

COUNCILMEMBERS

Position No.

1. Tod Gunther
2. John Kelly
3. Tony Belot
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Scott Drennen



ORTING CITY COUNCIL
Regular Business Meeting Agenda
Virtual – Zoom meeting
November 23rd, 2021
7:00 p.m.

Mayor Joshua Penner, Chair

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

The City Council, Staff, and the public are attending this meeting virtually, pursuant to Governor Inslee's Order 20-28 dated March 24, 2020. The public may attend via the platform Zoom by clicking the following link <https://zoom.us/j/98931022168?pwd=K1BqOFE0ZGJOY2tKempBeURXbnpoUT09> by telephone by dialing 1.253.215.8782, Meeting ID 989 3102 2168, passcode 309298. If you log in at zoom.com you will need to enter the meeting ID 989 3102 2168, the passcode 309298, and your name.

REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.

2. PUBLIC COMMENTS - Comments may be sent to the City Clerk at clerk@cityoforting.org by 3pm on November 23rd, 2021, and will be read in to the record at the meeting. In person attendees may provide public comment at the meeting. In the case of a question, the chair will refer the matter to the appropriate administrative staff member or committee. Written comments that come in after the 3pm deadline will be read in to the record at the next Council meeting.

3. PUBLIC HEARING - All members of the public may provide testimony during the public hearing via the call-in number and meeting ID listed on the agenda, in person at the meeting located at Orting City Hall, or they may submit written comments prior to the public hearing to consider revenue sources no later than 3:00 pm. on November 23rd, 2021; to Kim Agfalvi, City Clerk, at clerk@cityoforting.org.

- A. AB21-90** – 2022 Final Budget, Ordinance 2021-1089.
Gretchen Russo

Motion: To adopt Ordinance No. 2021-1089, and ordinance of the City of Orting, Washington, relating to the annual budget for fiscal year 2022; adopting the City of Orting 2022 budget; adopting the job classification and pay range for employees; providing for severability; and establishing an effective date.

- B. AB21-96** – 2022 – 2027 6-year Transportation Improvement Plan, Resolution 2021-15.
Maryanne Zukowski

Motion: To adopt Resolution No. 2021-15; a resolution of the City of Orting, Washington, adopting the 2022-2027 6-year Transportation Improvement Program.

4. CONSENT AGENDA- (Any request for items to be pulled for discussion?).

- A. Payroll Claims and Warrants.
- B. Regular Meeting minutes of November 10th, 2021.
- C. **AB21-92** – Columbarium Purchase.
- D. **AB21-05** – South Correctional Entity-Inmate Housing (SCORE) Contract Amendment.
- E. **AB21-53** – Storage of the Daffodil Float Lease Agreement.

Motion: To approve consent agenda as prepared.

5. AGENDA ITEMS.

- A. **AB 21-8-94** – General Facility Charges 2022.

Scott Larson

Motion: To approve Resolution No. 2021-16, a resolution of the City of Orting, Washington; relating to General Facility Charges and setting charges for 2022.

- B. **AB21-97** – Purchasing Policy.

Gretchen Russo

Motion: To adopt Resolution No. 2021-17, a resolution of the City of Orting, Washington, adopting an amended purchasing policy; and establishing an effective date.

- C. **AB21-99** – Collective Bargaining Agreement between the City of Orting and the Orting Police Guild.

Scott Larson

Motion: To authorize the Mayor to enter into a collective bargaining agreement with the Orting Police Guild starting January 1, 2022 and ending December 31, 2024.

6. EXECUTIVE SESSION.

7. ADJOURNMENT.

Motion: To adjourn.

PUBLIC HEARING
2022 FINAL BUDGET
ORDINANCE NO.
2021-1089



**City Of Orting
Council Agenda Summary Sheet**

Subject: 2022 Budget		Committee	Study Session	Council
	Agenda Bill #	Budget retreat		
	AB21-90	9.25.2021	10.20.2021 11.17.2021	11.23.2021
	Department:	Finance		
Date Submitted:	11.18.21			
Cost of Item:		\$29,134,057		
Amount Budgeted:		N/A		
Unexpended Balance:		N/A		
Bars #:		Various		
Timeline:		Must be approved by December 31, 2021		
Submitted By:		Gretchen Russo		
Fiscal Note: See attached Budget				
Attachments: Ordinance 2021-1089, 2022 Budget				
SUMMARY STATEMENT:				
<p>The 2021 Revenue Budget is estimated to be \$23.8 million and the expense budget is estimated to be \$29.1 million. The city also has a number of projects that are contingent on grant funding. If grants are not secured, the corresponding expenses will not occur. The General Fund revenue is estimated to be \$3.808 million and the estimated expense budget is \$3.807 million, leaving the City with a General Fund surplus of approximately \$ 521.00.</p> <p>Changes to the budget document since the Budget retreat include:</p> <ul style="list-style-type: none"> • Property Tax Revenue was increased to \$1,373,000. • Council Discretionary Fund expenditure was increased to \$21,000. • Grants to outside agencies expenditure was increased to \$40,000. • Adjusted staff benefits based on changes during open enrollment 				
RECOMMENDED ACTION: <u>Motion:</u>				
<p>To Adopt Ordinance No. 2021-1089, An Ordinance of the City of Orting, Washington Relating to the Annual Budget for Fiscal Year 2022; Adopting the City of Orting 2021 Budget and The Job Classification and Pay Range for Employees.; providing for severability; and establishing an effective date.</p>				

**CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2021-1089**

AN ORDINANCE OF THE CITY OF ORTING, WASHINGTON RELATING TO THE ANNUAL BUDGET FOR FISCAL YEAR 2022; ADOPTING THE CITY OF ORTING 2022 BUDGET; ADOPTING THE JOB CLASSIFICATION AND PAY RANGE FOR EMPLOYEES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

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, 2022; and

WHEREAS, a notice was published that the council of said City would meet on the 16th day of November 2021, and the 23rd day of November 2021 at the hour of 7:00 pm and 7:00 pm., respectively, virtually, 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 2022 Budget. The budget for the City of Orting, Washington,

for the fiscal year 2022 covering the period from January 1, 2022 through December 31, 2022, 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 2022 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 2022 budget. The Transportation Impact Fee Reserve is based upon estimated ending 2021 fund balance.

Transportation Impact Fee Reserve: \$300,000.00
Cemetery Property Sale Reserve \$ 68,711.35

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 2022 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the fiscal year 2022 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 2022 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 REGULAR MEETING THEREOF ON THE 23rd^{DAY} OF NOVEMBER, 2021.

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Kimberly Agfalvi, City Clerk

Approved as to form:

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

Filed with the City Clerk:
Passed by the City Council:
Date of Publication:
Effective Date:

NOVEMBER 18, 2021



CITY OF ORTING
2022 FINAL BUDGET

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Elected Officials



Joshua Penner
Mayor

Term: 2018 – 2021



John Williams
Councilmember

Term: 2020 - 2023



Tod Gunther
Councilmember

Term: 2018 – 2021



Gregg Bradshaw
Councilmember

Term: 2020 - 2023



John Kelly
Councilmember

Term: 2018 – 2021



Greg Hogan
Councilmember

Term: 2020 - 2023



Anthony Belot
Councilmember

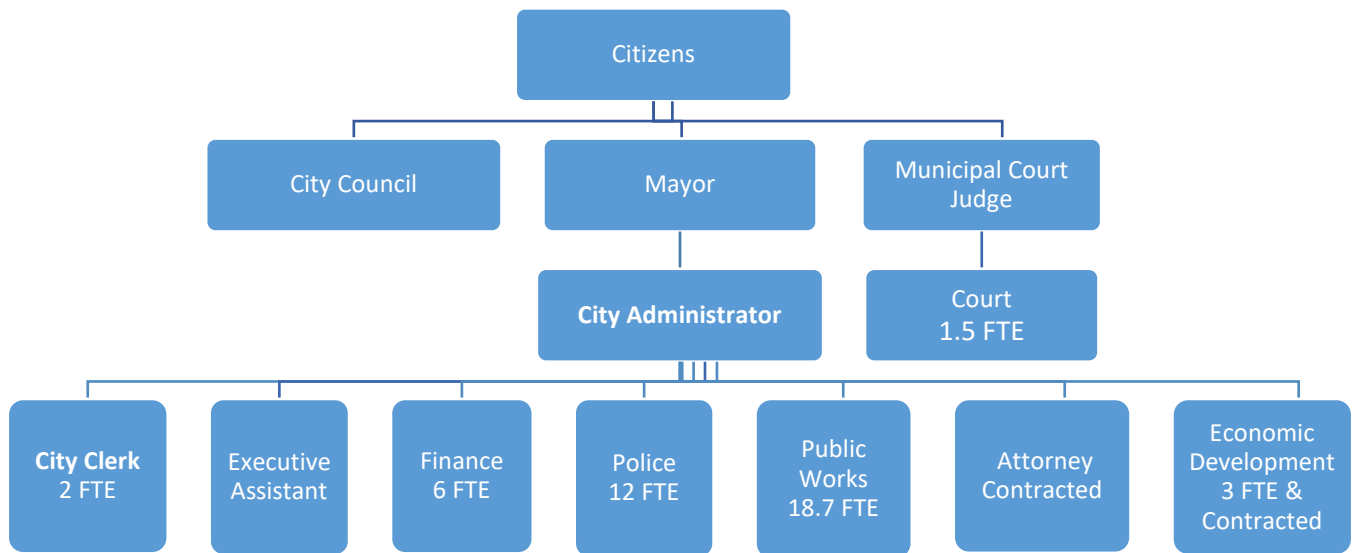
Term: Appointed
2020 - 2021



Scott Drennen
Councilmember

Term: 2018 – 2021

Organization Chart



Key Appointed Staff

City Administrator:	Scott Larson
City Clerk:	Kim Agfalvi
Finance Director:	Gretchen Russo
Police Chief:	Chris Gard
Court Administrator:	Kim Kainoa
Public Works Director:	Greg Reed
City Engineer:	MaryAnne Zukowski
Building Official:	Tim Lincoln
Judge:	John Curry (Curry & Williams)
City Attorney:	Charlotte Archer (Inslee Best)
City Planner:	Emily Adams (AHBL)

City of Orting: Mayor's Budget Message to Council, 2022

Now, this is not the end. It is not even the beginning of the end. But it is, perhaps, the end of the beginning."
~Winston Churchill~

Dear Council,

It is my privilege and pleasure to present you with the Mayor's draft budget for 2022. This budget draft represents an immense effort across all our team leaders to identify, quantify, and schedule the collective vision of our Council, Mayor, Citizens, and Staff. I'm proud of what we accomplish with this draft budget, and I believe that in my ten years in elected experience in Orting, and especially during my tenure as Mayor, this is the *best* budget draft we've produced.

As you know, the budget cycle begins earnestly in the Spring. Over the Summer, the Finance Director works closely with department heads, the City Administrator, Council committees, and the Mayor to develop a document that captures the essence of what we need for the next year and beyond. As we close in on September, the City Administrator, Finance Director, Mayor, and other executive team members go line-by-line through the budget to evaluate every anticipated line-item revenue and expenditure.

It is quite the scene to see an executive team obsess over \$50 line-items in a \$15 million budget package. Nevertheless, our vision for these efforts is clear. We desire to always present to the Council a balanced draft budget. This balanced budget is ready for your review and amendments.

However, as you review, please consider these areas in particular:

Increase Staff Costs Have Predictable and Unpredictable Elements

Balancing a budget is not easy, as I indirectly indicated with the \$50/\$15m example. In particular, the known but hard to anticipate expense of negotiated wage packages. This budget estimates the best guess increase in expenses around our current negotiation with the Police Guild. Our general fund could end up several hundred thousand dollars better or worse off depending on how that negotiation concludes in the coming weeks or months.

The Council Needs to Address/Revise Its Grant Funding Policy

Another area of concern is our grant funding package. During the pandemic, the Council has reasonably supported local non-profits and shunned the council-set policy towards grants enabling non-profit self-sufficiency. As we move forward into a more predictable economic environment, if one will even exist in 2022, we should be looking to re-assert the intent of the Council's policy or to declaratively change that policy.

Legacy Property Is a Problematic Cost Center

As we've worked to create long-term infrastructure in the city (City Hall, Public Works Facility), we've consolidated from several other facilities. In the best scenarios, we have potential uses for them – e.g., storage for a float. However, in a more distressing example, we actively expend a sizable fund balance each month to maintain the old city hall facility. In neither the best nor worst-case scenario, are we revenue neutral in this area.

The fact is, while we have a very thin positive balance to our general fund budget, **maintaining property that has little functional use for our citizens or us comes at a substantial financial and opportunity cost.** We have better places to spend our limited fund balances than maintaining property and structures that we do not use.

Using Debt When It's Cheaper Than Cash

When we look at the 10k foot view of municipal budgeting, I don't want to be strictly anti-debt. Debt is not a bad thing, necessarily. Used correctly, it helps us maintain our purchasing power for each \$1 of citizen's tax money over time. Cash sitting in our bank, earning 1% interest, loses 2-3% purchasing power to inflation every year. Building substantial cash reserves then leaves us paying a shadow tax to inflation. However, over-extending ourselves in debt is a recipe that is only solved through forced austerity, layoffs, missed opportunities, and reductions of services in the future. This approach is not a direction we desire to go – and it is avoidable with a deliberate and strategic approach to our fiscal planning.

There are two scenarios that I feel are smart ways to use debt for our needs.

- 1) *When it enables us to save \$ on excess expenses through clear and demonstrable efficiencies.*
- 2) *When the debt is for critical infrastructure and has a direct repayment component that is structural in our budget (utility fees).*

One area we are using smart debt (Scenario 1) is the modernization of our police vehicles. As you may recall, the historical approach was to approach police vehicle replacement in an ad-hoc manner. When one went down, it was repaired or replaced. This un-strategic approach led to a fleet of different vehicles, uneven mileage and usage, as well as a budget crunch or amendment every time we needed a new vehicle. Additionally, it seemed as though every time a vehicle issue came up, it was a dire emergency – with PD unable to do their job due to unreliable vehicles.

In the first year of my term, we moved in a new direction and committed to purchasing 2-3 vehicles a year via state lease. This approach let us ease into a replacement policy that would take 4-5 years to work through fully. But when fully implemented, it would provide a consistent budget impact that can be relied upon and planned for every year

regarding vehicle replacement. Our fleet will continuously be modernized. Our officers will always have reliable equipment. Our Council will always know what the city is going to spend each year. In short, we transitioned from year-to-year budgeting to long-term visioning using debt smartly. In doing this, we've also reduced the vehicle maintenance expense line-item drastically, and we've spent fewer valuable police staff hours dealing with this previously persistent problem.

Another area we anticipate using the smart application of credit in 2021 is utilizing bonding to begin constructing our planned Water Resource Recovery Facility (Scenario 2). In this case, with record low interest rates, the cost of debt is exceptionally low for us to move in this direction. And the source of funds for this building is a capital facility line-item accounted for in the long-term sewer rates approved by the City Council.

We should be considerate and deliberate, but not reckless in using debt, especially if we can afford it for less than the cost of cash in the bank.

Thank you again for taking the time to review the following budget. While I highlight areas of concern, I also want to point out the huge successes we will achieve together over the next year.

With this balanced budget, we will do the following:

Construct the SR 162 Footbridge
Begin the Water Resource Recovery Facility Upgrade
Acquire \$2m in Right of Way for Necessary Transportation Upgrades
Lobby for Additional Transportation Funding
Employ 48 Direct & Contracted Staff
Conduct 34 Council Meetings
Conduct 48 Council Committee Meetings
Engage the Public in Touch a Truck, Farmers' Markets, Home for the Holidays, and other Festivals
Support the Council

And Most Importantly, Serve the Public

Joshua Penner, Mayor
City of Orting
September 15, 2021

City of Orting: “Small Town – Big View”



Location: Valley between the Carbon river and the Puyallup river, 30 miles west of Mt Rainier

Size: 2.80 square miles

2019 Population: 8,675

Incorporation Date: April 22, 1889

Type of Government: Strong Mayor which means the mayor is the chief executive, while the council is the primary legislative body.

Services: Parks, Streets, Police, Court, Water, Sewer and Stormwater

Completed Projects

New City Hall

Completed without debt, this building houses the Police, Court, Planning and City administration. The City Hall is located east of the Main Park on the corner of Bridge Street South and Washington.



Calistoga Stormwater Conveyance

The current stormwater conveyance system along Calistoga Street West was failing and causing water to flow off the street and onto the sidewalk and into neighbors' yards. This system will help manage stormwater in this part of the city and will also be able to tie into other future projects in this area including improvements to Kansas Street and the future extension of the Whitehawk Boulevard.

Ongoing Plans:

Lift Station Upgrades

The City has completed design work and construction has begun on two new lift stations for our sewer utility. One lift station is located adjacent to the Calistoga Bridge and the other is located in the Rainier Meadows neighborhood. These projects will upgrade the existing stations that are at the end of their useful life. The estimated cost to replace these two lift stations is \$1.86 million and the construction should be complete by the December 2021.

Water Resource Recovery Facility

The city is currently in the design process for a solids handling facility at our treatment plant. Currently, the city must hire a contractor every several years and have our lagoons dredged and then the solids are transported to sites where we can safely dispose of them. This new facility will instead produce a safe fertilizer for lawns and gardens. The estimated cost of this project including design and construction is estimated to be \$10.1 million and will be paid for with a combination of cash and debt from the water resource recovery fund. As mentioned above, enterprise funds are self-funding and the debt will be paid for out of sewer rates. The city retired the bond on the construction of the sewer plant in 2018, so the impact to rates of the new debt will be somewhat tempered.

Orting Emergency Evacuation Bridge

The city has completed the bridge design and has secured \$6 million from the state for construction costs. The city is currently looking for additional funds since the total project cost is \$9 million. Crossing State Route (SR) 162 this bridge will provide a safe pathway for Orting citizens and will enhance the City's disaster preparedness.



Future Plans:

The City annually adopts Capital Improvement Plans (CIP's) or Street Improvement Plans (SIP) which outline our priorities for capital for those funds. The CIP's and TIP's are included in Appendix A.

2022 Budget

Overview

For 2022 staff have identified internal policy and process improvements as goals. These goals include working toward accreditation for the Police, working through records and creating paperless systems for administrative staff, economic development and planning for executive staff and NPDES compliance activities for the Public Works. The city is working on emergency plans and has signed an interlocal agreement with nearby cities to coordinate emergency plans. On top of that the management team and Public Works team will be working towards construction of sewer treatment plant upgrades.

New or Ongoing Major Requests

For 2022 there are a number of new requests including capital items, additional staff, and new programs. The total new or ongoing major requests totals \$14,053,200 in new requests for 2022. A schedule of these requests and a summary of each of the individual requests can be found in Appendix C.

Fund Balances

Fund balance is the excess of an entity's assets over its liabilities. A negative fund balance is a deficit. The following table represents the ending fund balances for our major operating funds along with our projection for 2020 and 2021 ending fund balance.

All Funds: Ending Fund Balance		2019	2020	2021	2022	Change from 2021	
		Actual	Actual	Estimated	Estimated	\$	%
General Fund	001	932,659	1,056,824	1,356,000	1,356,521	521	0.1%
City Streets	101	114,620	436,383	400,000	6,517,376	6,117,376	5337.1%
Cemetery	104	11,715	103,851	98,711	74,767	(23,944)	-204.4%
Parks Department	105	604,381	641,393	300,000	313,217	13,217	2.2%
Tourism Fund	107	7,037	4,317	4,500	-	(4,500)	-63.9%
TBD	108	281,105	322,077	322,500	322,900	400	0.1%
ARPA	109	-	-	1,203,000	(0)	(1,203,000)	0.0%
Police Department Drug	120	3,933	126	-	-	-	0.0%
Emergency Evacuation Bridge	303	-	-	-	-	-	0.0%
City Hall Construction	304	4,300,540	-	-	-	-	0.0%
Transportation Impact	320	616,208	310,000	300,000	321,590	21,590	3.5%
Water	401	1,277,876	1,850,000	2,500,000	2,525,082	25,082	2.0%
Water Resource Recovery	408	7,109,681	8,150,000	8,100,000	5,830,938	(2,269,062)	-31.9%
Stormwater	410	2,062,099	2,350,000	2,600,000	331,371	(2,268,629)	-110.0%
Utility Land Acquisition	412	84,340	35,000	-	-	-	0.0%
Cemetery Perpetual Fund	701	518,992	514,000	520,000	522,100	2,100	0.4%
Skinner Estate Fund	704	480,884	476,000	481,000	479,100	(1,900)	-0.4%
Total		18,406,072	16,249,971	18,185,711	18,594,962	409,250	2.1%

Comparative Revenue and Expenses

The following table represents the estimated revenues and expenses of all funds:

All Funds	2019 Actual	2020 Actual	2021 YTD As of 11.1.21	2021 Budget	2022 Budget	Change from 2021 \$	%
Revenues							
New Request	-	-	-	-	2,000,000	2,000,000	0.0%
Taxes	3,578,155	3,591,015	2,984,761	3,207,975	3,398,048	190,073	5.9%
Licenses and Permits	254,830	155,672	287,025	253,700	207,250	(46,450)	-18.3%
Intergovernmental	855,238	1,541,367	927,115	1,397,600	2,247,344	849,744	60.8%
Goods and Services	5,544,453	5,386,285	5,867,795	6,030,561	5,798,013	(232,548)	-3.9%
Fines and Penalties	108,237	72,478	79,803	86,500	96,500	10,000	11.6%
Miscellaneous	457,982	220,087	109,486	154,010	96,260	(57,750)	-37.5%
Nonrevenues	152,411	-	6,044	500	1,500	1,000	200.0%
Transfers	6,829,679	1,132,151	163,738	157,042	33,800	(123,242)	-78.5%
Other	53,453	216,656	2,191	10,000,000	10,000,000	-	0.0%
Total Revenue	11,004,758	11,183,560	10,264,219	21,130,846	23,844,914	2,714,069	12.8%
Expenditures							
New Request	-	-	-	-	14,681,512	14,681,512	0.0%
Salaries and Wages	2,802,895	3,084,453	2,708,192	3,288,934	3,697,821	408,887	12.4%
Personnel Benefits	1,116,816	1,127,417	946,194	1,310,046	1,606,155	296,109	22.6%
Supplies	298,111	378,555	252,872	343,150	326,710	(16,440)	-4.8%
Services	3,029,639	2,583,347	2,533,175	4,023,218	3,693,808	(329,411)	-8.2%
Intergovernmental	-	-	-	-	-	-	0.0%
CAPEX	4,042,694	5,978,339	893,375	19,004,981	4,861,350	(14,143,631)	-74.4%
Debt Principal	342,482	350,286	351,175	346,456	237,767	(108,689)	-31.4%
Debt Interest	58,297	43,796	31,338	49,883	25,935	(23,947)	-48.0%
Transfers	6,728,207	1,132,151	169,117	162,850	42,046	(120,804)	-74.2%
Other	144,546	-	5,141	3,000	3,000	0	0.0%
Total Expenses	11,835,480	13,546,193	7,721,462	28,369,668	29,134,057	764,389	2.7%

Note: All totals are net of transfers.

Personnel, Wages and Benefits

Other than capital expenditures, wages and benefits make up the largest portion of the city's expenses. For 2022 it is estimated that we will spend \$3.7 million on wages and \$1.6 million on benefits. Expressed another way, 44% of our operating expenses go to wages and benefits.

For the 2022 budget we are proposing a head count of 46.2 full time equivalent (FTE) employees. This headcount represents a net increase from the 2021 budget of 3.5 FTE. More information regarding positions and wages can be found in Appendix B.

Wages are set by the council for administrative staff on an annual basis and the council approves wages for the city's two bargaining units when their collective bargaining agreements (CBA) are ratified. The American Federation of State, County and Municipal Employees (AFSCME) Local 120 (Local 120) union represents our public works and clerical employees. The Fraternal Order of Police Lodge 27 (FOP) represents our police officers. The Local 120 CBA covers the employees until the end of 2022 while the FOP CBA expires at the end of 2021 and is currently being negotiated.

General Fund

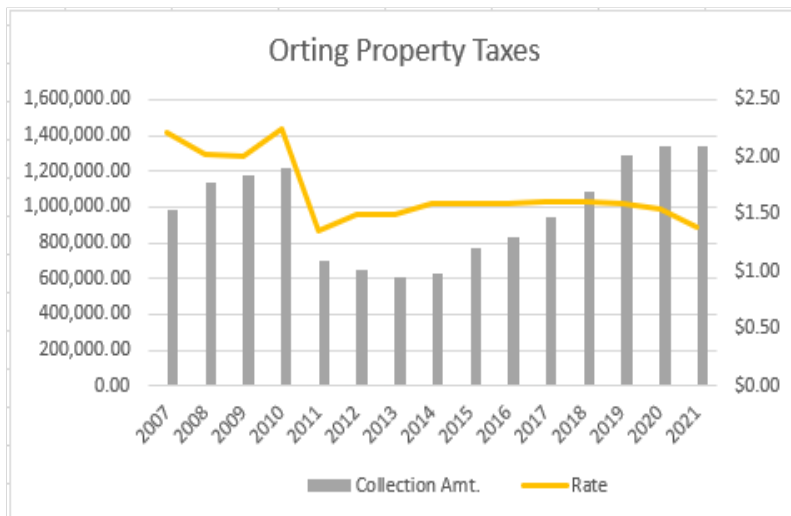
This section of the budget is broken down first into an overview of general fund taxes, and then will move into the functional areas of the general government. If the functional areas have revenue associated with them, like the Municipal Court or the Building Department, associated revenue will be detailed in that section.

General Fund Taxes

2022 general fund tax revenue is projected to be up over 2021 revenues by about \$135 thousand or 4.8%. \$92,000 of this increase is expected to be from sales tax revenue. General fund taxes can be used for any purpose and carry no restrictions.

Property Tax

The City of Orting General Fund is supported by property taxes levied on the assessed value (AV) of real estate (including land, structures, and improvements). In Table 1 above, property taxes are included in the “Taxes” category. Pierce County acts as the City’s agent to collect property taxes. Taxes are due in two equal installments on April 30th and October 31st. Collections are remitted to the appropriate taxing district by the County Treasurer the month following collections. By law, the City is permitted to levy up to \$3.60 per \$1,000 of assessed valuation for general governmental services. Also by law, the local fire district’s levy and the library district’s levy must be subtracted from the City’s levy. The City has annexed into both Central Pierce Fire District (#18) and the Pierce County Library District, therefore, the City’s levy is reduced by those levies.



By state initiative, property tax is capped at 1% increase over the prior year’s collections, plus the value of any annexations and new construction. In 2020 the city ran into its statutory 1% increase cap for the first time since the city was annexed into Fire District 18. In 2022 the 1% property tax increase limit will continue to be in effect and the effective tax rate is estimated to be \$1.23.

Property taxes are classified as either regular levy or special levy. The regular levy is used by the taxing authority for general operations and debt service costs related to non-voter approved bonds. With a vote of the community, the City can assess a “special levy” to pay for specific voter-approved bonds. The City of Orting has no outstanding voter-approved bonds, and therefore no special levy property taxes.

In 2021 Orting citizens paid \$12.08 per \$1,000 of assessed valuation to the following taxing entities:

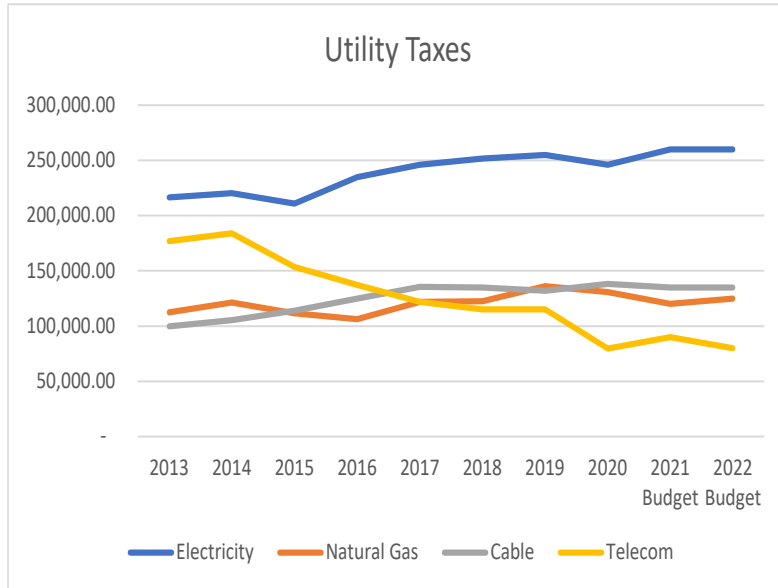
<u>Taxing Entity</u>	<u>Tax</u>	
	<u>Amount</u>	<u>%</u>
Conservation Futures	\$0.04	0.3%
Flood Control Zone	\$0.10	0.8%
Port of Tacoma	\$0.17	1.4%
Central Puget Sound RTA	\$0.20	1.7%
Pierce County Rural Library	\$0.44	3.6%
Fire District 18	\$2.36	19.5%
State	\$1.91	15.8%
County	\$0.95	7.9%
City of Orting	\$1.39	11.5%
State School Levy	\$1.03	8.5%
<u>Orting School District</u>	<u>\$3.49</u>	<u>28.9%</u>
Total:	\$12.08	100.0%

For example: A house in Orting that is valued at \$400,000 would pay \$556 annually (400 X \$1.39) in property taxes for city services which include police, court, and maintenance of our streets and parks.

The City's share of the local property tax burden in 2021 was 11.5%. The biggest driver of property taxes increasing over the past several years has been the increase in assessed property values. As property values go up, the amount paid in property taxes goes up even if the tax rate remains unchanged.

Utility Taxes

Utility taxes in the city are only levied on telecommunications, gas and electricity at 6% of gross revenues. The city has the authority to impose further utility taxes on garbage and public utilities including water, sewer, and stormwater, but has not imposed any such taxes, and this budget does not propose imposing such taxes.



Since 2013, and including our estimates for 2022, taxes on electricity have averaged \$207 thousand per year, and have increased steadily over that period, increasing an average of just under 3% per year. We estimate that we will receive \$260,000 in 2022.

Taxes on natural gas have increased from \$112 thousand in 2013 to an estimated \$125 thousand in 2021, or .69% per year on average. We estimate the taxes collected on natural gas will remain similar to the amount collected in 2022.

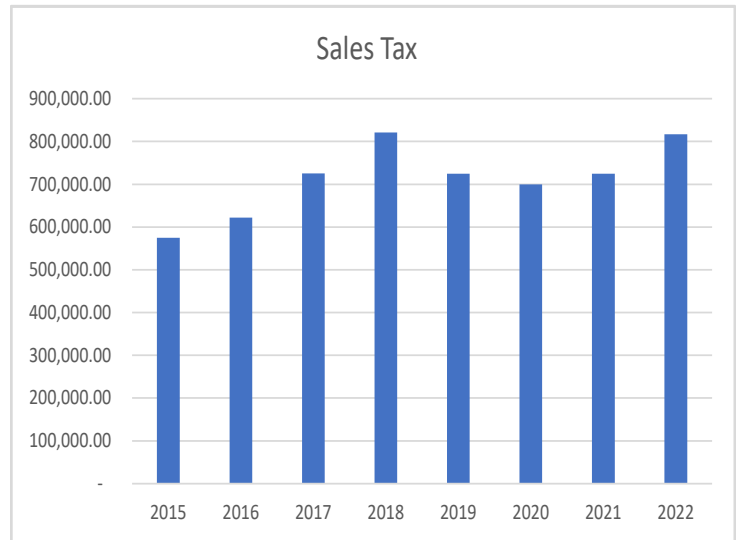
The amount collected from our taxes on cable had been increasing since 2013, but it appears to be leveling out around \$135 thousand per year. Our potential tax base for cable has expanded over the previous year, but it appears we are being impacted by the broader trend of families canceling their cable service for other options.

Taxes on telephones and cell phones has been trending down since our high of \$184 thousand in 2014. For 2022 we are expecting this downward trend to level out and are budgeting \$80 thousand in estimated revenue. We suspect the reason telecom taxes have been trending down since 2014 is due to customer's eliminating their land lines and how cell phone taxes are calculated.

Sales Tax

Sales tax is imposed on every taxable transaction occurring within the City, and it applies to the same transactions which the state sales tax applies. The sales tax rate within the city is 9.4%. The city's rate is 1%, the county taxes 0.3%, taxes that go to the transit authority are 1.4%, and the state rate is 6.5%.

The city's sales tax collections has benefitted over the past several years from a boom in construction. Sales tax collections have gone from \$506 thousand in 2013 to a high in 2018 of \$820 thousand. Sales tax is expected to come in around the \$800 thousand level for 2022.



General Fund Revenue & Expense Overview

Total budgeted expenses for the General Fund up less than 1% for 2022 or roughly a \$33 thousand increase over the 2021 budget. The following table summarizes the revenue and expenses of the General Fund since 2019 and includes the 2022 budget amounts:

All Funds	2019 Actual	2020 Actual	2021 YTD As of 11.1.21	2021 Budget	2022 Budget	Change from 2021	
						\$	%
Revenues							
New Request	-	-	-	-	2,000,000	2,000,000	0.0%
Taxes	3,578,155	3,591,015	2,984,761	3,207,975	3,398,048	190,073	5.9%
Licenses and Permits	254,830	155,672	287,025	253,700	207,250	(46,450)	-18.3%
Intergovernmental	855,238	1,541,367	927,115	1,397,600	2,247,344	849,744	60.8%
Goods and Services	5,544,453	5,386,285	5,867,795	6,030,561	5,798,013	(232,548)	-3.9%
Fines and Penalties	108,237	72,478	79,803	86,500	96,500	10,000	11.6%
Miscellaneous	457,982	220,087	109,486	154,010	96,260	(57,750)	-37.5%
Nonrevenues	152,411	-	6,044	500	1,500	1,000	200.0%
Transfers	6,829,679	1,132,151	163,738	157,042	33,800	(123,242)	-78.5%
Other	53,453	216,656	2,191	10,000,000	10,000,000	-	0.0%
Total Revenue	11,004,758	11,183,560	10,264,219	21,130,846	23,844,914	2,714,069	12.8%
Expenditures							
New Request	-	-	-	-	14,681,512	14,681,512	0.0%
Salaries and Wages	2,802,895	3,084,453	2,708,192	3,288,934	3,697,821	408,887	12.4%
Personnel Benefits	1,116,816	1,127,417	946,194	1,310,046	1,606,155	296,109	22.6%
Supplies	298,111	378,555	252,872	343,150	326,710	(16,440)	-4.8%
Services	3,029,639	2,583,347	2,533,175	4,023,218	3,693,808	(329,411)	-8.2%
Intergovernmental	-	-	-	-	-	-	0.0%
CAPEX	4,042,694	5,978,339	893,375	19,004,981	4,861,350	(14,143,631)	-74.4%
Debt Principal	342,482	350,286	351,175	346,456	237,767	(108,689)	-31.4%
Debt Interest	58,297	43,796	31,338	49,883	25,935	(23,947)	-48.0%
Transfers	6,728,207	1,132,151	169,117	162,850	42,046	(120,804)	-74.2%
Other	144,546	-	5,141	3,000	3,000	0	0.0%
Total Expenses	11,835,480	13,546,193	7,721,462	28,369,668	29,134,057	764,389	2.7%

Legislative

The City Council serves as the City’s policy makers. The council is the body who sets, in general, the main direction of the City while leaving details to the employees through the Mayor’s direction. More specifically, they:

- Define the functions, powers, and duties of City employees;
- Fix compensation and working conditions of City employees;
- Adopt ordinances regulating City business;
- Acquire, maintain, and protect public property including real estate, structures, waterways, and more;
- Provide services citizens need and want, including cultural, recreational, safety, utilities, roads, and planning for the future of the community;
- Represent the City of Orting in regional efforts;
- Balance services needed with how to pay for this, including borrowing, taxation, and the granting of franchise.



The following table represents a summary of expenses since 2019 along with our 2022 budget expenses.

Expenditures	Legislative	2019	2020	2021	2021	2022	Budget change	
		Actual	Acutal	YTD	Budget	Budget	\$	%
	Wages	25,193	25,202	20,995	25,200	25,200	-	0.0%
	Supplies	1,285	10,820	2,089	25,500	24,000	(1,500)	-5.9%
	Services	12,175	5,524	2,558	7,900	6,600	(1,300)	-16.5%
Total Expenses		38,653	41,546	25,641	58,600	55,800	(2,800)	-4.8%

Municipal Court

The Municipal Court serves citizens and visitors to the city who have been charged with misdemeanors, civil infractions or parking violations. The Municipal Court:



- Adjudicates criminal misdemeanor offenses and imposes fines and punishments;
- Collects fines, restitution and other assessments imposed by the court and accounts for all funds received and disbursed;
- Manages jury trials;
- Assures the due process requirement of a public defender at arraignments;
- Makes decisions about civil infractions and imposes penalties and deferrals as appropriate;
- Monitors, evaluates and implements legislative mandates and changes in court rules.

