	\$443.52
				Processing & Mailing	
			410-531-38-31-00	Utility Bill	\$197.88
				Processing & Mailing	
			410-531-38-42-00	Utility Bill	\$443.52
				Processing & Mailing	
		5673	401-534-10-31-00	Utility Bill	\$30.04
				Processing & Mailing	
			401-534-10-42-00	Utility Bill	\$59.50
				Processing & Mailing	
		408-535-10-31-00	Utility Bill	\$30.04	
			Processing & Mailing		
		408-535-10-42-00	Utility Bill	\$59.49	
			Processing & Mailing		
		410-531-38-31-00	Utility Bill	\$30.05	
			Processing & Mailing		
		410-531-38-42-00	Utility Bill	\$59.50	
			Processing & Mailing		
			Total	\$2,192.82	
Wa. State Dept. of Ecolog	48017	2020-WAR305361	320-595-30-63-04	Stormwater Permit-2020-WAR305361	\$740.00
	47974	6118-Canonica-2020	408-535-50-49-15	2020 Wastewater Operator Certification-Canonica 6118	\$64.00
			408-535-50-49-15	2020 Wastewater Operator Certification-Rundle 6644	\$64.00
			408-535-50-49-15	2020 Wastewater Operator Certification-Ewing 7068	\$64.00
			408-535-50-49-15	2020 Wastewater Operator Certification-Huffman	\$64.00
			408-535-50-49-15	2020 Wastewater Operator Certification-Barfield	\$64.00
				Total	\$1,060.00
			Washington Rock Quarries,	48018	106400
			Total	\$64.01	

Entity Name	Account ID	Invoice ID	Account Number	Item Description	Amount
Wex Bank	47975	62365471	001-521-20-32-00	Fuel-PD	\$2,001.19
				Total	\$2,001.19
Zumar Industries Inc	48019	30422	101-542-64-49-00	Authorized Personnel Only Sign	\$249.91
				Total	\$249.91
				Grand Total	\$121,446.74



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Special Meeting Date
Subject: Liability Insurer RFP	AB19-69	CGA		
		10.10.19 11.07.19	10.16.19 11.20.19	11.25.19
	Department:	Admin		
	Date Submitted:	10/9/19		
	Cost of Item:	<u>\$220,000</u>		
Amount Budgeted:	<u>\$220000</u>			
Unexpended Balance:	<u>\$ 0</u>			
Bars #:				
Timeline:				
Submitted By:				
Fiscal Note:				
Attachments:	RFP, Bids			
<p>SUMMARY STATEMENT: From time to time the City goes out for RFP for its various contracted service providers to ensure the City has the very best service and price. The City has been insured for liability by AWC’s RMSA for many years. The City’s police chief desires to join the Metro SWAT service team. There are difficulties with RMSA being able to insure the City in the necessary Metro liability agreement. There are other liability options that may provide the necessary liability insurance at an equal or better price.</p> <p>CGA was briefed on this at their October 10th meeting and agreed to have Administrator Bethune move forward with the RFP process and bring the bids back to the next CGA Committee in November. The City received 2 bids, from WCIA and RMSA (AWC). The bids were scored and WCIA scored the highest. Council reviewed the Bids at their study session on November 20th, 2019 and by consensus agreed to award the contract to WCIA and move the agenda item forward to the consent agenda of the special meeting on November 25th, 2019.</p>				
<p>RECOMMENDED ACTION: MOTION: <i>To award the contract for Liability Insurer to WCIA, and authorize the Mayor to negotiate a contract for liability insurance services in a form acceptable to the City Attorney.</i></p>				



P.O. Box 88030

Tukwila, WA 98138

Phone: 206-575-6046

Fax: 206-575-7426

www.wciapool.org

Jane Montgomery, City Clerk
Attn: Insurance Investigation RFP
PO Box 489
Orting, WA 98360

Re: Liability Insurance Request for Proposal

Dear Ms. Montgomery,

Thank you for the opportunity to respond to the City of Orting's RFP for Liability Insurance.

Washington Cities Insurance Authority (WCIA) is a nationally recognized and accredited risk sharing pool that is in the unique position to deliver superior insurance and risk management solutions to our membership. We have an experienced team with a proven track record of protecting our membership's assets and being there for our members when they need it the most.

We appreciate the opportunity to present and stand ready to answer any questions that may arise as you review our response. I will act as your primary contact during the proposal evaluation period and can be contacted at 206.687.7892 or robr@wciapool.org.

Sincerely,

Rob Roscoe
Deputy Director
Washington Cities Insurance Authority



A. Firm Background - Washington Cities Insurance Authority (WCIA) was created in 1981 and is a municipal risk sharing pool authorized under RCW 48.62, RCW 39.34 and WAC 200.100.010. Through Interlocal agreement, 161 municipal and public entities create WCIA to self-insure their property and liability exposures.

WCIA has over \$160 million in assets, of which \$42 million is undesignated member reserves to handle contingencies beyond predicted events. These are the strongest financials of any Washington risk pool. WCIA utilizes an actuary annually to establish individual member rates and the group annually creates over \$35 million in assessments to cover liability and property risks. WCIA's administrative budget has over \$1.8 million going directly back to the members in the form of training, reimbursements and legal assistance.

B. List of Members – WCIA is comprised of the following members:

City of Aberdeen	Des Moines Pool Metropolitan Park District
City of Anacortes	City of Duvall
City of Arlington	Eastside Public Safety Communications Agency
City of Auburn	eCity Gov Alliance
City of Bainbridge Island	City of Edgewood
City of Battle Ground	City of Edmonds
City of Benton City	City of Ellensburg
City of Bonney Lake	City of Elma
City of Bothell	City of Enumclaw
City of Brewster	City of Everson
City of Brier	City of Federal Way
City of Burien	City of Ferndale
City of Burlington	City of Fife
City of Camas	City of George
City of Cashmere	City of Goldendale
City of Centralia	City of Grandview
City of Chehalis	Grays Harbor Communications Center, E9-1-1
City of Chelan	City of Hoquiam
City of Cheney	City of Issaquah
Clark Regional Emergency Services Agency	Jefferson County 911
City of Clarkston	City of Kelso
City of Cle Elum	City of Kenmore
City of Clyde Hill	City of Kennewick
City of College Place	City of Kirkland
Town of Coupeville	Kitsap 911
City of Covington	Kitsap Regional Coordinating Council
Cowlitz 911	Town of La Conner
Cowlitz-Wahkiakum Council of Governments	City of Lacey
City of Des Moines	



City of Lake Forest Park
City of Lake Stevens
City of Lakewood
City of Leavenworth
City of Long Beach
City of Longview
LOTT Clean Water Alliance
City of Lynden
City of Lynnwood
City of Mabton
City of Maple Valley
Marysville Fire District
Mason County Emergency
Communications
City of Mattawa
City of McCleary
City of Medical Lake
City of Medina
City of Mercer Island
Metropolitan Park District of Tacoma
City of Mill Creek
City of Millwood
City of Milton
City of Monroe
Monroe Transportation Benefit District
City of Moses Lake
City of Mount Vernon
City of Mountlake Terrace
City of Mukilteo
Multi Agency Communications Center
City of Newcastle
City of Normandy Park
Normandy Park Metropolitan Park
District
City of North Bonneville
Northshore Utility District
Northwest Incident Management Team
City of Oak Harbor
City of Ocean Shores
City of Olympia
Olympia Metropolitan Park District
Olympia Transportation Benefit District
Olympic View Water and Sewer District
City of Othello
City of Pasco
PENCOM

City of Port Angeles
City of Port Townsend
City of Poulsbo
City of Pullman
Pullman Metropolitan Park District
Pullman-Moscow Regional Airport
Board
City of Puyallup
City of Richland
City of Ridgefield
City of Sammamish
Seattle Southside Regional Tourism
Authority
City of Selah
City of Sequim
City of Shelton
Shelton Metropolitan Park District
City of Shoreline
Silver Lake Water and Sewer District
Skagit 9-1-1
Skagit Council of Governments
City of Snohomish
Snohomish County 911
City of Snoqualmie
City of Soap Lake
South Correctional Entity (SCORE)
South Sound 911
Spokane Regional Emergency
Communications
City of Spokane Valley
City of Stanwood
Town of Steilacoom
City of Stevenson
City of Sumner
City of Sunnyside
Three Rivers Regional Wastewater
Authority
Thurston 9-1-1 Communications
Thurston Public Utility District
Thurston Regional Planning Council
City of Toppenish
City of Tukwila
Tukwila Pool Metropolitan Park District
City of Tumwater
City of Union Gap
City of University Place

Valley Communications Center
 Valley Regional Fire Authority
 City of Walla Walla
 Walla Walla Valley Metropolitan
 Planning Organization
 City of Warden
 Washington Cities Insurance Authority
 Washington Multi-City License & Tax
 Portal Agency
 City of Washougal
 Water Operating Board

City of West Richland
 City of Westport
 WHITCOM 911
 William Shore Memorial Pool District
 City of Woodinville
 Town of Woodway
 Yakima Valley Conference of
 Governments
 Town of Yarrow Point
 City of Zillah

C. WCIA Insurance Coverage:

<u>Type of Coverage</u>	<u>Member Deductible</u>	<u>Coverage Limits</u>
Property	Members can choose between: \$1,000 \$5,000 \$25,000 or \$50,000	\$300,000,000 each occurrence and pool aggregate \$10,000,000 - Business Interruption per occurrence \$25,000,000 - Extra expense \$10,000,000 – In transit/off site
Earthquake	2% of values of locations suffering a loss subject to a \$250,000 minimum per occurrence	\$150,000,000 each occurrence and pool aggregate
Flood	\$250,000 except for Flood in Zones A/V 3% of values subject to a \$500,000 minimum per occurrence	\$100,000,000 Per occurrence and Pool Aggregate Except \$50,000,000 in Zones A/V
Equipment Breakdown	\$10,000 Except: \$25 per KW Turbine Generator Units with a \$50,000 minimum. \$25 per Horse Power (HP) Motors, Pumps, and Deep Well Pumps.* \$2.50 Per KVA Transformers* \$25 Per HP A/C and Refrigeration Systems.* \$25 Per HP Internal Combustion Engine's & Generators >= 500 HP.* * \$10,000 Minimum	\$100,000,000 each occurrence and pool aggregate \$10,000,000 - Business Interruption/Income Limit \$1,000,000 – Extra expense \$500,000 – Hazardous material sublimit

Automobile Physical Damage Coverage	Members can choose between: \$250 \$500 \$1,000 \$5,000 or \$25,000	Members can choose either replacement cost coverage or actual cash value. \$100,000,000 per occurrence and \$300,000,000 pool aggregate
General Liability	Members can choose between: \$25,000 \$50,000 \$100,000 \$250,000	\$20,000,000 per occurrence \$5 million sublimit on airport errors and omissions and land-use planning/regulations
Crime	\$10,000	\$2,500,000 per occurrence
Pollution	\$100,000	\$2,000,000 per occurrence \$10,000,000 pool aggregate

Scope of Services

Annually, WCIA handles approximately 1,700 claims and lawsuits with over \$31 million being paid out on behalf of members in settlements and litigation defense costs. WCIA has both in-house and field claim adjusters to adjudicate the membership's claims and lawsuits. To reduce the number of claims and lawsuits, WCIA offers pre-loss services, at no additional cost or expense to the member, allowing for legal consultation on potential actions which could give rise to liability such as employment practices and Land-Use.

WCIA advances effective risk management practices and procedures and requires active participation as an element of pool membership. Through comprehensive training and committed field risk management services there is a systematic reduction of loss exposures for members. The WCIA COMPACT is a commitment made by all members to participate in training, risk management and pool governance.

WCIA's Risk Management team is experienced and skilled in municipal risks. Each member has an assigned Risk Management Representative that provides individual attention, personal communication and detailed risk analysis in support of the formal comprehensive COMPACT program. WCIA staff provides on-site risk management advice, conduct loss control inspections and offer training on specific exposures and controls. The Risk Management Representatives review indemnification hold harmless and insurance requirements in contracts and are always available to research and analyze liability questions and concerns as they arise. Questions or concerns that require a legal review are handled under our Risk Management Consultation Program and often result in Risk Management Bulletins that our available to all members.

As part of the COMPACT, members annually undergo a risk management audit regarding a specific department or loss exposure, i.e. police, employment, land use.



The comprehensive audit reviews current policies and procedures with recommendations and mandatory requirements to ensure a reduction in risk exposures.

WCIA has developed an extensive training and education program offering municipal risk management trainings state wide. Annually approximately 400 educational offerings are provided with approximately 13,000 attendees from the membership. WCIA collaborates with various municipal organizations resulting in an expanded offering of co-sponsored trainings. Members with travel restrictions benefit from our website's Virtual Classroom which offers On-Demand videos.