The table below represents a summary of the revenue and expenses since 2019 along with the expected revenue and expense budget for 2022:

Court	2019	2020	2021	2021	2022	Change from 2021	
	Actual	Actual	YTD	Budget	Budget	\$	%
Revenues							
Goods & Services	34,871.82	16,704.17	17,670.09	43,800.00	43,350.00	(450)	-1.0%
Fines and Penalties	63,101.77	60,420.46	56,952.75	64,300.00	69,300.00	5,000	7.8%
Miscellaneous	4,548.91	2,864.50	3,379.92	4,500.00	4,500.00	-	0.0%
Nonrevenues	7,257.59	-	2,378.52	-	900.00	900	0.0%
Total Revenue	109,780	79,989	80,381	112,600	118,050	37,669	33.5%
Expenditures							
Wages	161,998	103,052	106,005	135,036	133,983	(1,053)	-0.8%
Benefits	57,670	36,539	33,141	34,901	45,176	10,275	29.4%
Supplies	5,124	5,515	5,581	5,100	6,500	1,400	
Services	16,168	11,940	15,066	12,955	14,165	1,210	9.3%
Total Expenses	240,961	157,046	159,793	187,991	199,824	11,832	6.3%

Executive

The Executive Department houses the offices of the Mayor and City Administrator and provides general administrative oversight and support to the other City departments. This department administers programs and policies established by the City Council and directs the day to day activities and operations for all City departments.



More specifically, the Executive Department:

- Informs the Council on City issues, problems, and future needs;
 - Implements policy decisions of the Council;
 - Develops and implements strategic plans for the execution of the City’s mission, vision, and values;
 - Provides leadership to City Departments in management and strategic planning;
 - Represents the City and local concerns on a regional, state, and national level;
 - Plans and implements communications strategy to keep citizens informed on City issues;
- Coordinates agendas and information for efficient city meetings;
 - Coordinates response to citizen requests for public records.

2022 goals

- Continued work on the city’s emergency preparedness plans and emergency management training and drills for staff

The following table summarizes expenses since 2019 and includes our 2022 budgeted expenses:

Expenditures	Executive	2019	2020	2021	2021	2022	Change from 2021	
		Actual	Actual	YTD	Budget	Budget	\$	%
	Wages	50,424	64,836	56,146	77,140	83,163	6,023	7.8%
	Benefits	14,860	16,346	12,171	13,099	14,679	1,580	12.1%
	Supplies	4,132	3,074	1,223	2,300	2,300	-	0.0%
	Services	7,162	8,894	12,935	8,500	19,700	11,200	131.8%
Total Expenses		76,578	93,151	82,474	101,039	119,842	18,803	18.6%

Finance & City Clerk

The Finance Department supports City operations by:

- Providing timely and accurate financial data and analytical support to assist in decision making processes at all levels;
- Maintaining the accounting software system to ensure the integrity of the City's financial data, while striving for increased efficiencies and customer service;
- Administering and monitoring the City's finances in accordance with Federal, State and Municipal laws and regulations and best practices;
- Assists City Administrator with the administration of the city's human resource functions;
- Preparing the Budget and Annual Financial Report in accordance with the Washington State Auditor's Office "Budgeting, Accounting, and Reporting System (BARS) Manual, as well as best practices;
- Coordinating audits with the Washington State Auditor's Office;
- Ensuring fiscal responsibility in debt administration and investment protocols;
- Billing, auditing, reporting, receipting, and customer support for City's utility system, including water, sewer, and stormwater.
- Providing internal and external customer service, including banking, accounts payable, accounts receivable, grant management, and cash receipting.

City Clerk supports City operations by:



- The City Clerk provides support to the Mayor, City Administrator and City Council. The Clerk manages the preparation of the Council's agendas, minutes, other official actions and is the official City Notary Public.
- The Clerk's office also provides records management, codification and publication of the City Municipal Code, processes legal notices, coordinates public hearings, records legal documents,

coordinates grants, maintains the City website, updates City social media accounts, coordinates responses to public records requests, supports council committees and maintains contracts and interlocal agreement files.

- The Clerk is the official records officer for the City and maintains custody of official records and archives.

Below you can see a summary of expenses since 2019 along with our 2022 budget expenses:

Expenditures	Finance	2019	2020	2021	2021	2022	Change from 2021	
		Actual	Actual	YTD	Budget	Budget	\$	%
	Wages	172,656	185,953	174,184	216,118	228,594	12,477	5.8%
	Benefits	68,554	75,162	62,681	90,155	110,421	20,266	22.5%
	Supplies	13,836	19,951	8,348	10,100	11,500	1,400	13.9%
	Services	71,873	89,587	83,500	73,857	82,761	8,904	12.1%
	CAPEX	699	13,701	988	11,500	9,000	(2,500)	-21.7%
Total Expenses		327,618	384,355	329,702	401,729	442,277	92,955	23.1%

Legal

The city attorneys serve as the legal advisors to the Mayor, City Council, City Administrator, and other employees of the City. All city attorneys are contracted through various legal firms. The legal department:

- Represents the City of Orting in all litigation;
- Drafts and reviews all ordinances, resolutions, contracts, and agreements;
- Furnishes written opinions on all legal matters relating to the City;
- Prosecutes misdemeanors and gross misdemeanors in the Court;
- Updates Municipal Code and policy manuals.

Below is a summary of expenses since 2019 along with our 2022 budget expenses:

Expenditures	Legal Services	2019	2020	2021	2021	2022	Change from 2021	
		Actual	Actual	YTD	Budget	Budget	\$	%
Total Legal Services		169,399	153,398	87,408	140,400	127,900	(12,500)	-8.9%

Police

The Orting Police Department is charged to preserve the peace, protect life and property, and enforce the local, state and federal statutes. The Orting Police Department is a full-service, community-centered law enforcement agency. To accomplish all tasks assigned to the police department, the organization is divided into three functional areas, Administration, Operations (Patrol), and Support Services, which includes full-time/part-time personnel. The organization structure of the police department was transformed in 2019 with the addition of two assignment-specific lieutenants and a re-crafted organizational chart. Should we talk about the commander position here also? Further functions of the police department include:



- Work with citizens, businesses, and the entire community to build partnerships for a safe and strong community.
 - Provides traffic control through enforcement and education;
 - Prevents crime by catching suspects, investigating incidents, watching trends, working with neighboring jurisdictions, citizens and businesses;
 - Investigates crimes, seeking not only to identify suspects but also to build strong cases for prosecution;
 - Maintain peace and order;
- Respond to incidents of criminal activity or unrest;
 - Prepare for and respond to emergency situations and help others be prepared to respond to human-made or natural disasters.

During 2021 the OPD prioritized operational performance and preparing for an accreditation process over the next two years. OPD successfully completed a comprehensive audit of evidence room, which is something that had not been done in recent history. In preparation for accreditation, OPD invited subject matter experts from the Washington Association of Chiefs of Police to conduct a thorough Loaned Executive Management Assistance Program (LEMAP) review. This critical review of OPD's operations and organizational structure will serve as a guide to identify areas in need of strengthening and highlight positive or innovative programs existing within the agency.

This has been a challenging year to hire and retain excellent police officers. The political climate at the state and federal levels have been identified as key contributors of decreased moral for law enforcement officers throughout the country. Orting, however, has been widely identified as an attractive place to work. The astute, common sense-oriented, and community-driven leadership in Orting has generated interest from law enforcement officers throughout the region. We are optimistic that we will be able to attract aspiring and experience police officers to join our team.

During 2022 command staff will be able to focus on accreditation. Adding a commander will add another layer of leadership to help bridge operations and investigations while managing the accreditation process. Adding a commander and a lieutenant will effectively spread supervision over the workweek, which is necessary with the implementation of newly enacted police reform laws.

The Mayor has set a goal of predictable budgeting by replacing a portion of our worn equipment through planned annual replacement. The Orting Police Department has made investments in new technology, updated equipment and new police vehicles while committing to stronger approach to the management of public funds.

Our vision is reflected in a new community-centered service delivery model, which is comprised of four primary goals. These goals include being where the public needs us most, embrace partnerships to create safer neighborhoods, and to focus on the unique needs of our community and public trust.

We are looking forward to another year of improved performance and increased community engagement and are optimistic that we will be able to get back to interacting with the citizens at our annual city-wide events!

The following table summarizes the police expenses since 2019 and shows the budgeted expenses for 2022:

Expenditures	Police	2019	2020	2021	2021	2022	Change from 2021	
		Actual	Actual	YTD	Budget	Budget	\$	%
	New Request	-	25,700			25,700	25,700	0.0%
	Wages	1,031,112	1,194,235	997,790	1,115,951	1,236,555	120,603	10.8%
	Benefits	383,008	382,125	291,120	422,572	467,559	44,987	10.6%
	Supplies	53,874	111,200	54,409	55,400	55,450	50	0.1%
	Services	271,414	326,353	269,022	288,308	296,191	7,883	2.7%
	CAPEX	87,941	102,587	119,515	157,500	78,500	(79,000)	-50.2%
	Debt Principal	37,979	40,282	35,394	37,000	45,191	8,191	22.1%
	Debt Interest	11,039	8,736	5,454	8,000	3,826	(4,174)	-52.2%
	Transfers	29,356	29,324	29,290	29,290	-	(29,290)	-100.0%
Total Expenses		1,905,723	2,220,541	1,801,995	2,114,022	2,208,973	123,972	5.9%

Planning

Administrative

The Planning Department is often the first point of contact for development proposals and staffs the Architectural Design Review Board, Planning Commission, City Council, Hearing Examiner meetings, and public hearings. The Planning Department is often asked to provide drafts of agenda bills, resolutions and ordinances, and provide assistance with grant applications. The Planning Department functions are handled partially in-house by the Planning Secretary for Planning Commission support. Since September 2019, the Planning Department functions have been performed by AHBL, Inc.

Current Planning or Development Review

The Planning Department is responsible for coordinating and leading the City's review of land use applications which includes a variety of permits and review processes. The Planning Department is also responsible for conducting environmental review under the State Environmental Policy Act (SEPA) and administering the City's critical areas regulations, Shoreline Master Program, and floodplain development regulations.

Long-Range Planning

The Planning Department is responsible for preparing land use code updates as well as updates of long range policy documents such as the Comprehensive Plan, subarea plans, the Shoreline Master Program, buildable lands reporting, and portions of the City's Capital Improvement and Transportation Improvement Plans. This work involves coordination with outside agencies and the City Attorney.

Departmental Goals for 2022

The Planning Department has several goals for 2021. Some are based on code or state mandated timelines, while others are related to reducing liability or increasing customer service. These include:

- Identify and prepare code amendments on a timely basis;
- Update forms to include most recently adopted codes and processes;
- Provide a Frequently Asked Planning Questions section for the City's website;
- Update the City's Fee Schedule to establish an upfront deposit for third party review services in development review;
- Establish a site plan review process in the Orting Municipal Code;
- Identify and apply for grants annually; and
- Return all phone calls within 24 hours and schedule pre-application meetings within three days;



In March 2020 the City received a grant from the Department of Commerce through HB 1923 to execute housing and subdivision code amendments. Work began on the code amendments following contract execution in May 2020. In early 2021 public hearings on the code amendments were held and the Council completed the action required to receive grant funds.

The City’s Parks, Trails, and Open Space Plan was updated in 2021.

Below is a summary of expenses since 2019 along with our 2022 budget expenses:

Expenditures	Planning	2019	2020	2021	2021	2022	Change from 2021	
		Actual	Actual	Actual	Budget	Budget	\$	%
	Supplies	2,927	5,495	1,700	1,700	2,200	500	29.4%
	Services	189,302	224,710	101,000	101,000	122,200	21,200	21.0%
Total Expenses		192,229	230,205	102,700	102,700	124,400	21,700	21.1%

Building/Code Enforcement

Building and code enforcement were combined under one budget starting in 2020. One reason is strictly due to how the state auditor organizes these expenses in our chart of accounts. The second reason is that these are really two complementary functions, and in a lot of cases Code Enforcement and the Building Official work side by side on various code enforcement issues.

2021 has been a challenging environment for Code Enforcement as our primary goal is to manage code enforcement issues through voluntary compliance. Voluntary compliance requires relationship building and gaining credibility can be difficult over the phone and through letters. That said we have made major progress on several properties including:

- The Council authorized the City Attorney to pursue compliance of Chronic Nuisance properties through the court system by petitioning the court to allow the city to close these properties;
- We have worked with banks and new property issues to start the cleanup process on properties that have been abandoned and neglected for many years;
- Addressed many smaller quality of life issues throughout the City.

The goal of the building department is to ensure that all structures that are built within the city are built to meet the current building codes that the city and the State of Washington have adopted. Further, the building official makes sure that all structures that are built within the flood plains within the city meet FEMA's regulations. The building department works with the City Planner and City Engineer to ensure that all current regulations are being followed.

Below represents a summary of revenue and expenses of the Building department since 2019 along with a summary of our 2022 budgeted revenue and expenses:

	Building/Code Enforcement	2019	2020	2021	2021	2022	Change from 2021	
		Actual	Actual	YTD	Budget	Budget	\$	%
Revenues								
	Licenses and Permits	86,647	17,169		98,400	98,400	(300)	-0.3%
	Goods & Services	52,019	30,441		37,800	37,800	-	0.0%
	Fines and Penalties	-	-		-	-	-	0.0%
Total Revenue		138,666	47,610	-	136,200	136,200	(300)	-0.2%
Expenditures								
	Wages	83,089	140,477	100,807	157,531	129,966	(27,565)	-17.5%
	Benefits	35,841	38,128	40,271	78,067	58,271	(19,796)	-25.4%
	Supplies	5,746	18,540	3,403	5,250	5,135	(115)	-2.2%
	Services	53,655	40,827	29,770	23,681	27,486	3,805	16.1%
	CAPEX	9,042	26,500	5,000	-	-	-	0.0%
	Transfers	564	563	563	563	-	(563)	-100.0%
	Other	-	-	563	-	-	-	0.0%
Total Expenses		187,937	265,036	180,376	265,091	220,858	(44,233)	-16.7%

Parks & Recreation Department

Orting is proud to connect its citizens and its guests to the beautiful setting around us. You can do everything from walking, running or biking on the Foothills Trail, fishing in the close by rivers, skateboarding, and participating in a variety of classes and sporting activities. All of this can be done within the picturesque backdrop of Mt. Rainier! Recreation is a part of important social interactions; the activity itself and the gains in knowledge and skills from participation. I hope you choose to participate in one or more of our programs. Make an investment in yourself. **YOU are worth it!** Our Hope is that you will enjoy our “Small Town, Big View” with FUN!



2021 has been a much different year for the Parks & Recreation department than a typical year due to the Pandemic. Parks and Recreation activities started again in the fall of 2021. Staff are optimistic that we can return to a more normal schedule of activities some time in 2022.

If you have an idea about a program, activity or sport you would like to see here in Orting, please share them with us! We want to make your ideas become a reality.

The following table represents a summary of the Parks and Recreation department since 2019 along with budget amounts for 2022.

Parks & Recreation		2019	2020	2021	2021	2022	Change from 2021	
		Actual	YTD	Actual	Budget	Budget	\$	%
Revenues								
	Activities	55,620	6,626	5,170	49,440	49,440	-	0%
	Event Fees/Rentals	5,517	1,619	1,255	4,500	3,700	(800)	-18%
Total Revenue		61,137	8,245	6,425	53,940	53,140	(800)	-1.5%
Expenditures								
	Wages	42,581	2,589	2,041	23,508	23,508	-	0.0%
	Benefits	21,039	425	1,075	2,054	2,054	-	0.0%
	Supplies	42,252	6,536	1,601	24,600	26,050	1,450	5.9%
	Services	7,435	3,986	3,134	2,060	2,910	850	41.3%
Total Expenses		113,307	13,536	7,850	52,222	54,522	2,300	4.4%

Streets

The Street Operating Fund manages the City's residential streets, city owned sidewalks, curbs, gutters and other transportation- related activities.

The streets fund is managed by the Public Works Department. Efforts include:

- Thermal plastic and repainting of street markings;
- Street Sweeping
- Snow & ice removal;
- Ditch cleaning;
- Street tree pruning;
- Sign maintenance & replacement;
- Crack sealing; and
- Construction and improvement of all non-arterial streets and alleyways;



The City has completed the bridge design and has secured \$6 million from the state for construction costs. The City is currently looking for additional funds since the total project cost is \$9 million. Crossing State Route (SR) 162 this bridge will provide a safe pathway for Orting citizens and will enhance the City's disaster preparedness.

For 2022 the Streets fund will continue working on design of the Whitehawk Bypass. This project will allow traffic that is going through town to flow more easily and ease congestion.

The following table summarizes the revenues and expenses of the Streets fund since 2019 and shows the 2022 budgeted amounts:

Streets	2019 Actual	2020 Actual	2021 YTD	2021 Budget	2022 Budget	Change from 2021 \$	%
Revenues							
			As of 11.1.21				
Emergency Evac Grant - Secured	-	-	-	-	5,700,000	5,700,000	0.0%
Taxes	217,103	245,630	274,987	160,000	180,000	20,000	12.5%
Intergovernmental	184,442	232,375	408,304	363,000	463,000	100,000	27.5%
Miscellaneous	27,624	18,694	15,361	17,200	17,200	-	0.0%
Transfers	55,412	171,884	17,402	-	-	-	0.0%
Other	-	549	-	-	-	-	0.0%
Total Revenue	484,581	669,132	716,054	540,200	6,360,200	5,820,000	1077.4%
Expenditures							
New Request	-	-	-	-	935,000	935,000	0.0%
Salaries and Wages	68,982	63,325	66,416	82,656	100,254	17,599	21.3%
Personnel Benefits	34,452	28,767	30,432	40,725	57,654	16,929	41.6%
Supplies	2,709	4,378	4,812	6,525	6,275	(250)	-3.8%
Services	157,155	120,472	237,171	219,270	522,060	302,790	138.1%
CAPEX	25,351	109,103	357,144	416,025	618,300	202,275	48.6%
Transfers	270,709	28,521	11,107	11,120	3,281	(7,839)	-70.5%
Total Expenses	559,357	354,566	707,082	776,320	2,242,824	1,466,504	188.9%

Cemetery

This department serves individuals who are planning for their future resting place, families who need to schedule an interment and those visiting loved ones who are already laid to rest. The Cemetery:

- Assists individuals planning for their future;
- Assists family and friends who need to make arrangements for the repose of loved ones who have passed away;
- Maintaining a peaceful and beautiful facility and grounds;
- Offering many options to fully serve the wishes of individuals, from a variety of plot options to columbarium niches.



In 2022, the City is looking to review the possibility of installing an irrigation system by reviewing the non-potable well water system on site. We expect sales of cemetery logs and niches to continue to be slow. We are expecting to transfer about \$26 thousand to the cemetery fund from the general fund to help balance revenues and expenses. The following table summarizes the Cemeteries' revenues and expenses since 2019 along with the 2022 budget:

Cemetery	2019 Actual	2020 Actual	2021 YTD As of 11.1.21	2021 Budget	2022 Budget	Change from 2021 \$	%
Revenues							
New Request		-	-	-	-	-	0.0%
Goods and Services	24,602	28,045	44,515	26,500	27,500	1,000	3.8%
Miscellaneous	1,050	26	81	-	-	-	0.0%
Nonrevenues	326	-	140	500	500	-	0.0%
Transfers	22,014	30,980	22,000	26,000	27,800	1,800	6.9%
Total Revenue	47,992	59,050	66,736	53,000	55,800	2,800	5.3%
Expenditures							
Salaries and Wages	15,369	18,892	15,418	11,659	14,621	2,962	25.4%
Personnel Benefits	7,124	13,403	8,448	7,250	9,322	2,073	28.6%
Supplies	2,060	1,170	2,212	2,925	2,925	-	0.0%
Services	6,148	25,514	29,043	25,646	26,200	554	2.2%
Transfers	4,997	4,992	6,235	5,486	1,956	(3,530)	-64.3%
Total Expenses	35,698	63,971	61,356	52,965	55,025	2,059	3.9%

Parks



- Mows, cleans and maintains city owned athletic fields;
- Maintains parks grounds
- Maintains the park play equipment;
- Maintains the portion of the Foot Hills Trail that passes through the city;



The following table summarizes revenues and expenses since 2019 along with budgeted amounts for 2022:

Parks	2019 Actual	2020 Actual	2021 YTD As of 11.1.21	2021 Budget	2022 Budget	Change from 2021 \$	%
Revenues							
Taxes	308,319	339,302	367,109	230,000	270,000	40,000	17.4%
Intergovernmental	-	-	-	194,000	-	(194,000)	-100.0%
Goods and Services	4,814	-	31,557	16,250	8,400	(7,850)	-48.3%
Miscellaneous	23,231	11,066	3,806	4,600	3,000	(1,600)	-34.8%
Other	-	604	-	-	-	-	0.0%
Total Revenue	336,364	350,972	402,472	444,850	281,400	(163,450)	-36.7%
Expenditures							
New Request	-	-	-	-	19,000	19,000	0.0%
Salaries and Wages	86,458	102,594	78,655	77,547	84,157	6,610	8.5%
Personnel Benefits	47,601	56,440	43,195	43,790	50,587	6,797	15.5%
Supplies	11,615	7,647	7,356	19,025	16,775	(2,250)	-11.8%
Services	88,008	72,135	93,734	85,931	84,855	(1,076)	-1.3%
CAPEX	74,342	55,945	21,717	681,425	8,000	(673,425)	-98.8%
Transfers	204,253	15,071	19,182	15,053	4,809	(10,244)	-68.1%
Total Expenses	512,276	309,831	263,839	922,771	268,183	(654,588)	-70.9%



Tourism Fund



The tourism fund receives revenue via a tax on overnight accommodation within the City.

Since we do not have any hotels or motels within the city, this revenue is derived via room or house sharing platforms like Vacation Rental by Owner or Airbnb.

The money this fund receives can only be used to support tourism within Orting.

The following table represents a summary of revenues and expenses since 2019 including the 2022 budget:

Tourism	2019 Actual	2020 Actual	2021 YTD As of 11.1.21	2021 Budget	2022 Budget	Change from 2021	
						\$	%
Revenues							
Taxes	602	598	707	60	210	150	250.0%
Miscellaneous	152	42	4	10	10	-	0.0%
Total Revenue	754	640	711	70	220	150	214.3%
Expenditures							
Services	3,360	3,360	-	4,500	5,000	500	
Total Expenses	3,360	3,360	-	4,500	5,000	500	11.1%

Transportation Benefit District

The Transportation Benefit District (TBD) was formed to help fund maintenance of existing streets and sidewalks. In 2020 due to initiative 976 the mechanism by which TBD funds were raised, through car tabs, was eliminated. In 2021 the council appointed an ad hoc committee to review both revenue and expenditures for this fund as it supports the maintenance of City streets. The TBD fund currently has a balance of \$320 thousand to be used for maintenance projects.

The following table represents a summary of the fund's expenses since 2019 along with our budget for 2022:

TBD	2019 Actual	2020 Actual	2021 YTD As of 11.1.21	2021 Budget	2022 Budget	Change from 2021 \$	%
Revenues							
Taxes	140,898	42,996	178	-	-	-	0.0%
Miscellaneous	6,554	1,760	265	1,000	400	(600)	-60.0%
Total Revenue	147,453	44,755	443	1,000	400	(600)	-60.0%
Expenditures							
Services	-	-	-	1,200	-	(1,200)	-100.0%
CAPEX	86,587	3,783	42,153	-	-	-	0.0%
Total Expenses	86,587	3,783	42,153	1,200	-	(1,200)	-100.0%



American Rescue Plan Act (ARPA)

The City of Orting received \$1.2 million dollars in 2021. It is estimated that we will receive another \$1.2 million in 2022. These funds can be used for the following programs:

- Water, Sewer and Broadband infrastructure
- Public health expenditures
- Negative economic impacts caused by the public health emergency
- Replace lost public sector revenue

The City is currently developing a plan for this federal award.

ARPA	2019 Actual	2020 Actual	2021 YTD As of 11.1.21	2021 Budget	2022 Budget	Change from 2021	
						\$	%
Revenues							
Intergovernmental	-	-	1,174	-	1,201,744	1,201,744	0.0%
Miscellaneous	-	-	349	-	800	800	0.0%
Total Revenue	-	-	1,523	-	1,202,544	1,202,544	0.0%
Expenditures							
New Request	-	-	-	-	2,405,812	2,405,812	0.0%
Total Expenses	-	-	-	-	2,405,812	2,405,812	0.0%

Transportation Impact Fee Fund

Transportation Impact Fees are charged on all new construction within Orting based on their marginal impact on traffic. These fees are designed to offset the impact of new construction on our transportation infrastructure. These funds are used on expanding existing infrastructure or new infrastructure. We budget for these fees based on how many new houses we anticipate being constructed for 2022.

For the 2022 budget, we have money available to start acquiring right of way to complete the Whitehawk bypass that will intersect with Calistoga Avenue and Kansas Street. Below is a summary of the revenues and expenses of this fund since 2019 along with our 2022 budgeted amounts:



Transportation Impact	2019 Actual	2020 Actual	2021 YTD As of 11.1.21	2021 Budget	2022 Budget	Change from 2021 \$ %	
Revenues							
Goods and Services	91,977	1,926	79,780	44,000	21,490	(22,510)	-51.2%
Miscellaneous	9,990	(681)	1,458	1,000	100	(900)	-90.0%
Total Revenue	101,967	1,245	81,237	45,000	21,590	(23,410)	-52.0%
Expenditures							
Services	1,379	-	-	-	-	-	0.0%
CAPEX	3,740	303,231	-	250,000	-	(250,000)	-100.0%
Total Expenses	5,119	303,231	-	250,000	-	(250,000)	-100.0%

Public Works



The Public Works Department operates and manages the operations of the Water, Water Resource Recovery and the Stormwater funds.

They also maintain the City's streets and parks.

Water Fund

The Public Works Department operates and maintains the operation of 11,194 feet of water mains, three wells and two springs while the Finance Department manages customer service, accounting, and utility billing. Every business and residence in Orting utilizes the water utility and it also serves a number of residences and businesses outside city limits.

In 2021, the drive units for the pumps at Well 1 were replaced. The water will also continue to build a fund balance as it has several pipelines, including the one from the Wingate Spring that are under mandate from the state to replace. The Wingate line alone is estimated to cost \$6 million.

In 2022, the Public Works Department will continue to work on meter upgrades to enable staff to read water meters remotely.

In 2021, the drive units for the pumps at Well 1 were replaced. The water will also continue to build a fund balance as it has several pipelines, including the one from the Wingate Spring that are under mandate from the state to replace. The Wingate line alone is estimated to cost \$6 million.

In 2022, the Public Works Department will continue to work on meter upgrades to enable staff to read water meters remotely.

Below contains a summary of the revenues and expenses since 2019 along with the 2022 budget amounts:

Water	2019 Actual	2020 Actual	2021 YTD	2021 Budget	2022 Budget	Change from 2021 \$	%
Revenues							
			As of 11.1.21				
Goods and Services	1,947,073	1,958,071	2,114,319	2,066,290	2,006,581	(59,710)	-2.9%
Fines and Penalties	45,135	12,000	125	22,000	22,000	-	0.0%
Miscellaneous	45,030	6,259	8,285	8,000	8,000	-	0.0%
Other	-	884	-	-	-	-	0.0%
Total Revenue	2,037,238	1,977,214	2,122,729	2,096,290	2,036,581	(59,710)	-2.8%
Expenditures							
New Request	-	-	-	-	118,050	118,050	0.0%
Salaries and Wages	439,624	447,566	436,420	515,053	620,709	105,656	20.5%
Personnel Benefits	185,959	182,513	169,559	213,054	279,019	65,966	31.0%
Supplies	40,680	46,144	45,126	40,900	37,700	(3,200)	-7.8%
Services	451,474	386,340	431,095	464,985	485,121	20,136	4.3%
CAPEX	136,767	61,704	149,874	587,525	286,900	(300,625)	-51.2%
Debt Principal	194,477	194,477	194,477	193,928	164,000	(29,928)	-15.4%
Debt Interest	32,666	26,106	22,882	32,429	20,000	(12,429)	-38.3%
Transfers	681,619	25,348	25,319	25,319	-	(25,319)	-100.0%
Other	139,000	-	1,861	-	-	-	0.0%
Total Expenses	2,302,266	1,370,198	1,476,613	2,073,193	2,011,499	(61,694)	-3.0%



Water Resource Recovery Fund

The Public Works Department operates and maintains the Water Resource Recovery facility, 182,454 feet of wastewater mains and 5 pump stations while the Finance Department manages the customer service and accounting processes. Most businesses and residences in Orting use the sewer utility, and the utility also serves a number of businesses and residences outside city limits, including the High Cedars neighborhood.



The Water Resource Recovery fund continued to build a fund balance during 2021 in anticipation of upgrades to the sewer plant that started preliminary design in 2019. In 2022 the Public Works Department will be focusing on reducing fats, oils and grease that enters our system.

Below is a table that summarizes the revenues and expenses of the sewer fund since 2019 along with the 2022 budget amounts:

Water Resource Recovery	2019 Actual	2020 Actual	2021 YTD As of 11.1.21	2021 Budget	2022 Budget	Change from 2021 \$	%
Revenues							
Goods and Services	2,325,268	2,316,229	2,550,707	2,646,010	2,517,648	(128,362)	-4.9%
Miscellaneous	153,237	16,945	16,512	50,700	17,500	(33,200)	-65.5%
Nonrevenues	139,000	-	-	-	-	-	0.0%
Other	-	5,276	-	10,000,000	10,000,000	-	0.0%
Total Revenue	2,617,505	2,338,450	2,567,219	12,696,710	12,535,148	(161,562)	-1.3%
Expenditures							
New Request	-	-	-	-	11,014,100	11,014,100	0.0%
Salaries and Wages	387,909	443,349	406,735	498,648	578,636	79,989	16.0%
Personnel Benefits	157,047	174,541	152,871	198,709	282,927	84,217	42.4%
Supplies	50,694	65,180	59,166	75,875	69,000	(6,875)	-9.1%
Services	593,915	461,817	489,671	1,470,096	1,363,897	(106,199)	-7.2%
CAPEX	267,095	85,279	60,547	11,881,000	1,495,650	(10,385,350)	-87.4%
Debt Interest	-	-	-	500	-	(500)	-100.0%
Transfers	1,616,525	24,847	24,818	24,818	-	(24,818)	-100.0%
Other	-	-	406	-	-	-	0.0%
Total Expenses	3,073,186	1,255,013	1,194,214	14,149,646	14,804,210	654,564	4.6%

Stormwater Fund



Orting is a city in a valley between two rivers.

To say we have stormwater problems is like saying it rained on Noah. If you have lived here through a winter, you will know that ground water becomes surface water, and if you try digging even a few inches where you think it's dry, you will soon have a hole full of muddy water. The Public Works Department operates and maintains 216,360 feet of storm pipe, 22 ponds and one pump station for our stormwater system while the Finance Department manages the customer service and accounting processes.

The Stormwater Department's Goal is to keep our waterways free of pollutants and meet the requirements of our National Pollution Discard Elimination System (NPDES.)

In 2019 we continued to work towards certifying the Ken Wolf Levy which we anticipate will allow many homes to come out of the flood plain and allow homeowners to choose whether they want flood insurance. This process will continue for the next several years as FEMA has determined that upstream levies are deficient and require repairs before the Ken Wolf levy can be certified.

Below is a summary of revenues and expenses since 2019 along with 2022 budgeted amounts:

Stormwater	2019 Actual	2020 Actual	2021 YTD	2021 Budget	2022 Budget	Change from 2021	
			As of 11.1.21			\$	%
Revenues							
Intergovernmental	77,145	53,320	35,978	325,000	325,000	-	0.0%
Goods and Services	881,669	912,901	858,965	958,820	944,504	(14,316)	-1.5%
Miscellaneous	39,140	7,040	4,860	10,500	5,100	(5,400)	-51.4%
Other	2,332	244	-	-	-	-	0.0%
Total Revenue	1,000,286	973,504	899,803	1,294,320	1,274,604	(19,716)	-1.5%
Expenditures							
New Request	-	-	-	-	163,850	163,850	0.0%
Salaries and Wages	237,500	292,383	246,581	352,888	437,670	84,782	24.0%
Personnel Benefits	103,660	123,029	101,230	165,671	228,467	62,796	37.9%
Supplies	17,852	19,201	18,483	18,350	15,300	(3,050)	-16.6%
Services	240,498	178,968	274,954	427,907	332,945	(94,962)	-22.2%
CAPEX	46,613	72,637	125,166	1,892,875	2,365,000	472,125	24.9%
Transfers	669,475	13,217	13,202	13,202	-	(13,202)	-100.0%
Other	60	-	332	-	-	-	0.0%
Total Expenses	1,315,658	699,435	779,949	2,870,893	3,543,232	672,340	23.4%

Accounting and Financial Policies

Basis of Accounting and Budgeting

Basis of accounting is a term that refers to the revenues, expenditures, and transfers – and the related assets and liabilities that are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or accrual method.

Basis of budgeting: The City's budget and financial statements for governmental funds (General, Special Revenue, Debt Service, Capital Projects, and Fiduciary Funds) and proprietary funds (Utilities and Internal Service Funds) have been prepared on a cash basis of accounting. Revenues are recognized when received and expenditures are recognized when paid.

The budget, as adopted, constitutes the legal authority for expenditures. The annual budget is adopted with budgetary control at the fund level so expenditures may not legally exceed appropriations at that level of detail. Any revisions to the legally adopted budget that alter the total revenues or expenditures of a fund require adoption by ordinance. Transfers or revisions within funds are allowed with the authorization of the City Administrator and City Treasurer, but only the City Council has the legal authority to increase or decrease a given fund's budget.



Budgeting, Accounting, and Reporting System (BARS)

The City of Orting uses the revenue and expenditure classifications contained in the Budgeting, Accounting, and Reporting System (BARS) Manual, as proscribed by the Washington State Auditor's Office, under the authority of Washington state law, Chapter 43.09 RCW. This system provides a uniform chart of accounts for all Washington State local governments and provides useful comparative data to the state regarding local spending. The BARS system also provides comparative data to interested parties, available through the WA State Auditor Local Government Financial Reporting System (<http://www.sao.wa.gov/local/Pages/LGFRS.aspx#.VMgslct0x9M>).

Budget Fund Structure

The City of Orting has fourteen appropriated funds (debt service funds are deemed appropriated when debt is authorized and are therefore not re-appropriated in each budget cycle, although they are provided for reference.) All funds, including debt service are included in the City's periodic audit.

Each fund is considered a separate accounting entity and is accounted for with a separate set of accounts that include its cash, investments, revenues, and expenditures. Funds are independently balanced, meaning that revenues and beginning fund balances must equal expenditures and ending fund balances.

The City of Orting’s funds are separated into three main fund type classifications:

<u>Fund Type</u>	<u>Description</u>
Governmental	Funds that account for the activities of the City that are governmental in nature. Governmental funds are generally supported by taxes, charges for goods, and services, fees, and contributions from other governments.
Proprietary	Funds that account for the activities of the City that are propriety, or “business” in nature. Proprietary funds are self-supporting with fees paid by the users of their services.
Fiduciary	Funds held by the City as a trustee.

The three primary Fund Types are further divided and identified by coding:

<u>Fund Code</u>	<u>Fund Class</u>	<u>Description</u>
000-099	General Funds	Accounts for all financial resources except those required to be accounted for in another fund.
100-199	Special Revenue Funds	Accounts for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
200-299	Debt Service Funds	Accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
300-399	Capital Project Funds	Accounts for the financial resources to be used for the acquisition or construction of major capital facilities.
400-499	Enterprise Funds	Used to report any activity for which a fee is charged to external uses for goods and services.
500-599	Internal Service Funds	Accounts for the financing of goods and services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units on a cost-reimbursement basis.
600-699	Fiduciary Trust Accounts	Accounts for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds.

In addition to fund structure, the BARS Manual provides the structure for a specific chart of detailed accounts. In this structure, revenue (resource) accounts begin with the number “3” and can be summarized as follows:

BARS REVENUE ACCOUNTS

310	Tax Revenues
320	Licenses & Permits
330	Intergovernmental Services and Payments
340	Charges for Goods and Services
350	Fines and Forfeits
360	Miscellaneous Revenues
380	Non-Revenues
390	Other Financing Sources

On the expenditure side, the BARS manual provides for expenditure accounts up to fifteen digits in length. Each set of digits signifies a certain type of transaction. The final set of digits is referred to as the “object code” and signifies the type of expenditure. The City of Orting budget is reported at the object code level in each operating budget.