In addition to the comprehensive training programs offered, WCIA provides a Member Reimbursement program to assist members in the professional development and accreditation of their staff. The membership receives reimbursements for municipal accreditations, individual and group certifications, and registration for association schools and institutes.

For more detailed information on all our programs and services, please visit our website www.wciapool.org.

References: Provide the phone number and contact person for the last three (3) cities admitted to the insurer's liability services.

<u>Member</u>	<u>Contact Name</u>	<u>Phone Number</u>
City of Sequim	Charlie Bush	(360) 681-3440
City of College Place	Mike Rizzitiello	(509) 394-8506
City of Lynden	Anthony Burrows	(360) 255-5928

October 31, 2019

Ms. Jane Montgomery
City Clerk
City of Orting
jmontgomery@cityoforting.org

Re: 2019 Request for Proposal for Liability Insurance

Dear Ms. Montgomery,

Please find included with this letter the Association of Washington Cities Risk Management Service Agency's (AWC RMSA) response to the City of Orting's Request for Proposal (RFP) for Liability Insurance.

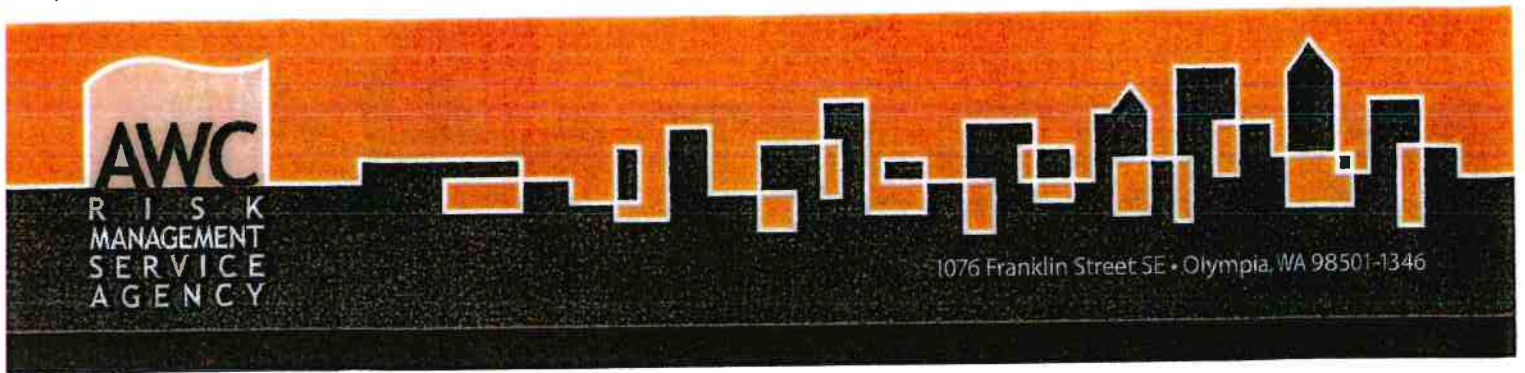
The City of Orting has been a valued member of the AWC RMSA since July 1, 1989 and AWC RMSA and the City have enjoyed a mutually beneficial, long-term partnership that RMSA very much hopes will continue. As such, we appreciate the opportunity to submit our response to your RFP and I am confident the attached response will demonstrate that AWC RMSA can continue to provide the high-quality, responsive service, excellent coverage, and relevant risk management resources the City of Orting has appreciated over the years.

I welcome any questions you may have and look forward to providing you with excellent services, coverage, and resources in 2020 and beyond. Should the City desire an in-person presentation, I would be more than happy to provide one.

Sincerely,



Adrienne Beatty AINS, ARM, ARPM
RMSA Program Manager
Member Pooling Programs
Association of Washington Cities
1076 Franklin St SE Olympia, WA 98501-1346
(360) 753-4137 (office)
(360) 480-7689 (mobile)
(800) 562-8981 (toll free)
adrienneb@awcnet.org



RMSA Background

The Association of Washington Cities Risk Management Service Agency (AWC RMSA) is a municipal self-insurance pool formed under RCW 48.62 to provide property and casualty insurance coverages to participating members of AWC. In 1987, member cities of AWC contacted the AWC concerned about the rising cost of municipal insurance from the private insurance industry and the inability to join the only municipal pool in the state at the time. In response to this concern, AWC hired a consultant to complete a feasibility study on the League sponsoring a property and liability insurance pool. Once the feasibility study was completed and reviewed, the AWC Board of Directors approved the formation of the AWC RMSA.

The RMSA does not have any employees but contracts for direct and indirect personnel with the AWC. The RMSA is a member-run, member-owned organization in which the members directly govern the program and share in its equity. RMSA's governance structure includes a Board of Directors comprised of seven, member elected officials serving three-year terms and an Operating Committee comprised of nine, member employees serving two-year terms. Members of the Board of Directors and Operating Committee are elected by vote of the entire membership.

The RMSA's focus is on small to medium size public entities within the State. Currently, 100 public entities are members of the RMSA. Entity types include cities, towns, and special districts. Municipal populations range from less than 100 to over 30,000. Members who participate in the program pay annual assessments based on their worker hours, total insured property values, and loss history and in turn receive broad property and casualty insurance coverage and comprehensive risk management services.

The RMSA's objectives are to provide comprehensive risk management services, stable insurance costs, and to minimize loss exposures through risk-sharing, a focus on loss prevention and cost reduction, and joint indemnification of losses for its members. The Mission of the AWC RMSA is:

The AWC RMSA inspires and supports the risk management efforts of its members in order to reduce their risk, protect their assets, and keep them safe. We do this with:

A clarity of focus on the member

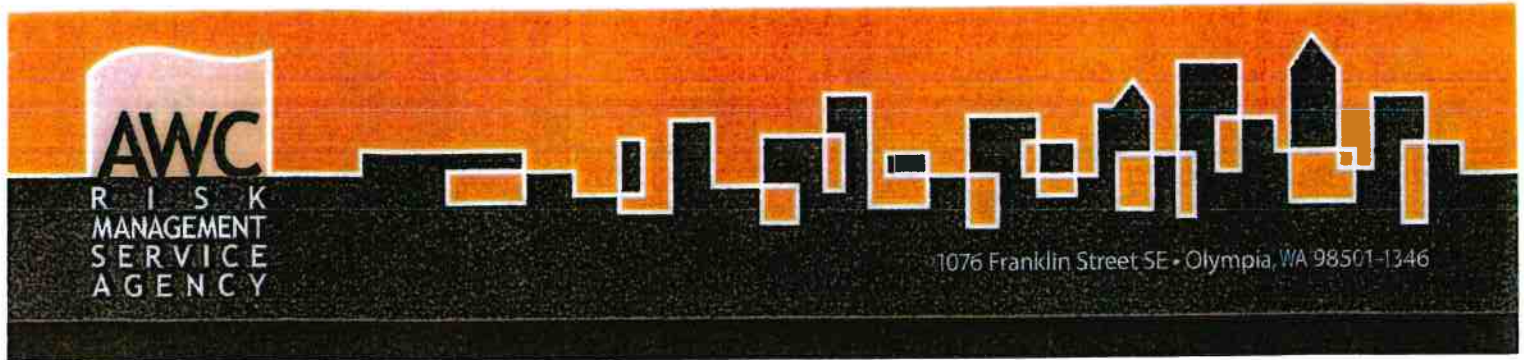
A passion for risk management

A fiscal responsibility to the health of the organization, and

A dedication to loss prevention education.

Current Membership

Cities and towns			Non-city entities
Airway Heights	Hamilton	Rainier	Airway Heights Transportation Benefit District
Algona	Harrah	Raymond	Bridgeport Transportation Benefit District
Almira	Harrington	Riverside	Castle Rock Transportation Benefit District
Beaux Arts	Hatton	Rockford	DuPont Transportation Benefit District
Village	Hunts Point	Rosalia	Gig Harbor Transportation Benefit District
Bingen	Index	Roslyn	Grant County Fire District #6
Black Diamond	Kalama	Roy	Kitsap Regional Coordinating Council – January 1, 2020
Bridgeport	Kettle Falls	Ruston	Lincoln County Fire Protection District #8
Bucoda	La Center	Skykomish	Peninsula Regional Transportation Planning Organization
Carbonado	Lamont	South Bend	Prescott Park & Recreation District
Carnation	Langley	South Prairie	RiverCom 911
Castle Rock	Latah	Spangle	Si View Metropolitan Park District
Cathlamet	Lyman	Springdale	Whitman County Fire Protection District #3
Conconully	Mesa	Tekoa	
Concrete	Metaline	Tenino	
Coulee City	Metaline	Tieton	
Creston	Falls	Toledo	
Cusick	Morton	Tonasket	
Darrington	Mossyrock	Twisp	
Dayton	Naches	Vader	
Deer Park	North Bend	Wapato	
DuPont	Northport	Waverly	
Eatonville	Oakesdale	Wenatchee	
Fairfield	Odessa	White	
Farmington	Orting	Salmon	
Forks	Pacific	Wilson Creek	
Friday Harbor	Pateros	Winthrop	
Garfield	Pe Ell	Yacolt	
Gig Harbor	Pomeroy	Yelm	
Gold Bar	Port Orchard		
Granger	Prescott		



Coverage Summary

RMSA is anticipating transitioning portions of its liability, property, auto physical damage, and crime coverages to a different reinsurer in 2020; therefore, the requested coverage summary has been provided for both the current 2019 coverages and anticipated 2020 coverages. The Board will take action to solidify 2020 coverages at their November 19th meeting.

2019

<u>Type of Coverage</u>	<u>Member Deductible</u>	<u>Coverage Limits</u>
Property	\$0	\$250,000,000
Flood	\$100,000 property \$200,000 vehicles \$500,000 high zones	\$25,000,000 property \$5,000,000 vehicles \$10,000,000 high zones
Earthquake	2% – \$250,000 min property \$200,000 vehicles	\$25,000,000 property \$5,000,000 vehicles
Equipment Breakdown	\$5,000	\$175,000,000
Automobile Physical breakdown	\$0	\$10,000,000
General and Automobile liability*	\$0	\$15,000,000
Crime – Employee fidelity	\$0	\$1,000,000
Pollution Liability	\$0	\$2,000,000
Cyber Property/Liability	\$0	\$3,000,000
Aviation Property/Liability**	\$0	\$2,000,000
Unmanned Aircraft System (UAS) Property/Liability***	5% of loss (property losses only)	\$1,000,000

*Includes products and completed operations, errors & omissions, employment practices, official police duties, stop gap employers' liability, discretionary defense coverage for PRA/OPMA violations, and \$5,000 per person automobile medical payments.

**Optional coverage for members with municipal airports.

***Optional coverage for members with UAS (aka Drone) operations.

2020

<u>Type of Coverage</u>	<u>Member Deductible</u>	<u>Coverage Limits</u>
Property	\$0	\$250,000,000
Flood	\$200,000	\$25,000,000 property \$5,000,000 vehicles \$10,000,000 high zones
Earthquake	\$200,000*	\$25,000,000 property \$5,000,000 vehicles
Equipment Breakdown	\$5,000	\$175,000,000
Automobile Physical breakdown	\$0	\$13,000,000
General and Automobile liability**	\$0	\$15,000,000
Crime – Employee fidelity	\$0	\$3,000,000
Pollution Liability	\$0	\$2,000,000
Cyber Liability	\$0	\$3,000,000
Aviation Property/Liability***	\$0	\$2,000,000
Unmanned Aircraft System (UAS) Property/Liability****	5% of loss (property loss only)	\$1,000,000

*For Earthquake, members will have a \$200,000 deductible, then coverage up to \$3,000,000, then another deductible **if** 2% up to a minimum of \$250,000 has not been met.

**Includes products and completed operations, errors & omissions, employment practices, official police duties, stop gap employers' liability, discretionary defense coverage for PRA/OPMA violations, and \$5,000 per person automobile medical payments.