BARS Object Codes

10	Salaries & Wages	Amounts paid for personal services rendered by employees in accordance with the rates, hours, terms, and conditions authorized by state law or employment contracts. Includes overtime, on-call, sick, vacation, and holiday paid leave.
20	Benefits	Amounts paid by the employer as part of the conditions of employment. Includes employer paid portions of Social Security, Medicare, Industrial Insurance, Unemployment Insurance, retirement, and health benefits.
30	Supplies	Amounts paid for articles and commodities purchased for consumption or resale. Includes office & operating supplies, small tools & minor equipment, etc.
40	Other Services & Charges	Amounts paid for services other than personal which are needed by the City. Services may be provided by a public agency or private business. Includes such services as professional services (consultants), communications, travel, insurance, utility services, repairs and maintenance, advertising, memberships, etc.
60	Capital Outlay	Expenditures which result in the acquisition of, rights to, or additions to capital assets, including incidental costs such as legal, appraisal, and brokerage fees, land preparation and demolishing buildings, fixes and delivery costs. In Orting, most capital outlays are budgeted in the various capital improvement or enterprise funds of the City and not in the respective operating department’s capital outlay.
70	Debt Service	Principal and interest on long-term debt

Investments

The City of Orting manages and invests its cash within the guidelines established by the Washington State statutes with three objectives (in order of priority): safety, liquidity, and yield. The City maintains a cash management program, which includes collection of accounts receivable, disbursement of funds, and prudent investment of available cash.

City investments are placed with the Washington State Local Government Investment Pool (LGIP) administered by the Washington State Office of the State Treasurer. Longer term investments are bonds which primarily include direct and indirect obligations of the United States Federal Government. See Appendix D for more detail on the city’s cash and investments.

Capital Assets

The City of Orting maintains capital asset records to identify and account for the long-lived assets of the City. Capital assets include land, buildings, machinery & equipment, and infrastructure valued in excess



of \$5,000 and with a useful life exceeding two years. Assets are expensed as they are purchased.

Long Term Debt

The City tries to manage its long-term debt in a manner designed to utilize its credit to optimize City services, while balancing overall debt levels and annual debt service obligations. The City recognizes that prudent use of its credit can both facilitate construction of essential capital improvements and serve as a method for sharing the costs of

those improvements between current and future beneficiaries. The City will typically strive for a conservative mix of cash and debt to fund projects.

1. Debt will not be used to cover operating expenses. When necessary, long-term debt may be used to provide for capital acquisitions and construction.
2. Term of debt: Long-term debt will be structured in such a manner, so the debt payments do not exceed the expected useful life of the project being financed. Whenever possible, the City will fund its capital needs on a pay-as-you-go basis, especially smaller capital projects.
3. Refunding bonds: Generally, existing bonds will not be refunded through the issuance of refunding bonds unless the refunding plan will achieve a net present value savings of at least 5%. As an exception to this general rule, the bonds may be refunded to obtain more favorable bond covenants when it is clearly in the City's interests to do so.
4. Legal limitation of indebtedness. The City will utilize its general obligation (GO or voted) and limited tax general obligation (LTGO or non-voted) debt authority prudently. The City's outstanding debt will never exceed those constitutional limits.
5. Preservation of credit rating. The City will carefully consider the future fiscal impacts of incurring additional long-term debt and will recognize the implicit, additional future costs of any debt issuance that impacts the City's credit rating.
6. Use of revenue debt whenever possible. The City recognizes that its ability to pledge its taxing authority as a security for debt is a limited resource which should be preserved whenever possible. Therefore, whenever the improvement being financed with debt is expected to produce off-setting revenues that can be used to secure all or part of the debt in lieu of a pledge of the City's taxing authority that revenue should be used to secure the debt to the maximum practical extent to minimize the usage of the City's limited voted and non-voted debt capacity.
7. Internally financed debt. The City may make interfund loans when it is prudent to do so as permitted by state law.

8. Utility fund debt. Each rate-based utility will utilize a six-year capital and financial plan which allocates capital financing needs between debt and pay-as-you-go use of current revenues. When it is determined that issuance of debt is needed for capital construction, debt will be secured solely by a pledge of rate revenues and will not utilize any general pledge of the City's taxing authority except in extraordinary circumstances as approved by City Council.
9. Conduit Debt/Local Improvement Districts. The City may allow itself to be used a conduit of debt secured by others where such an arrangement is allowed by law or regulations, and where the City is not, in any way, contingently liable for repayment of the debt.
10. Debt Issuance Review. Prior to issuing any long-term debt, the City will review the fiscal impact of the debt over the life of the new bonds. No long-term debt shall be incurred without approval by the City Council.

Reserve and Fund Balance Policies.

The City will maintain specific reserves as required by law, ordinance, or bond covenant. Generally, the City shall maintain a General Fund balance of not less than 25% of operating expenditures to provide for needed cash flow and as a reserve against unforeseen expenditures needs or revenue shortfalls. The reserve shall be 50% for the Enterprise Funds (water, sewer and stormwater). The following table compares 2022 ending fund balances verses the recommended reserve requirement:

All Funds: Ending Fund Balance		22 Operating Expenses	Reserve Requirement	Reserve Met
General Fund	001	3,697,407	50%	73%
City Streets	101	329,084	50%	3961%
Cemetery	104	53,069	50%	282%
Parks Department	105	240,703	50%	260%
Water	401	1,588,049	25%	636%
Water Resource Recovery	408	1,484,460	25%	1571%
Stormwater	410	820,882	25%	161%

Revenues

Budgeted revenues will be forecasted realistically, but conservatively. Before accepting any state or federal grants, the City shall assess the fiscal impacts of the grant in view of any matching requirements, future operations and maintenance costs, and other commitments or obligations. No state or federal grant with a local match in excess of \$25,000 may be applied for without express approval from the City Council, regardless of whether the project is included in the adopted budget or Capital Improvement Plan.

Utility rates shall be set sufficiently to cover the costs of service.

City staff will periodically review all fees for licenses, permits, fines, and other miscellaneous charges and recommend changes based on inflation, processing time, expenses to the City, benchmark rates, and any other factors pertinent to the specific item.

Fiscal Monitoring

Revenues and expenditures are monitored by the Finance Department and department managers continually throughout the year to ensure that funds are available and used in an appropriate manner. Period reports are compiled and made to the City Council on the status of the budget and progress being made on various projects. Monitoring also includes ongoing assessment of trends, changes to

laws, etc. and subsequent evaluations for potential impacts of external changes on the City's sources of revenue and expenditure limitations or mandates.

Financial Planning and Capital Investment Policies

Capital projects which anticipate funding, in whole or in part, from grants, mitigation fees, impact fees, or other funds that involve a competitive application shall be reevaluated on the basis of its value and priority level if the anticipated grant, fee, or loan does not materialize or the changes of award appear remote.

The City will not fund capital improvements that primarily benefit development except as part of the City's economic development plan and strategy.

The City will maintain and periodically update a maintenance and replacement schedule for the Fleet Replacement Fund. Any equipment replacements and additions will be included and itemized in the budget, and no equipment shall be substituted from the established schedule without the express consent of the City Council.



WATER CIP

PROJECT	DESCRIPTION	IMPROVEMENT TYPE	FUNDING SOURCE	TOTAL PROJECT COST	ANNUAL EXPENSE
			401		
SS3	SS3 - Wingate Booster Pump Replacement	Source Improvement	100%	\$120,000	
				\$120,000	
OM2	OM2 - Optimization of Instrumentation and Controls	O & M Improvement	100%	\$379,300	Y
OM3	OM3 - Downtown 8-Inch Distribution Main Replacement Plan	O & M Improvement	100%	Ongoing	
OM5	OM5 - Bowlin Ave Main Replacement	O & M Improvement	100%	\$245,000	
OM6	OM6 - Corrin Ave South Main Replacement	O & M Improvement	100%	\$270,000	
OM7	OM7 - 178th Avenue Loop	O & M Improvement	100%	\$1,059,300	
OM8	OM8 - Harman Reservoir Demolition	O & M Improvement	100%	\$60,000	
OM9	OM9 - SR 162 Service Crossing Replacement	O & M Improvement	100%	\$390,000	Y
OM10	OM10 - SR 162 Main Replacement	O & M Improvement	100%	\$3,194,821	
OM11	OM11 - Wingate Main Rplacemt	O & M Improvement	100%	\$4,553,207	
OM12	OM12 - Wingate VFD Install	O & M Improvement	100%	\$80,000	
OM13	OM13 - Well #1 VFD Install	O & M Improvement	100%	\$135,000	
OM14	OM14 - Upgrade Alarm System at all sources	O & M Improvement	100%	\$50,000	
				\$1,953,600	
D1	D1 - Whitehawk Blvd. Extension	Transmission Main Improvement	100%	\$615,000	
D4	D4 - Daffodil Ave 8-Inch Main Extension	Transmission Main Improvement	100%	\$509,400	
				\$1,124,400	
TOTAL:				\$11,661,028	

WASTEWATER CIP

PRIORITY	PROJECT	DESCRIPTION	IMPROVEMENT TYPE	TOTAL PROJECT COST	ANNUAL EXPENSE
1		Solids Handling Upgrade	Capital Improvement	\$9,905,980	
2		Reclaimed Water Upgrade	Capital Improvement	\$2,622,046	
3		Puyallup River Lift Station Replacement	Capital Improvement	\$900,000	
4		Rainier Meadows Lift Station Replacement	Capital Improvement	\$600,000	
5		I/I Upgrades	Capital Improvement	\$2,050,000	
TOTAL:				\$16,078,026	

CITY OF ORTING
Stormwater Capital Improvement Plan Schedule - 10 Year Schedule

Project No. - Description	Year	TIP Priority Number	Project Priority	Funding Source	Cost Estimate Year 2019 (\$)
Capital Improvement Projects					
CIP No. 17 - Whitehawk Extension (Orting Circle to Groff Ave) - Conveyance and storage	2014	TIP 2	High	OTHERS	\$711,952
CIP No. 18 - Whitehawk Extension (Groff to Calistoga)	2014	TIP 3	High	OTHERS	\$748,982
CIP No. 16 - Daffodil Extension - (Rocky Rd to Whitehawk) - Conveyance/storage	N/A	N/A	Low	OTHERS	\$695,421
CIP No. 1 - Orting High School Carbon River Outfall Improvements	2015	N/A	Low	C - 40%	\$695,861
CIP No. 3 - Corrin Avenue NW Improvements	2014	N/A	Low	C - 4%	\$316,631
CIP No. 4 - Whitsell Street NW / Eldredge Avenue NW Improvements	2012	TIP 7	Low	C - 14%	\$347,236
CIP No. 10 - Corrin Avenue SE Improvements	2017-2030	N/A	Low	C - 61%	\$811,063
CIP No. 20 Puyallup River Setback Levee	2013	N/A	High	C/Grant	\$15,019,580
CIP No. 21 - Culverts and Outfalls at WWTP	2017-2030	N/A	Low	C	\$596,618
CIP No. 22 - Rainier Lane SE Improvements	2013	N/A	High	C	\$83,664
CIP Public Works Building	2017	N/A	Med		\$200,000
TOTAL - ADDITIONAL CAPITAL ASSET FUNDS REQ'D (Includes inflation) (City Funded through General Facility Charges)					\$20,027,009
Project No. - Description	Year	TIP Priority Number	Project Priority	Funding Source	Cost Estimate Year 2019 (\$)
O&M Improvements					
CIP No. XX - Annual O&M Allowance	Annual	N/A	Annual	O&M	\$100,000
CIP No. 14 - Calistoga Street W Improvements	2016	N/A	Low	O&M	\$9,069,150
CIP No. 12 - Puyallup River Outfall Improvements (Kansas)	2014	N/A	Low	O&M	\$432,481
CIP No. 13 - Kansas Avenue SW Improvements	2011	TIP 6	Low	O&M	\$8,477,822
CIP No. 7 - Bridge Street SE / River Avenue SE Outfall Improvements	2013	TIP 9	Low	O&M	\$568,845
CIP No. 8 - Calistoga Street E Improvements - River Ave	2013	N/A	Low	O&M	\$156,431
CIP No. 9 - Bridge Street SW Improvements	2012	TIP 8	Low	O&M	\$111,642
CIP No. 6 - Calistoga Street E Improvements - Varner Ave SE	2014	N/A	Low	O&M	\$118,177
CIP No. 5 - Calistoga Street E Improvements - Corrin Ave SW to Varner Ave SE	2014	N/A	Low	O&M	\$127,843
CIP No. 1 - Orting High School Carbon River Outfall Improvements	2015	N/A	Low	O&M - 60%	\$695,861
CIP No. 2 - Ammons Lane NE / Whitsell Street Improvements	2015	N/A	Low	O&M	\$499,061
CIP No. 4 - Whitsell Street NW / Eldredge Avenue NW Improvements	2012	TIP 7	Low	O&M - 86%	\$347,236
CIP No. 10 - Corrin Avenue SE Improvements	2017-2030	N/A	Low	O&M - 39%	\$811,063
CIP No. 11 - Harman Way SW Improvements	2016	N/A	Low	O&M	\$94,174
CIP No. 15 - Deeded Lane SW Improvements	2016	N/A	Low	O&M	\$228,365
CIP No. 19 - Village Green Division 1, 2 and 5 Outfall Maintenance and Modifications	2016	N/A	Low	O&M	\$325,095
CIP No. 3 - Corrin Avenue NW Improvements	2014	N/A	Low	O&M - 96%	\$316,631
S5.A - Stormwater Management Program	Annual	N/A	Annual	O&M	\$87,000
S5.C.1 - Public Education and Outreach	Annual	N/A	Annual	O&M	\$9,000
S5.C.2 - Public Involvement and Participation	Annual	N/A	Annual	O&M	\$9,000
S5.C.3 - Illicit Discharge Detection and Elimination	Annual	N/A	Annual	O&M	\$22,000
S5.C.4 - Controlling Runoff from New Development, Redevelopment and Construction Sites	Annual	N/A	Annual	O&M	\$174,000
S5.C.5 - Pollution Prevention and O&M for Municipal Operations	Annual	N/A	Annual	O&M	\$87,000
S9 - Reporting Requirements	Annual	N/A	Annual	O&M	\$9,000

CITY OF ORTING
Stormwater Capital Improvement Plan Schedule - 10 Year Schedule

Project No. - Description	Year	TIP Priority Number	Project Priority	Funding Source	Cost Estimate Year 2019 (\$)
Sub-total - Additional O&M Projects (Includes inflation) (City Funded through Monthly Charges - Exclude Developer, Grant or LID Projects)					\$22,776,878
Sub-total Projected O&M Expenses (Based on current O&M Expenses of approx. \$133K/yr, Inflated Yearly)					\$133,082
Notes:		FUNDING SOURCE IDENTIFICATION			
1. CIP 16, Daffodil Extension, to be paid for by others. Not listed.		LID Local Improvement District			
2. Annual NPDES compliance for 2017 - 2030 based on 14 years and includes average inflation.		C Capital Funds			
3. The cap on City funding for the Puyallup River Setback Levee will be \$2 million in 2013.		O&M Monthly O&M Fees			
4. Unscheduled project costs are inflated by 4% each year to 2019 dollars.		GRANT Grant - Ecology or FEMA			
		OTHERS Private Project			

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							Project Phase	Phase Start (mm/dd/yyyy)	Fund Source Information						1st	2nd	3rd	4th Thru 6th	Envir. Type	R/W Required Date (mm/yy)	
									Federal Funding		State Fund Code	State Funds	Local Funds	Total Funds							
									Federal Fund Code	Federal Cost by Phase											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
6	1	Kansas Street Regrade from: Harman to: Callistoga Regrade, sidewalks, storm, sewer.	3	P	0.5	GS	ALL	1/1/2019					2,544	2,544	2,544						No
							Totals						2,544	2,544	2,544						
6	2	Whitehawk Blvd/SR 162 Intersection Improvement Whitehawk Boulevard from: _____ Signalize intersection with existing lane configurations.	3 12	P	N/A		ALL	1/1/2020					636	636	636						Yes
							Totals						636	636	636						
6	3	Southwest Connector Orting Ave. NW to Groff Avenue NW Whitehawk Boulevard from: Orting Ave. NW to: Groff Avenue NW Southwest Connector	1	P	0.21	WSOG	ALL	1/1/2020					2,332	2,332	2,332						Yes
							Totals						2,332	2,332	2,332						
6	4	Whitehawk Extension – Groff to Callistoga Whitehawk Boulevard from: Groff Ave. NW to: Callistoga Street Construct 2/3 lane arterial from Groff Ave. to Callistoga St. at Skinner Way SW, water, sewer, storm, curb, sidewalk. (Cost is road only.)	1	P	0.42	GOWS	ALL	1/1/2020					3,710	3,710	3,710						Yes
							Totals						3,710	3,710	3,710						
7	5	Callistoga Street W. from: Corrin Avenue to: Puyallup River Bridge Regrade, sidewalks, curb and gutter, planter strips, parking, sewer, storm, water. Asphalt Overlay 2013. Block Number: 200,300,400, 500, 600, 700, 800	3	P	0.7 mi.	GP SWO	ALL	1/1/2020					4,028	4,028	4,028						No
							Totals						4,028	4,028	4,028						
7	6	Eldredge Avenue NW Regrade Eldredge Avenue NW from: Whitesell St. NW to: Callistoga St. W Regrade, paving, parking, sidewalks, sewer, storm. Block Number: 100, 200 (Also scheduled for chipseal - Priority # 8)	3	P	0.2	GOS	ALL	1/1/2021					1,219	1,219	1,219						
							Totals						1,219	1,219	1,219						
7	7	Bridge Street SE Regrade Bridge St. SE from: Washington Ave. S. to: River Ave. SE Curve Regrade, paving, parking, curb/gutter, sidewalks, replace water main. Block Number 100-300	3	P	0.13	GOW	ALL	1/1/2022					795	795	795				CE		No
							Totals						795	795	795						
9	8	River Avenue SE Regrade River Avenue SE from: Callistoga St. E. to: River Ave. SE Curve Block Number: 100-300 Regrade, paving, parking, sidewalks, replace water main, sewer, storm.	3	P	0.16	GW	ALL	1/1/2023					981	981	981						
							Totals						981	981	981						
14	9	Orting Emergency Evacuation Bridge System at Gratzler Avenue NW Pedestrian Bridge over SR 162	14	P	0.02	GOSW	ALL	1/1/2020	STP(s)	742	PSMP	1,590	0	2,332	2,332						
							Totals			742		1,590	0	2,332	2,332						
7	10	Brown St. SE from: Washington Ave to: Varner Ave Chipseal Block 300	7	P	0.05		ALL	1/1/2019													Yes
							Totals														
7	11	Brown St. SE from: Varner Ave to: Cul De Sac Chipseal Block 500	7	P	0.11		ALL	1/1/2019													Yes
							Totals														
7	12	Brown Way SE from: Brown St Cul De Sac to: Washington Ave Chipseal Block 400	7	P	0.1		ALL	1/1/2019													Yes
							Totals														
7	13	Brown Way SE from: Washington Ave to: END (Brown Way) Chipseal Block 400	7	P	N/A		ALL	1/1/2019													Yes
							Totals														

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							Project Phase	Phase Start (mm/dd/yyyy)	Fund Source Information						1st	2nd	3rd	4th Thru 6th	Envir. Type	R/W Required Date (mm/yy)
									Federal Funding		State Fund Code	State Funds	Local Funds	Total Funds						
									Federal Fund Code	Federal Cost by Phase										
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
7	14	Washington Ave S from: Olive St to: 514 Washington	7	P	0.06		ALL	1/1/2019												Yes
		Totals																		Yes
7	15	Hardefeldt St from: Varner to: Washington Chipseal Block 300	7	P	0.07		ALL	1/1/2019												Yes
		Totals																		Yes
7	16	Train Ave SE (dead end) from: River to: dead end Chipseal Block 400, 500	7	P	0.05		ALL	1/1/2019												Yes
		Totals																		Yes
7	17	Whitesell Ct NW from: Eldredge St to: dead end Chipseal Block 300	7	P	0.02		ALL	1/1/2019												Yes
		Totals																		Yes
7	18	Leber Ct NW from: Eldredge to: dead end Chipseal Block 300	7	P	0.02		ALL	1/1/2019												Yes
		Totals																		Yes
7	19	Callendar St NW from: Eldredge Ave to: Kensington Ave Chipseal Block 300	7	P	0.05			1/1/2019												
		Totals																		
7	20	Callendar St NW from: Kensinton Ave to: Orting Ave Chipseal Block 300	7	P	0.06		ALL	1/1/2019												
		Totals																		
7	21	Callendar St NW from: Orting Ave to: Thompson Ave Chipseal Block 400	7	P	0.05		ALL	1/1/2019												
		Totals																		
7	22	Callendar St NW from: Thompson Ave to: Groff Ave Chipseal Block 400, 600	7	P	0.16			1/1/2019												
		Totals																		
7	23	Corrin Ave NW from: Whitehawk Blvd to: Corrin Ct Chipseal Block 500	7	P	0.01		ALL	1/1/2019												
		Totals																		
7	24	Corrin Ave NW from: Corrin Ct to: Rowe St Chipseal Block 500	7	P	0.14		ALL	1/1/2019												
		Totals																		
7	25	Corrin Ave NW from: Rowe St to: END (Corrin Ave) Chipseal Block 400	7	P	0.01		ALL	1/1/2019												
		Totals																		
7	26	Eldredge Ave NW from: Whitehawk Blvd to: Rowe St Chipseal Block 500	7	P	0.13		ALL	1/1/2019												
		Totals																		
7	27	Eldredge Ave NW from: Rowe St to: Callender Ct Chipseal Block 400	7	P	0.2		ALL	1/1/2019												
		Totals																		

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							Project Phase	Phase Start (mm/dd/yyyy)	Fund Source Information						1st	2nd	3rd	4th Thru 6th	Envir. Type	R/W Required Date (mm/yy)	
									Federal Funding		State Fund Code	State Funds	Local Funds	Total Funds							
									Federal Fund Code	Federal Cost by Phase											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
7	28	Eldredge Ave NW from: Callendar Ct to: Callendar St Chipseal Block 300	7	P	0.05		ALL	1/1/2019													
							Totals														
7	29	Eldredge Ave NW from: Callendar St to: Eldredge Ct Chipseal Block 300	7	P	0.05		ALL	1/1/2019													
							Totals														
7	30	Eldredge Ave NW from: Eldrege Ct to Whitesell St Chipseal Block 300	7	P	0.05		ALL	1/1/2019													
							Totals														
7	31	Kensington Ave NW from: Rowwe St to: Callendar St Chipseal Block 400	7	P	0.12		ALL	1/1/2019													
							Totals														
7	32	Graff Ave NW from: Callendar St to: Burnett Ct Chipseal Block 300	7	P	0.05		ALL	1/1/2019													
							Totals														
7	33	Graff Ave NW from: Burnett Ct to: Thompson Ave Chipseal Block 200	7	P	0.08		ALL	1/1/2019													
							Totals														
7	34	Graff Ave NW from: Thompson Ave to: Orting Ave Chipseal Block 200	7	P	0.02		ALL	1/1/2019													
							Totals														
7	35	Orting Ave NW from: Whitehawk Blvd to: Orting Ct Chipseal Block 500	7	P	0.07		ALL	1/1/2019													
							Totals														
7	36	Orting Ave NW from: Orting Ct to: Callendar St Chipseal Block 400	7	P	0.07		ALL	1/1/2019													
							Totals														
7	37	Orting Ave NW from: Callendar St to: Groff Ave Chipseal Block 300, 200	7	P	0.2		ALL	1/1/2019													
							Totals														
7	38	Rowe St NW from: Corrin Ave NW to: Eldredge Ave Chipseal Block 200	7	P	0.05		ALL	1/1/2019													
							Totals														
7	39	Rowe St NW from: Eldredge Ave to: Kensington Ave Chipseal Block 300	7	P	0.05		ALL	1/1/2019													
							Totals														
7	40	Thompson Ave NW from: Callendar St to: Groff Ave Chipseal Block 300, 200	7	P	0.16		ALL	1/1/2019													
							Totals														
7	41	401 Fairlane Street SW from: Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
							Totals														

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							Project Phase	Phase Start (mm/dd/yyyy)	Fund Source Information						1st	2nd	3rd	4th Thru 6th	Envir. Type	R/W Required Date (mm/yy)	
									Federal Funding		State Fund Code	State Funds	Local Funds	Total Funds							
									Federal Fund Code	Federal Cost by Phase											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
7	42	220 Bowlin Ave NE from: Sidewalk Block 200	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	43	313 Bridge Street SW from: Sidewalk Block 300	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	44	406 Mill Ave. SE from: Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	45	416 Hardefeldt Street SE from: Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	46	401 Varner Ave SE (S/W on Hardefeldt) from: Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	47	415/419 Varner Ave SE from: Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	48	420 Varner Ave SE from: Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	49	505 Varner Ave SE from: Sidewalk Block 500	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	50	307 Calistoga Street W from: Sidewalk Block 300	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	51	317 Calistoga Street W from: Sidewalk Block 300	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	52	405/407 Calistoga Street W from: Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	53	411 Calistoga Street W from: Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	54	408 Calistoga Street W from: Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	55	Grinnel Ave SW from: east side Deeded Lane and Kansas Street SW Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			

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Adoption Date: _____
 Resolution No: _____

Functional Class	Priority Number	Project Identification A. PIN/Federal Aid No. B. Bridge No. C. Project Title D. Street/Road Name or Number E. Beginning MP or Road - Ending MP or Road F. Describe Work to be Done	Improvement Type(s)	Status	Total Length	Utility Codes	Project Costs in Thousands of Dollars								Expenditure Schedule (Local Agency)				Federal Funded Project Only		
							Project Phase	Phase Start (mm/dd/yyyy)	Fund Source Information						1st	2nd	3rd	4th Thru 6th	Envir. Type	R/W Required Date (mm/yy)	
									Federal Funding		State Fund Code	State Funds	Local Funds	Total Funds							
									Federal Fund Code	Federal Cost by Phase											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
7	56	Grinnel Ave SW from: west side Deeded Lane and Kansas Street SW Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	57	Grinnel Ave SW from: west side Kansas St. SW and Fairlane St. SW Sidewalk Block	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	58	Hayes Ave SW from: east side Beeded Lane and Kansas St. SW Sidewalk Block 400	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	59	Hayes Ave SW from: west side Deeded Ln and Kansas St. SW Sidewalk Block	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	60	Eldredge Ave SW from: east side Kansas St. SW and Bridge St. SW Sidewalk Block	7	P	0.25		ALL	1/1/2019													
		Totals																			
7	61	Cornin Ave SE from: est side Harman Way S and end of street Sidewalk Block 400/500	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	62	Olive St. SW from: Northside of street Sidewalk Block	7	P	0.025		ALL	1/1/2019													
		Totals																			
7	63	Mill Ave SE from: Factory to: Bridge Sidewalk Block	7	P	0.025		ALL	1/1/2019													
		Totals																			
7	64	Mill Ave SE from: Eastside from Christian Lane sidewalk Block	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	65	Mill Ave SE from: Varner Ave SE to: Train St. SE Sidewalk Block	7	P	0.02		ALL	1/1/2019													
		Totals																			
7	66	Varner Ave NW from: westside of Varner from Train Sidewalk Block	7	P	0.025		ALL	1/1/2019													
		Totals																			
7	67	Bridge Street from: southside of Bridge Street Sidewalk Block	7	P	0.02		ALL	1/1/2019													
		Totals																			
GRAND TOTALS FOR ORTING:							#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!

Appendix B

2022 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	47	1		GG	136,822.87	153,995.35
Finance Director	39	1		GG	108,009.24	121,565.35
City Planner	37	1		GG	101,809.07	114,587.00
City Clerk	29	1		GG	80,369.02	90,456.04
Building Official	26	1		GG	73,549.04	82,780.09
Administrative Assistant	18	1		GG	58,060.29	65,347.37
Events & Activities Coordinator	12	1		GG	48,624.58	54,727.39
Term Limited Records Organizer	8	1		GG	43,202.31	48,624.58
Court Administrator	27	1		Court	75,755.51	85,263.49
Police Chief	42	1		Police	118,024.61	132,837.74
Police Commander	38	1		Police	104,863.34	118,024.61
City Engineer	45	1		PW	128,968.68	145,155.38
Public Works Director	40	1		PW	111,249.52	125,212.31
Term Limited Landscape Maintenance	1	0.5		PW	17,563.71	19,768.12
Supported Employment		0.2		PW	6,240.00	6,240.00
Police Wages (Per CBA)						
Officer	P24	6		Police	75,778.04	87,847.52
Detective	P26	1		Police	82,801.32	90,479.23
Lieutenant	P28	2		Police	-	101,024.64
Public Works and Administrative Staff (Per CBA)						
Sr. Accountant	20	1		GG	61,586.23	69,315.84
Accountant I	15	2		GG	53,124.82	59,792.45
HR Clerk	17	1		GG	56,360.12	63,433.81
Building Inspector/Permits	20	0		GG	61,586.23	69,315.84
Permit & PW Support	15	1		GG	53,124.82	59,792.45
Court Clerk	15	0.5		GG	53,124.82	59,792.45
Admin Asst. PW	20	1		PW	61,586.23	69,315.84
PW Supervisor	26	1		PW	73,537.17	82,766.74
Wastewater Plant Supervisor	35	1		PW	95,949.33	107,991.82
Water Plant Supervisor	24	1		PW	69,315.84	78,015.59
Wastewater OIT	14	4		PW	51,577.49	58,050.92
Wastewater I	16		PW	54,718.56	61,586.23	
Wastewater II	19		PW	59,792.45	67,296.93	
Wastewater III	22		PW	65,336.83	73,537.17	
Water OIT	14	4		PW	51,577.49	58,050.92
Water I	16		PW	54,718.56	61,586.23	
Water II	19		PW	59,792.45	67,296.93	
Water III	21	2		PW	63,433.81	71,395.32
Maintenance Worker I	13		PW	50,075.24	56,360.12	
Maintenance Worker II	15	2		PW	53,124.82	59,792.45
Stormwater Worker I	14		PW	51,577.49	58,050.92	
Stormwater Worker II	18	2		PW	58,050.92	65,336.83
Code Enforcement	22		1		GG	65,336.83
Police Records Clerk I	13	1		GG	50,075.24	56,360.12

Appendix C: Schedule of New Requests 2022

	Priority	Council	Police	Emg. Mnmt.	Cemetery	Streets	Parks	Transp. Imp.	Water	Sewer	Storm	Total
Public Works - Storm Drainage Worker	1										97,850.00	97,850.00
Public Works - Utility Technician with Water Certification	2								99,900.00			99,900.00
Public Works - Maintenance Worker	3				4,695.00	46,950.00	9,390.00		9,390.00	4,695.00	18,780.00	93,900.00
Public Works - WRR Plant Operator	4									95,850.00		95,850.00
Public Works - Knuckleboom	5					11,700.00	6,500.00		6,500.00		27,300.00	52,000.00
Public Works - Crane & Light Bar installation	6					800.00			2,800.00	1,600.00	2,800.00	8,000.00
Public Works - Dump truck	7					12,500.00	12,500.00		43,750.00	12,500.00	43,750.00	125,000.00
Public Works - Onsite Chlorination System	8								65,000.00			65,000.00
Police - Body Cameras and Tasers upgrade	1		25,700.00									25,700.00
Streets - Emergency Evac Bridge Design	TIP-9					300,000.00						300,000.00
Streets - SW Connector Whitehawk Blvd Extension	TIP-2,3,4					610,000.00						610,000.00
Storm - SMAP Engineering	1										90,000.00	90,000.00
WRR - BioSolid Facility Construction Management	1									1,000,000.00		1,000,000.00
WRR - BioSolid Facility Construction	1									10,000,000.00		10,000,000.00
Total		-	25,700.00	-	4,695.00	981,950.00	28,390.00	-	227,340.00	11,114,645.00	280,480.00	12,663,200.00



CITY OF ORTING BUDGET REQUEST

Capital Item	x	Change in Staff	New Program
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

Title:		Department:		Fund:	
Storm Drainage Worker		Public Works , Storm		Storm Drainage	
2022 Cost:		2023 Cost:		Priority:	
\$ 97,850.00		\$ 100,743.05		1	
		Department Contact:		Greg Reed	

Description of Request:
 The City needs an additional employee to work in our Storm Water Fund to help maintain the quality of storm water we discharge and help maintain our National Pollutant Discharge Elimination (NPDES) permit. This additional employee would work directly with our NPDES Inspector. They will be checking private business catch basin as required by our NPDES permit. He or she would also continue our Fats, Oil and Grease (FOG) program which insures businesses are handling their fats, oils & grease appropriately. This should help reduce the amount of FOG that enters the Water Resource Recovery Facility (WRRF). This additional employee will also assist with inspections and repairs of all our storm infrastructure as well as some small drainage projects (adding CB and short run of pipe). He/she will assist residents and businesses that experience drainage issues. I strongly believe an additional worker will help us be more proactive in improving our overall storm drainage infrastructure.

Justification of Request/Cost of Denial:
 Much of our work storm drainage work requires two staff members for safety as well as efficiency. Most of the storm drainage work is done within our right-of-ways requiring traffic control and confined space entry both require two people to do the task safely. There are few drainage projects we would like to see done to reduce localized flooding. This additional storm drainage worker would assist with these projects. When maintaining ponds it would be more efficient to have one storm worker mowing while the other is weed eating. Tree removal within the ponds also requires two to be efficient, one on the backhoe and the other attaching a chain to the tree so it can be pulled out roots and all to prevent future growth. Each year we have received a NPDES grant of \$50,000. This grant can be used to cover some of the wages of an additional employee. In 2000 the City had 97,135 feet of storm pipe. Currently we have 216,360 feet of storm drainage pipe which is a substantial increase in our infrastructure. The City hired their first storm water worker in 2018. This request is based upon the increase requirements of the infrastructure growth.

Alternatives (Delayed Funding/Partial Funding):
 Delayed funding: We will continue to do business as usual. Additional help, normally assigned to other departments, would have to cover to ensure that we meet the required timelines set forth by the City's NPDES permit. This has proved to be challenging with just one storm drainage worker.
 Partial funding: Hire a temporary worker to assist with these projects.

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages	\$ 56,369.00	Wages	\$ 58,060.07
Benefits	\$ 41,439.79	Benefits	\$ 42,682.98
Supplies		Supplies	
Other		Other	
Capital		Capital	
Total	\$ 97,808.79	Total	\$ 100,743.05

One Time Expense	X	Continuous Funding Request
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Funding Source Description:
 Storm Drainage Enterprise Fund.



CITY OF ORTING BUDGET REQUEST

	Capital Item	x	Change in Staff			New Program
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

Title:		Department:		Fund:	
Utility Technician with Water Certification		Public Works		Water	
2021 Cost:		2022 Cost:		Priority:	
\$ 99,900.00		\$ 102,853.53		2	
			Department Contact: Greg Reed		

Description of Request:
 Having a employee in the installation and inspection of underground infrastructure will be huge help in insuring the infrastructure in installed per our standards. They'll help put out our smaller works projects as well as inspect them. Work on keeping our standard specs and details up to date. Start training now, in a few years two of the three in water will be retiring and this would give us another employee with experience in water operations. This position can also help us cut cost on our City projects as they will have the skill sets to do many of the inspections that are currently done by parametrix our Engineering consultant firm. This additional position could also be used to evaluate streets and sidewalks and determine which ones warrants repairs. The Utility Tech will also be used for customer service and help avoid pulling others off their tasks to respond to a customer.

Justification of Request/Cost of Denial:
 The Utility Technician will be responsible for utility locates, side sewer inspection, domestic water meter and irrigation meter inspection. Locates and inspections take staff away from their projects or tasks laid out in our work plan. Adding an additional employee will help in the water system group and allow others to focus on their work instead of being pulled off for various types of inspections or utility locates. Utility Tech should help cut cost to the City as they'll be able to do many of the inspections we currently relay on Parametrix doing. In 2000 the City had 169,003 feet fo water mains, currently we now have 238,046 feet of water main. In 2000 the City had 35,998 feet of service laterals, we now have 60,943 feet of lateral lines. As our infrastructure ages it's imperative we keep up with repairs and maintenance.

Alternatives (Delayed Funding/Partial Funding):
 Delayed funding: If the position is not approved we'll continue to operate in the same manner. Staff will need to be pulled away from their tasks to do utility locates, inspections and customer service request. Parametrix will continue to do the majority of inspections for City projects.

Cost Breakdown:

2021 Associated Cost		2022 Associated Cost	
Wages	\$ 58,060.00	Wages	\$ 59,801.80
Benefits	\$ 41,797.80	Benefits	\$ 43,051.73
Supplies		Supplies	
Other		Other	
Capital		Capital	
Total	\$ 99,857.80	Total	\$ 102,853.53

	X	
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Funding Source Description:

Water



CITY OF ORTING BUDGET REQUEST

Capital Item	x	Change in Staff	New Program
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

Title:		Department:	Fund:
Maintenance Worker 1		Public Works	Parks, Streets, Cemetery, Storm, Water, Water Recovery Resource
2022 Cost:	2023 Cost:	Priority	3
\$ 93,900.00	\$ 96,704.37	Department Contact:	Greg Reed

Description of Request:
 This new position would assist with multiple projects to include the following: grinding, crack sealing, paving, concrete, pruning, facility repairs, landscaping and cemetery and park maintenance. Currently we are not able to complete all of the projects listed on our work plan and work is being delayed because of the staff time required. This maintenance worker would also assist with streets to include sign installation and replacement.

Justification of Request/Cost of Denial:
 As the City grows, the maintenance requirements have increased. It's important we stay on top of crack sealing roads, paint stripping roads and parking lots as this maintenance will prevent future more expensive projects. Crack sealing helps prolong the life cycle of pavement and because the cost of streets are funded out of General Fund it is critical to prevent damage rather than repair later. Grinding is an investment of staff time and will also reduce the City's risk of injuries. Some of these projects require a two man team to ensure the safety of the employees. This additional position would allow us to conduct more preventive maintenance jobs and protect the City's assets.

Alternatives (Delayed Funding/Partial Funding):
 Delayed funding: Continue to prioritize work with current staffing levels.
 Partial Funding: Hire a part time worker or seasonal employee.

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages	\$ 53,133.00	Wages	\$ 54,726.99
Benefits	\$ 40,754.74	Benefits	\$ 41,977.38
Supplies		Supplies	
Other		Other	
Capital		Capital	
Total	\$ 93,887.74	Total	\$ 96,704.37

One Time Expense	x	Continuous Funding Request
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Funding Source Description:
 Streets 50%, Storm 20%, Water 10%, Parks 10%, Cemetery 3%, Water Recovery Resource 7%



CITY OF ORTING BUDGET REQUEST

Capital Item	x	Change in Staff	New Program
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Title:		Department:		Fund:	
Water Resource Recovery Facility Operator 1 or OIT		Public Works		Water Resource Recovery (WRR)	
2022 Cost:		2023 Cost:		Priority:	
\$ 95,850.00		\$ 98,725.50		4	
		Department Contact:		Greg Reed	

Description of Request:
 Hire an additional Water Resource Recovery Facility Plant Operator with a level 1 certification or an Operator in Training (OIT). As we bring our asset management system into full swing this employee will help with the creation and follow through of work orders on various items. As the plant ages, maintenance needs to be done on a more frequent basis. At a minimum we need to follow the recommended maintenance cycle identified in the operation and maintenance manuals within Aktivov. The new employee can assist with the pump station maintenance as well as step tank maintenance. This additional position would bring us up to four employees responsible for the the plant, pump stations and step tanks. During a confined space entry project, we are required by law to have two employees on site. Having four employees would ensure we have enough coverage to complete these types of projects and still be able to meet ongoing operational requirements.

Justification of Request/Cost of Denial:
 The water resource recovery facility is one of the most important assets within the City and it's imperative we properly maintain the components within the plant. With an additional employee we can be more proactive in our maintenance of the components within our WWTP and pump stations. This additional staff member will allow us to continue to provide ongoing services while ensuring routine maintenance is completed. This person would also be trained in solid handling to ensure that we have adequately trained staff on site for the implementation of the new plant. He/she would help us better utilize the asset management system by creating work orders and tracking the maintenance cycle for the various components within the plant. The City's waste water pipe has grown from 103,339 feet in 2000 to 207,665 feet of mains and laterals with no changes to staff during this time period.

Alternatives (Delayed Funding/Partial Funding):
 Delayed Funding: Maintain current staffing levels. Additional help, normally assigned to other departments, would have to shift based upon priorities.
 Parital funding: Combining staff requests based upon funding desires of council. New staff would be split between funds based upon priority of work.

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages	\$ 54,727.00	Wages	\$ 56,368.81
Benefits	\$ 41,092.20	Benefits	\$ 42,324.97
Supplies		Supplies	
Other		Other	
Capital		Capital	
Total	\$ 95,819.20	Total	\$ 98,725.50

One Time Expense	x	Continuous Funding Request
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Funding Source Description:
 Water Resource Recovery Enterprise Fund



CITY OF ORTING BUDGET REQUEST

<input checked="" type="checkbox"/>	Capital Item		Change in Staff		New Program
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance.

Title:		Department:		Fund:	
Tow behind Knuckle Boom		Public Works		Parks, Street, Storm, Water	
2022 Cost:		2023 Cost:		Priority	
\$52,000.00				5	
Department Contact:				Greg Reed	

Description of Request:
 Purchase a tow behind knuckle boom to replace the City's aging 1995 lift truck. We would like to purchase a model that can also be powered by electricity and fit through a building's double doors which will allow us to use the equipment inside and out. This equipment would be used for tree trimming, cleaning water tanks, SBR's (treatment plant), hanging banners, and plant and facility repairs. The current lift truck fully extends to 40' and depending on cost we would like to purchase a model that extends to 48" feet.

Justification of Request/Cost of Denial:
 The City's lift truck is at the end of it's life cycle. Total maintenance expenditures since 2002: \$20,055. Purchased the current lift truck used in Sept 2002 for \$14,035. We expect the cost of repairs/maintenance will continue to grow as the equipment ages. If denied, we will continue to use the old lift truck with an increase to annual maintenance costs.

Alternatives (Delayed Funding/Partial Funding):
 Delayed Funding: Continue to use the current lift truck or rent a lift truck as needed..

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$ 52,000.00	Capital	
Total	\$ 52,000.00	Total	\$ -

<input checked="" type="checkbox"/>	One Time Expense	Continuous Funding Request
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Funding Source Description:
 Streets: \$11,700, Parks \$6,500 Water \$6,500 Storm \$27,300



CITY OF ORTING BUDGET REQUEST

X	Capital Item	Change in Staff	New Program
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Title:		Department:	Fund:
Crane and Light Bar installation for two service trucks		Public Works	Sewer, Storm, Water, Streets
2022 Cost:	2023 Cost:	Priority:	6
\$ 8,000.00		Department Contact:	Greg Reed

Description of Request:
Request the installation of a lifting crane (1,000 to 2,000 LB capacity) and LED light bars for two of our service trucks.

Justification of Request/Cost of Denial:
Loading equipment like heavy water parts, storm concrete riser sections or frame and castings into a truck bed requires two staff to prevent injuries. This requires a call out to help load or unload a service truck. The crane would allow an employee to load the heavier tool, equipment or parts into their service truck saving staff time. Vehicle light bars are a safety item. It helps the traveling public know they are coming up on a work site or worker. Light bars are especially helpful when working at night; an example of this is when we had to repair the water main on 177th, which has very little visibility - no street light, narrow road just past a bend.

Alternatives (Delayed Funding/Partial Funding):
Delayed funding: Continue current options. When staff are by themselves and have to load or unload heavy equipment, materials or tools they will continue to call and wait for someone in the field to come to the site and assist. If light bars are not approved we'll continue to operate as we currently do and do our best to help bring attention to the vehicular traffic by using additional signs and a spotter.

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$ 8,000.00	Capital	
Total	\$ 8,000.00	Total	\$ -

X	One Time Expense	Continuous Funding Request
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Funding Source Description:
Sewer 20%, Storm 35%, Water 35% & Streets 10%



CITY OF ORTING BUDGET REQUEST

X	Capital Item	Change in Staff	New Program
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

Title:		Department:	Fund:
Medium Dump Truck with Sander, Plow and Trailer (Ford F-750)		Public Works	Water, Storm, Sewer, Streets & Parks
2022 Cost:	2023 Cost:	Priority:	7
\$ 125,000.00	\$ -	Department Contact:	Greg Reed

Description of Request:
 Purchase of a medium dump truck with sander, plow and trailer. The truck would be used for pond excavation, trench excavation, hauling out debris as well as bringing in various materials like cold mix, hot asphalt, crushed rock, sand and pitrun. The truck would be outfitted to be used for plowing, sanding and hauling of equipment as well. This vehicle would be large enough to haul our Case 580 Backhoe which currently needs to be driven to our work sites. This request is to replace our 2006 Ford F-650 dump truck that is due to be surplus due to age and increasing maintenance costs..

Justification of Request/Cost of Denial:
 The new F-750 would be large enough to trailer the 580 Case and other equipment as needed. It will also have a hydraulic system for dumping. The current F-650 is an electric dump which often can not lift the bed to dump if more than a couple yards are placed in the bed of the truck. There are times we have to have items delivered or picked up (CaSE 580) as our current trucks are not rated to haul this weight. This vehicle would have the capacity to haul the backhoe in for service as well as pick up heavier supplies such as; concrete products, ductile iron pipe and fitting for our water system.

Alternatives (Delayed Funding/Partial Funding):
 Delayed Funding: Keep Form F-650 and continue usage. Backhoe will be driven on City streets to work sites. Backhoe service will require additional cost for delivery to shop.
 Partial funding: no viable options

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$ 125,000.00	Capital	
Total	\$ 125,000.00	Total	\$ -

X	One Time Expense	Continuous Funding Request
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Funding Source Description:
 Enterprise funds: 35% storm, 35% water, 10% sewer. General fund: 10% parks, 10% streets.



CITY OF ORTING BUDGET REQUEST

Capital Item	Change in Staff	New Program
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Title:		Department:	Fund:
Onsite Sodium Hypochlorite Generation System Well 4		Public Works	Water
2022 Cost:	2023 Cost:	Priority:	8
\$ 65,000.00		Department Contact:	Greg Reed

Description of Request:
 This request is to install an on-site chlorination system (On-site Sodium Hypochlorite Generation System). This system generates a <1.0% sodium hypochlorite solution through electrolysis of brine, consuming only water, salt and electricity. This solution would replace the need to purchase liquid chlorine. Producing hypochlorite on-site and on-demand, would eliminate the concerns associated with transportation, storage of liquified chlorine gas or commercial sodium hypochlorite solutions.

Justification of Request/Cost of Denial:
 By installing an on-site chlorinator the City would reduce risks associated with hauling dangerous chemicals to include potential spills. The system can be self adjusted based on demand and would save staff time delivering the chlorine to sites. This would also reduce the cost of purchasing chlorine for water purification and would ensure the City had the supplies required to provide clean water (i.e. reduce our dependence of the limited chlorine supplies on the market.)

Alternatives (Delayed Funding/Partial Funding):
 Continue to receive, load and haul liquid chlorine to the various well sites. If funding is not available, the supply budget for liquid chlorine needs to be increased as we are expecting the costs to increase due to supply issues. Continue using staff time to load, haul, unload and transfer of the liquid chlorine. The installation for the on-site chlorination system (on-site Sodium Hypochlorite Generation System) would come out of the water CIP Fund.

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$ 65,000.00	Capital	
Total	\$ 65,000.00	Total	\$ -

<input checked="" type="checkbox"/> One Time Expense	<input type="checkbox"/> Continuous Funding Request
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Funding Source Description:
 Water Enterprise Fund.



CITY OF ORTING BUDGET REQUEST

<input checked="" type="checkbox"/>	Capital Item		Change in Staff	<input checked="" type="checkbox"/>	New Program																												
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Title:		Department:		Fund:																													
Body Cameras and Taser Upgrade		Police		General																													
2022 Cost:	2023 Cost:	Priority:	1																														
\$25,700.00	\$25,700.00	Department Contact:	Chris Gard																														
Description of Request:																																	
<p>Budget request is for a five year capital lease contract - total cost \$ 154,400. This would replace current Taser Contract and add body cameras, accessories, storage and evidence management of the devices. Contract would include 12 Body Cameras, 12 Taser devices, installation of 12 charging dock and an evidence storage and management system which can share evidence in a secured link for court requirements.</p>																																	
Justification of Request/Cost of Denial:																																	
<p>With the new limitations imposed on police/citizen interactions during enforcement encounters, the need for accurate, real time documentation is needed for safety and accountability. We are looking at body cameras that have up to a 2-minute playback, which would be beneficial if/when an officer forgets to activate the device. The current Taser need to be replaced. Newer devices have a 93% increased probe spread at close range, where 85% of deployments occur, according to agency reports. Devices can be assigned in seconds, update firmware, upload logs and recharge the battery simply by docking the device. These Tasers can fly straighter and faster with nearly twice the kinetic energy for better connection to the target, and the body of the dart breaks away to allow for attainment at tough angles. Electricity is intentionally driven between all contacts to maximize the effectiveness of the probe deployment and to help compensate for close probe spreads or clothing disconnects.</p>																																	
Alternatives (Delayed Funding/Partial Funding):																																	
<p>Delayed funding: Continue with existing Tasers and not implement body cameras. Partial funding: Conduct a pilot program or purchase a smaller amount of devices.</p>																																	
Cost Breakdown:																																	
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One Time Expense		<input checked="" type="checkbox"/>	Continuous Funding Request																														
Funding Source Description:																																	



CITY OF ORTING BUDGET REQUEST

X	Capital Item	Change in Staff	New Program
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Title:		Department:		Fund:	
SW Connector ROW Construction		Public Works		Contingent upon funding - State or Federal grant	
2022 Cost:		2023 Cost:		Priority:	
\$ 610,000.00		\$ -		TIP-2,3 and 4	
Department Contact:				Maryanne Zukowski	

Description of Request:
 As the City desires to make progress on the right of way needed for the future roadway which would extend Whitehawk Boulevard to Calistoga Street. This budget request would fund the acquisition needed right of way. The expenditure would be contingent on grant funds becoming available.

Justification of Request/Cost of Denial:
 As development continues in Orting, securing the needed right of way is a high priority. Further delays in securing the right of way could lead to competition with private development projects. Additionally, the assessed value of property in Pierce County continues to increase, making this project even more costly if it were to be delayed.

Alternatives (Delayed Funding/Partial Funding):
 Delayed funding: None

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital		Capital	
Total	\$ 610,000.00	Total	\$ -

X	One Time Expense	Continuous Funding Request
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Funding Source Description:
 This project is contingent on grant funding.



CITY OF ORTING BUDGET REQUEST

<input checked="" type="checkbox"/>	Capital Item		Change in Staff		New Program
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Title:		Department:		Fund:	
Dept of Ecology SMAP report		Public Works		Storm	
2022 Cost:		2023 Cost:		Priority:	
\$ 90,000.00				1	
Department Contact:				Greg Reed	

Description of Request:
 Washington State's Department of Ecology will be requiring a Stormwater Management Action Planning (SMAP) report no later than March 31, 2023 which focuses on one specific storm water discharge to a river as a high priority.

Justification of Request/Cost of Denial:
 Part of the NPDES (National Pollution Discharge Elimination System) permit requires this assessment. The goal of this report is to reduce pollution in our rivers and streams.

Alternatives (Delayed Funding/Partial Funding):
 Delayed funding: The City is required to comply. Possible fines if the report is not completed by the due date. No alternatives.

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$ 90,000.00	Capital	
Total	\$ 90,000.00	Total	\$ -

<input checked="" type="checkbox"/>	One Time Expense	Continuous Funding Request
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Funding Source Description:
 Storm



CITY OF ORTING BUDGET REQUEST

X	Capital Item	Change in Staff	New Program
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Title:		Department:	Fund:
Construction Management of the WRR BioSolid Facility		Public Works	Water Resource Recovery (WRR)
2022 Cost:	2023 Cost:	Priority:	1
\$ 1,000,000.00	\$ -	Department Contact:	Greg Reed

Description of Request:
 Construction Management cost for the Water Resource Recovery (WRR) BioSolid Facility.

Justification of Request/Cost of Denial:
 Cost based upon 10% of the total expected cost of the Water Resource Recovery Facility (BioSolid - \$10,000,000)

Alternatives (Delayed Funding/Partial Funding):
 Delayed funding: The City will have to postpone the building of the WRR BioSolid facility.

Cost Breakdown:

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Total	\$ -																												

X	One Time Expense	Continuous Funding Request
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Funding Source Description:
 Water Resource Recovery



CITY OF ORTING BUDGET REQUEST

<input checked="" type="checkbox"/>	Capital Item	Change in Staff	New Program
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Title:		Department:	Fund:
Construction of the WRR BioSolid Facility		Public Works	Water Resource Recovery (WRR)
2022 Cost:	2023 Cost:	Priority:	1
\$ 10,000,000.00	\$ -	Department Contact:	Greg Reed

Description of Request:
 Construction cost for the Water Resource Recovery (WRR) BioSolid Facility. This new facility will replace the current Water Resource Recovery system of lagoon ponds and will allow the City to produce fertilizer for citizens.

Justification of Request/Cost of Denial:
 Currently the city must hire a contractor every several years and have the lagoons dredged and then the solids are transported to sites where we can safely dispose of them. This new facility will instead produce a safe fertilizer for lawns and gardens. The estimated cost of this project including design and construction is estimated to 10.1 million and will be paid for with a combination of cash and debt from the Water Resource Recovery (WRR) fund.

Alternatives (Delayed Funding/Partial Funding):
 Delayed funding: The City will have to postpone the building of the WRR BioSolid facility.

Cost Breakdown:

2022 Associated Cost		2023 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$ 10,000,000.00	Capital	
Total	\$ 10,000,000.00	Total	\$ -

<input checked="" type="checkbox"/>	One Time Expense	Continuous Funding Request
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Funding Source Description:
 Water Resource Recovery (WRR) and debt

Appendix D: Cash and Investment Position

Estimated Beginning Cash & Investments Jan 2022

<u>Bond Desc</u>	<u>Pur. Date</u>	<u>Maturity</u>	<u>Balance</u>	<u>Coupon</u>	<u>Notes</u>
Cash in Bank	N/A	N/A	\$3,100,000	None	
LGIP Money Market*	N/A	N/A	\$11,500,000	Market	Follows Fed Funds Rate
FHLMC 7/22/24	7/13/2020	7/22/2024	\$1,000,000	0.45%	
FNMA 6/14/24	12/16/2020	6/14/2024	\$1,000,000	1.84%	
FFCB 1/24/23	3/18/2020	1/24/2023	\$1,500,000	1.64%	
Total:			\$18,100,000		

Estimated Ending Cash & Investments Dec 2022

<u>Bond Desc</u>	<u>Pur. Date</u>	<u>Maturity</u>	<u>Par</u>	<u>Coupon</u>	<u>Status Change</u>
Cash in Bank	N/A	N/A	\$2,300,000	None	
LGIP Money Market	N/A	N/A	\$9,600,000	Market	Follows Fed Funds Rate
FHLMC 7/22/24	7/13/2020	7/22/2024	\$1,000,000	0.45%	
FNMA 6/14/24	12/16/2020	6/14/2024	\$1,000,000	1.84%	
FFCB 1/24/23	3/18/2020	1/24/2023	\$1,500,000	1.64%	
Total:			\$15,400,000		

*LGIP is a money market fund that is run by the Washington State Treasurer. Investments of the funds generally include highly liquid debentures of the United States and its agencies.

Appendix E: Outstanding Debt:

The Council has authorized the following outstanding Debt:

Creditor	Description	Amount Issued	Maturity	Rate	Dec 31, 2021 Balance	Dec 31 2022 Balance
Department of Commerce	Well 4	\$3,030,000	10/1/2029	1.5%	\$1,310,574	\$1,146,752
Ford Motor Credit	3 Police Vehicles	\$156,050	10/27/2023	5.7%	\$62,131	\$29,044
Ford Motor Credit	1 Police Vehicle	\$57,114	11/7/2023	6.2%	\$25,573	\$11,774
Total:					\$1,398,278	\$1,187,570

Service on outstanding debt for the next five years are detailed below followed by aggregated payments for the next five years followed by the final year of current outstanding debt follow:

	<u>Interest</u>	<u>Principal</u>	<u>Total</u>
2022	\$ 23,484.89	\$ 209,013.26	\$ 232,498.15
2023	\$ 18,335.02	\$ 204,639.96	\$ 222,974.98
2024	\$ 14,743.96	\$ 163,821.81	\$ 178,565.77
2025	\$ 12,286.64	\$ 163,821.81	\$ 176,108.45
2026-2029	\$ 24,573.27	\$ 655,287.28	\$ 679,860.55
Totals	\$ 93,423.78	\$ 1,396,584.12	\$ 1,490,007.90

Appendix F: 2022 Revenue Detail

BARS	Description	2019				2020				2021				2022	
		Actual	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%	Actual	Budget	Adj. Amt	Budget
General Fund															
General Taxes															
001-311-10-01-00	Tax - Real & Personal Property	1,289,798.92	1,336,602.41	1,335,880.61	100%	744,623.36	1,347,915.06	55%	1,373,837.68	1,373,837.68					
001-313-11-00-00	Tax - Retail Sales & Use	793,071.60	851,621.62	725,000.00	117%	802,054.41	725,000.00	111%	817,000.00	817,000.00					
001-313-71-00-00	Criminal Justice - Low Pop	161,051.86	166,825.29	128,000.00	130%	166,659.08	130,000.00	128%	152,000.00	152,000.00					
001-316-41-00-00	Tax - B&O Utility - Electricity	244,843.24	246,101.66	260,000.00	95%	275,452.52	260,000.00	106%	260,000.00	260,000.00					
001-316-43-00-00	Tax - B&O Utility - Natural Gas	114,788.55	130,833.26	130,000.00	101%	135,389.34	120,000.00	113%	125,000.00	125,000.00					
001-316-46-00-00	Tax - B&O Telecom - Cable	139,878.08	138,097.36	135,000.00	102%	137,964.22	135,000.00	102%	135,000.00	135,000.00					
001-316-47-00-00	Tax - B&O Telecom - Telephone/Cell Phone	90,524.85	79,808.05	90,000.00	89%	56,316.58	90,000.00	63%	75,000.00	75,000.00					
001-316-81-00-00	Tax - Punch Board And Pull Tabs	26,423.96	12,004.21	10,000.00	120%	11,617.68	10,000.00	116%	10,000.00	10,000.00					
001-316-81-00-00	Tax - Punch Board And Pull Tabs Penalty	50,000.00	553.53	-	0%	11,617.68	-	0%	-	-					
001-318-34-00-00	Real Estate Excise Taxes	851.13	42.13	-	0%	84.27	-	0%	-	-					
	Total	2,911,232.19	2,962,489.52	2,813,880.61	105%	2,341,779.14	2,817,915.06	83%		2,947,837.68					
Franchise Fees															
001-321-91-00-01	Fee - Franchise - Comcast	108,705.32	107,987.88	110,000.00	98%	81,461.03	108,000.00	75%		108,000.00					
001-321-91-00-02	Fee - Franchise - Verizon	-	-	-	0%	-	-	0%		-					
001-321-91-00-03	Franchise Fee - Telecom	-	-	-	0%	-	-	0%		-					
	Total	108,705.32	107,987.88	110,000.00	98%	81,461.03	108,000.00	75%		108,000.00					
Revenue from the State															
001-336-00-98-00	Shared - City Assistance	111,169.79	109,309.32	122,000.00	90%	111,736.05	120,000.00	93%		120,000.00					
001-336-06-21-00	Shared - CJ - Violent Crimes/pop.	2,429.55	2,625.21	2,600.00	101%	2,866.36	2,600.00	110%		2,600.00					
001-336-06-26-00	Shared - CJ - Special Programs	8,741.09	9,395.54	8,800.00	107%	10,206.36	8,800.00	116%		8,800.00					
001-336-06-51-00	Shared - DU/Other Crim Just. Asst	1,129.33	1,217.99	1,500.00	81%	1,426.89	1,200.00	119%		1,200.00					
001-336-06-94-00	Shared - Liquor/beer Excise	44,313.96	52,819.75	41,000.00	129%	61,034.55	43,000.00	142%	50,000.00	50,000.00					
001-336-06-95-00	Shared - Liquor Profits	66,069.86	67,265.97	65,000.00	103%	51,174.98	65,000.00	79%	60,000.00	60,000.00					
	Total	233,853.58	242,633.78	240,900.00	101%	238,445.19	240,600.00	99%		242,600.00					
Business License															
001-321-99-00-00	Licenses - Business & Permits	13,572.73	13,325.06	17,000.00	78%	12,641.68	10,000.00	126%	12,000.00	12,000.00					
001-321-99-00-01	License - One Day Business	25.00	-	200.00	0%	-	200.00	0%		200.00					
	Total	13,597.73	13,325.06	17,200.00	77%	12,641.68	10,200.00	124%		12,200.00					
Building & Land Use															
001-322-10-01-00	Permits - Building	68,810.65	16,537.97	80,000.00	21%	123,268.03	100,000.00	123%	44,000.00	44,000.00					
001-322-10-02-00	Permits - Plumbing	10,197.75	2,375.07	7,750.00	31%	17,543.08	15,000.00	117%	20,000.00	20,000.00					
001-322-10-03-00	Permits - Fence	-	-	300.00	0%	-	-	0%		-					
001-322-10-04-00	Permits - Mechanical	17,567.70	9,675.57	7,750.00	125%	24,210.28	15,000.00	161%	20,000.00	20,000.00					
001-322-10-08-00	Permits - Backflow	1,305.00	600.00	1,000.00	60%	750.00	1,000.00	75%		1,000.00					
001-322-90-02-00	Permits - Land Use Variance	-	700.00	500.00	140%	1,200.00	500.00	240%		500.00					
001-322-90-03-00	Fees - Short Plats	1,085.00	1,900.00	500.00	380%	-	500.00	0%		500.00					
001-322-90-04-00	Fees - Boundary Line Adjustments	-	-	-	0%	500.00	-	0%		-					
001-322-90-05-00	Fees - Preliminary Plats	-	1,000.00	500.00	200%	-	500.00	0%		-					
001-322-90-07-00	Permits - Conditional Use	700.00	-	-	0%	24,447.98	-	0%		-					
001-322-90-08-00	Permits - Special Use	-	-	-	0%	-	-	0%		-					
001-341-62-00-05	City Standards Copies	234.94	5.30	100.00	5%	0.05	100.00	0%		-					
001-345-83-00-00	Fees - Plan Review/Inspections	47,669.70	19,581.42	16,250.00	121%	82,663.19	65,000.00	127%		65,000.00					
001-345-83-01-00	Fees - Expedited Plan Review	-	-	150.00	0%	-	150.00	0%		150.00					
001-345-83-02-00	Fees - Energy Review	960.00	176.89	600.00	29%	995.69	600.00	166%		600.00					
001-345-83-03-00	Fees - Architectural Design Application	450.00	700.00	200.00	350%	300.00	200.00	150%		200.00					
001-345-83-04-00	Fees - SEPA Review	-	-	3,000.00	0%	-	3,000.00	0%		-					
001-345-83-05-00	Fees - Eng. - Plan Review/inspection	15,702.75	8,474.20	10,000.00	85%	25,982.50	10,000.00	260%		10,000.00					
001-345-83-06-00	Fees - Building Inspect/re-inspect	5,812.00	4,934.50	2,000.00	247%	4,827.73	2,000.00	241%		2,000.00					
001-345-83-07-00	Fees - Developers Utility Extension Applicat	13,403.50	15,579.25	5000.00	312%	-	5000.00	0%	1,000.00	1,000.00					

Appendix F: 2022 Revenue Detail

BARS	Description	2020				2021				2022	
		Actual	Actual	Budget	%	Actual	Budget	%	Adj. Amt	Budget	
001-345-83-08-00	Fees - Shoreline Development Permit	1,500.00	-	-	0%	-	-	0%	-	-	
001-345-83-09-00	Fees - Building Fines	-	-	-	0%	-	-	0%	-	-	
001-343-19-01-00	Permit - Grade & Fill	-	-	500.00	0%	-	500.00	0%	-	-	
001-353-70-00-01	Building Code Violation	-	-	-	0%	-	-	0%	-	-	
001-322-10-06-00	Permits - Fireworks	100.00	-	400.00	0%	-	400.00	0%	-	-	
	Total	185,498.99	82,240.17	136,500.00	60%	306,688.53	219,450.00	140%		164,950.00	
	Court										
001-341-33-02-00	Rev - Warrant Costs	5,965.48	3,364.87	7,000.00	48%	7,349.67	7,000.00	105%	-	7,000.00	
001-341-33-03-00	Rev - Deferred Prosecution Costs	-	-	-	0%	392.95	-	0%	-	-	
001-341-33-06-00	Fees - Fee - IT Time Pay/Court	346.23	97.50	600.00	16%	93.70	600.00	16%	300.00	300.00	
001-341-62-00-01	Fees - Court Copies/Tape	86.60	51.14	100.00	51%	38.44	100.00	38%	-	100.00	
001-341-95-00-00	Court Legal Services	-	-	100.00	0%	-	100.00	0%	50.00	50.00	
001-342-33-00-00	Fees - Adult Probation	-	-	200.00	0%	-	200.00	0%	100.00	100.00	
001-342-33-06-00	Fees - Record Check	16,345.26	1,985.01	21,000.00	9%	2,100.00	21,000.00	1%	-	21,000.00	
001-342-33-07-00	Fees - Sentence Compliance-Probation	8,944.74	7,947.11	11,400.00	70%	10,866.92	11,400.00	95%	-	11,400.00	
001-342-36-00-00	Fees - HSNG/MNTR PRSNR	-	125.00	500.00	25%	-	500.00	0%	-	500.00	
001-342-37-00-00	Booking Fees	8.43	-	-	0%	2.69	-	0%	-	-	
001-342-38-01-00	Fees - PreTrial Supervision	2,350.00	1,420.00	2,300.00	62%	1,980.00	2,300.00	86%	-	2,300.00	
001-342-10-11-00	DNA Coll Fee 1	26.50	13.47	-	0%	-	-	0%	-	-	
001-342-50-00-00	Fees - DUI Emergency Response	798.58	1,700.07	600.00	283%	1,619.49	600.00	270%	-	600.00	
001-342-60-00-00	DUI Emergency Aid	-	-	-	0%	-	-	0%	-	-	
001-347-90-03-00	Fees - Court NSF	-	-	-	0%	40.00	-	0%	-	-	
001-352-30-00-00	Fines - Mandatory Insurance Costs	2,735.96	1,199.80	1,800.00	67%	3,300.87	1,800.00	183%	-	1,800.00	
001-353-10-00-00	Fines - Traffic Infract Prior To 07/03	-	2,955.12	600.00	493%	832.82	600.00	139%	-	600.00	
001-353-10-01-00	Fines - School Safety Zone	-	-	-	0%	-	-	0%	-	-	
001-353-10-02-00	Fines - Traffic Infract After 07/03	22.76	234.52	600.00	39%	18.06	600.00	3%	-	600.00	
001-353-10-03-00	Fines - Traffic Infract	4,868.59	2,965.40	6,000.00	49%	9,619.12	6,000.00	160%	-	6,000.00	
001-353-10-04-00	Legis Assmnt	3,393.88	2,272.95	5,000.00	45%	2,777.47	5,000.00	56%	-	5,000.00	
001-353-10-05-00	Traffic INF	31,646.64	24,890.50	35,000.00	71%	28,906.09	35,000.00	83%	35,000.00	35,000.00	
001-353-10-80-00	Def Find Adm	6,715.50	12,604.17	-	0%	17,354.71	-	0%	10,000.00	10,000.00	
001-353-70-00-00	Non-Traffic Infractions	-	-	-	0%	-	-	0%	-	-	
001-356-90-00-00	Crim Non-Traffic To 7/03	277.18	4.06	-	0%	-	-	0%	-	-	
001-353-70-04-00	Other Infractions	37.57	-	100.00	0%	169.05	100.00	169%	-	100.00	
001-353-70-13-00	Other Infract	3,451.68	2,546.73	1,500.00	170%	4,086.92	1,500.00	272%	-	1,500.00	
001-354-00-00-00	Fines - Parking Infractions	57.00	-	100.00	0%	-	100.00	0%	-	100.00	
001-354-00-03-00	Parking Infractions	-	-	100.00	0%	-	100.00	0%	-	100.00	
001-354-00-07-00	Fines - Handicapped Parking Infract	-	-	200.00	0%	138.90	200.00	69%	-	200.00	
001-355-20-00-00	Fines - DUI	349.56	595.80	800.00	74%	1,848.96	800.00	231%	-	800.00	
001-355-20-01-00	DUI - DP Acct	59.01	-	600.00	0%	41.09	600.00	7%	-	600.00	
001-355-20-04-00	DUI-DP Acct 7/17	201.38	271.04	-	0%	512.67	-	0%	-	-	
001-355-80-00-00	Fines - Crim Traffic Misd To 7/03	-	-	-	0%	-	-	0%	-	-	
001-355-80-01-00	Fines - Crim Traffic Misd After 7/03	5,384.56	6,723.59	8,000.00	84%	6,340.88	8,000.00	79%	-	8,000.00	
001-355-80-02-00	Criminal Conv Traffic Fee	802.47	741.77	800.00	93%	853.65	800.00	107%	-	800.00	
001-356-90-04-00	Fines - Crim. Non-Traffic After 7/03	1,527.13	793.14	1,000.00	79%	952.76	1,000.00	95%	-	1,000.00	
001-356-90-08-00	Fines - Domestic Violence	443.43	289.17	400.00	72%	510.74	400.00	128%	-	400.00	
001-356-90-14-00	Fee - Conv Fee CN 1/13	388.72	341.24	500.00	68%	622.19	500.00	124%	-	500.00	
001-357-33-00-00	Reimb - Public Defense Cost	738.75	991.46	1,200.00	83%	773.93	1,200.00	64%	-	1,200.00	
001-361-40-01-00	Int - Court Collections	2,272.31	1,432.25	2,500.00	57%	1,859.25	2,500.00	74%	-	2,500.00	
001-361-40-03-00	Court Current Expense	2,272.31	1,432.25	2,000.00	72%	1,859.25	2,000.00	93%	-	2,000.00	
001-369-80-01-00	Small Overpayment 16 Court	3.29	-	-	0%	-	-	0%	-	-	
001-369-81-00-00	Cash Over/Short Court	1.00	-	-	0%	40.00	-	0%	-	-	
001-386-12-00-00	Crime Victims	1,211.01	-	-	0%	1,141.69	-	0%	300.00	300.00	
001-386-83-09-00	JIS Trauma	5,132.44	-	-	0%	1,443.77	-	0%	700.00	700.00	
001-386-97-06-00	Local/JIS Acct	546.06	-	-	0%	-	-	0%	-	-	
001-386-99-07-00	SCH SCHOOL SPD	368.08	-	-	0%	201.45	-	0%	-	-	
	Total	109,780.09	79,989.13	112,600.00	71%	108,800.15	112,600.00	97%		123,150.00	

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Appendix F: 2022 Revenue Detail