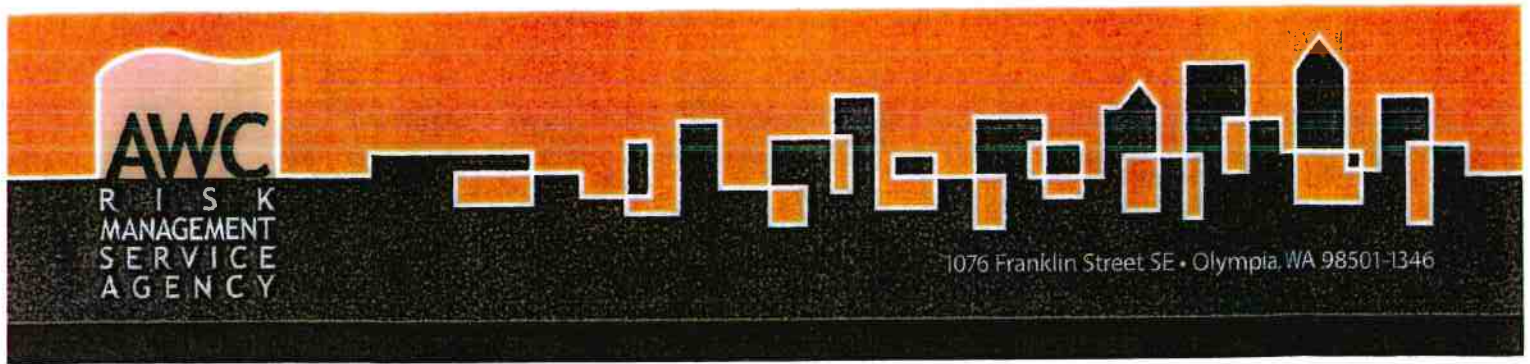
***Optional coverage for members with municipal airports.

****Optional coverage for members with UAS (aka Drone) operations.

Services Summary

The RMSA's administrative, loss prevention, and risk management services include:

- Claims investigation and processing
- Litigation management
- Pre-litigation services
- Bi-yearly on-site loss control visits
- Loss prevention grants
 - *The City of Orting is currently eligible for \$7,281 in annual grant funds.*
- Lexipol grant
 - *The City of Orting is currently eligible for 50% up to \$5,000 in annual reimbursement for the purchase of Lexipol services for the City's police department.*



- Contract review – insurance and indemnification language and certificate compliance
- Enquiron - online employment practices resources including an employment attorney hotline
- E-Risk Hub – online cyber liability resource including model policies
- RMSA-U – online training platform
- AMP – online asset management platform
- In-person trainings - customized on-site or regional
- Educational scholarships - to attend risk-related conferences and trainings
- Web resources - loss prevention guides, checklists, and model policies
- RMSA News - monthly newsletter that provides administrative/underwriting/financial information, loss prevention/risk management tips, and information on upcoming trainings and events
- Phone/email consultation
- Assistance with procuring additional coverages
 - *The City of Orting was assisted with procuring property and liability coverage for its drone operations in 2019.*

References

Town of Lyman

- Clerk: Debbie Boyd: clerk@townoflyman.com
- Mayor: Edward Hills: mayor@townoflyman.com
- Town Hall phone: (360) 826-3033

City of Bingen

- Clerk: Cheyenne Willey: clerk@bingenwashington.org
- Mayor: Betty J. Barnes: mayor@bingenwashington.org
- City Hall phone: (509) 493-2122

City of Tonasket

- Clerk: Alice Attwood: tonasket@nvinet.com
- Mayor: Dennis Brown: tonasket@nvinet.com
- City Hall phone: (509) 486-2132



**City Of Orting
Council Agenda Summary Sheet**

Subject: Ordinance No. 2019-1053, Amending OMC Provisions pertaining to Mobile Homes and Recreational Vehicles	Recommending Committee:	AB#19-71	Study Session	Special Meeting Date
	Public Safety		10.16.19 11.20.19	11.25.19
	Department: Administration/ Code Enforcement			
	Date Submitted: 10.8.19			
Cost of Item:		<u>\$</u>		
Amount Budgeted:		<u>\$</u>		
Unexpended Balance:		<u>\$</u>		
Bars #:				
Timeline:				
Submitted By:		Mark Bethune, Councilmember Pestinger, Code Enforcement Officer Jim Scott .		

Attachments: Ordinance No. 2019-1053

SUMMARY STATEMENT:

The City currently regulates the use and occupation of mobile homes at OMC Title 10 (Building and Construction), Chapter 14 (Parking and Occupying Mobile Homes). This is an antiquated vehicle-type that has been phased out by the relevant industry, while the use of recreational vehicles for a similar purpose is on the rise. The City currently allows the parking and occupation of Mobile Homes in currently settings, but forbids the use of a recreational vehicle (RV) for permanent occupancy (as a dwelling unit) anywhere within the City. The City permits the unoccupied storage of mobile homes and/or recreational vehicles on private property for a period of seventy-two (72) hours or longer within the residential zones, subject to certain restrictions. In addition, a Mobile Home and/or RV may be temporarily parked (but not occupied) in a driveway or within a parking area adjacent to the public right-of-way, for a period of up to seventy-two hours, subject to certain restrictions.

In addition, in 2009 the legislature adopted EHB 1227, prohibiting cities and counties from adopting regulations to prevent the use of a recreational vehicle as a primary residence within a permitted manufactured/mobile home community. This Ordinance would amend the OMC provisions pertaining to RVs and manufactured/mobile home communities to address EHB 1227, as codified at RCW 35.21.684(3), RCW 35A.21.312(3), and RCW 36.01.225(3). The City desires to update the aforementioned regulations to: (1) remove/update obsolete regulations pertaining to mobile homes; (2) address the requirements set out in EHB 1227; and (3) address the temporary use and occupation of recreational vehicles on private property within the City, by adopting standards for temporary occupation and a permitting process to address issues of public health or safety.

At the request of the Public Safety Committee, this Ordinance would allow the use and occupation of a mobile home or RV: (1) as a permanent residence within a legally-established RV-park and/or a mobile home/manufactured home park; and/or (2) on the premises of any property with the permission of the property owner thereof for a period not to exceed 180 days within a twelve month period, provided: the property owner obtain permission from the City; and the RV shall not be connected to permanent utilities

such as sewer without inspection and approval of the City. The proposed Ordinance would allow the Code Enforcement Officer to extend the 180 day period for occupation on private property upon written request, but such extension shall not exceed an additional 180 days. The City Council by consensus moved this to the consent agenda at their 11.20.19 Study Session.

Note: The Public Safety Committee made the recommendation that no permit and fee should be required for the occupation of an RV, but that a permit and fee shall be required for the occupation of a Mobile Home.

RECOMMENDED ACTION: *MOTION: To Adopt Ordinance No. 2019-1053, An Ordinance Of The City Of Orting, Washington, Relating To The Definition Of Recreational Vehicles, Adopting Regulations For The Parking And Temporary Occupation Of Recreational Vehicles Within The City Of Orting, And Establishing A Permit And Fee, Amending Orting Municipal Code Title 10, Chapter 14, Sections 1 Through 4; Title 13, Chapter 2, Sections 14 And 19; Title 13, Chapter 5, Section 6; Title 13, Chapter 6, Section 4; And Title 14, Chapter 1, Section 5.*

CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2019-1053

AN ORDINANCE OF THE CITY OF ORTING, WASHINGTON, RELATING TO THE DEFINITION OF RECREATIONAL VEHICLES, ADOPTING REGULATIONS FOR THE PARKING AND TEMPORARY OCCUPATION OF RECREATIONAL VEHICLES WITHIN THE CITY OF ORTING, AND ESTABLISHING A PERMIT AND FEE, AMENDING ORTING MUNICIPAL CODE TITLE 10, CHAPTER 14, SECTIONS 1 THROUGH 4; TITLE 13, CHAPTER 2, SECTIONS 14 AND 19; TITLE 13, CHAPTER 5, SECTION 6; TITLE 13, CHAPTER 6, SECTION 4; AND TITLE 14, CHAPTER 1, SECTION 5; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

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

WHEREAS, in 1973 the City of Orting adopted regulations prohibiting the parking and occupation of a mobile, or factory-built homes anywhere in the City outside of an approved mobile home park; and

WHEREAS, the City of Orting currently forbids the use of a recreational vehicle (RV) or mobile home as dwelling units anywhere within the City; and

WHEREAS, in 2009 the Washington legislature adopted RCW 35.21.684, which prohibits cities in Washington from adopting regulations that prevent the entry or it requires the removal of a RV used as a primary residence in manufactured/mobile home parks, but allows cities to regulate the use of RVs in said parks, mandates RVs utilize utility hookups in said parks that meet state and federal building code standards, and requires an RV in a park contain both an internal toilet, and an internal shower; and

WHEREAS, the use of RVs outside of a secure manufactured/mobile home park without utility connections poses endangerments to the public health or safety as a result of unsanitary or unsafe conditions, and degradation of community standards; and

WHEREAS, the City of Orting desires to clarify its regulations pertaining the use and occupation of mobile homes and RVs, to remove antiquated provisions relating to mobile homes, and to allow the use of RVs as primary residences in manufactured/mobile home parks; and

WHEREAS, the City Council intends by this ordinance to protect the public health, safety, and welfare by clarifying the City of Orting's existing regulations related to the parking of recreational vehicles actively used as sleeping accommodations within the City, and to update the City's regulations to reflect current state law; and

WHEREAS, City Council has determined that the proposed regulations are in accord with the Comprehensive Plan, will not adversely affect the public health, safety, or general welfare, and are in the best interest of the citizens of the City;

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

Section 1. OMC Title 10, Chapter 14, Amended. Orting Municipal Code Title 10, Chapter 14, is hereby amended to read as follows:

Title 10 – BUILDING AND CONSTRUCTION

Chapter 14 - PARKING AND OCCUPYING MOBILE HOMES AND RECREATIONAL VEHICLES

- 10-14-1: UNLAWFUL PARKING OR OCCUPATION OF MOBILE HOME OR RECREATIONAL VEHICLES:
- 10-14-2: EMERGENCY OR TEMPORARY STOPPING OR PARKING:
- 10-14-3: PERMISSIBLE PARKING OF MOBILE HOMES AND RECREATIONAL VEHICLES:
- ~~10-14-4: FACTORY BUILT HOUSING:~~
- ~~10-14-5: PERMIT TO PARK ON PRIVATE LAND; FEES:~~
- 10-14-~~64~~: VIOLATION; PENALTY:

- 10-14-1: UNLAWFUL PARKING OR OCCUPATION OF MOBILE HOME OR RECREATIONAL VEHICLE:

A. Prohibition: It is unlawful, within the City limits, for any person to park or occupy any mobile home or recreational vehicle on any street, alley, highway or other public place or any tract of land within the City except as provided in this Chapter.

B. Exception: This Section shall not apply to ~~factory-built housing~~ manufactured homes as defined in ~~Section 10-14-4 OMC 13-2-14~~.

- 10-14-2: EMERGENCY OR TEMPORARY STOPPING OR PARKING:

Emergency or temporary stopping or parking of a mobile home or recreational vehicle is permitted on any street, alley or highway for a period of no longer than 24 hours, and subject to any other regulation or ordinance prohibiting or restricting parking.

- 10-14-3: PERMISSIBLE PARKING OF MOBILE HOMES AND RECREATIONAL VEHICLES:

No person shall park or occupy a mobile home or recreational vehicle on any tract of ground within the City outside of an approved mobile home park, manufactured home park, or recreational vehicle park/campground, except:

A. Within A Building: That the parking of one unoccupied mobile home or recreational vehicle in a private garage building is permitted, provided no living quarters shall be maintained or any business practiced in said mobile home or recreational vehicle;

B. Selling Or Renting: That the parking of an unoccupied mobile home or recreational vehicle in a lot devoted for the purpose of selling, renting or otherwise disposing of mobile homes is permitted provided the mobile home is ten feet (10') or more from any other mobile home, building or structure;

C. Temporary Parking Permit for Mobile Home or Recreational Vehicle:

1. Mobile Homes. That a mobile home may be parked and occupied for a period not to exceed 180 days on private property, provided the person desiring to so park and occupy the same shall first apply and obtain from the Code Enforcement Officer ~~Chief of Police~~, a permit to do so, which application shall state the location at which the mobile home is to be parked, the motor vehicle license number and a general description of the mobile home for which permission is requested, and shall pay a permit fee in an amount set by Resolution of the City Council; provided, further, that such occupancy shall at all times comply with all regulations relating to health and sanitation, and shall also comply with electrical requirements of applicable ordinances ~~applicable~~. The permit to park and occupy the mobile home may be extended by the Code Enforcement Officer ~~City Council~~ upon written request setting forth the need of extending the time, but such extension shall not exceed one-hundred and eighty (180) ~~ninety (90)~~ additional days. Parking and occupancy of recreational vehicles and mobile homes shall continue to be subject to restrictions set forth in OMC 13-5-3(k)(1)(a).

2. Recreational Vehicles on public property: No recreational vehicle shall stand or be parked on any street, right-of-way, alley or public place in the City for a period exceeding 72 hours in a one week period, provided that the Recreational Vehicle is parked in compliance with all provisions of the OMC, including but not limited to Title 7, and state law, including but not limited to WAC 308-330 et seq. No recreational vehicle shall stand or be parked for any period of time between sunset and sunrise in any City park or upon any other City-owned property, excluding a street or right-of-way, unless that area is posted granting permission to so use or as specified in the OMC.

3. Recreational Vehicles on private property: A recreational vehicle may stand or be parked and used or occupied on private property with the permission of the lawful occupant thereof for a period not to exceed 180 days within a twelve-month period; provided, that:

a. The lawful occupant of the premises shall register with the Code Enforcement Officer prior to occupying the recreational vehicle on the premises; and

b. The recreational vehicle shall be inspected by the City if connected to sewer or to a Tacoma-Pierce County health department approved septic system.

c. the recreational vehicle shall be located on the premises in accordance with the provisions of OMC Title 13, Chapter 5; and

d. such use or occupancy shall not create a public health hazard or nuisance, as determined by the City.

f. shall not be parked on or overhanging a public right of way (street or sidewalk).

Once a recreational vehicle is registered for occupation on private property for a period of 180 days, the 180 day period may be extended by the Code Enforcement Officer, upon written request setting forth the need of extending the time, but such extension shall not exceed 180 additional days.

D. Outdoor Storage of Recreational Vehicles: The outdoor storage of unoccupied recreational vehicles in the residential zones is permitted without a permit, pursuant to OMC 13-5-3.

~~10-14-4: FACTORY BUILT HOUSING:~~

~~A. Definition: "Factory built housing" means any structure designed primarily for residential occupancy other than a mobile home, the structure or any room of which is either entirely or substantially prefabricated or assembled at a place other than a building site.~~

~~B. Compliance With Standards: Factory built housing shall meet all U.S. Department of Housing and Urban Development (HUD) Standards and shall bear the seal or tag of the Washington State Department of Labor and Industries. Additionally, all requisite standards set forth in the Uniform Building Code must be met for installation, foundation and construction.~~

~~C. Permanent Installation: Factory built housing must be permanently installed and will be subject to all codes, laws and regulations applicable to single family dwellings in the City.~~

~~D. Remove Axles, Wheels: All axles, wheels, tongues or hitches shall be removed.~~

~~E. Roofs: Factory built housing must have a gable roof with eaves of not less than twelve inches (12"). Roof slope shall be not less than a three inch (3") rise for each twelve inches (12") and shall be constructed of composition shingle material, or better, and be equipped with gutters and downspouts.~~

~~10-14-5: PERMIT TO PARK ON PRIVATE LAND; FEES:~~

~~Permits for parking on private land shall cost such sum as provided by resolution of the Mayor and City Council for each trailer.~~

~~10-14-64: VIOLATION; PENALTY~~

~~A. Any person violating any of the provisions of this Chapter is guilty of a misdemeanor and, upon conviction thereof, shall be punished as provided in Section 1-4-1 of this Code civil infraction with penalties, plus statutory assessments, as follows:~~

~~1. The maximum penalty and the default amount for a first offense within a one year period, designated as a Class 4 civil infraction, shall be \$60.00, not including statutory assessments;~~

~~2. The maximum penalty and the default amount for a second offense within a one year period, designated as a Class 3 civil infraction, shall be \$120.00, not including statutory assessments;~~

3. The maximum penalty and the default amount for a third offense within a one year period, designated as a Class 2 civil infraction, shall be \$300.00, not including statutory assessments;

4. The maximum penalty and the default amount for a fourth offense and each additional offense within a one year period, designated as a Class 1 civil infraction, shall be \$600.00, not including statutory assessments.

B. Joint and Several Responsibility and Liability: Responsibility for violations subject to enforcement under this chapter is joint and several, and the city is not prohibited from taking action against a party where other persons may also be potentially responsible for a violation, nor is the city required to take action against all persons potentially responsible for compliance.

Section 2. OMC Chapter 13-2-14, Amended. Orting Municipal Code Title 13, Chapter 2, Section 14 is hereby amended to read as follows:

MANUFACTURED HOME PARK: A residential development in which the land is owned, operated, and maintained as a commercial business and the individual manufactured homes or recreational vehicles are either leased or are located on leased sites.

Section 3. OMC Chapter 13-2-19, Amended. Orting Municipal Code Title 13, Chapter 2, Section 19 is hereby amended to read as follows:

RECREATIONAL VEHICLE: A wheeled vehicle designed for recreational, camping, or travel uses that either has its own motive power or is mounted on or drawn by another vehicle, including, but not limited to, camping trailers, truck campers, motor homes, and fifth wheels; not designed or used as a dwelling unit. A recreational vehicle is a factory built vehicular structure designed only for recreational use and not as a primary residence or for permanent occupancy, built and certified in accordance with NFPA 1192-15 or ANSI A119.5-09 consensus standards for recreational vehicles and not certified as a manufactured home.

RECREATIONAL VEHICLE PARK/CAMPGROUND: A recreational vehicle park/campground refers to any tract of land divided into lots or spaces, under the ownership or management of one person, firm or corporation for the purpose of locating three or more recreational vehicles for nightly or short-term use. Said park/campground shall have an on-site caretaker.

Section 4. OMC Chapter 13-5-6(C)(3), Amended. Orting Municipal Code Title 13, Chapter 5, Section 6, Subpart (C)(3) is hereby amended to read as follows:

2. Type of Unit:

- a. An ADU shall be permitted as a second dwelling unit attached to, or detached from the principal dwelling.
- b. A detached ADU may be any dwelling permitted in the applicable land use classification.
- c. A Recreational Vehicle or Mobile Home shall not be used as an ADU.

Section 5. OMC Chapter 13-6-4, Amended. Orting Municipal Code Title 13, Chapter 6, Section 4, Subsection N is hereby amended to read as follows:

13-6-4: PLANNED UNIT DEVELOPMENTS

N. Manufactured Home Parks: Manufactured home parks operated as commercial enterprises leasing sites and/or homes without platting shall be subject to the following:

1. Density shall not exceed the densities established in section 13-5-1 of this title.
2. Only one manufactured home or recreational vehicle shall occupy any space in the park, subject to the following:
 - a. A recreational vehicle may stand or be parked for an indefinite period in a manufactured home park, provided the recreational vehicle is connected to sewer or a Tacoma-Pierce County health department approved septic system, water, and electricity, and the recreational vehicle contains at least one internal toilet and at least one internal shower; provided, that if this requirement is not met, a manufactured home park must provide toilets and showers in lieu of having the facilities within the recreational vehicle.
3. Setbacks shall conform to the underlying zoning and building code.
4. Storage areas comprising not more than ten percent (10%) of the total manufactured home park site for recreational vehicles, boats, and trailers shall be provided. Such areas shall be paved or surfaced with crushed rock and enclosed by a sight obscuring fence, wall or landscape visual buffer.

Section 6. OMC Chapter 14-1-5, Amended. Orting Municipal Code Title 14, Chapter 1, Section 5 is hereby amended to read as follows:

RECREATIONAL VEHICLE: A vehicle which is defined at OMC 13-2-19.:

Section 7. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

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

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

**ADOPTED BY THE CITY COUNCIL AT A SPECIAL MEETING THEREOF ON THE 25TH
DAY OF NOVEMBER, 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: 10.8.10
Passed by the City Council: 11.25.19
Date of Publication: 11.27.19
Effective Date: 12.2.19



City Of Orting Council Agenda Summary Sheet

	Agenda Bill #	Recommending Committee	Study Session Dates	Special Meeting Date
Subject: Memorandum of Understanding with the WA. Soldiers Home.	AB19-76	Public Safety		
		11.1.19	11.20.19	11.25.19
	Department:	Public Safety		
	Date Submitted:	10/21/19		
Cost of Item:	\$0			
Amount Budgeted:	\$			
Unexpended Balance:	\$			
Bars #:				
Timeline:				
Submitted By:	Mark Bethune			
Fiscal Note:				
Attachments:	MOU			
SUMMARY STATEMENT:				
<p>The City of Orting and the Washington State Soldiers Home wish to enter into a Memorandum of Understanding (MOU) to share equipment/supplies/resources in the event of a catastrophic event.</p> <p>The City Council reviewed the MOU at their 11.20.19 study session and by consensus moved this agenda item forward to the consent agenda for the November 25th, Special Meeting.</p>				
<p>RECOMMENDED ACTION: MOTION: <i>To authorize the Mayor or his designee, to enter in to a Memorandum of Understanding with the Orting Washington Soldiers /Washington State Dept. of Veterans Affairs regarding cooperation in the event of a natural disaster, as prepared.</i></p>				

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
CITY OF ORTING AND ORTING WASHINGTON SOLDIERS HOME**

This Memorandum of Understanding (“MOU”) is entered into this 1st day of December 2019, by and between the City of Orting (the “City”) and the Washington State Department of Veterans Affairs, owner and operator of the Washington Soldiers Home and Colony (hereinafter, the “Soldiers Home”) (collectively, the “Parties”), regarding cooperation in the event of a natural disaster.

I. RECITALS

WHEREAS, the City is a municipal corporation of the State of Washington, organized and operating under the Optional Municipal Code, Title 35A RCW; and

WHEREAS, the Soldiers Home is a 185 acre campus that houses honorably discharged veterans, which is owned and operated by the Washington State Department of Veterans Affairs; and

WHEREAS, the City is subject to various natural hazards and disasters including volcanic mud flows from Mt. Rainier, large scale earthquakes and other natural disasters; and

WHEREAS, the purpose of this MOU is to memorialize the Parties’ agreement to share resources in the event of a catastrophic incident, as defined in RCW 38.52.010, as may be amended; and

WHEREAS, this MOU reflects the Parties’ understanding of the resource sharing that will occur should a catastrophic incident occur;

NOW, THEREFORE, in consideration of the covenants, assurances, and mutual promises set forth herein, the Parties agree as follows:

II. AGREEMENT

A. Parties. The Parties to this MOU are the City and the Washington State Department of Veterans Affairs. There are no other parties and no third-party beneficiaries. This MOU creates no legal right, obligation, or cause of action in any person or entity not a party to it.

B. Term. This MOU shall be effective in full force upon signing by the Parties and will remain in effect for a period of twenty five (25) years.

C. Agreement to Cooperate.

In the event of a catastrophic incident that impacts the City, the Parties agree to cooperate as follows:

1. Either of the Parties may use the City's water system for the following non-exclusive purposes: the furnishing of clean drinking water, firefighting, debris clean up, and all other reasonable and necessary uses with regard to emergency response immediately following a catastrophic incident and for up to two months after the hazardous event occurs.

2. Either of the Parties may use the Soldiers' Home water system for the following non-exclusive purposes: the furnishing of clean drinking water, firefighting, debris clean up, and all other reasonable and necessary uses with regard to emergency response immediately following a catastrophic natural hazard and for up to two months after the event occurs.

3. The Parties agree to share facilities, such as: buildings and grounds; equipment, such as backhoes, lifts, land graders, generators, and medical supplies; and vehicles with regard to all reasonable and necessary uses with regard to emergency response immediately following a catastrophic incident and for up to two months after the event occurs.

D. Indemnification. To the fullest extent permitted by law, each party shall indemnify, defend, and hold harmless the other party, its officials, agents, and employees, while acting within the scope of this MOU, from and against all claims arising out of or resulting from the performance of the MOU. "Claim" as used in this MOU means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorneys' fees, attributable for bodily injury, sickness, disease or death, or injury to or destruction of tangible property including loss of use resulting therefrom arising from, caused by, or the result of any negligent act or omission of the Party's own officers, agents, and employees in performing services pursuant to this MOU. Each party's obligation to indemnify, defend, and hold harmless includes any claim by the other party's agents, employees, representatives, any subcontractor or its employees, or any third party. However, neither party shall indemnify, defend, or hold harmless the other party, its officials, agents, and employees for claims caused by or resulting from the sole negligence of that party or its officials, agents, and employees. In the event of concurrent negligence by the City and Soldier's Home, or their respective agents, employees, representatives, subcontractors, or any third party, the party's obligation to indemnify, defend, and hold harmless the other party, its officials, agents, and employees shall be valid and enforceable only to the extent of that parties, its agents, ' employees, ' representatives, ' any subcontractor's or its employees' share of any concurrent negligence. If final judgment is rendered against the other party and its officers, agents, and employees, or jointly, the parties whose actions or omissions gave rise to the claim shall satisfy the same. The Parties waive immunity under Title 51 RCW to the extent it is required to indemnify, defend, and hold harmless the other party and its officials, agents, or employees.

E. Termination. This MOU may be terminated by either party at any time by providing ninety (90) days written notice to the other party.

F. No Third-Party Rights. Except as expressly provided herein, nothing in this MOU shall be construed to permit anyone other than the Parties hereto and their successors and assigns to rely upon the covenants and agreements herein contained nor to give any such third party a cause of action (as a third-party beneficiary or otherwise) on account of any nonperformance hereunder.