BARS	Description	2019				2020				2021				2022	
		Actual	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%	Actual	Budget	Adj. Amt	Budget
Other Fines & Penalties															
001-362-40-00-00	Rental - Multi-Purpose Center	1,732.15	1,249.45	3,500.00	36%	800.00	3,500.00	23%	3,000.00	3,000.00					
001-362-40-00-01	McMahon Parking Rental	1,800.00	-	-	0%	-	-	0%	-	-					
001-362-40-03-00	Lease - Chamber Office	-	-	-	0%	-	-	0%	-	-					
001-362-40-04-00	Fees - Special Events	1,985.00	370.00	1,000.00	37%	1,130.00	1,000.00	113%	700.00	700.00					
001-362-40-05-00	Lease - Fire Station	-	-	-	0%	-	-	0%	-	-					
	Total	5,517.15	1,619.45	4,500.00	36%	1,930.00	4,500.00	43%						3,700.00	
Money Collected for State															
001-386-00-02-00	State Share Ccw's	-	-	-	0%	-	-	0%	-	-					
001-386-00-03-00	Facilities Deposits	(30.00)	-	-	0%	-	-	0%	-	-					
001-386-83-33-00	Legis Assmt	-	-	-	0%	-	-	0%	-	-					
001-386-97-05-00	Local/JIS Account	8.01	-	-	0%	555.45	-	0%	-	-					
001-389-30-00-01	Parks and Rec Sales Tax	206.09	-	-	0%	-	-	0%	-	-					
001-389-30-00-02	State Building Code Fees	251.50	-	-	0%	146.78	-	0%	-	-					
001-389-30-00-03	Peg Fees - Comcast	5,186.02	-	-	0%	2,415.53	-	0%	-	-					
001-389-30-00-01	Tax - Parks & Rec Sales	206.09	-	-	0%	-	-	0%	-	-					
	Total	5,827.71	-	-	0%	3,117.76	-	0%						-	
Recreation															
001-347-60-01-16	Baseball 9+ Years	(31.85)	-	4,500.00	0%	-	4,500.00	0%	-	4,500.00				4,500.00	
001-347-60-01-01	Dance Class	8,864.00	1,160.33	7,000.00	17%	2,640.00	7,000.00	38%	-	7,000.00				7,000.00	
001-347-60-01-02	Dance/Drill Team	-	-	-	0%	-	-	0%	-	-				-	
001-347-60-01-03	Karate	-	-	-	0%	-	-	0%	-	-				-	
001-347-60-01-04	Tots Soccer	5,535.00	(35.58)	3,500.00	-1%	2,515.00	3,500.00	72%	-	3,500.00				3,500.00	
001-347-60-01-05	Flag Football	-	-	-	0%	-	-	0%	-	-				-	
001-347-60-01-06	Youth Baseball	13,157.23	(156.50)	13,500.00	-1%	15.00	13,500.00	0%	-	13,500.00				13,500.00	
001-347-60-01-08	Art Class	200.00	431.55	-	0%	-	-	0%	-	-				-	
001-347-60-01-11	Summer Fun	(1.58)	-	-	0%	-	-	0%	-	-				-	
001-347-60-01-15	Tumbling	4,288.46	932.72	3,500.00	-	-	3,500.00	-	-	3,500.00				3,500.00	
001-347-60-01-12	Puppy/Dog Training (non-tax)	17,720.00	4,293.34	12,000.00	36%	-	12,000.00	0%	-	12,000.00				12,000.00	
001-347-60-01-13	Soccer Camp	-	-	-	0%	-	-	0%	-	-				-	
001-347-60-01-14	Volleyball Camp	-	-	-	0%	-	-	0%	-	-				-	
001-347-60-05-01	Adult Softball	3,831.08	-	4,000.00	0%	-	4,000.00	0%	-	4,000.00				4,000.00	
001-347-60-05-03	Zumba	-	-	-	0%	-	-	0%	-	-				-	
001-347-60-05-05	Youth Volleyball	2,057.81	-	1,440.00	0%	-	1,440.00	0%	-	1,440.00				1,440.00	
	Total	55,620.15	6,625.86	49,440.00	13%	5,170.00	49,440.00	10%						49,440.00	
Interest Income															
001-361-11-00-00	Int - Investment Interest Earned	58,082.05	90,207.90	8,500.00	1061%	1,181.24	8,500.00	14%	2,500.00	2,500.00				2,500.00	
001-361-40-00-00	Int - Sales & Use Tax	1,676.74	1,211.82	500.00	242%	573.58	500.00	115%	200.00	200.00				200.00	
001-361-40-04-00	Int - Property Tax	1,896.37	466.35	500.00	93%	54.51	500.00	11%	50.00	50.00				50.00	
	Total	61,655.16	91,886.07	9,500.00	967%	1,809.33	9,500.00	19%						2,750.00	
Other Revenue															
001-362-40-06-00	Library Lease	-	37,400.00	30,000.00	125%	27,200.00	30,000.00	91%	-	30,000.00				30,000.00	
001-322-10-07-00	Fees - Passports	31,990.00	595.00	20,000.00	3%	-	-	0%	-	-				-	
001-322-30-00-00	Licenses - Animal	-	-	-	0%	-	-	0%	-	-				-	
001-322-40-01-00	Permits - Street Opening/Closing	650.00	900.00	2,500.00	36%	987.50	2,500.00	40%	1,000.00	1,000.00				1,000.00	
001-322-90-11-00	Fees - Golf Cart Registration	121.00	75.00	100.00	75%	15.00	100.00	15%	50.00	50.00				50.00	
001-331-97-00-01	FEMA Hazard Mitigation Grant	-	-	15,000.00	0%	-	15,000.00	0%	-	15,000.00				15,000.00	
001-333-20-00-01	Federal Indirect Grant from Department of Tr	-	-	-	0%	-	-	0%	-	-				-	
001-334-03-10-01	DOE Grant - Shoreline Plan Update	19,329.13	-	-	0%	-	-	0%	-	-				-	
001-341-43-00-00	Fees - Credit Card/Debit Card	340.00	35.00	300.00	12%	176.00	300.00	59%	50.00	50.00				50.00	
001-341-93-00-00	Reimb - Library	5,239.86	1,076.70	5,600.00	19%	-	-	0%	-	-				-	

LC

Appendix F: 2022 Revenue Detail

BARS	Description	2019				2020				2021				2022	
		Actual	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%	Actual	Budget	Adj. Amt	Budget
001-334-03-50-00	WA Traffic Sfty Com - PD Grant	2,898.00	-	-	0%	-	-	0%	-	-	-	-	-	-	-
001-337-00-00-00	Non Federal or State Grants	738.44	-	-	0%	-	-	0%	-	-	-	-	-	-	-
001-391-50-21-01	2019 Police Vehicle Purchase Loan Proceeds	48,596.99	-	-	0%	-	-	0%	-	-	-	-	-	-	-
001-334-04-20-01	New City Hall Commerce Grant	-	588,000.00	588,000.00	100%	50,000.00	-	0%	-	-	-	-	-	-	-
001-342-10-00-00	Reimb - SRO - School District	87,035.00	95,000.00	90,000.00	106%	45,182.95	92,500.00	49%	100,000.00	-	-	100,000.00	-	100,000.00	-
001-344-20-01-00	Gravel	90.00	180.00	-	0%	60.00	-	0%	-	-	-	-	-	-	-
001-347-90-00-00	Fees - NSF & Charges	120.00	40.00	100.00	40%	-	100.00	0%	-	-	-	-	-	100.00	-
001-356-50-03-00	City Drug Buy Fund	-	57.73	200.00	29%	17.57	200.00	9%	-	-	-	-	-	200.00	-
001-357-30-00-00	Reimb - Criminal Costs Recouped	-	-	-	0%	-	-	0%	-	-	-	-	-	-	-
001-362-30-00-00	Parking Permits	4,210.00	3,001.00	3,000.00	100%	5,270.00	3,000.00	176%	-	-	-	-	-	3,000.00	-
001-367-00-00-01	AWC Wellness Grant	-	-	-	0%	-	-	0%	-	-	-	-	-	-	-
001-367-00-00-02	Small Grants	10,353.04	250.00	-	0%	-	-	0%	-	-	-	-	-	-	-
001-369-10-00-01	Miscellaneous Other Nonoperating	1,197.66	-	-	0%	-	-	0%	-	-	-	-	-	-	-
001-369-91-00-00	Misc - Revenue	2,138.84	121.87	-	0%	1,268.18	-	0%	-	-	-	-	-	-	-
001-369-10-00-00	Sale of Surplus Items	9,885.00	12,100.00	-	0%	8,510.00	-	0%	-	-	-	-	-	-	-
001-369-20-00-01	Unclaimed Cash/Property	100.84	-	-	-	-	-	-	-	-	-	-	-	-	-
001-369-80-00-00	Cash Overage & Shortage	27.10	46.04	-	0%	-	-	0%	-	-	-	-	-	-	-
001-369-81-01-00	Cash Overage & Shortage	-	-	-	0%	-	-	0%	-	-	-	-	-	-	-
001-395-10-00-01	Sale of Public Safety Building	-	4,377.21	-	0%	-	-	0%	-	-	-	-	-	-	-
001-397-00-03-00	Transfer In-From Skinner Fund	-	-	4,000.00	0%	-	4,000.00	0%	-	-	-	4,000.00	-	4,000.00	-
001-398-10-00-00	Insurance Recovery	2,523.47	204,722.58	-	0%	2,190.95	-	0%	-	-	-	-	-	-	-
	Total	227,584.37	947,978.13	758,800.00	125%	140,878.15	147,700.00	95%						153,400.00	
Total General Fund		3,918,872.44	4,536,775.05	4,253,320.61	107%	3,242,720.96	3,719,905.06	87%						3,808,027.68	
Streets Fund															
101-333-20-00-01	SW Connector Design Grant	2,346.67	66,587.59	346,000.00	19%	264,090.74	200,000.00	132%	-	-	-	-	-	-	-
New Request 101	SW Connector ROW unsecured								2,000,000.00	-	-	2,000,000.00	-	2,000,000.00	-
101-334-04-20-01	Dept of Commerce - Emerg Evac Bridge 2022 Est								300,000.00	-	-	300,000.00	-	300,000.00	-
	Emergency Evac Bridge - Secured								5,700,000.00	-	-	5,700,000.00	-	5,700,000.00	-
101-318-34-00-01	Real Estate Excise Tax (Capital)	108,551.55	145,630.06	80,000.00	182%	174,987.39	80,000.00	219%	90,000.00	-	-	90,000.00	-	90,000.00	-
101-318-34-00-03	Real Estate Excise Tax (O&M)	108,551.60	100,000.00	80,000.00	125%	100,000.00	80,000.00	125%	90,000.00	-	-	90,000.00	-	90,000.00	-
101-362-00-00-01	703 Kansas Rental Revenue	16,500.00	18,000.00	16,200.00	111%	15,000.00	16,200.00	93%	-	-	-	-	-	16,200.00	-
101-333-20-00-10	WSDOT Grant - Emergency Evac Ped Bridge	-	-	-	0%	-	-	0%	-	-	-	-	-	-	-
101-333-20-20-05	Grant - PCRC Left Turn Lane SR162	-	-	-	0%	-	-	0%	-	-	-	-	-	-	-
101-336-00-71-00	Multimodal Transportation - City	11,220.32	11,423.45	8,000.00	143%	8,690.79	8,000.00	109%	-	-	-	-	-	8,000.00	-
101-336-00-87-00	Motor Vehicle Fuel Tax	170,874.92	154,363.91	155,000.00	100%	135,522.51	155,000.00	87%	-	-	-	-	-	155,000.00	-
101-361-11-00-00	Int - Investment Interest Earned	5,821.60	693.76	500.00	139%	275.07	500.00	55%	-	-	-	-	-	500.00	-
101-369-10-00-00	Sale of Surplus Items	5,302.50	-	500.00	0%	85.59	500.00	17%	-	-	-	-	-	500.00	-
101-397-00-00-01	Transfer from Bridge Fund	55,411.95	171,884.00	-	0%	17,401.60	-	0%	-	-	-	-	-	-	-
101-398-10-00-00	Insurance Recoveries	-	548.74	-	0%	-	-	0%	-	-	-	-	-	-	-
	Total Streets	484,581.11	669,131.51	686,200.00	98%	716,053.69	540,200.00	133%						8,360,200.00	
Cemetery Fund															
104-343-60-01-00	Sales - Cemetery Lots	3,876.00	4,000.00	2,500.00	160%	19,135.00	5,500.00	348%	6,000.00	-	-	6,000.00	-	6,000.00	-
104-343-60-02-00	Sales - Liners	3,500.00	4,525.64	1,800.00	251%	3,000.00	4,500.00	67%	-	-	-	-	-	4,500.00	-
104-343-60-03-00	Fees - Opening & Closing	8,100.00	7,930.00	3,000.00	264%	8,700.00	7,000.00	124%	-	-	-	-	-	7,000.00	-
104-343-60-04-00	Fees - Saturday Service	500.00	1,075.00	500.00	215%	3,075.00	1,000.00	308%	-	-	-	-	-	1,000.00	-
104-343-60-05-00	Fees - Marker Setting Fees	4,525.00	3,370.00	3,000.00	112%	6,055.00	3,000.00	202%	3,500.00	-	-	3,500.00	-	3,500.00	-
104-343-60-06-00	Fees - Vase Setting	251.00	84.00	100.00	84%	400.00	100.00	400%	-	-	-	-	-	100.00	-
104-343-60-08-00	Fees - Setup	875.00	300.00	300.00	100%	1,175.00	400.00	294%	-	-	-	-	-	400.00	-
104-343-60-09-00	Sales - Columbarium Niche	2,975.00	6,760.00	3,500.00	193%	2,975.00	5,000.00	60%	-	-	-	-	-	5,000.00	-
104-361-11-00-00	Int - Investment Interest Earned	-	26.21	-	0%	81.19	-	0%	-	-	-	-	-	-	-
104-369-10-00-00	Sale of Surplus	1,050.00	-	-	0%	-	-	0%	-	-	-	-	-	-	-
104-389-30-00-00	Tax - Sales	325.50	-	200.00	0%	139.50	500.00	28%	-	-	-	-	-	500.00	-
104-397-00-09-00	Transfer From #001	22,014.25	30,979.59	26,000.00	119%	22,000.00	26,000.00	85%	27,800.00	-	-	27,800.00	-	27,800.00	-
	Total Cemetery	47,991.75	59,050.44	40,900.00	144%	66,735.69	53,000.00	126%						55,800.00	

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Appendix F: 2022 Revenue Detail

BARS	Description	2020				2021				2022	
		Actual	Actual	Budget	%	Actual	Budget	%	Adj. Amt	Budget	
Parks Fund											
105-313-17-02-00	Tax - Sales Tax - Park	91,215.82	93,845.06	70,000.00	134%	92,149.91	70,000.00	132%	90,000.00	90,000.00	
105-318-35-00-00	Real Estate Excise Tax (Capital) Parks	118,122.88	145,457.05	80,000.00	182%	174,994.41	80,000.00	219%	90,000.00	90,000.00	
105-318-35-00-03	Real Estate Excise Tax (O&M) Parks	98,980.25	100,000.00	80,000.00	125%	99,964.85	80,000.00	125%	90,000.00	90,000.00	
105-334-02-70-00	Grant - Gratzler Ball Fields	-	-	194,000.00	0%	-	194,000.00	0%	-	-	
105-334-04-20-01	State Capital Grant - Splash Park	-	-	-	0%	-	-	0%	-	-	
105-361-11-00-00	Int - Investment Interest Earned	14,200.68	3,543.06	1,000.00	354%	469.41	1,000.00	47%	500.00	500.00	
105-362-40-01-00	Rental - Bbq & Gazebo	865.00	741.42	1,000.00	74%	1,050.00	1,000.00	105%	750.00	750.00	
105-362-40-02-00	Rental - North Park Bldg	1,550.00	146.32	1,000.00	15%	1,100.00	1,000.00	110%	750.00	750.00	
105-362-40-03-00	Gratzler Park Rental	-	6,635.00	1,500.00	442%	880.00	1,500.00	59%	900.00	900.00	
105-367-00-00-00	Private Contributions & Donat.	-	-	100.00	0%	50.00	100.00	50%	-	100.00	
105-369-10-00-00	Sale of Surplus Items	6,615.00	-	-	0%	256.77	-	0%	-	-	
105-397-76-00-00	Transfer In from 001 or Parks O&M	-	-	-	0%	-	-	0%	-	-	
105-398-10-00-00	Insurance Recovery	-	603.73	-	0%	-	-	0%	-	-	
	Total Parks	336,363.63	350,971.64	444,850.00	79%	402,472.14	444,850.00	90%		281,400.00	
Tourism Revenue											
107-313-31-00-00	Retail Sales and Use Taxes	143.27	34.81	10.00	348%	310.99	10.00	3110%	-	10.00	
107-313-31-00-01	Tax - Hotel-Motel Tax	458.49	562.72	50.00	1125%	395.93	50.00	792%	200.00	200.00	
107-361-11-00-00	Investment Interest Earned	151.77	42.32	10.00	423%	3.74	10.00	37%	-	10.00	
	Total Tourism	753.53	639.85	70.00	914%	710.66	70.00	1015%		220.00	
Transportation Benefit District (TBD) Fund											
108-317-60-00-00	TBD Vehicle Fees	140,898.45	42,995.70	140,000.00	31%	178.20	-	0%	-	-	
108-361-11-00-00	Investment Interest Earned	6,554.46	1,759.66	1,000.00	176%	264.88	1,000.00	26%	400.00	400.00	
	Total TBD	147,452.91	44,755.36	141,000.00	32%	443.08	1,000.00	44%		400.00	
ARPA											
109-332-92-10-00	ARPA - Coronavirus					1,174.00	-		1,202,906.00	1,201,743.74	
109-361-11-00-00	Investment Interest Earned					349.27	-	0%	800.00	800.00	
	Total ARPA					1,523.27	-	-	1,203,706.00	1,202,543.74	
Police Drug Fund											
120-361-11-00-00	Int - Investment Interest Earned	88.80	23.22	-	0%	-	-	0%	-	-	
120-369-30-00-00	Rev - Confiscated/forfeited Property	-	-	-	0%	-	-	0%	-	-	
	Total Police Drug Fund	88.80	23.22	-	0%	-	-	0%		-	

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Appendix F: 2022 Revenue Detail

BARS	Description	2019				2020				2021				2022	
		Actual	Actual	Budget	%	Actual	Actual	Budget	%	Actual	Budget	%	Adj. Amt	Budget	
Transportation Impact Fund															
320-334-03-85-02	TIB Grant Left Turn Lane	-	-	-	0%	-	-	-	0%	-	-	-	-	-	
320-345-85-00-00	Fees - Transportation Impact	91,977.20	1,925.95	44,000.00	4%	79,779.52	44,000.00	181%	21,490.00	21,490.00	100%	21,490.00	21,490.00		
320-361-11-00-00	Int - Investment Interest Earned	9,989.53	(681.45)	1,000.00	-68%	1,457.87	1,000.00	146%	100.00	100.00	100%	100.00	100.00		
Total Transportation Impact		101,966.73	1,244.50	45,000.00	3%	81,237.39	45,000.00	181%					21,590.00		
Water Fund															
401-343-40-00-02	Waterline Repair	-	-	-	0%	-	-	0%	-	-	-	-	-		
401-343-40-01-00	Sales - Water	1,772,149.92	1,918,252.40	1,650,000.00	116%	1,843,606.86	1,897,000.00	97%	-	-	-	-	1,897,000.00		
401-343-40-02-00	Charges - Water Hookups	12,350.00	950.00	9,500.00	10%	13,815.80	9,500.00	145%	-	-	-	-	9,500.00		
401-343-40-03-00	Fes - Penalties On Utilities	51,805.00	11,150.00	40,000.00	28%	200.00	40,000.00	1%	-	-	-	-	40,000.00		
401-343-40-04-00	Water GFC	94,854.36	7,234.28	80,000.00	9%	239,367.27	106,624.25	224%	46,914.67	46,914.67	100%	46,914.67	46,914.67		
401-343-40-05-00	Water Surcharge	948.55	72.34	800.00	9%	2,478.98	1,066.24	232%	-	-	-	-	1,066.24		
401-343-40-06-00	NSF Fees	45.00	-	-	0%	-	-	0%	-	-	-	-	-		
401-343-40-07-00	Hydrant Permit	1,600.00	8,000.00	100.00	8000%	3,500.00	100.00	3500%	-	-	-	-	100.00		
401-343-40-08-00	Removal of Water Meter	200.00	200.00	-	0%	-	-	0%	-	-	-	-	-		
401-343-40-10-00	Fees - Backflow Inspection Fees	9,740.00	10,017.16	9,000.00	111%	9,440.00	9,000.00	105%	-	-	-	-	9,000.00		
401-343-40-11-00	Rev - Miscellaneous	635.25	495.00	100.00	495%	555.00	100.00	555%	-	-	-	-	100.00		
401-343-40-12-00	Fees - NSF - Water	2,745.00	1,500.00	2,900.00	52%	1,355.00	2,900.00	47%	-	-	-	-	2,900.00		
401-343-40-13-00	Meter Unlock/Relock	-	-	-	0%	-	-	0%	-	-	-	-	-		
401-343-40-49-00	Rev - Miscellaneous	-	200.00	-	0%	-	-	0%	-	-	-	-	-		
401-359-90-00-00	Fees - Turn Off Processing Fees	45,135.00	12,000.00	22,000.00	55%	125.00	22,000.00	1%	-	-	-	-	22,000.00		
401-361-11-00-00	Int - Investment Interest Earned	31,441.62	6,258.55	7,000.00	89%	7,172.18	7,000.00	102%	7,000.00	7,000.00	100%	7,000.00	7,000.00		
401-369-10-00-00	Sale of Scrap	-	-	1,000.00	0%	1,112.67	1,000.00	111%	-	-	-	-	1,000.00		
401-369-10-00-01	Sale of Surplus	13,588.75	-	-	0%	-	-	0%	-	-	-	-	-		
401-389-10-00-00	Deposits - Hydrant Deposit	-	-	-	0%	-	-	0%	-	-	-	-	-		
401-395-10-00-01	Sale of Wingate Property	-	-	-	0%	-	-	0%	-	-	-	-	-		
401-398-10-00-00	Insurance Recoveries	-	884.30	-	0%	-	-	0%	-	-	-	-	-		
Total Water Fund		2,037,238.45	1,977,214.03	1,822,400.00	108%	2,122,728.76	2,096,290.49	101%					2,036,580.91		
Water Resource Recovery (WRR) Fund															
408-391-10-35-01	Bond Issuance for Solids Handling	-	-	-	0%	-	10,000,000.00	0%	-	-	-	-	10,000,000.00		
408-343-50-01-00	Sales - Sewer Service	1,932,316.72	2,027,357.18	1,900,000.00	107%	1,855,917.82	2,224,000.00	83%	-	-	-	-	2,224,000.00		
408-343-50-01-01	Sales - Sewer Service High Cedars	175,036.50	164,438.56	155,000.00	106%	161,586.20	181,000.00	89%	-	-	-	-	181,000.00		
408-343-50-02-00	Charges - Sewer Hookups	11,960.00	535.00	9,500.00	6%	13,379.51	9,500.00	141%	-	-	-	-	9,500.00		
408-343-50-04-00	Sewer GFC	203,915.64	123,743.09	160,000.00	77%	514,585.98	229,218.25	224%	100,856.03	100,856.03	100%	100,856.03	100,856.03		
408-343-50-05-00	Sewer Surcharge	2,039.18	155.52	1,600.00	10%	5,237.62	2,292.18	228%	-	-	-	-	2,292.18		
408-361-11-00-00	Int - Investment Interest Earned	142,177.44	16,944.83	50,000.00	34%	16,340.91	50,000.00	33%	17,000.00	17,000.00	100%	17,000.00	17,000.00		
408-367-00-00-00	AWC Loss Prevention Grant	-	-	-	0%	-	-	0%	-	-	-	-	-		
408-369-10-00-00	Sale of Surplus Items	6,643.50	-	700.00	0%	171.18	700.00	24%	500.00	500.00	100%	500.00	500.00		
408-381-20-00-00	Loan Payment from 401	139,000.00	-	-	0%	-	-	0%	-	-	-	-	-		
408-398-10-00-00	Insurance Recoveries	-	5,275.50	-	0%	-	-	0%	-	-	-	-	-		
Total WRR Fund		2,617,504.98	2,338,449.68	2,276,800.00	103%	2,567,219.22	10,696,710.43	24%					12,535,148.21		
Stormwater Fund															
410-333-97-00-01	Grants - FEMA Pre-Mitigation Outfall Grant	10,620.46	22,052.80	180,000.00	12%	12,467.65	180,000.00	7%	-	-	-	-	180,000.00		
410-334-03-15-00	Grant - NPDES State	50,000.00	26,489.39	25,000.00	106%	23,510.61	25,000.00	94%	-	-	-	-	25,000.00		
410-337-10-00-00	Pierce County Flood District Levee Grant	16,525.00	4,777.33	120,000.00	4%	-	120,000.00	0%	-	-	-	-	120,000.00		
410-343-10-00-00	Fees - Storm Drainage	859,596.34	900,358.72	830,000.00	108%	801,001.06	933,000.00	86%	-	-	-	-	933,000.00		
410-343-10-01-00	Storm GFC	21,853.54	11,346.54	19,250.00	59%	57,390.18	25,564.00	224%	11,248.16	11,248.16	100%	11,248.16	11,248.16		
410-343-10-02-00	Charges - GFC Surcharge	-	-	192.50	0%	306.76	255.64	120%	-	-	-	-	255.64		
410-343-10-02-01	Storm Surcharge	218.78	1,195.39	-	0%	267.25	-	0%	-	-	-	-	-		
410-361-11-00-00	Int - Investment Interest Earned	35,483.28	7,039.62	10,000.00	70%	4,774.10	10,000.00	48%	5,000.00	5,000.00	100%	5,000.00	5,000.00		
410-369-10-00-00	Sale of Surplus Items	3,656.25	-	500.00	0%	85.59	500.00	17%	100.00	100.00	100%	100.00	100.00		
410-398-10-00-00	Insurance Recoveries	2,332.46	244.43	-	0%	-	-	0%	-	-	-	-	-		
Total Stormwater Fund		1,000,286.11	973,504.22	1,184,942.50	82%	899,803.20	1,294,319.64	70%					1,274,603.80		

Appendix F: 2022 Revenue Detail

BARS	Description	2020				2021				2022	
		Actual	Actual	Budget	%	Actual	Budget	%	Adj. Amt	Budget	
Cemetery Prepetual Fund											
701-361-11-00-00	Int - Investment Interest Earned	8,774.57	(4,879.91)	5,000.00	-98%	4,529.61	5,000.00	91%	100.00	100.00	
701-397-00-01-00	From #104	-	-	2,000.00	0%	-	2,000.00	0%		2,000.00	
Total Cemetery Prepetual Fund		8,774.57	(4,879.91)	7,000.00	-70%	4,529.61	7,000.00	65%		2,100.00	
Skinner Fund											
704-361-11-00-00	Int - Investment Interest Earned	8,130.26	(4,521.58)	4,500.00	-100%	4,196.99	4,500.00	93%	100.00	100.00	
Total Skinner Fund		8,130.26	(4,521.58)	4,500.00	-100%	4,196.99	4,500.00	93%		100.00	

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
General Fund								
Legislative - Council								
001-511-60-10-01	Salary Council	25,192.80	25,201.88	20,994.68	25,200.00	83%		25,200.00
001-511-60-31-01	Supplies - Council Office & Operating	1,284.96	2,459.36	2,088.83	1,000.00	209%	1,000.00	1,000.00
001-511-60-31-02	Council Communications Devices	-	8,360.39	-	3,500.00		2,000.00	2,000.00
001-511-60-41-01	Training - Council Workshops	5,234.49	76.03	-	4,000.00	0%		4,000.00
001-511-60-49-01	Publications - Council	-	422.48	2,557.96	-	0%	2,600.00	2,600.00
001-511-60-49-02	Advertising - Council - Flyers	-	-	-	-	0%	-	-
001-511-60-49-03	Services - Official Publication	6,940.99	5,025.88	-	3,900.00	0%	-	-
001-511-60-49-04	ADA Compliance Work	-	-	-	-	0%	-	-
001-594-11-60-01	McMahon Property Purchase	-	-	-	-	0%	-	-
001-511-60-31-03	Council Discretionary Fund	-	-	-	21,000.00	0%	21,000.00	21,000.00
Total Legislative		38,653.24	41,546.02	25,641.47	58,600.00	44%		55,800.00
Judicial - Court								
Salary & Benefits								
001-512-50-10-01	Salary - Municipal Court Administrator	84,712.65	31,022.92	64,664.81	80,123.71	81%	80,369.02	80,369.02
001-512-50-10-02	Salary - Municipal Court Judge	24,204.96	26,825.11	18,737.43	25,000.00	75%	25,750.00	25,750.00
001-512-50-10-03	Salary - Assistant Court Clerk	51,426.01	45,204.30	22,602.72	28,911.93	78%	27,363.69	27,363.69
001-512-50-10-04	Overtime - Court	1,354.78	-	-	500.00	0%	500.00	500.00
001-512-50-10-05	Salary - Court Pro-Tem Judge	300.00	-	-	500.00	0%	-	-
001-512-50-20-01	Benefits - OASI - Court	10,634.29	5,831.96	6,678.99	8,698.99	77%	8,399.57	8,399.57
001-512-50-20-02	Benefits - Retirement - Court	16,700.95	8,766.39	9,266.48	14,141.92	66%	13,972.93	13,972.93
001-512-50-20-03	Benefits - Medical/LTD/Life - Court	26,887.68	20,267.05	15,720.98	9,762.81	161%	20,593.56	20,593.56
001-512-50-20-04	Benefits - Dental & Vision - Court	2,885.83	1,382.16	1,191.80	1,862.16	64%	1,682.16	1,682.16
001-512-50-20-05	Benefits - Labor & Industry - Court	561.73	290.94	282.81	434.62	65%	527.59	527.59
Total		219,668.88	139,590.83	139,146.02	169,936.14	82%		179,158.53
O&M								
001-512-50-41-06	Digitizing Records	-	-	-	-	0%	-	-
001-512-50-31-00	Supplies - Court - Office	4,150.05	4,354.51	4,275.05	3,500.00	122%	4,500.00	4,500.00
001-512-50-31-01	Postage - Court	973.50	1,160.30	1,305.53	1,100.00	119%	1,500.00	1,500.00
001-512-50-31-02	Computer Replacement	-	-	-	500.00	0%	-	500.00
001-512-50-41-01	IT - Computer Maintenance - Court	569.80	1,281.23	204.50	3,600.00	6%	1,000.00	1,000.00
001-512-50-41-02	Fees - Court-Bank Analysis	636.00	488.25	450.68	600.00	75%	1,000.00	1,000.00
001-512-50-41-03	State Audit	989.40	8.40	898.06	700.00	128%	900.00	900.00
001-512-50-41-04	PSB Lease - Court	3,575.04	3,218.22	-	-	0%	-	-
001-512-50-41-05	Software	1,320.32	-	-	2,500.00	0%	-	-
001-512-50-41-07	Landscaping Services	-	-	183.70	-	0%	350.00	350.00
001-512-50-41-08	Contract - Janitorial - Court	-	-	-	-	0%	910.00	910.00
001-512-50-42-00	Phone & Internet	3,727.64	2,495.47	4,966.32	-	0%	3,000.00	3,000.00
001-512-50-47-01	Electricity - Court	-	-	612.91	-	0%	900.00	900.00
001-512-50-48-00	R & M Office Equipment - Court	-	-	294.93	-	0%	300.00	300.00
001-512-50-49-02	Service - Petit Jury	-	-	(10.00)	-	0%	-	-
001-512-50-49-03	Training - Court	55.33	-	571.43	1,500.00	38%	-	1,500.00
001-512-50-49-04	Services - Witness Services	-	-	-	-	0%	-	-
001-512-50-49-05	Service - Court Appointed Interpreter	1,402.12	100.00	1,300.00	600.00	217%	1,000.00	1,000.00
001-512-50-49-06	Dues - Court Memberships/Subscriptions	150.00	150.00	-	150.00	0%	-	-
001-512-50-49-07	Fees - Bank Charges (Credit Card) - Court	3,502.31	3,591.60	4,778.10	2,500.00	191%	-	2,500.00
Total		21,051.51	16,847.98	19,831.21	17,250.00	115%		19,860.00
Capital								
001-594-12-41-01	Server Lease	-	-	-	-	0%	-	-
001-594-12-41-02	Phone Lease	240.48	607.30	815.57	805.00	101%	805.00	805.00
001-594-12-60-04	Capout Court - Fax/copier	-	-	-	-	0%	-	-
Total		240.48	607.30	815.57	805.00	101%		805.00
Total Court		240,960.87	157,046.11	159,792.80	187,991.14	85%		199,823.53

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
Executive - Mayor/City Administrator								
Salary & Benefits								
001-513-10-10-01	Salary - Mayor	11,996.00	12,001.47	16,660.79	30,000.00	56%		30,000.00
001-513-10-10-03	Salary - City Administrator	38,427.82	52,834.56	39,485.10	47,139.99	84%	53,162.98	53,162.98
001-513-20-20-01	OASI	3,850.56	4,946.62	4,308.81	3,773.34	114%	4,325.38	4,325.38
001-513-20-20-02	Benefits Retirement	4,936.80	5,601.58	4,446.86	6,114.06	73%	6,895.24	6,895.24
001-513-20-20-03	Benefits - Medical/LTD/Life	5,225.52	4,927.73	2,634.99	2,458.88	107%	2,662.96	2,662.96
001-513-20-20-04	Benefits - Dental/Vision	466.62	552.02	543.20	651.76	83%	672.76	672.76
001-513-20-20-05	Benefits - Labor and Industry	380.21	318.32	236.88	101.41	234%	123.10	123.10
	Total	65,283.53	81,182.30	68,316.63	\$ 90,239.44	76%		97,842.42
Executive O&M								
001-513-10-31-04	Communication Plan	451.34	47.48	-	-	0%		-
001-513-10-31-00	Supplies - Office & Operating	2,385.48	2,978.37	1,083.54	1,800.00	60%		1,800.00
001-513-10-31-01	Postage - Executive	153.30	48.45	8.21	50.00	16%		50.00
001-513-10-31-02	Supplies - Employee Recognition	752.63	-	131.16	150.00	87%		150.00
001-513-10-31-03	Health & Wellness Program	389.55	-	-	300.00	0%		300.00
001-513-10-41-01	Services - Professional Services	3,418.72	7,200.00	11,122.05	4,000.00	278%	15,000.00	15,000.00
001-513-10-43-00	Reimb - Travel Exp-Meals, Mileage	828.56	107.56	1,220.64	1,000.00	22%	1,000.00	1,000.00
001-513-10-48-01	R & M - Office Equipment - Exec	-	-	417.70	-	0%	200.00	200.00
001-513-10-49-00	Training - Executive	1,626.37	275.00	571.43	2,000.00	29%		2,000.00
001-513-23-41-01	IT - Computer Maintenance - Exec	1,288.16	1,311.39	602.74	1,500.00	40%		1,500.00
	Total	11,294.11	11,968.25	14,157.47	\$ 10,800.00	131%		22,000.00
	Total Executive	76,577.64	93,150.55	82,474.10	101,039.44	82%		119,842.42
Clerk/Finance								
Salary & Benefits								
001-514-20-10-08	Salary - City Treasurer	37,125.91	39,348.58	34,269.90	40,185.74	85%	43,387.31	43,387.31
001-514-20-10-06	Salary - City Clerk	46,796.94	49,313.72	54,169.57	51,603.63	105%	48,840.25	48,840.25
001-514-20-10-07	Salary - Parks And Rec Director	3,041.56	184.89	-	-	0%		-
001-514-20-10-13	Salary - General Fund	77,122.50	90,393.19	80,602.98	120,828.28	67%	132,866.88	132,866.88
001-514-20-10-05	Overtime - Finance/Admin Dept.	4,795.62	2,830.04	1,256.48	2,500.00	50%	2,500.00	2,500.00
001-514-20-10-14	Salary - Facility	3,773.69	3,883.04	3,885.28	1,000.00	389%	1,000.00	1,000.00
001-517-21-20-01	Benefits-OASI	15,578.52	16,028.82	14,847.06	16,890.01	88%	18,054.19	18,054.19
001-517-21-20-02	Benefits-Retirement	21,564.54	22,175.56	19,064.75	27,576.51	69%	28,734.16	28,734.16
001-517-31-21-00	Benefits-Medical & Ltd	27,183.35	28,079.11	17,188.38	39,800.97	43%	49,650.16	49,650.16
001-517-31-22-00	Benefits-Dental & Vision	3,496.38	3,659.47	3,753.75	4,581.60	82%	4,762.89	4,762.89
001-517-60-20-00	Benefits-Labor & Industries	1,270.37	1,062.56	645.01	805.49	80%	1,219.65	1,219.65
001-517-78-20-00	Unemployment Compensation	(539.17)	4,156.52	7,181.75	500.00	1436%	8,000.00	8,000.00
	Total	241,210.21	261,115.50	236,864.91	\$ 306,272.23	77%		339,015.49
O&M								
001-518-20-40-03	Old City Hall Expense	-	-	5,737.55	4,200.00	137%	6,500.00	6,500.00
001-514-21-32-01	Gasoline - City Hall	439.93	853.17	-	600.00	0%		-
001-514-21-41-01	Contract - Janitorial - Finance	1,185.00	1,507.00	754.06	1,200.00	63%	2,340.00	2,340.00
001-514-21-47-01	Electricity - City Hall	1,333.65	2,724.89	3,064.59	1,700.00	180%	4,000.00	4,000.00
001-514-21-48-01	R & M - City Hall	1,441.93	2,212.21	1,562.85	1,000.00	156%		1,000.00
001-514-23-31-01	Postage - Finance/Admin	3,353.66	917.75	1,512.55	2,500.00	61%		2,500.00
001-514-23-31-02	Supplies - Office & Operating	10,041.99	18,180.27	6,835.88	7,000.00	98%	9,000.00	9,000.00
001-514-23-41-04	IT - Computer Maintenance	4,083.23	5,481.41	2,990.54	3,000.00	100%	3,500.00	3,500.00
001-514-23-41-10	Contract - Codifiers	2,196.00	7,068.00	2,890.40	3,000.00	96%	2,000.00	2,000.00
001-514-23-41-12	IT - Website Maintenance	3,234.00	5,329.08	5,340.39	4,000.00	134%	4,200.00	4,200.00
001-514-23-41-14	Audit Services	2,720.84	23.10	2,469.65	1,800.00	137%	2,750.00	2,750.00
001-514-23-41-15	Digitizing Records	-	-	-	-	0%		-
001-514-23-41-16	Landscaping Services			656.11			1,250.00	1,250.00
001-514-23-42-00	Phone & Internet	10,444.87	9,670.28	13,992.28	10,000.00	140%		10,000.00