G. Entire Agreement. This MOU, supersedes and otherwise replaces all other existing memoranda, agreements, understandings, or representations, either oral or written, between the signatories to this MOU. No waiver, alteration, or modification to the provisions in this MOU shall be binding unless subsequently made in writing and signed by a duly authorized representative of the Parties.

H. Notices. Each notice, approval, or other communication required or permitted to be provided to another party pursuant to this MOU shall be deemed to have been given if made in writing and sent by United States mail, postage prepaid, return receipt requested, at a post office regularly maintained by the United States Postal Service, or by electronic mail addressed to the respective parties as follows:

If to City:

City of Orting
P.O. Box 482
Orting, WA 98360
Phone: (360) 893-2219
Fax: (360) 893-6809
Email: mbethune@cityoforting.org

If to Soldiers Home:

Department of Veterans Affairs
ATTN: Alec Burkheimer
P.O. Box 41150
Olympia, WA 98504-1150
Phone: (360) 725-xxxx
Email: alec.burkheimer@dva.wa.gov

Copy to:

Orting Soldiers Home

Copy to:

Department of Enterprise Services
Real Estate Services
ATTN: Stefanie Fuller
P.O. Box 41468
Olympia, WA 98504-1468
Phone: (360) 407-9310
Email: Stefanie.fuller@des.wa.gov

I. Governing Law. This MOU shall be governed by the laws of the State of Washington. Venue for any action arising out of this MOU shall be in Pierce County.

J. No Assignment. No portion of this MOU may be assigned or subcontracted to any other individual, firm, or entity without the express and prior written approval of the City.

K. Severability. If any term or condition of this MOU or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this MOU are declared severable.

IN WITNESS WHEREOF, the Parties have executed this MOU of Understanding effective as of this _____ day of _____, 2019.

CITY OF ORTING

**ORTING WASHINGTON
SOLDIERS HOME**

Mark Bethune, City Administrator

By: _____

Print Name: _____

Title: _____



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Special Meeting Date
Subject: Interlocal Agreement (ILA) with the Port of Tacoma-Orting Tourism Video	AB19-77	CGA		
		11.7.19	11.20.19	11.25.19
	Department: Administration			
	Date Submitted: 10/21/119			
	Cost of Item: \$0			
Amount Budgeted:		\$		
Unexpended Balance:		\$		
Bars #:				
Timeline:				
Submitted By:		Bethune		
Fiscal Note:				
Attachments: ILA Port of Tacoma				
SUMMARY STATEMENT:				
<p>This ILA allows the City to bill the Port of Tacoma for a grant to support the development of a tourism video. The grant amount is \$2500. The City Council has already budgeted approximately \$5,000 for the video. Rainier Communication Company, (RCC) plans to have the first draft of the tourism video ready for review about mid-November. Reviewed and recommended by CGA at their November 7th, 2019 Meeting.</p> <p>City Council reviewed this agenda item at their November 20th, 2019 study session meeting and by consensus moved it forward to the consent agenda for the special meeting on November 25th, 2019.</p>				
<p>RECOMMENDED ACTION: <u>MOTION:</u> To Authorize the Mayor or his designee, to enter into an Inter local agreement with the Port of Tacoma for a grant in the amount of \$2,500 to support the development of a tourism video as prepared.</p>				

**INTERLOCAL AGREEMENT BETWEEN THE
CITY OF ORTING & THE PORT OF TACOMA
REGARDING AN ORTING TOURISM VIDEO**

This Interlocal Agreement (“AGREEMENT”) is entered into this _____ day of _____, 2019 by and between the **CITY OF ORTING**, a municipal jurisdiction of the State of Washington (hereinafter the “City”), and the **PORT OF TACOMA**, a Washington public port district (the “Port”), (collectively “Parties”) in consideration of the mutual covenants contained herein. The Parties hereby recite and agree as follows:

RECITALS

1. The Port is charged by state statute with a mission of furthering economic development. To that end, the Port has adopted a Local Economic Development Policy by which the Port administers its monetary support of economic projects sponsored by local public agencies in Pierce County.
2. The City of Orting proposes the development of a video that promotes tourism to the City of Orting and feature the Foothills Trail system, the Puyallup and Carbon rivers, city parks, Mount Rainer and city events.
3. The City requested and the Port agrees to provide an investment of \$2500 made payable conditioned upon proof of project expenditures, expressly as specified herein.
5. The Port finds the requested contribution meets the Port’s Local Economic Development Policy criteria as follows:
 - a. Planning activities or events promoting tourism intended to attract tourists to Pierce County from outside locations.

NOW, THEREFORE, pursuant to Chapter 39.34 RCW, and in consideration of the mutual benefits and covenants described herein, the Parties agree as follows:

1. SCOPE OF WORK.

The City of Orting’s tourism video (“Project”) consists of the following:

- Project funding includes the script, design, building and producing the video.
- All as described in the City’s Application, as attached hereto as **Attachment A**.

2. PORT’S CONDITIONAL AGREEMENT TO CONTRIBUTE FUNDS.

Subject to the terms herein, the Port agrees to contribute to the City of Orting’s tourism video an amount not to exceed \$2,500. Conditions of the Port’s funding are as follows:

If the Project costs are higher than projected, the City will assume any excess Project costs.

The Port's annual Project contribution shall be allocated and is identified in the Port's 2019 budget.

The Port's distribution of funds is contingent on the City obtaining full committed funding by December 30, 2019 for the complete Project scope and the contents of this AGREEMENT remain unchanged.

Port payments up to the not to exceed amount will be made pursuant to this signed agreement, and within 45 days of the City's submittal of written proof to the Port that the City of Orting has paid its minimum of \$2, 500 in expenditures.

3. TIMEFRAME/PROJECT SCHEDULE.

The City hopes to have the video completed by December 30, 2019.

4. CITY' S PROJECT FINANCIAL SUMMARY.

Total Project Cost: \$10,000

Source of Funds (other than the Port): City of Orting - \$5,000

5. ABANDONMENT. If the Project is abandoned, then this AGREEMENT shall be of no further force or effect.

6. ASSIGNMENT. Neither Party to this AGREEMENT shall have the right to convey, assign, apportion or otherwise transfer any and all of its rights, obligations, conditions and interests under this AGREEMENT, without the prior written approval of the other.

7. THIRD PARTY BENEFICIARIES. This AGREEMENT is made and entered into for the sole protection and benefit of the Parties hereto and their successors and assigns. No other person shall have any right or cause of action based upon any provisions of this AGREEMENT.

8. EQUAL DRAFTING. This AGREEMENT has been reviewed and revised by legal counsel for both parties, and no presumption or rule construing ambiguity against the drafter of the document shall apply to the interpretation or enforcement of this AGREEMENT.

9. SEVERABILITY. If any provisions of this AGREEMENT are determined to be unenforceable or invalid pursuant to a final decree or judgment by a court of law with jurisdiction, then the remainder of this AGREEMENT not decreed or adjudged unenforceable or invalid shall remain unaffected and in full force and effect to the extent that the primary purpose of this AGREEMENT can be preserved.

10. MODIFICATION. This AGREEMENT may not be modified except by mutual agreement reduced to writing in a formal amendment hereto and approved by each Party's governing body.

11. TERMINATION. This AGREEMENT shall terminate upon completion by both Parties of their respective obligations hereunder, or on August 1, 2021 unless terminated earlier.

12. GOVERNING LAW. This AGREEMENT shall be governed exclusively by the laws of the State of Washington both as to interpretation and performance without recourse to any principles of Conflicts of Laws. Any action at law, suit in equity or judicial proceeding for the endorsement of this AGREEMENT or any provisions thereof shall be instituted and maintained only in any of the courts of competent jurisdiction in Pierce County, Washington

13. NOTICES. All notices given pursuant to this AGREEMENT shall be deemed delivered to the respective party on the date that it is personally delivered to the addresses set forth below, or on the date that it is successfully sent by email transmission to the email addresses set forth below:

City: City of Orting
PO Box 489
Orting WA 98360
Attention: Jane Montgomery, City Clerk
Email: jmontgomery@cityoforting.org.

Port: Port of Tacoma
PO Box 1837
Tacoma, Washington 98401
Attention: Evette Mason
Email: emason@portoftacoma.com

14. ENTIRE AGREEMENT. This AGREEMENT constitutes the entire agreement of the parties, supersedes all previous oral or written understandings, and incorporates all prior discussions and agreements pertaining to this subject matter. The Parties participated equally in any negotiations and the process leading to execution of this AGREEMENT. If a dispute should arise with regard to the meaning or interpretation of any provision hereof, there shall be no presumption of draftsmanship as to such provision.

15. LEGAL RELATIONS.

A. Independent Governments. The Parties hereto are independent governmental entities and nothing herein shall be construed to limit the independent government powers, authority or discretion of the governing bodies of each Party. It is understood and agreed that this AGREEMENT is solely for the benefit of the Parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of this AGREEMENT. No employees or agents of any Party shall be deemed, or represent themselves to be, employees of any of the other Party.

B. Legal obligations. This AGREEMENT does not relieve either Party of any obligation or responsibility imposed upon it by law.

C. Timely Performance. The requirements of this AGREEMENT shall be carried out in a timely manner according to a schedule negotiated by and satisfactory to the Parties.

D. Recording. A copy of this AGREEMENT shall be recorded in the Office of the Pierce County Auditor in accordance with RCW 39.34, or shall be posted to each Parties' web site.

16. RECORDS AND AUDIT. During the term of this AGREEMENT, and for a period not less than six (6) years from the date of termination, records and accounts pertaining to the work of this AGREEMENT and accounting therefore shall be kept by each Party and shall be available for inspection and audit by representatives of either Party and any other entity with legal entitlement to review said records. If any litigation, claim, or audit is commenced, the records and accounts along with supporting documentation shall be retained until all litigation, claims, or audit finding has been resolved, even though such litigation, claim, or audit continues past the six-year (6) retention period. This provision is in addition to and is not intended to supplant, alter or amend records retention requirements established by applicable state and federal laws.

17. LIMITS OF FINANCIAL OBLIGATIONS/PROPERTY OWNERSHIP. Except as provided above, each Party shall finance its own conduct of responsibilities under this AGREEMENT. No ownership of property will transfer as a result of this AGREEMENT.

18. INDEMNIFICATION AND HOLD HARMLESS.

A. The City releases the Port from, and shall defend, indemnify, and hold the Port and its agents, employees, and/or officers harmless from and against all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, made by or on behalf of the City and/or its agents, employees, officers, contractors and/or subcontractors, arising out of or in any way related to the City's performance of its obligations under this AGREEMENT, unless and except to the extent the same be caused in whole or in part by the negligence or willful conduct of the Port or its agents, employees, and/or officers.

B. The City shall defend, indemnify, and hold the Port and its agents, employees, and/or officers harmless from and against all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, made by or on behalf of any third parties and/or their agents, employees, officers, contractors and/or subcontractors, arising out of or in any way related to the City's performance of its obligations under this AGREEMENT, unless and except to the extent the same be caused in whole or in part by the negligence or willful conduct of the Port or its agents, employees, and/or officers.

C. The Port releases the City from, and shall defend, indemnify, and hold the City and its agents, employees, and/or officers harmless from and against all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, made by or on behalf of the Port and/or its agents, employees, officers, contractors and/or subcontractors, arising out of or in any way related to the Port's performance of its obligations under this AGREEMENT, unless and except to the extent the same be caused in whole or in part by the negligence or willful conduct of the City or its agents, employees, and/or officers.

D. The Port shall defend, indemnify, and hold the City and its agents, employees, and/or officers harmless from and against all claims, demands, suits at law or equity, actions, penalties,

losses, damages, or costs, of whatsoever kind or nature, made by or on behalf of any third parties and/or their agents, employees, officers, contractors and/or subcontractors, arising out of or in any way related to the Port's performance of its obligations under this AGREEMENT, unless and except to the extent the same be caused in whole or in part by the negligence or willful conduct of the City or its agents, employees, and/or officers.

E. Each Party specifically assumes liability for actions brought by its own employees against the other Party and for that purpose each Party specifically waives, as respects the other parties only, any immunity under the Worker's Compensation Act, RCW Title 51.

F. The Parties recognizes that this waiver was the subject of mutual negotiation. In the event any Party incurs attorney's fees, costs or other legal expenses to enforce the provisions of this AGREEMENT against the other Party, all such fees, costs and expenses shall be recoverable by the prevailing Party.

G. No liability shall attach to any of the Parties by reason of entering into this AGREEMENT except as expressly provided herein.

H. The provisions of this Article shall survive any termination or expiration of this AGREEMENT.

CITY OF ORTING:

PORT OF TACOMA:

Mark Bethune, City Administrator

Eric Johnson, Executive Director

Date: _____

Date: _____

Approved as to form:

Orting City Attorney

Port Legal Counsel



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Special Meeting Date
Subject: City of Orting/AWC Legislative Priorities for 2020	AB19-78	CGA		
		11.7.19	11.20.19	11.25.19
	Department: Administration			
	Date Submitted:			
	Cost of Item:		₹	
Amount Budgeted:		₹		
Unexpended Balance:		₹		
Bars #:				
Timeline:				
Submitted By:		Bethune		
Fiscal Note:				
Attachments: Recommended Legislative priorities				
SUMMARY STATEMENT:				
<p>The City Council typically approves Council legislative priorities each year before the legislative session begins in January. The Current Legislative priorities were drawn up by the City Administrator and presented to the Community and Government Affairs Committee. AWC’s legislative priorities were taken into consideration.</p>				
<p>RECOMMENDED ACTION: <u>MOTION:</u> <i>To adopt the Orting City Council Legislative Priorities for 2020 as prepared.</i></p>				

City of Orting Legislative Priorities

January 1, 2020

1. **Maintain flexible use of Real Estate Excise Tax.** Orting as well as other Washington cities have insufficient funds for street and park maintenance. The advent of flexible use of REET funds in 2011 revived these funds and has provided a bare minimum of funding. City parks are an invaluable asset for low cost child and family recreation. This flexible use has been further constrained by new legislation EHB2122 that allows maintenance only on REET built assets. It is impossible to determine what particular (%) of capital assets have been built with REET as most capital projects in streets and parks had mixed funding. It is paramount that our legislators approve an amendment to EHB 2122 for more flexible use of REET Funds in the 2020 session.
2. **Transportation priorities:** A gas tax has been approved for improvements to SR167, but capacity improvements to SR162/SR 162-Hwy 410 interchange have not been included. These projects are not included in the state's future transportation capital plan and funding at this time. We need a new initiative to keep them in the state transportation plan.
3. **Halt and refrain from raiding infrastructure funds like the Public Works Trust Fund and Model Toxics Control Accounts and build them back to health.** Our infrastructure is aging and we can't keep up with state regulatory requirements. Great cities don't just happen – we need planned and sustained investments in infrastructure in order for Washington to thrive. Orting's sewer plant, well and new reservoir would not have been built without the low interest loan from the Public Trust Fund. The City supports full funding of the Public Works Board's \$217 million budget funded from the current stream of loan repayments and the 2% of REET dedicated to the account. Additionally we look to strengthen the program by ending REET fund diversions from the account now instead of waiting until 2023.
4. **Planning and development for disaster preparedness.** Orting as well as all of western Washington is at high risk for hazards including volcanic eruption, lahar flows, and extreme earthquakes. The Orting Pedestrian Evacuation Bridge system (Bridge For Kids), infrastructure protection, improved current evacuation plans, and resiliency to disasters require state and federal financial support. Analysis indicates that during school time, some children will not make a walk to high ground in sufficient time to escape a volcanic lahar from Mt. Rainier. City infrastructure is also vulnerable earthquakes especially the future highly destructive subduction zone quake.
5. **Public Records requests:** Establish new statewide policies and procedures for Public Records Requests that set common sense limits on requests and penalties and provides remuneration to the City. A recent public records request in Seattle seeks all the video from police cameras from the last 5 years. All these videos must have redactions. The expense will be in the hundreds of thousands and could take up to 3 years to complete. Recently Orting received a public records request from a national data gathering for-profit business requiring the city to provide details of every purchase made since 2008 including all vendors' information during that time, electronically (no hard copies). State regulations do not provide a way for the City to recoup this expense. What will keep other commercial interests from requesting this level and volume of information in the future?
6. **Economic Development:** Lobby State Legislators to support economic development tools to encourage job creation and economic growth in Orting. Washington's cities need additional economic development tools that assist in maintaining, expanding, and modernizing local infrastructure to help spur local private sector investment. By supporting value capture financing, the Legislature can partner with cities and towns to advance our shared goals of building a robust and diverse economy for communities around the state.
7. **CJTC:** Provide responsive funding for the Criminal Justice Training Commission (CJTC) Cities need a responsive funding model for the CJTC to ensure that newly-hired law enforcement officers and corrections officers have timely access to basic training. Cities seek funding for at least 19 Basic Law Enforcement Academy (BLEA) classes per year and at least seven Corrections Officer Academy classes per year in order to meet our public safety needs.



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Special Meeting Date
Subject: Resolution Of The City Of Orting, Washington, Authorizing The Mayor To Execute A Professional Services Agreement For Planning Services With AHBL, Inc.	AB19-79	CGA		
		11.7.19	11.20.19	11.25.19
	Department: Executive/City Administrator			
	Date Submitted: 11/6/19			
	Cost of Item: \$			
Amount Budgeted: \$				
Unexpended Balance: \$				
Bars #:				
Timeline:				
Submitted By:		Mark Bethune, City Administrator		
Fiscal Note: Expect the change to be neutral from previously budgeted contract				
Attachments: Resolution No. 2019-30				
SUMMARY STATEMENT:				
<p>The City issued a request for proposals (RFP) for contract planning services in 2018. At that time City staff narrowed the pool of candidates to Sound Municipal Consultants and AHBL, Inc., ultimately selecting Sound Municipal Consultants. Sound Municipal Consultants stepped down as the contract planner in early September 2019. Due to the City’s substantial need for planning services, the Mayor executed a short-term contract with AHBL for interim planning services, within his signatory authority. The hourly rate for the AHBL provider is \$110. The hourly rate for the previous provider was \$130.</p> <p>In light of the costs to issue a second RFP for the same services, City Staff proposes a contract with AHBL, Inc. until Dec. 31, 2020 for contract planning services. This would require a waiver of the City’s Purchasing Policy, which requires the issuance of an RFP/RFQ for professional services in an amount exceeding \$20,000.</p>				
RECOMMENDED ACTION: MOTION: To Adopt Resolution No. 2019-30, Authorizing The Mayor To Execute A Professional Services Agreement For Planning Services With AHBL, Inc.				

**CITY OF ORTING
WASHINGTON**

RESOLUTION NO. 2019-30

**A RESOLUTION OF THE CITY OF ORTING,
WASHINGTON, AUTHORIZING THE MAYOR TO
EXECUTE A PROFESSIONAL SERVICES AGREEMENT
FOR PLANNING SERVICES WITH AHBL, INC.**

WHEREAS, in 2018, the City of Orting issued a request for proposals (RFP) for planning services, and an initial review narrowed down the pool of proposals to two firms, Sound Municipal Consultants and AHBL, Inc.; and

WHEREAS, the City selected Sound Municipal Consultants, who served as the City's contract planning company until September 2019; and

WHEREAS, at the time, due to the volume of planning work including proposed Comprehensive Plan amendments and proposed amendments to the Orting Municipal Code, Title 13; and

WHEREAS, in order to ensure the City could continue providing the necessary public services, the Mayor executed a short-term contract with AHBL, Inc. for planning services that was within his delegated signing authority; and

WHEREAS, under the City's Purchasing Policy, Policy No. 2017-05, contracts for professional services over the amount of \$20,000 shall be advertised using the RFP/RFQ process, but the City Council may suspend that requirement as needed; and

WHEREAS, the cost to the City to issue another request for proposals (RFP) is burdensome, and unnecessary in light of the 2018 RFP process for the same professional service;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ORTING AS FOLLOWS:

Section 1. Waiver. The City Council of the City of Orting finds good cause exists to waive the provisions of Part IIX of the City's Purchasing Policy, Policy No. 2017-05 for the purpose of effectuating this Resolution. This waiver is exclusively for the purposes described herein.

Section 2. Authorization. The Mayor is hereby authorized to execute a professional services agreement or contract planning services with AHBL, Inc., in a form acceptable to the City Attorney, with a termination date of December 31, 2020.

Section 3. Corrections. The City Clerk and the codifiers of this resolution are authorized to make necessary clerical corrections to this resolution including, but not limited to, the

correction of scrivener's errors, references, numbering, section/subsection numbers and any references thereto.

Section 4. Effective date. This Resolution shall become effective immediately upon adoption and signature as provided by law.

**RESOLVED BY THE CITY COUNCIL AT A SPECIAL MEETING THEREOF
ON THE 25TH DAY OF NOVEMBER 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



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Date	Special Meeting Date
Subject: Orting Play Curb Bids	AB19-83	CGA		
		11.07.19	11.20.19	11.25.19
	Department: Parks and Recreation			
	Date Submitted: 11.7.19			
	Cost of Item:		<u>\$</u>	
Amount Budgeted:		<u>\$19,000</u>		
Unexpended Balance:		<u>\$</u>		
Bars #:				
Timeline:				
Submitted By:		Greg Reed		
Fiscal Note:				
Attachments: Bids				
SUMMARY STATEMENT:				
<p>This project includes 3 parks around the City of Orting. Scope of the work will be excavation and installation of curbing around the specified play structures. There were 3 responses. (See bid sheets). The lowest bid was submitted by A & C Concrete Specialist at \$18, 592.88.</p> <p>The CGA committee was briefed by Greg Reed at their meeting on 11.07.19 and recommend approving A & C Concrete Specialist as the bid winner.</p> <p>The City Council reviewed the Bids and accepted the recommendation of the CGA Committee at the study session on November 20th, 2019 and moved the agenda item forward to the consent agenda of the November 25th, 2019 Special Meeting.</p>				
<p>RECOMMENDED ACTION: MOTION: <i>To Award the contract for Play Curb Excavation and Installation to A & C Concrete Specialist, and authorize the Mayor to enter in to a contract with A & C Concrete Specialist in the amount of \$18,592.88.</i></p>				



Orting Play Curb

10/1/2019

Cory Devela
A&C Concrete Specialist LLC
11605 211th Ave E.
Bonney Lake, WA 98391

Overview

This project will include 3 parks around the city of Orting. Scope of the work will be excavation and installation of curbing around the specified play structures.

Description

Play Curb Installation

1. Layout and mark of all areas where playground is to be installed. Prior to excavation all intents will be approved by Orting Public Works.
2. Excavation and dirt removal of all marked areas with intent to install play curb. All dirt removal will go to an approved disposal site.
3. Install concrete forms as needed to contain and support concrete.
4. The City will inspect existing subgrade to determine if suitable. For bidding purposes, Contractor shall assume 100% removal subgrade.
5. All curbing will have 2 horizontal #4 rebar running the length of concrete. Play curb will be 6" in with, 1' tall with a 4" reveal. All curbing will follow provided engineered plans specifications.
6. The City shall inspect all subgrade prior to placement of concrete
7. Concrete surface shall be a light broom finish to insure traction.
8. Remove forms and backfill adjacent disturbed areas.


Sidewalk installation

1. Replace subgrade with 4" crushed surface base course material, compacted). The City shall inspect all subgrade prior to placement of concrete.
2. Install concrete at a minimum depth of 4" for sidewalk and finish level with top of adjacent concrete. Where applicable, install full depth 3,500 PSI concrete to match existing adjacent curbs. Some sidewalk widths may vary, therefore keep with same widths of abutting sections. Install expansion joint material as necessary, matching existing sidewalk. Concrete surface shall be a light broom finish to insure traction.
3. Remove forms and backfill adjacent disturbed areas.