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
001-514-23-43-00	Reimb - Travel Exp-Meals, Mileage	227.36	25.30	-	400.00	0%	-	400.00
001-514-23-45-00	Equip Rental-Postage Machine	868.12	862.52	536.17	900.00	60%	-	-
001-514-23-49-06	Fees - Bank Charges	2,689.38	899.22	3,704.66	3,000.00	123%	3,800.00	3,800.00
001-514-30-49-01	Services - Recording/filing Documents	118.00	148.50	-	120.00	0%	-	120.00
001-514-30-49-04	PRR Expenses	295.28	-	-	-	0%	-	-
001-514-40-41-19	Training - Finance Staff	1,417.19	39.50	1,205.00	1,000.00	121%	-	1,000.00
001-514-40-41-49	Training - Finance Director	-	-	571.43	1,000.00	57%	-	1,000.00
001-514-40-49-02	Dues/membership/subscriptions	151.36	25.00	100.00	150.00	67%	-	150.00
001-518-10-41-01	Personnel Services	255.00	222.50	693.50	-	0%	2,000.00	2,000.00
001-518-20-40-02	General Fund Facilities Architectural Services	2,601.34	7,787.44	-	-	0%	-	-
001-518-30-40-01	Property Expenses Paid to Pierce County	522.30	514.71	723.46	-	0%	800.00	800.00
001-519-00-46-00	Bonds/Insurance - AWC (\$210,000)	31,380.13	41,309.54	35,790.67	31,586.79	113%	30,151.03	30,151.03
	Total	81,000.56	105,801.39	91,131.74	78,156.79	117%		88,461.03
	Capital							
001-594-14-60-07	City Wide WiFi	-	-	-	9,000.00		8,000.00	8,000.00
001-594-14-41-03	Phone Lease	605.91	684.58	1,372.25	1,400.00	98%	-	1,400.00
001-594-14-41-04	Copier Lease	4,102.47	3,052.37	(655.66)	4,400.00	-15%	-	4,400.00
001-594-14-60-02	Capout Finance - Computers (2)	698.76	13,700.73	988.31	2,500.00	40%	1,000.00	1,000.00
	Total	5,407.14	17,437.68	1,704.90	17,300.00	10%		14,800.00
	Total Clerk/Finance	327,617.91	384,354.57	329,701.55	401,729.02	82%		442,276.52
	Legal							
001-515-41-41-01	Legal - City Attorney Retainer	32,175.15	22,250.00	2,225.00	30,000.00	7%	-	-
001-515-41-41-02	Legal - City Attorney Services	58,041.99	36,190.73	28,077.11	55,000.00	51%	60,000.00	60,000.00
001-515-41-41-03	Salary - Prosecuting Attorney	22,500.00	26,250.00	18,632.25	23,500.00	79%	-	23,500.00
001-515-41-41-04	Legal - Chronic Nuisance	5,910.14	10,172.49	13,224.80	5,000.00	264%	-	5,000.00
001-515-41-41-05	Legal - HR	15,981.21	23,392.93	5,150.76	-	0%	5,000.00	5,000.00
001-515-41-41-06	Legal - Code Enforcement	9,916.58	3,040.82	769.21	-	0%	500.00	500.00
001-515-41-41-07	Legal - Development	1,973.57	5,559.64	7,185.41	-	0%	7,000.00	7,000.00
001-512-50-49-08	Conflict Public Defender	900.00	-	150.00	500.00	30%	-	500.00
001-512-50-49-01	Fees - Court Appointed Attorney	21,999.96	26,541.71	20,717.50	26,400.00	78%	-	26,400.00
	Total Legal	169,398.60	153,398.32	96,132.04	140,400.00	68%		127,900.00
	Police							
	Salary & Benefits							
001-521-10-10-00	Salary - Police Chief	102,902.89	123,178.60	106,732.14	136,268.95	78%	144,319.26	144,319.26
001-521-10-10-01	Salary - Police Clerk	56,362.62	59,150.18	50,537.90	58,319.85	87%	60,315.06	60,315.06
001-521-10-10-04	Salary - Civil Service Secretary	7,037.86	3,600.00	3,000.00	3,600.00	83%	3,600.00	3,600.00
001-521-70-10-03	Salary - Police Reserves	919.48	-	-	-	0%	-	-
001-521-70-10-04	Salary - Police Sgt/Lieutenant- Traffic (57%)	67,631.44	101,029.98	91,907.29	111,670.00	82%	126,684.90	126,684.90
001-521-70-10-04	Salary - Police Commander	-	-	-	-	0%	117,924.49	117,924.49
001-521-20-10-01	Salary - Code Enforcement Officer	34,045.99	8.65	-	-	0%	-	-
001-521-25-10-00	Salary - Police Sergeant/Lieutenant (43%)	66,180.32	104,034.93	92,908.56	84,242.28	110%	95,569.31	95,569.31
001-521-70-10-09	Salary - SRO	19,954.57	32,155.41	54,424.71	-	0%	-	-
001-521-70-10-05	Overtime - PD	131,611.18	148,060.08	130,667.17	55,000.00	238%	-	55,000.00
001-521-70-10-07	Salary - Police Officer	537,843.23	618,781.44	467,612.63	663,350.27	70%	633,141.52	633,141.52
001-521-20-20-01	Benefits-Labor & Industries	32,000.74	31,862.99	20,158.39	46,680.61	43%	46,804.58	46,804.58
001-521-20-20-02	Benefits-Medical & Ltd	196,421.80	172,679.84	129,107.44	200,575.90	64%	226,126.04	226,126.04
001-521-20-20-03	Benefits-Dental & Vision	18,230.10	21,366.04	15,796.07	22,105.92	71%	22,825.92	22,825.92
001-521-20-20-04	Benefits-OASI	78,425.68	94,388.89	76,411.30	87,152.52	88%	98,478.16	98,478.16
001-521-20-20-05	Benefits-Retirement	55,530.08	59,427.14	47,247.05	63,557.41	74%	70,324.55	70,324.55
	Total	1,405,097.98	1,569,724.17	1,286,510.65	1,532,523.71	84%		1,701,113.78

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
	O&M							
001-521-20-45-05	LeadsOnline		-	-	6,800.00		-	-
001-519-00-46-01	Bonds/Insurance - AWC	44,619.86	44,877.20	37,721.42	43,938.29	86%	41,941.10	41,941.10
001-521-10-40-05	South Sound 911	13,875.00	42,400.00	124,040.00	35,000.00	354%	130,000.00	130,000.00
001-521-10-40-06	Copier Lease - PD	3,896.01	2,473.84	1,668.72	3,200.00	52%		3,200.00
001-521-10-40-07	Accreditation	-	-	3,903.86	5,000.00	78%	8,000.00	8,000.00
001-521-20-21-01	Benefits - Gym Membership	2,400.00	2,400.00	2,400.00	2,500.00	96%	3,000.00	3,000.00
001-521-20-31-01	Benefits - Uniforms & Clothing	15,829.93	45,282.05	16,516.24	15,000.00	110%		15,000.00
001-521-20-31-02	Supplies - Civil Service Comm.	197.18	-	143.32	300.00	48%		300.00
001-521-20-31-03	Supplies - Office & Operating	5,280.13	16,511.79	6,186.18	6,500.00	95%		6,500.00
001-521-20-31-04	Training - Civil Service Comm.	252.60	-	-	500.00	0%		500.00
001-521-20-31-05	Service - Public Safety Testing	536.00	552.00	426.00	300.00	142%		300.00
001-521-20-31-06	Operating Expenses - PD	683.97	3,770.89	2,049.12	-	0%	200.00	200.00
001-521-20-31-07	Postage - PD	152.52	45.85	51.92	300.00	17%	150.00	150.00
001-521-20-32-00	Gasoline - PD	21,525.18	14,176.59	18,536.91	25,000.00	74%	22,000.00	22,000.00
001-521-20-34-00	Supplies - Manual Supplements	5,682.00	11,790.00	-	5,500.00	0%		5,500.00
001-521-20-41-00	Benefits - Medical Exams	220.00	5,230.00	2,380.00	550.00	433%	2,000.00	2,000.00
001-521-20-41-02	Civil Service Legal Expense	4,878.24	-	-	2,500.00	0%	400.00	400.00
001-521-20-45-01	Communications - Cellular Phones - Cars	8,064.97	7,326.40	3,791.36	8,900.00	43%		8,900.00
001-521-20-45-02	Communications - Cell Connection Data Interface	10,623.86	8,296.77	4,721.15	10,000.00	47%	7,500.00	7,500.00
001-521-20-45-03	Services - Office & Operating	113.69	41.48	20.86	-	0%		-
001-521-10-40-08	State Audit (\$18,000) PD	2,968.20	25.20	2,694.16	2,000.00	135%	3,000.00	3,000.00
001-521-21-31-01	Supplies - Investigation & Evidence	1,920.61	2,222.28	3,531.98	2,000.00	177%	5,000.00	5,000.00
001-521-23-41-00	Dues - Pierce CO Special Units	-	-	-	5,000.00	0%		5,000.00
001-521-23-41-01	Contract - Evidence Custodian	5,662.94	1,247.00	-	-	0%		-
001-521-30-31-04	IT - Computer Software/Supplies	-	16,566.66	6,967.49	-	0%		-
001-521-30-49-00	Service - Crime Prevention Programs	3,702.68	-	41.43	1,000.00	4%		1,000.00
001-521-40-31-01	Training Supplies	1,813.42	122.00	-	-	-		-
001-521-40-41-06	Benefits - Academy Tuition	-	3,622.77	-	3,500.00	0%		3,500.00
001-521-40-49-00	Training - PD	18,116.37	22,916.39	19,811.25	15,000.00	132%	20,000.00	20,000.00
001-521-50-10-03	Court Clerk - Janitorial	6,622.51	4,235.56	-	3,500.00	0%	-	-
001-521-50-41-01	IT - Computer Maintenance	19,304.91	22,530.13	10,320.56	20,000.00	52%		20,000.00
001-521-50-41-02	Legal - Services - PD	1,368.76	395.12	1,021.61	2,000.00	51%	1,500.00	1,500.00
001-521-50-41-03	Contract - Carpet Cleaning - PD	57.35	-	-	-	0%	-	-
001-521-50-41-04	Contract - Janitorial - PD	-	-	1,451.78	-	0%	3,900.00	3,900.00
001-521-50-41-05	IT - Software License Renewal	-	-	-	-	0%	-	-
001-521-50-41-07	PSB Police Station Lease	32,175.00	28,963.63	-	-	0%	-	-
001-521-50-42-00	Phone & Internet	8,119.47	7,809.64	21,246.96	8,000.00	266%	11,000.00	11,000.00
001-521-50-42-01	Communications - Circular Wireless	567.12	896.60	120.12	-	0%	-	-
001-521-50-42-02	Services - Monitoring Security System	73.26	-	-	-	0%	-	-
001-521-50-42-04	Landscaping Services	-	-	656.11	-	-	1,250.00	1,250.00
001-521-50-46-07	Police Facilities Architectural Services	5,202.67	15,574.90	-	-	0%	-	-
001-521-50-47-00	Electricity - PD	8,039.45	6,668.23	6,129.18	5,000.00	123%	6,000.00	6,000.00
001-521-50-48-01	R & M - Communications	-	7,321.50	3,178.98	-	0%	3,000.00	3,000.00
001-521-50-48-02	R & M - Vehicles	13,410.75	8,679.78	5,586.45	7,500.00	74%	6,000.00	6,000.00
001-521-50-48-03	R & M - Office Facilities	1,284.15	1,180.02	1,089.37	500.00	218%		500.00
001-521-50-48-04	R & M - Equipment	4,618.18	6,257.58	7,839.81	4,000.00	196%		4,000.00
001-521-50-48-05	R & M - Bicycles	18.56	-	4,701.00	500.00	940%		500.00
001-521-50-48-06	R & M Building	493.17	59.59	-	-	0%		-
001-521-50-49-00	Dues - WA Assoc. of Sheriffs	180.00	180.00	180.00	180.00	100%		
001-521-50-49-01	Dues - Misc	470.00	987.60	589.20	480.00	123%	500.00	500.00
001-521-50-49-02	Dues - PC Police Chiefs Assoc	50.00	450.00	450.00	450.00	100%		
001-521-50-48-07	Contract - Dispatch (shifted to SS 911)	56,625.00	76,310.00	-	93,710.00	0%	-	-
001-521-10-30-08	Supplies - Physicals (pathogens)	-	160.00	-	-	0%		-
001-521-90-40-13	Supplies - Aid Equipment - Pathogens	-	-	-	-	0%		-
	Total	331,695.67	440,557.04	322,164.50	346,108.29	93%		351,041.10

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Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
Capital								
New Request 001	Body Camera & Taser upgrade						25,700.00	25,700.00
001-594-21-64-01	Police Vehicle	-	67,010.97	88,194.16	120,000.00	73%	60,000.00	60,000.00
001-594-21-64-48	City Wide WiFi	-	-	-	6,000.00	0%	5,000.00	5,000.00
001-594-21-64-49	Police - Duty Sidearms	5,734.68	3,182.18	7,141.20	5,000.00	0%	-	-
001-594-21-64-50	Police - Less than Lethal Equipment	5,865.77	1,172.18	7,637.50	4,000.00	0%	-	-
001-594-21-64-51	Police - Rifles	54.43	3,177.16	-	5,000.00	0%	2,500.00	2,500.00
001-594-21-41-01	Server Lease	-	-	-	-	0%	-	-
001-594-21-41-03	Phone Lease	2,613.95	3,631.41	3,666.79	3,600.00	102%	-	3,600.00
001-594-21-64-52	2018 Police Vehicle Purchase	53,455.99	-	-	-	0%	-	-
001-594-21-64-37	Capout - PD - Equipment	4,540.32	10,849.12	-	-	0%	-	-
001-594-21-64-38	Lease Match - Video Rec Equip	-	-	-	-	0%	-	-
001-594-21-64-43	Taser Lease	4,092.19	4,092.19	4,092.19	4,500.00	91%	-	-
001-594-21-64-46	Computer Replacement - in cars	14,198.09	13,102.98	12,450.40	13,000.00	96%	11,000.00	11,000.00
001-591-21-70-03	2018 Police Vehicle Purchase (P)	37,978.90	40,281.60	35,393.63	37,000.00	96%	45,191.45	45,191.45
001-592-21-80-02	2018 Police Vehicle Purchase (I)	11,038.82	8,736.12	5,454.47	8,000.00	68%	3,826.27	3,826.27
001-597-21-00-01	Transfer to LOCAL Vehicle Purchase	29,355.95	29,323.55	29,289.52	29,289.53	100%	-	-
	Total	168,929.09	184,559.46	193,319.86	\$ 235,389.53	82%		156,817.72
	Total Police	1,905,722.74	2,194,840.67	1,801,995.01	2,114,021.53	85%		2,208,972.60
Fire								
001-594-22-41-01	Phone Lease	208.58	-	-	-	0%	-	-
001-522-20-42-01	Communications - Basic Phone	251.24	-	-	-	0%	-	-
001-522-20-48-04	Fees - Fire Investigation	-	4,304.86	2,511.17	1,500.00	167%	-	1,500.00
001-522-50-41-03	Fuel Tank Cleanup	3,336.31	1,835.28	-	-	0%	-	-
	Total Fire	3,796.13	6,140.14	2,511.17	1,500.00	167%		1,500.00
Jail								
001-523-21-41-00	Fees - Home Monitoring	-	-	-	500.00	0%	-	500.00
001-523-60-41-00	Fees - Jail	82,038.73	79,296.90	44,620.71	60,000.00	74%	60,000.00	60,000.00
	Total Jail	82,038.73	79,296.90	44,620.71	60,500.00	74%		60,500.00
Building/Code Enforcement								
001-524-10-10-09	Salary - Building Official	79,315.12	81,149.15	68,608.35	80,041.74	86%	85,263.49	85,263.49
001-524-10-10-12	Salary - Building Department	1,855.40	10,822.13	29,600.21	9,683.44	306%	1,094.55	1,094.55
001-524-10-10-06	Salary - City Administrator	1,097.68	1,509.49	1,128.27	1,346.86	84%	1,518.94	1,518.94
001-524-10-10-08	Salary - Permits Tech	-	-	-	25,687.87	-	-	-
001-524-10-10-07	Salary - City Clerk	792.96	835.74	1,378.20	874.64	158%	827.80	827.80
001-524-10-10-13	Salary - Code Enforcement Officer	-	46,140.01	-	39,896.10	-	41,261.01	41,261.01
001-524-10-10-05	Salary - Overtime	27.74	20.15	91.69	-	0%	-	-
001-524-20-20-01	Benefits-Labor & Industries	312.11	387.53	974.90	663.51	147%	629.59	629.59
001-524-20-20-02	Benefits-Medical & Ltd	17,031.00	17,996.70	21,049.21	41,003.00	51%	34,271.82	34,271.82
001-524-20-20-03	Benefits-Dental & Vision	1,650.78	1,767.04	2,072.63	3,892.35	53%	3,198.27	3,198.27
001-524-20-20-04	Benefits-OASI	6,201.49	7,063.10	7,584.84	12,076.56	63%	1,895.55	1,895.55
001-524-20-20-05	Benefits-Retirement	10,646.07	10,913.48	8,589.86	20,431.73	42%	18,276.19	18,276.19
	Total	118,930.35	178,604.52	141,078.16	235,597.80	60%		188,237.21
O&M								
001-524-10-41-04	CRS Software			2,400.00			2,400.00	2,400.00
001-524-20-41-08	Landscaping Services			131.22			250.00	250.00
001-524-20-31-00	Supplies - Office & Operating	3,208.11	4,736.74	677.96	2,500.00	27%	-	2,500.00
001-524-20-31-01	Benefits - Clothing - Bldg	519.74	514.39	487.74	500.00	98%	300.00	300.00
001-524-20-31-02	Postage - Bldg	49.65	6.65	20.08	50.00	40%	-	50.00
001-524-20-32-01	Gasoline - Bldg	817.76	398.66	725.78	500.00	145%	-	500.00
001-524-20-32-02	Reimb - Mileage - Bldg	-	30.13	-	-	0%	-	-

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
001-524-20-32-05	Electricity & Natural Gas - Bldg	367.79	725.14	459.71	600.00	77%		600.00
001-524-20-35-00	Supplies - Small Tools & Equipment	84.81	32.76	-	-	0%	50.00	50.00
001-524-20-35-01	Code Updates - International Building Code	-	-	1,031.81	1,000.00	103%	1,035.00	1,035.00
001-524-20-41-01	IT - Computer Maintenance - Bldg	3,593.61	3,763.48	2,508.37	3,000.00	84%		3,000.00
001-524-20-41-02	Eng - Inspection - Dev Costs	35,632.50	25,382.50	12,546.25	5,000.00	251%	5,000.00	5,000.00
001-524-20-41-05	Training - Bldg	1,599.96	792.44	699.95	2,000.00	35%		2,000.00
001-524-20-42-00	Phone & Internet	1,097.34	868.42	2,331.15	1,100.00	212%	2,000.00	2,000.00
001-519-00-46-03	Bonds/Insurance Awc (\$205,000)	7,705.78	7,750.22	6,508.15	7,580.75	86%	7,236.17	7,236.17
001-524-20-48-01	R & M - Vehicle	146.39	12.01	70.20	700.00	10%	400.00	400.00
001-524-20-49-00	Contract - Plan Review - Bldg	810.00	1,260.00	360.00	1,000.00	36%		1,000.00
001-524-20-49-01	Contract - Inspections - Bldg	595.00	320.63	99.00	1,000.00	10%		1,000.00
001-524-20-49-02	Contract - Janitorial - Bldg	237.00	292.50	125.68	300.00	42%		300.00
001-524-20-49-05	Dues - Memberships/Subscriptions	190.00	206.00	75.00	100.00	75%	500.00	500.00
001-524-20-41-06	State Audit - Bldg (\$18,000)	1,731.44	14.70	1,571.60	1,200.00	131%	1,700.00	1,700.00
001-524-60-31-00	Publications - Bldg	698.47	95.83	-	100.00	0%		100.00
001-524-60-31-01	Supplies - CRS Materials	-	12,000.00	-	-	0%		-
001-524-60-40-01	Code Enforcement - Services	195.00	-	-	300.00	0%		300.00
	Total	59,280.35	59,203.20	32,829.65	28,530.75	115%		32,221.17
	Capital							
001-594-24-64-06	Code Enforcement Vehicle	-	21,035.19	-	-	-		-
001-594-24-41-01	Server Lease	-	-	-	-	0%		-
001-594-24-41-02	Phone Lease	121.18	164.58	343.05	400.00	86%		400.00
001-594-24-64-05	Vision Permitting Software	5,465.00	5,465.00	5,000.00	-	0%		-
001-594-24-64-07	Electronic Plan Review/Field Inspection	3,576.54	-	-	-	0%		-
001-597-24-00-01	Transfer to LOCAL Vehicle Purchase	563.99	563.36	562.71	562.71	100%	-	-
	Total	9,726.71	27,228.13	5,905.76	962.71	613%		400.00
	Total Building	187,937.41	265,035.85	179,813.57	265,091.26	68%		220,858.38
	Emergency Management							
001-525-60-41-06	Automated Calling Software	-	-	-	5,600.00	-		-
001-525-10-40-00	Dues - PCEmerg Mgmt Agreement	9,891.36	-	1,962.10	11,500.00	17%		11,500.00
001-525-30-30-00	Supplies - Disaster Relief	83.26	-	-	100.00	0%		100.00
001-525-50-47-01	Electricity - Lahar Sirens	104.41	126.78	115.62	200.00	58%		200.00
001-525-60-30-01	Emergency Preparedness Supplies	1,241.97	13,702.52	983.38	7,500.00	13%	3,500.00	3,500.00
001-525-60-41-00	Services - Hazard Mitigation - Planning	74.04	-	-	5,250.00	0%	3,500.00	3,500.00
001-525-60-41-01	Equipment - Hazard Mitigation	208.73	9,009.12	-	5,000.00	0%		5,000.00
001-525-60-41-03	IT - Disaster Recover-Server Backup	18,749.87	20,607.53	13,994.45	10,500.00	133%		10,500.00
001-525-60-41-04	Staff EOC Training	1,873.29	-	-	1,000.00	0%		1,000.00
	Total Emergency Management	32,226.93	43,445.95	17,055.55	46,650.00	37%		35,300.00
	Animal Control							
001-554-30-40-00	Pierce County Animal Control	26,137.98	26,897.13	29,754.69	28,000.00	106%		28,000.00
	Total Animal Control	26,137.98	26,897.13	29,754.69	28,000.00	106%		28,000.00
	Planning & Land Use							
	Salary & Benefits							
	Total	-	-	-	-	0%		-
	O&M							
001-558-60-31-00	Supplies - Office & Operating	158.47	661.11	341.99	-	0%		-
001-558-60-31-01	Salary - Hearing Examiner	450.00	-	300.00	600.00	50%		600.00
001-558-60-31-02	Postage - Planning	241.44	76.00	177.85	100.00	178%		100.00
001-558-60-31-03	Publications - Planning	2,076.92	4,758.07	4,514.52	1,000.00	451%	1,500.00	1,500.00
001-558-60-41-00	Community Development	-	-	-	1,000.00	0%		1,000.00
001-558-60-41-01	Eng - Planning & Land Use	68,120.63	66,756.30	55,605.33	10,000.00	556%	25,000.00	25,000.00
001-558-60-41-02	Contract - Planning Consultant	110,977.33	157,953.59	77,374.98	90,000.00	86%	95,000.00	95,000.00

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
001-558-60-41-04	Puget Sound Veterans Hope Center - Planning and La	2,550.00	-	-	-	0%	-	-
001-558-60-41-05	Shoreline Plan Update	7,653.76	-	-	-	0%	-	-
001-558-60-41-07	CRS Software	-	-	1,200.00	-	0%	1,200.00	1,200.00
	Total	192,228.55	230,205.07	139,514.67	102,700.00	136%		124,400.00
	Total Planning & Land Use	192,228.55	230,205.07	139,514.67	102,700.00	136%		124,400.00
	Economic Development							
001-558-70-40-01	CERB Grant Match (Planning)	5,937.50	-	-	-	0%	-	-
	Total	5,937.50	-	-	-	0%		-
	Parks & Recreation							
	Salary & Benefits							
001-575-50-10-00	Salary - Events & Activities Coordinator	42,581.26	2,589.06	2,041.13	23,508.04	9%	24,312.29	24,312.29
001-575-50-20-01	Benefits - Labor & Industries	217.95	11.70	12.64	144.87	9%	175.86	175.86
001-575-50-20-02	Benefits - Medical & Ltd	8,925.61	3.74	536.11	110.57	485%	-	-
001-575-50-20-03	Benefits - Dental & Vision	933.34	80.62	105.42	-	0%	-	-
001-575-50-20-04	Benefits - OASI	3,351.58	190.80	156.15	1,798.37	9%	1,895.55	1,895.55
001-575-50-20-05	Benefits - Retirement	5,405.03	137.90	264.73	-	0%	-	-
001-575-50-20-06	Overtime - Parks & Recreation	2,205.51	-	-	-	0%	-	-
	Total	63,620.28	3,013.82	3,116.18	25,561.85	12%		26,383.70
	O&M							
001-571-20-31-01	Supplies - Parks & Rec	1,884.54	720.97	394.65	750.00	53%	1,700.00	1,700.00
001-571-20-44-00	Advertising - Parks & Rec	597.30	171.86	773.83	250.00	310%	-	250.00
001-575-21-40-00	State Audit (\$18,000) Recr	1,484.09	993.10	1,347.08	650.00	207%	1,500.00	1,500.00
001-575-50-31-01	Supplies - Office & Operating	330.69	334.43	-	-	0%	500.00	500.00
001-575-50-31-02	Postage - Parks & Rec	92.57	149.15	3.06	100.00	3%	-	100.00
001-575-50-41-03	IT - Computer Maintenance	2,422.22	2,804.62	1,410.64	800.00	176%	-	800.00
001-575-50-49-02	Tng - Parks & Rec Training	1,389.62	-	-	-	0%	-	-
001-575-50-48-01	R & M - Shed	680.83	-	1.85	-	0%	-	-
001-575-50-48-02	R & M - Vehicle	81.98	-	-	-	0%	-	-
001-575-50-42-01	Phone & Internet	657.98	(9.88)	229.74	-	0%	-	-
	Total	9,621.82	5,164.25	4,160.85	2,550.00	163%		4,850.00
	Programs							
001-347-60-01-16	Baseball 9+ Years	-	-	-	-	0%	-	-
001-571-20-31-03	Pgm - Parks & Rec - Sports	-	-	-	-	0%	-	-
001-571-20-31-04	Pgm - Parks & Rec - Movies Park	500.00	-	-	500.00	0%	-	500.00
001-571-20-31-15	Tumbling	3,932.16	673.96	-	-	0%	-	-
001-571-20-31-17	Adult Softball	1,650.30	83.33	107.00	2,500.00	4%	-	2,500.00
001-571-20-31-21	Dance Class	6,462.14	1,346.28	1,139.00	4,000.00	28%	-	4,000.00
001-571-20-31-23	Tots Soccer	1,918.29	83.33	524.09	1,500.00	35%	-	1,500.00
001-571-20-31-25	Youth Baseball	7,755.16	83.33	107.00	6,000.00	2%	-	6,000.00
001-571-20-31-27	Art Class	146.11	382.69	-	-	0%	-	-
001-571-20-31-30	Summer Fun	-	-	107.00	300.00	36%	-	300.00
001-571-20-31-32	Youth Volleyball	3,064.42	83.33	107.00	1,000.00	11%	-	1,000.00
001-571-20-31-33	Karate	-	-	-	-	0%	-	-
001-571-20-31-34	Puppy/Dog Training	14,515.33	2,595.33	107.00	7,500.00	1%	-	7,500.00
001-571-20-31-36	Exp. Soccer Camp	-	-	-	-	0%	-	-
001-571-20-31-37	Volleyball Camp	-	-	-	450.00	0%	-	450.00
	Total	39,943.91	5,331.58	2,198.09	23,750.00	9%		23,750.00

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
Capital								
001-594-76-41-01	Server Lease	-	-	-	-	0%	-	-
001-594-76-41-02	Phone Lease	121.18	26.23	-	360.00	0%	-	360.00
001-594-75-60-01	McMahon Property Purchase	-	-	-	-	0%	-	-
	Total	121.18	26.23	-	360.00	0%	-	360.00
	Total Parks & Rec.	113,307.19	13,535.88	9,475.12	52,221.85	18%	-	55,343.70
Grants								
001-571-20-31-00	Grants - Total Amount	-	-	-	40,000.00	-	40,000.00	40,000.00
001-571-20-31-06	Grant - Orting Valley Senior Center	13,000.00	15,000.00	8,333.30	-	0%	-	-
001-571-20-31-09	Grant - Daffodil Festival - Float	2,500.00	1,500.00	-	-	0%	-	-
001-571-20-31-11	Grant - Orting Historical Society	500.00	-	-	-	0%	-	-
001-571-20-31-13	Grant - Food Bank	3,000.00	3,000.00	3,000.00	-	0%	-	-
001-571-20-31-14	Grant - Opportunity Center	10,000.00	7,500.00	8,250.00	-	0%	-	-
001-571-20-31-35	Grant - Farmers Market	3,000.00	3,000.00	3,000.00	-	0%	-	-
001-571-20-31-39	Grant - Recovery Café	10,000.00	10,000.00	9,166.67	-	0%	-	-
	Total Grants	42,000.00	40,000.00	31,749.97	40,000.00	79%	-	40,000.00
MPC								
001-575-50-31-03	MPC Expenses	-	-	-	2,000.00	0%	-	2,000.00
001-575-50-41-01	Contract - Janitorial - MPC Library	948.00	970.00	-	-	0%	-	-
001-575-50-41-02	Contract - Floor Cleaning	1,000.00	1,000.00	-	-	0%	-	-
001-575-50-47-01	Electricity - MPC	6,917.95	6,720.46	6,627.19	4,000.00	166%	7,000.00	7,000.00
001-575-50-48-00	R & M - MPC - Re-roof	2,558.05	2,046.57	984.52	-	0%	-	-
001-594-75-64-14	MPC HVAC	13,942.08	1,577.55	-	-	0%	-	-
	Total MPC	25,366.08	12,314.58	7,611.71	6,000.00	127%	-	9,000.00
Misc. Expenses								
001-594-18-60-03	Electronic Reader Board	-	-	61.55	27,500.00	0%	-	-
001-511-20-49-00	Dues - Assoc of Wa Cities (AWC)	5,409.00	5,772.00	6,047.00	6,047.00	100%	6,364.00	6,364.00
001-511-20-49-01	Dues - Puget Sound Regional Council	2,696.70	2,393.00	-	2,400.00	0%	-	2,400.00
001-511-20-49-03	Dues - Orting Chamber of Commerce	200.00	-	-	-	0%	-	-
001-511-20-49-04	Dues - Pierce County Regional Council	5,119.22	1,310.70	-	2,600.00	0%	500.00	500.00
001-511-20-49-05	Dues - Pierce County Cities & Towns	-	-	-	-	0%	-	-
001-511-20-49-07	Fees - Puget Sound Clean Air Agency	-	-	5,063.00	-	0%	5,300.00	5,300.00
001-514-23-41-11	Dues - Rainier Cable Commission	5,119.22	10,803.84	8,303.79	5,500.00	151%	-	5,500.00
001-514-40-41-20	Voter Costs - Pierce County Auditor	17,522.00	13,405.00	13,890.00	12,500.00	111%	13,000.00	13,000.00
001-519-79-46-05	Tax - Excise Tax	1,260.65	710.92	732.80	1,000.00	73%	-	1,000.00
001-524-10-41-03	Fees - Puget Sound Clean Air Agency	4,696.00	-	-	4,916.00	0%	-	4,916.00
001-536-00-40-01	Cemetery Professional Service Expenses	285.00	4,645.25	-	-	0%	-	-
001-501-63-47-00	Fees - PEG, Cable, TV	5,181.22	-	1,221.22	4,000.00	31%	-	4,000.00
001-539-20-40-00	Tax - Noxious Weeds	116.20	308.58	112.75	200.00	56%	-	200.00
001-541-69-40-01	Golf Cart Licensing	(15.00)	-	(45.00)	10.00	-450%	-	10.00
001-553-14-40-00	Surface Water Tax	-	109.01	71.60	-	0%	-	-
001-566-00-40-00	Tax - Alcohol Program Tax - To P.C.	2,296.41	2,395.72	1,899.91	1,800.00	106%	-	1,800.00
001-589-30-01-00	Building Code Fee - To State	304.50	-	126.05	500.00	25%	-	500.00
001-589-30-03-00	PEG Fees	5,181.22	-	2,415.53	2,500.00	97%	-	2,500.00
001-597-00-00-01	New City Hall	3,173,283.04	787,404.38	-	-	0%	-	-
001-597-36-00-01	To Fund #104 - Cemetery	22,014.25	30,979.59	22,000.00	36,000.00	61%	30,000.00	30,000.00
001-597-76-00-00	Transfer to Parks O&M	-	-	-	-	0%	-	-
	Total Misc.	3,250,669.63	860,237.99	61,900.20	107,473.00	58%	-	77,990.00
	Total General Fund	6,720,577.13	4,601,445.73	3,019,744.33	3,713,917.24	81%	-	3,807,507.15

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
Streets Fund								
Salary & Benefits								
101-542-90-10-08	Streets Admin Salary	19,727.22	23,135.62	25,975.86	21,964.89	118%	21,716.43	21,716.43
101-542-30-10-13	Salary - Streets	44,429.16	39,869.83	39,799.39	59,090.64	67%	77,537.76	77,537.76
101-542-30-10-05	Overtime - Streets	4,825.60	320.00	640.36	1,000.00	64%		1,000.00
101-542-30-20-01	Benefits - Labor & Industries	2,045.89	1,112.59	980.79	1,693.45	58%	3,027.18	3,027.18
101-542-30-20-02	Benefits - Mdcial & Ltd	15,941.97	13,819.73	15,851.58	20,457.79	77%	31,981.12	31,981.12
101-542-30-20-03	Benefits - Dental & Vision	1,326.56	1,140.10	1,421.07	1,753.67	81%	2,105.23	2,105.23
101-542-30-20-04	Benefits - OASI	5,798.90	4,833.72	5,077.56	6,307.23	81%	7,667.45	7,667.45
101-542-30-20-05	Benefits-Retirement	9,338.64	7,860.57	7,100.85	10,512.90	68%	12,873.27	12,873.27
	Total	103,433.94	92,092.16	96,847.46	122,780.57	79%		157,908.43
O&M								
101-542-90-30-01	Communications Plan	-	-	1,535.24	250.00	614%	-	-
101-542-30-41-16	Reliability Center Maintence	5,697.60	4,645.74	11,353.81	1,000.00	1135%	6,000.00	6,000.00
101-542-30-41-17	Training	331.58	-	-	-	0%	-	-
101-542-90-40-04	703 Kansas Expenses	7,641.63	3,623.88	2,571.77	-	0%	3,500.00	3,500.00
101-542-90-40-07	Professional Services	95.10	-	339.70	-	0%	-	-
101-542-90-40-05	Emergency Management Planning	-	-	-	2,500.00	0%	-	2,500.00
101-542-90-30-02	Hazard Mitigation Equipment	-	-	-	775.00	0%	-	775.00
101-539-20-40-00	Tax - Noxious Weeds - Property	14.22	42.92	16.99	200.00	8%	-	200.00
101-542-30-31-00	Supplies - Office & Operating	619.11	1,366.96	821.41	1,000.00	82%	-	1,000.00
101-542-30-31-02	Benefits - Clothing - Streets	106.09	1,226.05	796.80	800.00	100%	-	800.00
101-542-30-32-00	Gasoline - Streets	1,506.55	1,392.58	1,321.74	1,500.00	88%	-	1,500.00
101-542-30-32-01	Diesel - Streets	100.31	-	-	1,200.00	0%	-	1,200.00
101-542-30-35-00	Supplies - Small Tools	377.03	392.46	337.23	1,000.00	34%	-	1,000.00
101-542-30-41-01	Eng - On Call	23,120.00	23,324.81	10,435.77	20,000.00	52%	-	20,000.00
101-542-30-41-02	State Audit - (\$18,000)	2,720.84	23.10	2,469.65	1,800.00	137%	2,750.00	2,750.00
101-542-30-41-03	One-Call Services	-	-	-	200.00	0%	-	-
101-542-30-41-04	IT - Computer Maintenance	1,626.78	1,885.44	928.46	2,800.00	33%	1,000.00	1,000.00
101-542-30-41-05	Legal - Attorney Fees - Streets	5,364.67	1,152.82	76.08	1,500.00	5%	-	1,500.00
101-542-30-41-07	Eng - City Utility Mapping	-	-	-	4,000.00	0%	-	4,000.00
101-542-30-41-08	Eng - Grant Writing	-	-	-	4,000.00	0%	-	4,000.00
101-542-30-41-10	Web Site Maintenance/Hosting	-	-	-	100.00	0%	-	100.00
101-542-30-41-11	Eng - Grant Writing - Pedestrian Evac Bridge	-	-	-	5,000.00	0%	-	-
101-542-30-41-12	ADA Compliance Plan	-	-	-	1,500.00	0%	-	1,500.00
101-542-30-41-13	Eng - Transportation Master Plan	6,643.75	140.00	-	50,000.00	0%	-	-
101-542-30-41-15	Reliability Center Maintenance	1,923.25	1,306.37	2,043.24	5,000.00	41%	-	-
101-542-30-44-00	Advertising - Streets	-	-	165.51	200.00	83%	-	200.00
101-542-30-44-01	Contract - Janitorial - Streets	-	-	-	-	-	520.00	520.00
101-519-00-46-00	Bonds & Insurance - AWC (\$207,000)	3,329.98	-	-	3,730.15	0%	-	-
101-542-30-48-02	R&M - Roads/Streets	6,459.73	4,901.76	5,307.83	7,500.00	71%	-	7,500.00
101-542-30-48-04	R&M - Equipment	3,509.36	4,732.81	4,870.09	4,000.00	122%	-	4,000.00
101-542-30-48-05	Underground Pollution Removal	463.34	920.00	360.00	1,000.00	36%	-	-
101-542-30-48-06	Service - Waste Removal	86.43	460.28	1,569.19	1,000.00	157%	-	1,000.00
101-542-30-48-07	R&M Sidewalks	45.86	1,730.83	-	8,500.00	0%	-	8,500.00
101-542-30-48-08	R&M Tree Maintenance	-	-	102.21	1,000.00	10%	-	1,000.00
101-542-30-41-18	Tax - Excise Tax	-	-	-	100.00	0%	-	100.00
101-542-63-47-01	Electricity - City Shop	906.29	2,041.86	1,979.70	300.00	660%	2,500.00	2,500.00
101-542-63-47-03	Electricity - Street Lights	59,026.01	62,909.86	49,512.27	74,000.00	67%	-	74,000.00
101-542-64-48-00	Traffic Services- Striping	5,744.69	-	5,793.34	3,900.00	149%	-	3,900.00
101-542-64-48-01	Crosswalk & Stop Sign Line Torch Downs	-	-	-	2,500.00	0%	-	2,500.00
101-542-64-49-00	Traffic Services - Signs	3,995.77	1,419.95	1,944.68	3,000.00	65%	-	3,000.00
101-542-64-49-01	Traffic Services - Paint	2,693.52	3,750.74	2,978.31	3,000.00	99%	-	3,000.00