CITY OF ORTING

110 Train St SE
Orting, WA 98360

bids@cityoforting.org
(360) 893-2219 x139

 BIDDER RESPONSIBILITY CHECKLIST	
The following checklist is used in documenting that a bidder meets the mandatory Bidder Responsibility Criteria. Please print a copy of documentation from the appropriate website to be included with the submittal.	
GENERAL INFORMATION	
Project Name: <i>Orting Play Curb</i>	Project Number: <i>1042/003007</i>
Bidder's Business Name: <i>AAC Concrete Specialist, LLC</i>	Bid Submittal Deadline: <i>10/5/2019</i>
CONTRACTOR REGISTRATION	
License Number: <i>CCONCLL812C8</i>	Status: Active: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Effective Date (must be effective on or before Bid Submittal Deadline): <i>2/28/2019</i>	Expiration Date: <i>2/28/2020</i>
CONTRACTOR INFRACTION LIST	
Is Bidder on Infraction List:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
CURRENT UBI NUMBER	
UBI Number: <i>604-347-501</i>	Account Closed: Open <input checked="" type="checkbox"/> Closed <input type="checkbox"/>
INDUSTRIAL INSURANCE COVERAGE	
Account Number: <i>NA150523600</i>	Account Current: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
EMPLOYMENT SECURITY DEPARTMENT NUMBER	
Employment Security Department Number:	
Please Provide a copy of your latest correspondence, containing your account number, with Employment Security Department. Please do not provide documents containing personal information such as social security numbers.	
STATE EXCISE TAX REGISTRATION NUMBER	
Tax Registration Number:	Account Closed: Open <input type="checkbox"/> Closed <input type="checkbox"/>
NOT DISQUALIFIED FROM BIDDING	
Is the Bidder listed on the "Contractors Not Allowed to Bid" list of the Department of Labor and Industries?	Yes <input type="checkbox"/> No <input type="checkbox"/>
INFORMATION SUPPLIED BY:	
Print Name of Bidder Representative: <i>Cony Devola</i>	Date: <i>10-2-2019</i>
VERIFIED BY:	
Signature of District Employee	Date



Orting Public Works
 Orting Public Works
 Orting, WA
 (253) 405-8100

A & C Concrete Specialist, LLC

P.O. Box 99242
 Lakewood, WA 98496

Phone: (253) 693-8431

Email: cdevela08@acconcretespecialist.com

Web: <https://acconcretespecialist.com>

Estimate # 003007
 Date 10/01/2019

Description	Total
Park #1 Play Curb Install 21 liner feet of (6" wide x 1' tall) play curb around play structure. All curb will be built to engineers plans. 4" of reveal with a broom finish. 4 ft wide wheelchair access will be included.	\$462.00
Park #2 Play Curb Install 256 liner feet of (6" wide x 1' tall) play curb around play structure. All curb will be built to engineers plans. 4" of reveal with a broom finish. 4 ft wide wheelchair access will be included.	\$5,632.00
Park #2 Sidewalk Install 22 feet of 4 foot sidewalk. All sidewalk will be 4" thick and have a broom finish.	\$484.00
Park #3 Play Curb Install 260 liner feet of (6" wide x 1' tall) play curb around the large play structure. All curb will be built to engineers plans. 4" of reveal with a broom finish. 4 ft wide wheelchair access will be included.	\$5,720.00
Park #3 Play Curb Install 63 liner feet of (6" wide x 1' tall) play curb around the merry go round play structure. All curb will be built to engineers plans. 4" of reveal with a broom finish. 4 ft wide wheelchair access will be included.	\$1,320.00
Park #3 Play Curb Install 100 liner feet of (6" wide x 1' tall) play curb around the play structure. All curb will be built to engineers plans. 4" of reveal with a broom finish. 4 ft wide wheelchair access will be included.	\$2,200.00
Park #3 Play Curb Install 50 liner feet of (6" wide x 1' tall) play curb around the music play structure. All curb will be built to engineers plans. 4" of reveal with a broom finish. 4 ft wide wheelchair access will be included.	\$1,100.00

Excavation and Dirt work	\$0.00
All excavation and dirt work is included in the liner price of the curb.	
All excavator operators will be paid at prevailing wage of \$65.71 an hr.	
Concrete Masons	\$0.00
All journeyman concrete masons will be paid prevailing wage of \$63.47 per hr.	
Rebar	\$0.00
Rebar is included in the liner price of the play curb	

Subtotal	\$16,918.00
Orting	\$1,674.88
Total	\$18,592.88

2

By signing this document, the customer agrees to the services and conditions outlined in this document.

Booking and Scheduling Project Start Date:

To book and confirm project start date, we require a deposit of 50% due at time of contract signing.

Remaining Balance:

On the day of project completion the remaining balance is due in full.

Addition or changes to Contract after start of project:

Any changes or additions made after start of job will be billed separately in a new contract. A new deposit will be required for those services, and remaining balance will be due upon project completion.

Weather related delays:

Due to the nature of this type of service, inclement weather could delay your start date, or delay completion of your project. We pride ourselves in our work, and want to deliver the best quality possible to our customers.

Service Guarantee:

We will repair any color delamination, surface spalling and significant cracking that may appear within one year from the date of installation, no questions asked.

Orting Public Works



**City Of Orting
Council Agenda Summary Sheet**

Subject: - Ordinance No. 2019-1052, An Ordinance Of The City Of Orting, Washington Relating To The Annual Budget For Fiscal Year 2020; Adopting The City Of Orting 2020 Budget; Adopting The Job Classification And Pay Range For Employees	Recommending Committee:	AB#- 19-72	Study Session	Regular & Special Meeting Dates
	N/A		10.16.19 10.19.19 11.20.19	10.30.19 11.13.19 11.25.19
	Department: Finance			
	Date Submitted: October 9, 2019			
	Cost of Item:		<u>TBD</u>	
Amount Budgeted:		<u>NA</u>		
Unexpended Balance:		<u>N/A</u>		
Bars #:		TBD		
Timeline:		Complete in 2019		
Submitted By:		Scott Larson		
Fiscal Note: N/A				

Attachments: 2020 Budget Ordinance No. 2019-1052, Exhibit A & B

SUMMARY STATEMENT:

This item will consist of a briefing by staff and general discussion on the 2020 Budget.

RECOMMENDED ACTION: ***MOTION: To Adopt Ordinance No. 2019-1052, An Ordinance Of The City Of Orting, Washington Relating To The Annual Budget For Fiscal Year 2020; Adopting The City Of Orting 2020 Budget; Adopting The Job Classification And Pay Range For Employees; Establishing An Effective Date; And, Providing For Severability***

**CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2019-1052**

**AN ORDINANCE OF THE CITY OF ORTING,
WASHINGTON RELATING TO THE ANNUAL BUDGET
FOR FISCAL YEAR 2020; ADOPTING THE CITY OF
ORTING 2020 BUDGET; ADOPTING THE JOB
CLASSIFICATION AND PAY RANGE FOR EMPLOYEES;
ESTABLISHING AN EFFECTIVE DATE; AND,
PROVIDING FOR SEVERABILITY**

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

WHEREAS, the Mayor of the City of Orting, Washington, completed and placed on file with the City Clerk a preliminary budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expenses of government of said city for the fiscal year ending December 31, 2020; and

WHEREAS, a notice was published that the council of said City would meet on the 13th day of November 2019, and the 27th day of November 2019 at the hour of 7:00 pm and 7:00 pm., respectively, in the council chambers in the Orting Multi-Purpose Center of said City for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget; and

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

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

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

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

SECTION 1. Adoption of 2020 Budget. The budget for the City of Orting, Washington, for the fiscal year 2018 covering the period from January 1, 2020 through December 31, 2020, with regular revenues and expenditures and ending fund balances as set forth in Section 2 of this ordinance, is hereby adopted at the fund level in its final form and content as set forth in the document entitled "City of Orting 2020 Budget", three copies of which are on file in the Office of the City Clerk.

SECTION 2. Fund Reserves. The following funds have reserve accounts. These reserve moneys will be expensed as identified in the 2020 budget. Impact Fee amounts include projected additions from new construction during 2020.

Street Impact Fee Reserve: \$620,000

SECTION 3. Summary of Revenues and Appropriations. Estimated resources, including fund balances or working capital for each separate fund of the City of Orting, and aggregate totals for all such funds combined, for the year 2020 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the fiscal year 2020 as set forth in Exhibit A.

SECTION 4. Job Classifications and Pay Ranges. The job classifications and pay ranges for employees of the City as set forth in the schedule in Exhibit B are hereby adopted as part of the budget for 2020 and shall constitute the job classifications and pay ranges for such employees except as to those employees who are members of a bargaining unit wherein the applicable bargaining agreement may establish a different job classification and/or pay range.

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

SECTION 5. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

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

**ADOPTED BY THE CITY COUNCIL AT A SPECIAL MEETING THEREOF ON
THE 25TH DAY OF NOVEMBER, 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: 10.9.19
Passed by the City Council: 11.25.19
Ordinance No. 2019-1052
Date of Publication: 11.27.19
Effective Date: 12.02.19

City of Orting 2020 Budget

Exhibit A Ord. 2019-1052

		Beginning Balance	Revenue	Expense	Ending Balance
General Fund	001	1,200,000	3,665,321	3,669,990	1,195,330
City Streets	101	296,000	686,200	781,257	200,943
Cemetery	104	-	40,900	40,900	-
Parks Department	105	559,000	444,850	937,334	66,516
Tourism Fund	107	7,000	70	5,720	1,350
TBD	108	270,000	141,000	41,200	369,800
Police Department Drug	120	3,900	-	3,830	70
LOCAL Vehicle Purchase 2016	202	-	101,046	101,046	-
LOCAL Backhoe Purchase 2017	203	-	23,996	23,996	-
Emergency Evacuation Bridge Fund	303	-	500,000	500,000	-
City Hall Construction	304	4,500,000	588,000	5,088,000	-
Transportation Impact	320	620,000	45,000	450,000	215,000
Water	401	1,118,000	1,944,400	1,998,227	1,064,173
Wastewater	408	7,059,000	2,448,309	3,867,589	5,639,720
Stormwater	410	2,129,000	1,234,943	2,694,025	669,917
Utility Land Acquisition	412	170,000	-	170,000	-
Customer Deposits	634	-	-	-	-
Cemetery Perpetual Fund	701	516,000	7,000	-	523,000
Skinner Estate Fund	704	478,000	4,500	2,000	480,500
Total		18,925,900	11,875,534	20,375,116	10,426,319

2020 Job Classifications and Pay Ranges

<u>Position</u>	<u>Range</u>	<u>Approved FTE</u>		<u>Department</u>	<u>Salary (Low & High)</u>	
		<u>Positions</u>			<u>Low</u>	<u>High</u>
Unrepresented Employees						
City Administrator	45	1		GG	112,323.21	138,143.39
Building Official	26	1		GG	64,056.36	78,781.24
City Treasurer	36	1		GG	86,086.39	105,875.40
City Clerk	29	1		GG	69,996.11	86,086.39
Parks & Rec Director	19	1		GG	52,083.68	64,056.36
Assistant Clerk	4	1		GG	33,430.53	41,115.34
Court Administrator	27	1		Court	65,978.05	81,144.68
Police Chief	42	1		Police	102,791.65	126,420.77
Reserve Officer (Hourly Rate)		2		Police	13.50	13.50
Public Works Director	40	1		PW	96,890.99	119,163.70
City Engineer	36	1		PW	81,452.80	105,875.40
Landscape Maintenance -Supported Employment		0.5		PW	15,600.00	15,600.00
Police Wages (Per CBA)						
Officer	P24	7		Police	67,794.69	78,592.62
Detective	P26	1		Police	74,067.97	80,936.07
Lieutenant	P28	2		Police	80,925.31	88,450.72
Public Works and Administrative Staff (Per CBA)						
Sr. Accountant	20	1		GG	58,620.64	65,978.05
Accountant I	15	2		GG	50,566.68	56,913.25
HR Clerk	17	1		GG	53,646.19	60,379.26
Building Inspector/Permits	20	0		GG	58,620.64	65,978.05
Building Permits Tech	15	0		GG	50,566.68	56,913.25
Court Clerk	15	1		GG	50,566.68	56,913.25
Admin Asst. PW	20	1		PW	58,620.64	65,978.05
PW Supervisor	26	1		PW	69,996.11	78,781.24
Wastewater Plant Supervisor	26	1		PW	69,996.11	78,781.24
Water Plant Supervisor	24	1		PW	65,978.05	74,258.88
Wastewater OIT	14	2		PW	49,093.87	55,255.58
Wastewater I	16			PW	52,083.68	58,620.64
Wastewater II	19			PW	56,913.25	64,056.36
Wastewater III	22	2		PW	62,190.64	69,996.11
Water OIT	14			PW	49,093.87	55,255.58
Water I	16			PW	52,083.68	58,620.64
Water II	19	4		PW	56,913.25	64,056.36
Water III	21			PW	60,379.26	67,957.39
Maintenance Worker I	13			PW	47,663.95	53,646.19
Maintenance Worker II	15	1		PW	50,566.68	56,913.25
Stormwater Worker I	14			PW	49,093.87	55,255.58
Stormwater Worker II	18			PW	55,255.58	62,190.64
Code Enforcement	22	1		GG	62,190.64	69,996.11
Police Records Clerk I	13	1		GG	47,663.95	53,646.19



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Special Meeting Date
Subject: Comprehensive Plan Amendment Docketing plan	AB19-84	N/A		
			11.20.19	11.25.19
	Department:	Admin; Planning		
	Date Submitted:	11/13/19		
Cost of Item:	<u>\$NA</u>			
Amount Budgeted:	<u>\$NA</u>			
Unexpended Balance:	<u>\$NA</u>			
Bars #:				
Timeline:				
Submitted By:	Mark Bethune, Emily Adams (Planner), Charlotte Archer (Legal)			
Fiscal Note:				
Attachments: Ordinance No. 2019-1055				
<p>SUMMARY STATEMENT: The City, as a non-charter code city planning pursuant to the Growth Management Act, the City of Orting may (but is not required to) amend its Comprehensive Plan no more than once per year. Orting Municipal Code 15-12-5 sets out a procedure for submission, review and action on proposed amendments to the City’s Comprehensive Plan. By Ordinance No. 2019-1055, the Council would amend OMC 15-12-5 to streamline the first phase of the process; requests for amendment received by the City would be reviewed by staff and submitted to the City Council for selection for inclusion on the docket of amendments for that year’s review. Selected amendments would then be submitted to the Planning Commission for a public hearing and review, and the Planning Commission’s recommendations would then be submitted to the City Council for a final decision.</p> <p>Staff is working to develop one timeline/process for 2021 and for all years thereafter, that would begin in late 2020 (likely September/October 2020). This proposal will be submitted to the Council in early 2020.</p>				
<p>RECOMMENDED ACTION: <u>MOTION:</u> <i>To adopt Ordinance No. 2019-1055, Relating To Procedure; Amending Orting Municipal Code 15-12-5 Setting Procedure For Comprehensive Plan Amendment.</i></p>				

CITY OF ORTING
WASHINGTON

ORDINANCE NO. 2019-1055

AN ORDINANCE OF THE CITY OF ORTING,
WASHINGTON, RELATING TO PROCEDURE;
AMENDING ORTING MUNICIPAL CODE 15-12-5
SETTING PROCEDURE FOR COMPREHENSIVE PLAN
AMENDMENT; PROVIDING FOR SEVERABILITY; AND
ESTABLISHING AN EFFECTIVE DATE

WHEREAS, as required by the Growth Management Act (Chapter 36.70A RCW), the City adopted a comprehensive plan for the community on November 29, 2004, (the “Comprehensive Plan”), which is updated frequently; and

WHEREAS, in accordance with RCW 36.70A.130, an adopted Comprehensive Plan shall be subject to continuing evaluation and review, and amendments to the Comprehensive Plan shall be considered no more frequently than once every year; and

WHEREAS, the City Council codified a process for requests received for annual amendments to the Comprehensive Plan at Orting Municipal Code 15-12-5; and

WHEREAS, the City Council has determined that amendments to OMC 15-12-5 are warranted to ensure all requests are expediently addressed; and

WHEREAS, the City Council finds that the proposed amendments to the Orting Municipal Code adopted herein are consistent with and would serve to further implement the planning goals of the adopted Comprehensive Plan and the Growth Management Act, bear a substantial relation to the public health, safety or welfare, and promote the best long term interests of the Orting community;

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

Section 1. Incorporation of Recitals. The above stated recitals are incorporated as though fully set forth herein.

Section 2. Adoption of Amendments to the Orting Municipal Code Section 15-12-5. The City Council adopts the amendments to the Orting Municipal Code Section 15-12-5, attached hereto as “Exhibit A”, which is incorporated by reference herein.

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Corrections and Codification. The City Council authorizes the City Clerk to correct any non-substantive errors herein, codify the above, and publish the amended code.

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 SPECIAL MEETING THEREOF ON THE 25TH DAY OF NOVEMBER, 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: 11.18.19
Passed by the City Council: 11.25.19
Ordinance No.2019-1055
Date of Publication: 11.27.19
Effective Date:12.02.19

Exhibit A to Ord. 2019-1055

15-12-5: COMPREHENSIVE PLAN:

This section is intended to provide the method for adopting amendments to the text and official map of the city's comprehensive plan. Comprehensive plan amendments may include, but are not limited to, policy changes; land use designation changes; level of service standard changes; addition of new analyses; addition of new elements; or other changes that are mandated by state law or determined to be in the interest of the city. Chapter 13 of this title describes the adopted comprehensive plan.

A. Initiation Of Amendment: An amendment to the comprehensive plan may be initiated by:

1. The city council requesting the planning commission to set the matter for hearing and recommendations.
2. The planning commission.
3. One or more property owners or residents by petition to the city.
4. Citizen advisory committees or organizations through a petition to the city.

B. Docketing Process: The comprehensive plan shall be amended no more frequently than annually, except that subarea plans may be adopted as amendments at any time. Amendment proposals shall be processed as follows:

1. The city shall advertise the comprehensive plan amendment docketing process, inviting the public to propose amendments. Docketing proposals shall be in the form of a letter simply stating the proposed changes. The notice shall specify the deadline for submitting proposals. The notice shall also state that the city council shall decide which proposed amendments will be carried forward during the current cycle.
2. At the close of the proposal period, the submittals shall be reviewed by staff and the planning commission and the proposals recommended for further processing sent to the city council. This list will include proposals submitted by city departments, and boards and commissions as well as private parties.
3. The city council shall adopt a resolution directing the administrator to proceed with the selected amendments for the current cycle. Proposed amendments that are eliminated from further consideration may be resubmitted in the next cycle.

C. Fees: As may be established by resolution of the city council.

D. Staff Report: The administrator or his or her designee shall prepare a written report on each amendment pending before the planning commission. The report shall be transmitted to the planning commission and to the applicant before the public hearing. Each report shall contain:

1. Any factual findings pertaining to the amendment.
2. Any comments from city departments or other agencies with jurisdiction.
3. The environmental assessment, SEPA determination and/or final environmental impact statement.
4. The staff's recommendation.

E. Public Hearing By Planning Commission: The planning commission shall hold a public hearing prior to the recommendation for adoption or amendment of any comprehensive plan amendment to the city council. See chapter 9 of this title for hearing procedures and rules.

F. Adoption By City Council: Amendments to the comprehensive plan shall be adopted by the city council by ordinance after a public hearing on the planning commission's recommendation.(Ord. 778, 10-30-2003, eff. 11-11-2003)



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Special Meeting Date
Subject: Comprehensive Plan Amendment Docketing plan	AB19-82	N/A		
			11.20.19	11.25.19
	Department: Admin; Planning			
	Date Submitted: 11/13/19			
	Cost of Item: <u>\$NA</u>			
Amount Budgeted: <u>\$NA</u>				
Unexpended Balance: <u>\$NA</u>				
Bars #:				
Timeline:				
Submitted By:		Mark Bethune, Emily Adams (Planner), Charlotte Archer (Legal)		
Fiscal Note:				
Attachments: Resolution No. 2019-31, and Exhibit A thereto				
<p>SUMMARY STATEMENT: The City, as a non-charter code city planning pursuant to the Growth Management Act, the City of Orting may (but is not required to) amend its Comprehensive Plan no more than once per year. Orting Municipal Code 15-2-5 sets out a procedure for submission, review and action on proposed amendments to the City’s Comprehensive Plan. Staff recommends the adoption of a detailed timeline for this process, so as to encourage public participation in the process and to ensure that the process proceeds efficiently and effectively.</p> <p>By Resolution No. 2019-31 and Exhibit A thereto, the Council would adopt a timeline and process that is consistent with OMC 15-2-5 for the potential amendment of the Comprehensive Plan in 2020. Again, there is no requirement that the City amend its Comprehensive Plan in 2020; however, this Resolution sets out the process that will be followed if applications for amendment(s) are proposed by the public and/or the City.</p> <p>Update: Based on comments received at the Study Session, and corrections instigated by the Planner, Exhibit A to the Resolution has been modified from the version that went before Council at the Study Session in the following ways:</p> <ul style="list-style-type: none"> • Adding “and why” to what is required in the letter from applicants • Fixing a formatting error in the bullets under what is required by the applicants • Adding the line that I discussed last night “Additional fees may be required for the review of special studies (e.g., traffic, critical areas)” to clarify the application fees • Moving the last two sentences under the “August” heading regarding City Council adopting a resolution to “March-Mid-April” where they belong procedurally 				

- Changing “July-November” to “August-November” which is the correct starting month following the timeline
- Adding the very last line “A proposal regarding this will be submitted to Council in early 2020” to make it clear we are not proposing an exact schedule for the 2021 cycle now, but rather just making it aware that the timeline will be proposed to be changed next year.

Staff is working to develop one timeline/process for 2021 and for all years thereafter, that would begin in late 2020 (likely September/October 2020). This proposal will be submitted to the Council in early 2020.

RECOMMENDED ACTION: MOTION: *To adopt Resolution No. 2019-31 Adopting Comprehensive Plan Amendment Procedures.*

**CITY OF ORTING
WASHINGTON**

RESOLUTION NO. 2019-31

**A RESOLUTION OF THE CITY OF ORTING,
WASHINGTON, ADOPTING COMPREHENSIVE PLAN
AMENDMENT PROCEDURES.**

WHEREAS, RCW 36.70A, the Growth Management Act (“GMA”) requires a public participation process for updates, proposed amendments, or revisions of the City’s Comprehensive Plan; and

WHEREAS, the City’s process for annual amendments to the Comprehensive Plan is set out in the Orting Municipal Code (“OMC”) at Section 15-12-5; and

WHEREAS, the City Council has determined it is necessary to set out a timeline and procedure for the 2020 review and amendment of the Comprehensive Plan to ensure early and continuous public participation and an efficient process; and

WHEREAS, the City Council finds that the timeline and procedures set out in Exhibit A to this Resolution are consistent with OMC 15-2-5 and the GMA, and other relevant state and local laws, and meets the needs of the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ORTING AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are incorporated herein by this reference.

Section 2. Adoption. The City Council of the City of Orting adopts the Comprehensive Plan Amendment Timeline and Process for 2020, set out in Exhibit A hereto and incorporated herein by this reference.

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

Section 4. Effective date. This Resolution shall become effective immediately upon adoption and signature as provided by law.

**RESOLVED BY THE CITY COUNCIL AT A SPECIAL MEETING THEREOF
ON THE 25th DAY OF NOVEMBER, 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



**City Of Orting
Council Agenda Bill Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: City Hall Change Order	AB19-86			
			11.20.19	11.25.19
	Department: Administration			
	Date Submitted: 11.20.19			
Cost of Item:		<u>\$ 31,588.26</u>		
Amount Budgeted:		<u>\$ \$250,000</u>		
Unexpended Balance:		<u>\$ 218,441.74</u>		
Bars #:				
Timeline:				
Submitted By:		Mark Bethune		
Fiscal Note:				
Attachments: Change Order Request				
SUMMARY STATEMENT:				
<p>The City Council approved the bid of Pease Construction to build the new city hall facilities. That bid included \$50,000 for what is called small change orders. The City Council has also budgeted \$250,000 for change orders on top of the bid amount. The current change order is 31,558 which is from our contingency fund budget.</p>				
<p>RECOMMENDED ACTION: MOTIONS: To approve change order #001, Pease Construction Inc., for Orting City Hall Project for \$31,588.26.</p>				

City of Orting

Change Order

Project: (Name) Orting City Hall
 (Address) 102 Bridge Street South, Orting WA, 985

Change Order Number 001

Change Order Date 11/21/19

To: (Contractor) Pease Construction Inc.
 3815 100th Street SW, #3A
 Lakewood WA, 98499

Contract Date August 14, 2019

You are directed to make the following changes in this Contract:

The following PCO's will be debited to the Minor Change Line Item in the Original Contract:

PCO-001 - "RFI-002 - Decommissioning of Monitor Well" - \$1,672.16
 PCO-003 - "Floor Material Change in Police Dept. Offices" - <\$5425.37>
 PCO-004 - "RFI-009 - Buried Concrete Slab Removal" - \$5,096.00
 PCO-005 - "T&M Costs For Over Excavation & Quarry Spalls" - \$13,366.08
 PCO-006 - "Structural Fill Material Change" - \$20,100.64
 PCO-008 - "ASI-002 - Contaminated Soil Excavation Costs" - \$13,723.60
 PCO-010 - "RFI-004 - Door 131A Frame Material Change" - <\$142.79>
 PCO-013 - "Credit for Job Sign" - <\$800.00>

The following PCO will be increase the Total Contract Value




PCO-009 - "ASI-002 - Contaminated Soil Removal Costs" - \$28,900.51

ALL OF THE VALUES FOR THE PCO'S LISTED ABOVE DO NOT INCLUDE WASHINGTON STATE SALES TAX

Not valid until signed by both the Approving Authority and Contractor.
 Signature of the Contractor indicated agreement herewith, including any adjustment of the Contract Sum or Contract Time.

The original Contract Sum was	\$ 5,443,750.00
Net change by previous Change Orders	\$ 0.00
The Contract Sum prior to this Change Order	\$ 5,443,750.00
Net change by this Change Order:	\$ 31,588.26
The new Contract Sum including this Change Order will be	\$ 5,475,338.26

The Contract Time will be: Increased Decreased Unchanged by 0 working days
 The new Contract Time will be 240 Working days

Helix Design Group ARCHITECT (Firm Name)	Pease Construction Inc. CONTRACTOR (Firm Name)	City of Orting APPROVING AUTHORITY (Firm Name)
		
JEFF RYAN, P.M. PRINTED NAME AND TITLE	GARET KEEHNEL - P.M. PRINTED NAME AND TITLE	 PRINTED NAME AND TITLE
11/22/19 DATE	11/21/19 DATE	 DATE