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
101-542-66-49-00	Traffic Services - Snow & Ice	-	-	-	500.00	0%	-	500.00
101-542-90-40-01	Bank Fees	21.30	21.70	11.70	-	0%	-	-
101-542-90-40-03	Lease of City Hall	-	-	-	5,000.00	0%	-	-
101-542-90-40-04	Fire Services - Kansas	-	-	-	-	0%	444.72	444.72
101-542-90-40-08	Fire Services - Calistoga	-	-	-	-	0%	405.20	405.20
101-542-90-40-09	Comm - Phone Internet	-	-	-	-	0%	1,500.00	1,500.00
	Total	144,170.79	123,412.92	109,642.72	225,355.15	49%		167,894.92
	Capital							
New Request 101	Dump Truck						12,500.00	12,500.00
New Request 101	Knuckle Boom						11,700.00	11,700.00
New Request 101	Crane and Light Bars						800.00	800.00
101-594-44-61-03	Vehicle - Pickup	-	-	3,175.90	5,475.00	58%	-	-
101-594-42-41-01	Server Lease	-	-	-	-	0%	-	-
101-594-42-41-02	Phone Lease	121.19	176.85	446.12	440.00	101%	-	440.00
101-594-42-63-03	Capout - Sidewalk Program	106.55	-	-	5,000.00	0%	-	5,000.00
101-594-42-63-06	Capout - SR162 Lighting Upgrade at Crosswalk	4,333.76	-	-	-	0%	-	-
101-594-42-63-19	City Wide WiFi	-	-	-	1,500.00	0%	-	1,500.00
101-594-42-64-01	Capout - Equip - Traffic Devices	-	1,950.12	-	1,000.00	0%	-	1,000.00
101-594-42-64-35	Hillside Mower	2,550.28	-	-	-	0%	-	-
101-594-42-64-36	Asphalt Roller	-	-	-	-	0%	-	-
101-594-42-64-37	Chipper	-	-	-	-	0%	-	-
101-594-42-64-38	Knuckle Boom	-	-	-	-	0%	-	-
101-594-42-64-39	City Shop Outfitting	-	-	-	-	0%	-	-
101-594-44-61-10	Message Board	-	-	1,806.92	2,250.00	80%	-	-
101-594-44-61-11	Computer Station	411.33	465.24	-	800.00	0%	-	800.00
101-594-76-10-02	Wages - Maint Worker I	-	-	-	300.00	0%	-	-
101-594-76-10-03	Wages - Maint Worker II	-	-	-	300.00	0%	-	-
101-595-10-40-01	Eng - Project Management	510.00	1,260.00	44,024.00	-	0%	-	-
101-595-10-40-04	Kansas Street Design Work	15,061.80	-	87,871.04	-	0%	360,000.00	360,000.00
101-595-10-64-34	Design SW Connector Whitehawk Blvd	17,948.67	104,948.06	348,985.01	400,000.00	87%	610,000.00	610,000.00
New Request 101	SW Connector ROW						610,000.00	610,000.00
New Request 101	Design - Emerg Evac Bridge						300,000.00	300,000.00
101-595-90-60-01	Permitting	-	1,740.00	-	-	0%	-	-
	Total	41,043.58	110,540.27	489,484.89	417,065.00	117%		1,913,740.00
	Debt Service & Transfers							
101-597-44-00-01	To Fund #412 Utility Land	90,000.00	-	-	-	0%	-	-
101-597-00-00-01	New City Hall Construction	99,165.09	-	-	-	0%	-	-
101-597-00-00-02	Transfer to HWY 162 Bridge Fund	70,411.95	17,401.60	-	-	0%	-	-
101-597-44-00-02	Transfer to LOCAL Vehicle Purchase	7,519.09	7,510.79	7,502.08	7,510.79	100%	-	-
101-597-44-00-03	Streets 2017 Backhoe Purchase	3,612.70	3,608.70	3,604.52	3,608.71	100%	-	-
101-597-00-00-07	Transfer to cover insurance costs						3,280.78	3,280.78
	Total	270,708.83	28,521.09	11,106.60	11,119.50	100%		3,280.78
	Total Streets	559,357.14	354,566.44	707,081.67	776,320.22	91%		2,242,824.13

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
Cemetery								
Salary & Benefits								
104-536-20-10-10	Salary - Cemetery	14,554.47	18,352.89	14,428.35	11,159.17	129%	14,121.44	14,121.44
104-536-20-10-05	Overtime - Cemetery	814.08	539.22	989.64	500.00	198%		500.00
104-536-20-20-01	Benefits-Labor & Industries	735.76	531.20	310.28	436.04	71%	662.04	662.04
104-536-20-20-02	Benefits-Medical & Ltd	2,873.38	8,302.48	4,772.27	4,309.18	111%	5,339.32	5,339.32
104-536-20-20-03	Benefits-Dental & Vision	369.34	690.93	366.43	203.68	180%	355.68	355.68
104-536-20-20-04	Benefits-OASI	1,172.83	1,443.28	1,179.91	853.68	138%	1,133.88	1,133.88
104-536-20-20-05	Benefits-Retirement	1,972.84	2,435.59	1,819.12	1,447.34	126%	1,831.55	1,831.55
	Total	22,492.70	32,295.59	23,866.00	18,909.09	126%		23,943.90
O&M								
104-519-00-41-02	Bonds/Insurance - AWC	2,170.21	-	-	1,445.57	0%	-	-
104-536-20-31-00	Supplies - Office & Operating	-	59.58	787.04	300.00	262%		300.00
104-536-20-31-01	Postage - Cemetery	5.00	5.50	-	25.00	0%		25.00
104-536-20-34-00	Supplies - Markers/Liners/Vases	1,597.97	1,027.55	1,424.53	2,000.00	71%		2,000.00
104-536-20-41-01	IT - Computer Maintenance	397.73	482.78	241.11	400.00	60%		400.00
104-536-20-42-00	Comm - Phone - Cemetery	-	-	-	-	0%		-
104-536-20-42-00	Tax - Excise Tax	-	-	-	800.00	0%		800.00
104-536-50-32-00	Gasoline - Cemetery	-	-	-	100.00	0%		100.00
104-536-50-35-00	Supplies - Small Tools	457.42	77.59	-	500.00	0%		500.00
104-536-50-41-01	Tax - Surface Water	150.83	6.61	143.20	200.00	72%		200.00
104-536-50-41-02	Landscaping Services	-	20,671.38	24,948.74	20,000.00	125%	22,000.00	22,000.00
104-536-50-47-01	Electricity - City Shop	315.14	167.15	114.30	300.00	38%		300.00
104-536-50-47-02	Electricity - Cemetery Shop	2,579.30	1,632.11	2,227.14	1,500.00	148%		1,500.00
104-536-50-48-00	R&M - Cemetery	218.43	2,309.33	1,136.05	500.00	227%		500.00
104-536-50-48-01	R&M - Equipment	316.20	244.43	232.69	500.00	47%		500.00
	Total	8,208.23	26,684.01	31,254.80	28,570.57	109%		29,125.00
Capital								
104-594-36-64-12	Chipper	-	-	-	-			-
104-594-36-64-13	Knuckle Boom	-	-	-	-			-
104-597-00-00-01	Transfer to cover insurance costs			1,249.72			1,455.69	1,455.69
104-597-36-00-01	TO Fund #701 - Cemetery Perpetual				500.00	0%		500.00
104-597-36-00-02	Transfer to LOCAL Vehicle Purchase	4,997.05	4,991.53	4,985.74	4,985.74	100%	-	-
	Total	4,997.05	4,991.53	6,235.46	5,485.74	114%		1,955.69
	Total Cemetery	35,697.98	63,971.13	61,356.26	52,965.40	116%		55,024.59
Parks								
Salary & Benefits								
105-576-80-10-14	Salary - Parks	68,910.34	89,183.97	68,045.80	69,702.21	98%	76,661.17	76,661.17
105-576-80-10-15	Salary - Parks Admin	13,350.89	8,870.96	8,378.24	5,345.04	157%	4,996.06	4,996.06
105-576-80-20-01	Benefits - Labor & Industry	2,960.38	2,870.60	1,571.38	2,434.17	65%	3,313.50	3,313.50
105-576-80-20-02	Benefits - Medical Insurance	23,143.02	28,933.04	23,383.93	23,712.21	99%	27,437.69	27,437.69
105-576-80-20-03	Benefits - Dental Vision Insurance	2,044.20	2,551.60	1,870.67	1,555.45	120%	1,997.01	1,997.01
105-576-80-20-04	Benefits - OASI - Fed Taxes	5,350.80	7,155.80	5,377.96	5,353.60	100%	6,166.21	6,166.21
105-576-80-20-05	Benefits - Retirement	8,986.72	12,038.39	8,368.78	9,040.38	93%	9,942.95	9,942.95
105-576-80-20-06	Admin Benefits - Labor & Industry	55.02	24.68	19.40	14.49	134%	14.07	14.07
105-576-80-20-07	Admin Benefits - Medical Insurance	2,156.83	1,004.01	866.30	461.78	188%	596.64	596.64
105-576-80-20-08	Admin Benefits - Dental Vision Insurance	268.54	166.54	160.60	93.11	172%	72.09	72.09
105-576-80-20-09	Admin Benefits - OASI - Fed Taxes	1,006.96	673.06	637.06	431.08	148%	398.54	398.54
105-576-80-20-10	Admin Benefits - Retirement	1,628.27	1,021.86	939.07	693.25	135%	647.99	647.99
105-576-80-10-05	Salary - Overtime	4,196.86	4,538.70	2,230.60	2,500.00	89%		2,500.00
	Total	134,058.83	159,033.21	121,849.79	121,336.77	100%		134,743.92

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
O&M								
105-519-00-46-00	Liability Bond/Insurance AWC (205,000)	4,092.91	-	-	4,775.85	0%	-	-
105-539-20-40-00	State Forest Protection	107.40	-	-	-	0%	-	-
105-576-80-31-00	Supplies - Park Operations	2,849.02	2,253.34	2,528.68	5,500.00	46%	-	5,500.00
105-576-80-31-01	Supplies - Parks Commission	100.75	-	14.08	200.00	7%	-	200.00
105-576-80-31-02	Hanging Baskets	4,842.68	2,194.66	3,856.40	4,500.00	86%	3,000.00	3,000.00
105-576-80-31-03	Garbage Cans	-	-	-	1,000.00	0%	-	1,000.00
105-576-80-31-04	Winter Decorations	2,861.13	2,234.42	354.32	3,000.00	12%	-	3,000.00
105-576-80-31-05	New Computer	211.33	449.07	-	800.00	0%	-	800.00
105-576-80-31-06	Communication Plan	-	-	-	250.00	0%	-	-
105-576-80-31-07	Hazard Mitigation Equipment	-	153.67	-	775.00	0%	-	775.00
105-576-80-32-00	Gasoline	-	-	-	1,000.00	0%	500.00	500.00
105-576-80-35-00	Supplies - Small Tools	750.38	361.97	602.34	2,000.00	30%	-	2,000.00
105-576-80-40-01	Parks Tree Pruning	3,409.15	547.99	-	3,500.00	0%	-	3,500.00
105-576-80-41-01	Eng - Landscape Architect Services	-	-	-	-	0%	-	-
105-576-80-41-03	Professional - Planning	-	-	116.00	1,000.00	12%	-	1,000.00
105-576-80-41-04	Advertising - Parks	106.55	-	2,075.61	100.00	2076%	-	100.00
105-576-80-41-05	IT - Website Maintenance/Hosting	258.00	415.10	467.49	225.00	208%	-	225.00
105-576-80-41-06	Professional Services	95.08	-	-	750.00	0%	3,000.00	3,000.00
105-576-80-41-09	Bank Fees	21.30	21.70	11.72	100.00	12%	-	100.00
105-576-80-41-11	Reliability Center Maintenance	5,697.60	4,645.74	11,353.80	1,000.00	1135%	-	1,000.00
105-576-80-41-12	IT - Computer Maintenance	200.00	62.34	-	1,000.00	0%	-	1,000.00
105-576-80-41-13	Emergency Management Planning	-	-	-	750.00	0%	-	750.00
105-576-80-41-14	Training	493.44	-	-	-	0%	-	-
105-576-80-41-16	Phone & Internet	-	-	-	-	-	500.00	500.00
105-576-80-47-01	Electricity - North Park	1,414.39	1,694.61	1,513.19	2,000.00	76%	-	2,000.00
105-576-80-47-02	Electricity - Main Park	2,816.65	3,130.62	3,097.92	3,600.00	86%	-	3,600.00
105-576-80-47-03	Electricity - Bell Tower	1,207.15	1,787.27	1,327.66	1,500.00	89%	-	1,500.00
105-576-80-48-00	R&M Parks/Facilities	6,906.73	6,174.07	16,230.75	12,500.00	130%	-	12,500.00
105-576-80-48-01	R&M Park Equipment	15,084.89	3,258.65	4,246.00	4,000.00	106%	-	4,000.00
105-576-80-48-02	R&M Vehicles	1,605.90	1,429.68	2,070.24	1,500.00	138%	-	1,500.00
105-576-80-48-03	R&M Park Bathrooms	176.15	331.76	1,896.11	-	0%	-	-
105-576-80-48-05	Service - Waste Removal	1,124.48	508.87	1,236.96	-	0%	-	-
105-576-80-48-08	Landscaping Services	38,059.95	47,121.93	46,389.21	45,000.00	103%	-	45,000.00
105-576-80-49-01	Dues - Wildlife & Rec Coalition	250.00	-	-	250.00	0%	-	-
105-576-80-49-02	Trail R&M	62.11	-	-	600.00	0%	-	-
105-576-80-49-03	WRPA	125.00	-	-	200.00	0%	-	-
105-576-80-40-00	Tax - Excise Tax	449.14	819.80	-	100.00	0%	-	100.00
105-576-90-40-00	State Audit	1,484.09	12.60	1,347.08	1,000.00	135%	1,500.00	1,500.00
105-576-80-40-01	Comm - Phone - Internet	-	-	-	-	0%	1,500.00	1,500.00
	Total	96,863.35	79,609.86	100,735.56	104,475.85	96%		101,150.00
Capital								
New Request 105	Knuckle Boom	-	-	-	-	-	6,500.00	6,500.00
New Request 105	Dump Truck	-	-	-	-	-	12,500.00	12,500.00
105-594-76-63-42	Vehicle - Pickup	-	-	4,767.07	9,125.00	52%	-	-
105-594-76-63-39	Electronic Reader Board	-	-	1.12	3,750.00	0%	-	-
105-594-76-10-01	Wages - Maintenance Wkr 1	-	-	-	-	0%	-	-
105-594-76-10-02	Wages - Maintenance Wkr 2	-	-	-	-	0%	-	-
105-594-76-20-01	Benefits - OAS	-	-	-	-	0%	-	-
105-594-76-20-02	Benefits - Retirement	-	-	-	-	0%	-	-
105-594-76-20-03	Benefits - Medical/LTD/Life	-	-	-	-	0%	-	-
105-594-76-20-05	Benefits - Labor & Industry	-	-	-	-	0%	-	-
105-594-76-41-01	Server Lease	-	-	-	-	0%	-	-
105-594-76-41-02	Engineering - Calistoga Park	2,760.00	-	-	-	0%	-	-

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
105-594-76-41-03	Phone Lease	-	172.18	354.36	480.00			480.00
105-594-76-63-02	North Park Fountain (REET)	-	-	-	8,000.00	0%	-	-
105-594-76-63-07	Capout - Calistoga Park (REET)	10,867.15	11,362.85	-	30,000.00	0%	-	-
105-594-76-63-15	Capout - Gratzler Park	60,645.13	-	8,362.94	600,000.00	1%	-	-
105-594-76-63-19	Capout - Gratzler Wetland Mitigation	-	-	496.56	20,000.00	2%	-	-
105-594-76-63-42	Flat Bed Truck	-	-	4,767.07	-	0%	-	-
105-594-76-63-49	Electronic Message Board	-	-	1,837.93	2,550.00	72%	-	-
105-594-76-63-52	Capout - Whitehawk Park	2,149.83	8,173.16	-	-	0%	-	-
105-594-76-63-53	City Wide WiFi	-	-	-	1,500.00	0%	-	1,500.00
105-594-76-63-47	Work Order Software	-	-	-	-	0%	-	-
105-594-76-63-54	Parks Ground Cover (REET)	-	922.74	-	-	0%	-	-
105-594-76-63-55	Picnic Tables/Benches (REET)	-	-	-	5,000.00	0%	-	5,000.00
105-594-76-63-56	Wheel Chair Accessable Toy	-	30,765.87	1,289.73	-	0%	-	-
105-594-76-63-57	Knuckle Boom	-	-	-	-	0%	-	-
105-594-76-63-58	City Shop Outfitting	-	-	-	-	0%	-	-
105-594-76-64-04	Capout - Equip - Hanging Baskets	-	4,206.00	194.22	-	0%	-	-
105-594-76-64-10	Capout - Winter Decorations	259.92	514.66	-	-	0%	-	-
105-594-76-64-36	Weed Eaters	419.62	-	-	-	0%	-	-
105-594-76-64-40	Park Electricity Upgrades	-	-	-	1,500.00	0%	-	1,500.00
	Total	77,101.65	56,117.46	22,071.00	681,905.00	3%		27,480.00
	Debt Service & Transfers							
105-597-41-00-00	Transfer to fund 412	90,000.00	-	-	-	0%	-	-
105-597-00-00-01	New City Hall Construction	99,165.09	-	-	-	0%	-	-
105-597-00-00-02	Transfer to cover insurance costs	-	-	4,128.82	-	0%	4,809.29	4,809.29
105-597-76-00-01	Transfer to LOCAL Vehicle Purchase	11,474.81	11,462.15	11,448.85	11,448.85	100%	-	-
105-597-76-00-02	Parks 2017 Backhoe Purchase	3,612.70	3,608.72	3,604.52	3,604.53	100%	-	-
	Total	204,252.60	15,070.87	19,182.19	15,053.38	127%		4,809.29
	Total Parks	512,276.43	309,831.40	263,838.54	922,771.00	29%		268,183.21
	Tourism Fund							
107-557-30-41-00	Tourism Marketing Expense	-	3,360.00	-	4,500.00	0%	5,000.00	5,000.00
	Total	-	3,360.00	-	4,500.00	0%		5,000.00
	Transportation Benefit District (TBD)							
108-594-42-60-01	Sidewalk Sander	7,546.08	-	-	-	0%	-	-
108-519-00-46-00	AWC Liability Insurance	-	-	-	1,200.00	0%	-	-
108-595-30-63-01	TBD Street Projects	117.27	-	-	-	0%	-	-
108-595-30-63-02	TBD Sidewalk Projects	78,923.61	3,783.49	42,152.79	-	0%	-	-
	Total TBD	86,586.96	3,783.49	42,152.79	1,200.00	3513%		-
	ARPA							
New Request 109	Expenditures - To be determined	-	-	-	-	-	2,405,812.00	2,405,812.00
	Total ARPA	-	-	-	-	-	2,405,812.00	2,405,812.00
	Police Drug Fund							
120-521-21-49-00	Misc - Police Drug Fund	-	3,829.58	-	-	0%	126.00	126.00
120-594-21-64-00	Capital Outlay - Equipment	-	-	-	3,829.60	0%	-	-
	Total Police Drug Fund	-	3,829.58	-	3,829.60	0%		126.00
	2018 Vehicle Purchase - Debt Service Fund							
202-591-21-70-01	LOCAL Principal Police	25,918.50	27,214.44	28,575.15	27,214.43	105%	28,575.15	28,575.15
202-591-24-70-01	LOCAL Principal Building	497.94	522.84	548.98	522.84	105%	-	-
202-591-31-70-01	LOCAL Principal Storm	8,492.90	8,917.54	9,363.42	8,917.54	105%	-	-
202-591-34-70-01	LOCAL Principal Water	16,025.29	16,826.56	17,667.89	16,826.56	105%	-	-
202-591-35-70-01	LOCAL Principal WRR	16,645.64	17,477.92	18,351.81	17,477.92	105%	-	-

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
202-591-36-70-01	LOCAL Principal Cemetery	4,411.92	4,632.51	4,864.14	4,632.51	105%	-	-
202-591-76-70-01	LOCAL Principal Parks	10,131.17	10,637.73	11,169.61	10,637.73	105%	-	-
202-591-95-70-01	LOCAL Principal Streets	6,638.64	6,970.57	7,319.10	6,970.57	105%	-	-
202-592-21-80-01	LOCAL Int. and Other Debt Service Cost Police	3,437.44	2,109.12	706.55	2,109.12	33%	2,109.12	2,109.12
202-592-24-80-01	LOCAL Int. and Other Debt Service Cost Building	66.04	40.52	13.57	40.52	33%	-	-
202-592-31-80-01	LOCAL Int. and Other Debt Service Cost Storm	1,126.39	691.11	231.53	691.11	34%	-	-
202-592-34-80-01	LOCAL Int. and Other Debt Service Cost Water	2,125.35	1,304.06	436.86	1,304.06	34%	-	-
202-592-35-80-01	LOCAL Int. and Other Debt Service Cost WRR	2,207.63	1,354.53	453.76	1,354.54	33%	-	-
202-592-36-80-01	LOCAL Int. and Other Debt Service Cost Cemetery	585.13	359.02	120.27	359.02	33%	-	-
202-592-76-80-01	LOCAL Int. and Other Debt Service Cost Parks	1,343.64	824.42	276.18	824.42	33%	-	-
202-592-95-80-01	LOCAL Int. and Other Debt Service Cost Streets	880.45	540.22	180.98	540.22	34%	-	-
Total 2018 Vehicle Purchase		100,534.07	100,423.11	100,279.80	100,423.11	100%		30,684.27
2017 Backhoe - Debt Service Fund								
203-591-31-70-01	Storm Backhoe Principal	3,189.67	3,349.16	3,516.61	3,349.16	105%	-	-
203-591-34-70-01	Water Backhoe Principal	6,379.34	6,698.30	7,033.22	6,698.31	105%	-	-
203-591-35-70-01	WRR Backhoe Principal	5,316.12	5,581.93	5,861.02	5,581.93	105%	-	-
203-591-95-70-01	Streets Backhoe Principal	3,189.67	3,349.16	3,516.60	3,349.16	105%	-	-
203-591-76-70-01	Parks Backhoe Principal	3,189.67	3,349.16	3,516.61	3,349.16	105%	-	-
203-592-31-80-01	Storm Backhoe Interest	423.03	259.56	87.19	259.56	34%	-	-
203-592-34-80-01	Water Backhoe Interest	846.06	665.65	174.37	519.12	34%	-	-
203-592-35-80-01	WRR Backhoe Interest	705.05	286.07	145.31	432.60	34%	-	-
203-592-76-80-01	Parks Backhoe Interest	423.04	259.55	87.19	259.56	34%	-	-
203-592-95-80-01	Streets Backhoe Interest	423.03	259.55	87.20	259.56	34%	-	-
Total 2017 Backhoe		24,084.68	24,058.09	24,025.32	24,058.10	100%		-
Emergency Evacuation Bridge SR 162 (moved to Streets)								
303-595-90-40-01	Project Management	54,102.05	110,871.25	166,323.39	50,000.00	0%	-	-
303-597-00-00-01	Transfer to Streets	55,411.95	171,884.00	17,401.60	-	0%	-	-
303-595-10-40-01	Engineering	399,201.41	159,685.38	26,390.00	441,000.00	0%	-	-
Emergency Evacuation Bridge		508,715.41	442,440.63	210,114.99	491,000.00	43%		-
City Hall Construction								
304-594-18-60-01	New City Hall General Fund Portion	857,765.73	3,047,680.22	-	1,839,735.66	0%	-	-
304-594-31-60-01	New City Hall Storm Portion	128,623.42	457,873.63	-	242,679.04	0%	-	-
304-594-34-60-01	New City Hall Water Portion	129,361.50	458,243.67	-	241,202.88	0%	-	-
304-594-35-60-01	New City Hall WRR Portion	256,543.78	919,739.30	-	599,435.07	0%	-	-
304-594-44-60-01	New City Hall Streets Portion	28,658.67	104,010.55	-	53,782.25	0%	-	-
304-594-76-60-01	New City Hall Parks Portion	28,566.59	115,335.27	-	53,966.42	0%	-	-
Total City Hall Construction		1,429,519.69	5,102,882.64	-	3,030,801.32	0%		-
Transportation Impact Fund								
320-595-20-60-01	SW Connector ROW	3,000.00	303,230.52	-	250,000.00	0%	-	-
320-542-30-41-05	Eng - Two-Way Left Turn Lane	1,378.75	-	-	-	0%	-	-
320-595-30-63-04	Capout - SR 162 Left Turn Lane	740.00	-	-	-	0%	-	-
Total Transportation Impact Fund		5,118.75	303,230.52	-	250,000.00	0%		-

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
	Water Fund							
	Salary & Benefits							
401-534-50-10-05	Overtime - Water PW	17,548.59	15,719.89	25,956.79	18,000.00	144%		18,000.00
401-534-70-10-07	Overtime - Water Admin	2,056.93	1,200.82	465.89	1,500.00	31%		1,500.00
401-534-50-10-11	Salary - Water	271,377.94	245,192.66	243,360.95	378,897.39	64%	478,355.75	478,355.75
401-534-70-10-11	Salary Water Admin	148,640.57	185,452.59	166,636.14	116,655.71	143%	122,852.87	122,852.87
401-534-70-20-01	Admin Benefits-Labor & Industries	567.73	554.34	391.59	327.41	120%	393.94	393.94
401-534-70-20-02	Admin Benefits - Medical & Ltd	20,787.72	20,637.50	17,589.24	11,574.67	152%	14,297.53	14,297.53
401-534-70-20-03	Admin Benefits - Dental & Vision	3,257.31	3,659.74	3,533.15	2,259.26	156%	1,826.14	1,826.14
401-534-70-20-04	Admin Benefits - OASI	11,372.86	14,202.19	12,752.30	9,411.35	135%	10,024.90	10,024.90
401-534-70-20-05	Admin Benefits - Retirement	18,341.19	21,988.69	18,508.90	15,130.25	122%	15,934.02	15,934.02
401-534-10-20-01	Benefits-Labor & Industries	8,914.85	6,393.66	4,878.58	5,836.53	84%	10,029.69	10,029.69
401-534-10-20-02	Benefits - Medical & Ltd	59,221.22	56,174.02	54,948.79	84,756.52	65%	123,578.88	123,578.88
401-534-10-20-03	Benefits - Dental & Vision	6,811.05	6,344.33	5,680.90	8,407.74	68%	9,807.36	9,807.36
401-534-10-20-04	Benefits - OASI	21,768.40	19,908.16	20,614.09	30,090.79	69%	37,731.25	37,731.25
401-534-10-20-05	Benefits - Retirement	34,916.55	32,650.16	30,661.05	45,259.10	68%	55,395.59	55,395.59
	Total	625,582.91	630,078.75	605,978.36	728,106.72	83%		899,727.92
	O&M							
401-519-00-46-00	Bond/Ins AWC (\$207,000)	46,216.54	46,483.08	40,273.57	46,584.89	86%	46,911.06	46,911.06
401-534-10-31-00	Supplies - Office & Operating	12,798.31	16,560.03	15,101.06	10,000.00	151%		10,000.00
401-534-10-31-01	Supplies Chlorine - Water	13,725.73	16,557.30	13,773.09	13,000.00	106%		13,000.00
401-534-10-31-02	Benefits - Clothing - Water	32.94	-	85.13	-	0%		-
401-534-10-31-04	Supplies - Safety Clothing/Equipment	1,623.37	1,385.66	2,540.20	2,000.00	127%		2,000.00
401-534-10-31-05	Supplies - Potassium Permanganate	39.35	-	-	500.00	0%		500.00
401-534-10-31-08	Communications Plan	-	-	-	500.00	0%		-
401-534-10-31-09	Hazard Mitigation Equipment	-	-	-	3,100.00	0%		-
401-534-10-40-01	Water Facilities Architectural Services	1,040.53	3,114.98	-	-	0%		-
401-534-10-41-01	Eng - Engineering On Call	40,627.67	13,352.50	34,372.26	25,000.00	137%		25,000.00
401-534-10-41-02	State Audit (\$18,000)	3,957.63	33.60	3,592.21	2,800.00	128%	3,800.00	3,800.00
401-534-10-41-03	Service - Lab Testing	5,755.00	7,193.37	6,091.47	9,500.00	64%		9,500.00
401-534-10-41-04	Legal - Attorney Legal Services	373.03	266.37	191.81	5,000.00	4%		5,000.00
401-534-10-41-05	IT - Computer Maintenance	7,338.41	8,438.52	5,788.75	10,000.00	58%		10,000.00
401-534-10-41-06	Services - Office & Operating	303.50	-	278.97	1,000.00	28%		1,000.00
401-534-10-41-07	Professional Services	1,141.11	-	339.70	1,000.00	34%	10,000.00	10,000.00
401-534-10-41-13	Eng - City Utility Mapping	-	-	-	4,000.00	0%		4,000.00
401-534-10-41-14	Eng - City Standards Update	-	-	-	2,000.00	0%		-
401-534-10-41-16	Eng - Water System Plan Update	2,382.50	4,998.75	-	5,000.00	0%		5,000.00
401-534-10-41-19	Eng - Telemetry O & M	16,268.26	8,799.10	3,325.35	20,000.00	17%		20,000.00
401-534-10-41-34	IT - Website Maintenance/Hosting	942.00	1,377.38	1,427.77	600.00	238%		600.00
401-534-10-41-36	Reliability Center Maintenance	5,697.60	4,645.74	11,353.81	3,400.00	334%		3,400.00
401-534-10-41-37	Reliability Center Maintenance	1,923.27	1,306.39	2,043.26	5,000.00	41%		5,000.00
401-534-10-41-39	Engineering - 178th Ave E Waterline	9,665.00	-	-	-	0%		-
401-534-10-41-40	Rate Study	8,000.00	-	-	-	0%		-
401-534-10-41-41	Emergency Management Planning	-	-	-	3,000.00	0%	1,000.00	1,000.00
401-534-10-41-42	Digitizing Records	-	-	-	-	0%		-
401-534-10-41-43	Contract - Janitorial - Water	-	-	-	-		1,560.00	1,560.00
401-534-10-42-00	Postage - Water	6,943.94	6,425.24	5,737.60	7,200.00	80%		7,200.00
401-534-10-42-01	Phone & Internet	10,819.05	11,767.51	17,370.43	7,000.00	248%	12,000.00	12,000.00
401-534-10-42-02	Comm-Intertel Lease - Water	-	-	-	-	0%		-
401-534-10-44-00	Advertising - Water	-	-	-	500.00	0%	300.00	300.00
401-534-10-40-00	Tax - Excise Tax	92,440.38	96,403.63	90,381.30	65,000.00	139%		65,000.00
401-534-10-40-02	Tax - Excise Tax on GFC's	1,520.62	148.37	3,331.90	5,000.00	67%		5,000.00
401-534-20-41-17	SCADA Alarm contract	-	-	-	-		3,000.00	
401-534-50-35-00	Supplies - Small Tools	4,158.19	2,392.12	2,872.66	3,000.00	96%		3,000.00
401-534-50-47-01	Electricity - City Shop	6,593.56	4,505.96	6,670.48	8,000.00	83%		8,000.00

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
401-534-50-47-02	Electricity - Chlorinator	1,398.54	2,293.03	1,778.43	1,500.00	119%		1,500.00
401-534-50-47-03	Electricity - Well #1	9,576.69	11,441.54	4,753.20	15,000.00	32%	10,000.00	10,000.00
401-534-50-47-04	Electricity - Well #2	690.88	759.91	676.57	700.00	97%		700.00
401-534-50-47-05	Electricity - Wingate Pump	2,727.63	2,199.26	6,875.98	4,000.00	172%		4,000.00
401-534-50-47-06	Supplies - Chlorinator (Wingate)	567.02	-	-	1,300.00	0%		1,300.00
401-534-50-47-07	Electricity - Harman Springs	3,110.49	-	-	500.00	0%		500.00
401-534-50-47-08	Electricity - Well #3	9,470.83	13,868.90	9,826.32	15,000.00	66%		15,000.00
401-534-50-47-09	Gasoline - City Shop Service-Train St	439.91	498.55	-	900.00	0%		900.00
401-534-50-47-11	Electricity - Well #4 and Pump Station	23,484.42	26,354.75	26,183.98	31,000.00	84%	35,000.00	35,000.00
401-534-50-47-12	Safety Equipment	101.60	166.29	383.97	4,000.00	10%		4,000.00
401-534-50-48-01	Equip - Meter Purchases	12,624.52	11,559.40	18,493.79	25,000.00	74%	30,000.00	30,000.00
401-534-50-48-02	R&M - Water	56,471.19	31,080.71	52,669.25	35,000.00	150%		35,000.00
401-534-50-48-03	R&M - Building	871.45	2,176.17	5,252.89	1,500.00	350%		1,500.00
401-534-50-48-04	R&M - Equipment	13,917.26	16,558.61	8,237.95	20,000.00	41%	15,000.00	15,000.00
401-534-50-48-05	Underground Pollution Removal	463.33	980.00	360.00	500.00	72%		500.00
401-534-50-48-06	R&M - Vehicles	2,883.05	2,615.56	7,520.65	3,000.00	251%		3,000.00
401-534-50-49-01	Dues - WA Rural Water Assoc	645.60	645.60	645.60	700.00	92%		700.00
401-534-50-49-02	Dues - AWWA Membership	605.00	366.00	377.00	700.00	54%		700.00
401-534-50-49-03	Dues - Regional Water Cooperative	-	-	-	1,500.00	0%		1,500.00
401-534-50-49-15	Cert - DOE Operators	240.00	126.00	-	500.00	0%		500.00
401-534-50-49-16	Service - Fire Extinguisher	-	-	-	500.00	0%		500.00
401-534-50-49-17	Service - Water Removal	1,893.34	635.49	737.51	2,500.00	30%		2,500.00
401-534-50-40-00	Tax - Surface Water	301.66	12.04	333.42	300.00	111%	400.00	400.00
401-534-50-40-01	Dues - State Forest Protection	-	-	-	100.00	0%		100.00
401-534-60-41-00	Service - One-Call	515.90	439.40	843.66	500.00	169%		500.00
401-534-60-48-00	Contract - Backflow Inspect.	10,371.05	10,325.00	-	14,000.00	0%		14,000.00
401-534-60-48-01	Contract - Leak Det. Testing	-	-	-	2,700.00	0%		2,700.00
401-534-60-48-02	Contract - Generator Maint	12,340.28	9,062.19	10,249.79	6,000.00	171%		6,000.00
401-534-60-48-04	IT - Cross Connection Software Service	350.00	270.59	3,019.62	400.00	755%	1,600.00	1,600.00
401-534-60-49-01	Landscaping Services	-	-	393.66	-	-	750.00	750.00
401-534-70-44-00	Publication - Flyers For Ccr	-	-	246.86	500.00	49%		500.00
401-534-70-44-02	Hazard Mitigation Planning	-	-	-	3,000.00	0%	500.00	500.00
401-534-70-44-03	Lease of City Hall	-	-	-	-	0%		-
401-534-80-32-00	Gasoline - Water	6,280.65	6,089.92	5,757.01	7,000.00	82%		7,000.00
401-534-80-32-01	Diesel - Water	2,021.27	3,159.01	4,997.05	1,800.00	278%	2,200.00	2,200.00
401-534-80-43-00	Reimb - Mileage - Water	-	-	-	100.00	0%		100.00
401-534-90-40-01	Internet Payment Expense	4,950.75	12,321.53	14,908.13	3,500.00	426%	9,000.00	9,000.00
401-534-90-40-02	Bank Fees	2,604.19	2,098.63	1,615.25	3,800.00	43%		3,800.00
401-534-90-49-00	Training - Water	3,628.90	1,434.03	3,186.99	3,500.00	91%		3,500.00
401-534-90-49-16	Permits - Water System Permit/DOH Review	3,587.40	4,973.70	3,953.70	3,600.00	110%	5,000.00	5,000.00
401-539-20-40-00	Tax - Noxious Weeds - Property	13.25	296.69	17.65	100.00	18%		100.00
401-586-00-00-00	Misc Refunds BY Check	-	-	1,861.23	-	0%		-
401-586-00-00-01	Hydrant Deposit Refund	-	-	-	-	0%		-
401-594-34-42-04	City Wide WiFi	-	-	-	4,500.00	0%		4,500.00
Total		491,475.54	430,964.10	463,099.89	489,384.89	95%		504,321.06
Capital								
401-534-50-48-04	R&M - Equipment Vactor Rental						2,000.00	2,000.00
New Request 401	Knuckle Boom						6,500.00	6,500.00
New Request 401	Crane and Light Bars						2,800.00	2,800.00
New Request 401	Dump Truck						43,750.00	43,750.00
New Request 401	Onsite Chlorination System						65,000.00	65,000.00
401-594-34-64-61	Vehicle Purchase	-	-	5,422.97	5,475.00	99%	-	-
401-594-34-64-48	Electronic Reader Board	-	-	16.79	6,250.00	0%	-	-
401-594-34-41-01	Eng - Well #1 Rehab	-	820.01	13,610.00	15,000.00	91%		15,000.00
401-594-34-42-02	Server Lease	-	-	-	-	0%		-

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
401-594-34-42-03	Phone Lease	678.63	700.22	1,372.25	1,500.00	91%		1,500.00
401-594-34-63-08	Well 1 VFD	-	-	87,062.91	200,000.00	44%	-	-
401-594-34-63-09	Capout - W/tr Meter Upgrades/repl	62,049.21	44,618.68	41,133.01	45,000.00	91%		45,000.00
401-594-34-63-13	Central Metering Technology	-	-	-	35,000.00	0%		35,000.00
401-594-34-63-29	Water Main Replacements	-	-	-	-	-	20,000.00	20,000.00
401-594-34-63-30	Capout - WSDOT Water Line Replacement	62,899.53	3,000.00	-	60,000.00	0%	120,000.00	120,000.00
401-594-34-63-49	Capout - Phase I Orville Road Const Mngmnt	60.00	-	-	-	0%		-
401-594-34-63-55	Harman Reservoir Demo	-	-	-	60,000.00	0%	-	-
401-594-34-63-56	Hillside Mower	7,650.85	-	-	-	0%		-
401-594-34-63-57	Asphalt Roller	-	-	-	-	0%		-
401-594-34-63-58	Knuckle Boom	-	-	-	-	0%		-
401-594-34-63-59	Mower	-	-	1,970.39	-	0%		-
401-594-34-63-60	City Shop Outfitting	-	-	-	-	0%		-
401-594-34-63-61	Code Enforcement Vehicle	-	5,040.51	-	-	0%		-
401-594-34-63-62	SCADA Upgrade	-	-	-	53,000.00	0%	-	-
401-594-34-63-63	Well 3 Chlorine System Relocation	-	-	-	47,000.00	0%	-	-
401-594-34-64-00	Well 1 Cleaning & Liner	-	-	-	64,400.00	0%	64,400.00	64,400.00
401-594-34-64-01		-	3,070.68	-	1,000.00	0%		1,000.00
401-594-34-64-52	BLR Saafety Resources	-	-	-	500.00	0%	-	-
401-594-34-64-54	Chlorine Transfer Pump	-	-	-	-	0%		-
401-594-34-64-58	Laptop Computer	1,272.53	3,048.73	3,357.53	1,500.00	224%		1,500.00
401-594-34-64-59	Scada Software Renewal	2,835.18	2,925.35	247.50	2,400.00	10%	-	-
401-594-34-64-61	Flat Bed Truck	-	-	5,422.97	-	0%		-
401-594-34-64-67	Message Board	-	-	5,240.00	6,000.00	87%	-	-
	Total	137,445.93	63,224.18	164,856.32	604,025.00	27%		423,450.00
	Debt Service & Transfers							
401-591-34-78-01	DWSRF Harman/Wingate (P)	30,655.23	30,655.24	30,655.23	30,972.35	99%	-	-
401-591-34-78-02	DWSRF North Reservoir (P)	163,821.81	163,821.81	163,821.81	162,955.78	101%	164,000.00	164,000.00
401-592-11-80-00	Interfund Loan Interest (from 408)	3,336.00	-	-	-	0%		-
401-581-20-00-00	Interfund Loan from 408 (P)	139,000.00	-	-	-	0%		-
401-592-34-83-01	DWSRF - Harman Wingate (I)	2,299.14	1,532.76	766.38	3,097.23	25%	-	-
401-592-34-83-02	DWSRF - North Reservoir (I)	27,030.60	24,573.27	22,115.94	29,332.03	75%	20,000.00	20,000.00
401-597-34-00-01	Transfer to LOCAL Vehicle Purchase	18,150.65	18,130.62	18,109.58	18,109.58	100%	-	-
401-597-00-00-01	New City Hall Construction	446,242.92	-	-	-	0%		-
401-597-34-00-02	Water 2017 Backhoe Purchase	7,225.41	7,217.43	7,209.04	7,209.05	100%	-	-
401-597-44-00-01	Transfer To Utility Facility Fund 412	210,000.00	-	-	-	0%		-
	Total	1,047,761.76	245,931.13	242,677.98	251,676.02	96%		184,000.00
	Total Water	2,302,266.14	1,370,198.16	1,476,612.55	2,073,192.63	71%		2,011,498.98
	Water Resource Recovery (WRR) Fund							
	Salary & Benefits							
408-535-50-10-11	Salary - WRR	215,995.97	256,296.53	230,358.40	355,192.22	65%	446,306.27	446,306.27
408-535-70-10-11	Salary - Admin WRR	155,577.37	172,183.52	162,226.00	126,455.31	128%	115,330.09	115,330.09
408-535-50-10-04	Overtime - WRR - PW	14,273.30	13,668.53	13,710.62	15,000.00	91%		15,000.00
408-535-70-10-06	Overtime - WRR Admin	2,062.31	1,200.18	439.61	2,000.00	22%		2,000.00
408-535-10-20-01	Benefits - Labor & Industries	6,875.88	6,853.42	4,455.03	8,699.01	51%	13,418.92	13,418.92
408-535-10-20-02	Benefits-Medical & Ltd	42,647.28	49,162.49	49,523.59	72,817.18	68%	123,496.80	123,496.80
408-535-10-20-03	Benefits - Dental & Vision	5,597.83	6,924.82	5,060.60	8,407.74	60%	9,807.36	9,807.36
408-535-10-20-04	Benefits - OASI	17,424.53	20,617.55	18,677.09	27,767.56	67%	33,889.03	33,889.03
408-535-10-20-05	Benefits - Retirement	27,890.72	34,398.13	25,260.38	45,259.10	56%	55,395.59	55,395.59
408-535-70-20-01	Admin Benefits - Labor & Industries	587.89	503.35	382.61	298.44	128%	457.25	457.25
408-535-70-20-02	Admin Benefits-Medical & Ltd	21,542.54	18,974.86	15,783.86	10,633.13	148%	16,081.20	16,081.20
408-535-70-20-03	Admin Benefits - Dental & Vision	3,381.42	3,426.06	3,272.61	2,259.26	145%	1,826.14	1,826.14
408-535-70-20-04	Admin Benefits - OASI	11,902.21	13,209.43	12,422.60	8,643.69	144%	11,092.10	11,092.10
408-535-70-20-05	Admin Benefits - Retirement	19,196.93	20,470.55	18,033.06	13,924.07	130%	17,462.21	17,462.21

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
	Total O&M	544,956.18	617,889.42	559,606.06	697,356.71	80%		861,562.96
408-519-00-46-00	Bond/Ins AWC (\$207,000)	67,847.49	68,238.78	59,367.86	68,671.47	86%	69,152.28	69,152.28
408-535-10-31-00	Operation & Maint. Supplies	26,614.01	33,037.10	28,129.19	35,000.00	80%		35,000.00
408-535-10-31-01	Supplies - Chlorine - WRR	2,018.70	8,438.96	1,070.73	2,500.00	43%		2,500.00
408-535-10-31-03	Supplies - Clothing - Protective Services	6,787.41	10,634.19	9,715.85	7,000.00	139%		7,000.00
408-535-10-31-04	Supplies - Chemical Purchases	3,796.05	2,603.79	10,387.99	3,000.00	346%	4,000.00	4,000.00
408-535-10-31-05	Safety Clothing & Equip	2,225.20	3,075.81	1,912.00	4,000.00	48%		4,000.00
408-535-10-31-06	Supplies - Park Bathrooms	570.05	-	-	3,000.00	0%		3,000.00
408-535-10-31-07	Communications Plan	-	-	-	500.00	0%	-	-
408-535-10-31-08	Hazard Mitigation Equipment	-	-	-	3,875.00	0%	-	-
408-535-10-40-01	WRR Facilities Architectural Services	1,028.52	3,114.97	85.00	-	0%	-	-
408-535-10-41-01	Eng - On Call Services	39,363.96	5,717.50	9,668.75	35,000.00	28%		35,000.00
408-535-10-41-02	State Audit (\$18,000)	4,699.65	39.90	4,265.75	3,300.00	129%	4,500.00	4,500.00
408-535-10-41-03	Service - Lab Testing	3,318.00	5,420.00	2,604.00	7,000.00	37%		7,000.00
408-535-10-41-04	Legal - Attorney Services	1,168.78	265.19	416.74	4,000.00	10%	2,000.00	2,000.00
408-535-10-41-05	IT - Computer Maintenance	7,338.39	8,692.48	5,788.74	10,500.00	55%		10,500.00
408-535-10-41-06	SCADA Alarm contract	-	-	-	4,000.00	0%	3,000.00	3,000.00
408-535-10-41-07	Service - Security Monitoring	612.00	1,032.00	1,425.66	800.00	178%		800.00
408-535-10-41-09	Annual Flow Calibration - Soldiers Home	1,896.36	1,994.73	1,885.00	2,000.00	94%		2,000.00
408-535-10-41-14	Services - Office & Operating	774.44	2,598.09	1,905.14	-	0%	1,000.00	1,000.00
408-535-10-41-15	Professional Services	1,141.11	-	339.70	1,000.00	34%		1,000.00
408-535-10-41-16	Landscaping Services	-	-	393.65	-	-	750.00	750.00
408-535-10-41-18	Eng - City Utility Mapping	-	-	-	4,000.00	0%		4,000.00
408-535-10-41-19	Eng - City Standards Update	-	-	-	5,000.00	0%	-	-
408-535-10-41-21	Eng - Telemetry O & M	833.75	7,559.40	232.50	10,000.00	2%		10,000.00
408-535-10-41-36	IT - Website Maintenance/Hosting	1,335.00	1,681.21	1,543.07	1,100.00	140%		1,100.00
408-535-10-41-38	Reliability Center Maintenance	5,697.60	4,645.74	11,353.82	3,400.00	334%		3,400.00
408-535-10-41-39	Reliability Center Maintenance	1,923.24	9,503.87	10,240.75	5,000.00	205%		5,000.00
408-535-10-41-41	Rate Study	9,000.00	-	-	-	0%		-
408-535-10-41-42	Emergency Management Planning	-	-	-	3,750.00	0%	1,000.00	1,000.00
408-535-10-41-43	Digitizing Records	-	-	-	-	0%		-
408-535-10-41-44	Contact - Janitorial - WRR	-	-	-	-	-	1,820.00	1,820.00
408-535-10-42-00	Postage - WRR	6,748.00	6,853.69	5,654.34	6,500.00	87%		6,500.00
408-535-10-42-01	Phone & Internet	14,284.04	14,688.97	25,255.34	12,000.00	210%	18,000.00	18,000.00
408-535-10-44-00	Advertising - WRR	-	-	55.96	1,000.00	6%		1,000.00
408-535-10-40-02	Tax - Excise Tax	81,464.53	83,912.64	80,103.43	80,000.00	100%		80,000.00
408-535-10-40-03	Tax - Excise Tax on GFC's	3,269.01	1,899.65	6,954.56	4,000.00	174%		4,000.00
408-535-50-35-00	Supplies - Small Tools	784.38	1,049.98	1,847.13	2,500.00	74%		2,500.00
408-535-50-35-01	Safety Equipment	40.11	113.55	219.97	5,500.00	4%	2,000.00	2,000.00
408-535-50-47-01	Electricity - City Shop	2,573.96	5,507.45	5,088.73	2,500.00	204%	5,000.00	5,000.00
408-535-50-47-02	Electricity - Lift Station #1	1,308.26	1,373.70	1,467.58	1,800.00	82%		1,800.00
408-535-50-47-03	Electricity - High Cedars Lift Station	1,238.07	1,362.50	1,214.38	1,500.00	81%		1,500.00
408-535-50-47-04	Electricity - W.W.T.P.	101,908.07	92,181.06	81,207.85	95,000.00	85%		95,000.00
408-535-50-47-05	Electricity - Village Green	1,798.85	4,870.93	4,098.37	4,300.00	95%		4,300.00
408-535-50-47-06	Electricity - Rainier Meadows	324.87	423.91	10,555.82	400.00	2639%		400.00
408-535-50-47-07	Electricity -1410 Hansberry Ave NE	2,679.42	2,433.65	1,934.76	2,400.00	81%		2,400.00
408-535-50-47-08	Gasoline - City Shop Service-Train St	439.91	498.55	-	600.00	0%		600.00
408-535-50-47-09	Service - Fire Extinguisher	-	-	-	400.00	0%		400.00
408-535-50-48-02	R&M - WRR	20,092.31	19,348.26	31,480.20	55,000.00	57%		55,000.00
408-535-50-48-03	R&M - Building	1,146.12	5,391.61	9,455.01	3,000.00	315%		3,000.00
408-535-50-48-04	R&M - Equipment	11,796.53	19,354.28	34,020.99	20,000.00	170%		20,000.00
408-535-50-48-05	R&M - S.T.E.P. Tanks	2,795.76	663.95	-	3,000.00	0%		3,000.00
408-535-50-48-06	R&M -Underground Pollution Removal	614.15	2,417.02	360.00	500.00	72%	-	-
408-535-50-48-07	R&M - Generator	13,550.71	23,039.98	12,549.37	7,000.00	179%	10,000.00	10,000.00
408-535-50-48-08	R&M Vehicles	1,931.36	1,919.83	2,658.04	3,000.00	89%		3,000.00

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
408-535-50-49-15	Cert - DOE Operators	400.00	608.00	-	1,000.00	0%		1,000.00
408-535-50-47-10	Permits - DOE - NPDES	3,302.64	7,037.28	3,546.72	9,000.00	39%		9,000.00
408-535-50-47-11	Fees - DOE Lab Accredited	625.20	600.00	600.00	700.00	86%		700.00
408-535-50-47-12	Permits - DOE- Bio-Solids	2,061.09	-	2,078.88	6,000.00	35%		6,000.00
408-535-50-47-13	Permits - DOE- Air Quality	-	-	-	100.00	0%		100.00
408-535-50-47-14	Fee - Hazardous Waste Education	54.00	55.00	56.00	200.00	28%		200.00
408-535-50-47-18	Service - Waste Removal	-	137.28	588.57	2,500.00	24%		2,500.00
408-535-50-47-16	Service - WRR System Clean (Vac Truck)	1,278.81	-	-	5,000.00	0%	20,000.00	20,000.00
408-535-50-47-17	Fees - State Forest Protection	-	35.80	-	100.00	0%		100.00
408-535-60-41-00	Service - One Call	515.90	439.39	843.66	500.00	169%		500.00
408-535-60-47-00	Contract - Garbage Disposal	9,310.95	9,653.73	7,945.90	7,500.00	106%		7,500.00
408-535-60-47-01	IT - Grease Program Software	165.92	270.58	1,763.82	175.00	1008%		175.00
408-535-60-48-04	Maintenance - Sanican	11,108.85	9,968.53	11,971.12	8,000.00	150%		8,000.00
408-535-60-48-05	Maintenance - MPC bathroom Janitorial	3,240.00	-	-	-	0%		-
408-535-70-40-01	Lease of City Hall	-	-	-	-	0%		-
408-535-80-32-00	Gasoline - WRR	5,850.29	5,191.18	5,286.94	6,000.00	88%		6,000.00
408-535-80-32-01	Deisel - WRR	2,008.05	1,035.20	596.21	3,000.00	20%		3,000.00
408-535-80-43-00	Reimb - Mileage - WRR	-	-	-	200.00	0%		200.00
408-535-90-40-01	Internet Payment Expense	4,950.74	12,321.55	14,908.16	3,500.00	426%	14,000.00	14,000.00
408-535-90-40-02	Bank Fees	2,646.76	2,142.05	1,638.72	4,200.00	39%	2,000.00	2,000.00
408-535-90-41-00	Benefits - Physicals/shots	-	-	-	400.00	0%		400.00
408-535-90-49-00	Training - seminars/workshops	3,678.74	1,450.00	2,277.06	3,500.00	65%		3,500.00
408-539-20-40-00	Tax - Noxious Weeds - Property	13.74	31.04	7.53	100.00	8%		100.00
408-586-00-00-00	Misc Refunds BY Check	-	-	406.06	-	0%		-
	Total	512,025.61	518,575.48	533,429.07	600,971.47	89%		622,897.28
	Capital							
New Request 408	Crane and Light Bars						1,600.00	1,600.00
New Request 408	Dump Truck						12,500.00	12,500.00
408-594-35-63-11	Class A Solids Handling Improvements	-	-	-	10,000,000.00	0%	-	-
408-594-35-64-58	Vehicle - Pickup	-	-	3,610.98	3,650.00	99%	-	-
408-594-35-63-06	Electronic Reader Board	-	-	15.67	6,250.00	0%	-	-
408-594-35-41-01	Capout-Eng-Solids Handling Pre-design	-	-	-	40,000.00	0%	-	-
408-594-35-41-12	Eng - Class A Solids Handling Design	47,466.78	7,971.25	15,813.68	900,000.00	2%	800,000.00	800,000.00
New Request 408	Solids Handling Construction Management						1,000,000.00	1,000,000.00
New Request 408	Solids Handling Construction						10,000,000.00	10,000,000.00
408-594-35-41-13	Eng - I&I Design	695.09	-	-	5,000.00	0%	10,000.00	10,000.00
408-594-35-41-15	Eng - Puyallup River Lift Station Upgrade	84,421.33	-	-	-	0%	-	-
408-594-35-41-16	Eng - Rainier Meadows Lift Station Upgrade	-	450.00	-	-	0%	-	-
408-594-35-63-03	Capout - Solids Removal Tx Plant	34,467.83	-	-	-	0%	-	-
408-594-35-63-16	Capout - I & I Projects	217,850.26	10,443.45	-	200,000.00	0%	-	200,000.00
408-594-35-63-22	Capout - H2O Tight Manhole Covers	-	-	-	5,500.00	0%	-	-
408-594-35-63-33	Capout Puyallup River Lift Station Upgrade	2,100.00	6,095.00	1,209.65	900,000.00	0%	570,000.00	570,000.00
408-594-35-63-34	Capout - Rainier Meadows Lift Station Upgrade	-	-	-	500,000.00	0%	570,000.00	570,000.00
408-594-35-63-36	City Wide WiFi	-	-	-	4,500.00	0%	-	4,500.00
408-594-35-63-37	Eng - Lift Station Upgrade - Construction Mgmt	-	53,021.81	26,940.00	200,000.00	13%	147,000.00	147,000.00
408-594-35-63-38	Hillside Mower	7,650.85	-	-	-	0%	-	-
408-594-35-63-39	Asphalt Roller	-	-	-	-	0%	-	-
408-594-35-63-40	Mower	-	-	15,400.00	15,400.00	100%	-	-
408-594-35-63-41	TV Camera	-	-	-	34,400.00	0%	-	-
408-594-35-63-42	City Shop Outfitting	-	-	-	-	0%	-	-
408-594-35-63-43	Code Enforcement Vehicle	-	5,040.51	-	-	0%	-	-
408-594-35-64-01	Equip - Traffic Devices	-	1,896.62	-	1,000.00	0%	-	1,000.00
408-594-35-64-30	IT - Computer Replacement - lap top	1,536.69	5,069.54	3,664.24	1,500.00	244%	-	1,500.00
408-594-35-64-44	Capout - Server Lease	-	-	-	-	0%	-	-
408-594-35-64-54	Scada Software Renewal	2,835.18	2,925.35	247.50	2,400.00	10%	-	-

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
408-594-35-64-55	Phone Lease	654.35	787.11	1,600.99	1,650.00	97%		1,650.00
408-594-35-64-58	Flat Bed Truck	-	-	3,610.98	-	0%		-
408-594-35-64-63	Sampler Head ASR, Soldiers Home	-	-	-	-	0%		-
408-594-35-64-71	Truck Tool Box	-	-	-	-	0%		-
408-594-35-64-73	Message Board Replacement	-	-	4,247.25	4,750.00	89%		-
	Total	399,678.36	93,700.64	76,360.94	12,826,000.00	1%		13,319,750.00
	Debt Service & Transfers							
408-592-35-89-00	Misc Debt Service Cost	-	-	-	500.00	0%		-
408-597-00-00-01	New City Hall Construction	991,650.94	-	-	-	0%		-
408-597-35-00-03	WRR 2017 Backhoe Purchase	6,021.17	6,014.53	6,007.54	6,007.55	100%		-
408-597-35-00-01	Transfer to Utility Facility Fund 412	600,000.00	-	-	-	0%		-
408-597-35-00-02	Transfer to LOCAL Vehicle Purchase	18,853.26	18,832.45	18,810.62	18,810.61	100%		-
	Total	1,616,525.37	24,846.98	24,818.16	25,318.16	98%		-
	Total Water Resource Recovery (WRR)	3,073,185.52	1,255,012.52	1,194,214.23	14,149,646.34	8%		14,804,210.24
	Stormwater Fund							
	Salary & Benefits							
410-531-35-10-11	Salary - Storm Water	100,190.58	114,809.24	91,865.55	240,031.86	38%	297,534.77	297,534.77
410-531-35-10-12	Salary - Admin Storm	131,759.61	175,640.59	153,147.32	107,355.94	143%	134,635.40	134,635.40
410-531-37-10-05	Overtime - Stormwater Admin	1,475.17	834.23	389.54	1,000.00	39%	1,000.00	1,000.00
410-531-31-10-05	Overtime - Stormwater PW	4,074.73	1,098.97	1,178.93	4,500.00	26%		4,500.00
410-531-31-20-01	Benefits - Labor & Industries	3,290.99	3,238.15	1,887.89	5,836.53	32%	10,029.69	10,029.69
410-531-31-20-02	Benefits - Medical & Ltd	29,936.65	35,835.81	31,456.64	68,577.60	46%	99,531.81	99,531.81
410-531-31-20-03	Benefits - Dental & Vision	2,702.22	2,527.17	2,376.07	5,876.61	40%	7,188.08	7,188.08
410-531-31-20-04	Benefits - OASI	7,925.42	8,866.60	7,120.97	18,859.68	38%	27,288.79	27,288.79
410-531-31-20-05	Benefits - Retirement	28,657.07	35,569.65	27,484.75	31,132.13	88%	36,909.26	36,909.26
410-531-31-20-06	Admin Benefits - Labor & Industries	606.07	1,581.30	693.18	298.44	232%	457.25	457.25
410-531-31-20-07	Admin Benefits - Medical & Ltd	17,618.24	18,571.25	15,499.10	10,633.13	146%	16,081.20	16,081.20
410-531-31-20-08	Admin Benefits - Dental & Vision	2,852.18	3,411.42	3,003.21	1,889.22	159%	2,426.81	2,426.81
410-531-31-20-09	Admin Benefits - OASI	10,070.95	13,427.84	11,708.26	8,643.69	135%	11,092.10	11,092.10
410-531-31-20-10	Admin Benefits - Retirement	-	-	-	13,924.07	0%	17,462.21	17,462.21
	Total	341,159.88	415,412.22	347,811.41	518,558.90	67%		666,137.37
	O&M							
410-519-00-46-00	Bond/ins AWC (\$207,000)	11,458.10	11,524.18	9,688.33	11,206.60	86%	11,285.06	11,285.06
410-531-10-41-01	State Audit (\$18,000)	1,978.80	16.80	1,796.11	1,800.00	100%		1,800.00
410-531-10-41-02	Professional Services	1,141.09	-	7,299.70	1,500.00	487%	1,000.00	1,000.00
410-531-10-49-01	Permit - Solid Waste Handling	82.50	-	-	1,000.00	0%		1,000.00
410-531-20-40-00	Tax - Noxious Weeds - Property	26.42	52.67	32.81	100.00	33%		100.00
410-531-30-40-00	Permits - Stormwater Discharge	6,158.50	3,607.87	3,607.87	5,000.00	72%		5,000.00
410-531-30-40-01	Permit - Stormwater Const	-	-	-	1,500.00	0%		1,500.00
410-531-31-31-01	Communication Plan	-	-	-	500.00	0%		-
410-531-31-31-02	Hazard Mitigation Equipment	-	-	-	1,550.00	0%		-
410-531-31-40-01	Stormwater Facilities Architectural Services	520.27	1,557.50	-	-	0%		-
410-531-31-40-06	Training - Stormwater	1,454.87	39.50	857.02	3,000.00	29%		3,000.00
410-531-31-41-01	Rate Study	8,000.00	-	-	-	0%		-
410-531-31-41-02	Emergency Management Planning	-	-	-	1,500.00	0%		1,500.00
410-531-31-41-03	Digitizing Records	-	-	-	-	0%		-
410-531-31-41-04	Contract - Janitorial - Storm	-	-	-	-		1,560.00	1,560.00
410-531-31-41-05	Services - Office & Operating	-	-	-	-		1,000.00	1,000.00
410-531-31-41-22	Lease of City Hall	-	-	-	-	0%		-
410-531-38-31-00	Supplies - Office & Operating	9,961.07	13,405.83	11,460.38	8,000.00	143%		8,000.00
410-531-38-31-01	Publications - Legal - Stormwater	118.98	117.27	55.95	500.00	11%		500.00
410-531-38-31-02	Safety Equipment	1,215.97	259.68	301.41	1,400.00	22%		1,400.00
410-531-38-32-01	Gasoline - Stormwater	1,689.81	1,356.76	1,321.83	1,200.00	110%		1,200.00
410-531-38-32-02	Deisel - Stormwater	3,155.45	3,066.75	3,449.72	2,200.00	157%		2,200.00

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
410-531-38-35-00	Supplies - Small Tools	1,710.66	994.78	1,894.17	3,000.00	63%	2,000.00	2,000.00
410-531-38-40-00	Tax - Excise Tax	16.59	226.69	-	100.00	0%	-	100.00
410-531-38-41-04	IT - Computer Maintenance	5,747.64	6,507.73	4,824.34	6,300.00	77%	-	6,300.00
410-531-38-41-05	IT - Website Maintenance/Hosting	831.00	1,219.21	1,291.08	500.00	258%	600.00	600.00
410-531-38-41-07	Reliability Center Maintenance	5,697.60	4,645.74	11,353.85	3,400.00	334%	-	3,400.00
410-531-38-41-08	Reliability Center Maintenance	1,923.24	1,306.37	2,046.75	5,000.00	41%	-	5,000.00
410-531-38-41-10	R&M Vehicles	-	-	-	-	-	-	-
410-531-38-42-00	Postage - Stormwater	6,704.54	6,308.70	5,651.92	5,800.00	97%	-	5,800.00
410-531-38-42-01	Phone & Internet	878.02	1,657.26	7,033.09	400.00	1758%	6,000.00	6,000.00
410-531-38-47-00	Electricity - VG Storm	574.42	-	-	1,600.00	0%	-	-
410-531-38-48-00	R&M - System	12,761.53	13,588.40	9,007.28	6,000.00	150%	-	6,000.00
410-531-38-48-01	R&M - Equipment	7,335.14	15,916.21	12,518.50	7,500.00	167%	-	7,500.00
410-531-38-48-02	R&M - Storm (Vactor & Jet)	3,779.08	1,555.00	26,133.98	5,000.00	523%	15,000.00	15,000.00
410-531-38-48-03	Service - Storm Pond Monitor & Treatment	6,612.63	7,036.71	6,925.26	6,500.00	107%	-	6,500.00
410-531-38-48-04	Service - Stormwater Waste-Material Test	990.00	1,724.00	1,260.00	1,200.00	105%	-	1,200.00
410-531-38-48-05	Service - Waste Removal	2,951.32	751.48	1,399.38	2,000.00	70%	-	2,000.00
410-531-38-48-08	Landscaping Services	-	-	1,358.16	-	-	1,500.00	1,500.00
410-531-38-48-09	CB Pumping	-	-	-	40,000.00	0%	-	-
410-531-38-48-11	CRS Software	-	-	2,400.00	-	-	2,400.00	2,400.00
410-531-39-41-01	Eng - Services On Call	30,493.22	11,626.25	34,320.00	25,000.00	137%	-	25,000.00
410-531-39-41-02	One-Call Service	-	-	-	200.00	0%	-	200.00
410-531-39-41-03	Advertising - Stormwater	-	-	-	200.00	0%	-	200.00
410-531-39-41-04	Legal - Services - Attorney	922.17	260.92	137.00	4,000.00	3%	-	-
410-531-39-41-05	Eng - City Utility Mapping Project	-	-	-	4,000.00	0%	-	-
410-531-39-41-39	NPDES - Stormwater Monitoring	3,664.00	3,372.70	6,032.00	5,000.00	121%	-	5,000.00
410-531-90-40-00	Internet Payment Expense	4,950.76	12,321.52	14,908.15	3,400.00	438%	9,000.00	9,000.00
410-531-90-40-02	Bank Fees	2,604.19	2,098.68	1,615.28	4,200.00	38%	2,000.00	2,000.00
410-586-00-00-00	Misc Refunds By Check	60.00	-	332.49	-	0%	-	-
	Total	148,169.58	128,123.16	192,313.81	182,256.60	106%		154,745.06
	Capital							
New Request 410	Knuckle Boom						27,300.00	27,300.00
New Request 410	Crane and Light Bars						2,800.00	2,800.00
New Request 410	Dump Truck						43,750.00	43,750.00
410-594-31-67-12	Vehicle - Pickup	-	-	48,793.70	49,275.00	99%	-	-
410-594-31-63-04	Electronic Reader Board	-	-	16.78	6,250.00	0%	-	-
410-594-31-41-03	Underground Pollution Removal	-	-	360.00	2,000.00	18%	-	2,000.00
410-594-31-41-16	Eng - Levee Wetland Mitigation	-	-	-	5,000.00	0%	-	-
410-594-31-41-20	Eng - Stormwater Management Program	1,498.58	-	-	1,000.00	0%	5,000.00	5,000.00
410-594-31-41-24	Eng - Master Planning Document	-	-	-	1,500.00	0%	-	-
410-594-31-41-25	Service - Army Corp Study	5,382.74	-	-	8,000.00	0%	-	-
410-594-31-41-30	Capout - Eng - Levee Outfall Design	28,907.90	21,600.46	47,673.87	50,000.00	95%	-	50,000.00
410-594-31-41-37	Eng - Levee Certification	5,815.00	170.00	52,049.91	50,000.00	104%	-	50,000.00
410-594-31-41-38	Eng - Village Green PS Panel Upgrade	-	-	-	45,000.00	0%	-	45,000.00
410-594-31-41-41	Server Oppertating Lease	-	-	-	-	0%	-	-
410-594-31-41-42	Phone Operating Lease	121.18	579.59	1,372.34	1,500.00	91%	-	1,500.00
410-594-31-41-43	Engineering Calistoga St. W Stormwater	68,515.15	47,696.03	-	100,000.00	0%	40,000.00	40,000.00
New Request 410	Eng - SMAP						90,000.00	90,000.00
410-594-31-63-02	City Wide WiFi	-	-	-	3,000.00	0%	-	3,000.00
410-594-31-63-03	Hillside Mower	33,153.68	-	-	-	0%	-	-
410-594-31-63-24	Capout - Eng - Levee Const Mngmnt	5,414.12	58,724.33	-	-	0%	50,000.00	50,000.00
410-594-31-63-25	Capout-Levee out fall Const Grant Match	-	-	-	29,000.00	0%	-	-
410-594-31-63-26	Capout - Village Green Outfall Const	-	-	-	194,000.00	0%	655,000.00	655,000.00
410-594-31-63-34	Outfall Const Mngmnt	-	-	-	20,000.00	0%	-	-
410-594-31-63-39	Kansas Outfall Replacement Construction & Management	-	-	-	300,000.00	0%	-	-

Appendix G: 2022 Expenses

BARS	Description	2019 Actual	2020 Actual	2021 YTD	2021 Budget	%	2022 Adj. Amt	2022 Budget
410-594-31-63-40	Kansas Outfall Replacement Construction Management	5,960.00	4,892.82	20,109.60	35,000.00	57%	827,000.00	827,000.00
410-594-31-63-41	Village Green PS Panel Upgrade	-	-	-	40,000.00	0%	-	-
410-594-31-63-43	Asphalt Roller	-	-	-	-	0%	-	-
410-594-31-63-44	Chipper	-	-	-	-	0%	-	-
410-594-31-63-45	Knuckle Boom	-	-	-	-	0%	-	-
410-594-31-63-46	Mower	-	-	3,000.00	-	0%	-	-
410-594-31-63-47	TV Camera	-	-	-	8,600.00	0%	-	-
410-594-31-63-48	City Shop Outfitting	-	-	-	-	0%	-	-
410-594-31-63-49	Code Enforcement Vehicle	-	5,040.51	-	-	0%	-	-
410-594-31-64-02	Capout - Equip-Weed Eater	839.25	-	-	-	0%	-	-
410-594-31-64-06	Capout - Traffic Devices	-	1,040.53	-	2,000.00	0%	-	2,000.00
410-594-31-64-42	Message Board Replacement	-	-	4,247.25	4,750.00	89%	-	-
410-594-31-64-44	Computer Station	1,246.11	2,938.41	204.48	1,000.00	20%	-	1,000.00
410-594-31-64-46	Caistoga St W. Stormwater Construction & Management	-	-	-	1,200,000.00	0%	827,000.00	827,000.00
410-594-31-67-12	Flat Bed Truck	-	-	48,793.70	-	0%	-	-
	Total	156,853.71	142,682.68	226,621.63	2,156,875.00	11%		2,722,350.00
	Debt Service & Transfers							
410-597-31-00-01	Transfer to LOCAL Vehicle Purchase	9,619.27	9,608.66	9,597.51	9,597.51	100%	-	-
410-597-00-00-01	New City Hall Construction	446,242.92	-	-	-	0%	-	-
410-597-31-00-02	Storm 2017 Backhoe Purchase	3,612.70	3,608.72	3,604.53	3,604.53	100%	-	-
410-597-38-00-01	Transfer to Utility Facility Fund 412	210,000.00	-	-	-	0%	-	-
	Total	669,474.89	13,217.38	13,202.04	13,202.04	100%		
	Total Stormwater	1,315,658.06	699,435.44	779,948.89	2,870,892.54	27%		3,543,232.43
	Public Works Building Fund							
412-594-48-41-01	Eng - Design & Planning	-	-	-	-	0%	-	-
412-594-59-41-02	Public Works Shop - Administrative Services	29,052.84	465.70	-	-	0%	-	-
412-594-59-62-01	Capout - Utility Maintenance Facility	1,861,055.86	39,408.86	11,209.78	65,000.00	17%	-	-
	Total Public Works Building Fund	1,890,108.70	39,874.56	11,209.78	65,000.00	17%		
	Cemetery Perpetual Fund							
	Total Cemetery Perpetual Fund	-	-	-	-	0%		-
	Skinner Fund							
704-597-00-00-00	TO #001 - Community Programs	-	-	-	2,000.00	0%	-	2,000.00
	Total Skinner Fund	-	-	-	2,000.00	0%		2,000.00

**CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2021-1089**

AN ORDINANCE OF THE CITY OF ORTING, WASHINGTON RELATING TO THE ANNUAL BUDGET FOR FISCAL YEAR 2022; ADOPTING THE CITY OF ORTING 2022 BUDGET; ADOPTING THE JOB CLASSIFICATION AND PAY RANGE FOR EMPLOYEES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

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, 2022; and

WHEREAS, a notice was published that the council of said City would meet on the 16th day of November 2021, and the 23rd day of November 2021 at the hour of 7:00 pm and 7:00 pm., respectively, virtually, 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 2022 Budget. The budget for the City of Orting, Washington,

for the fiscal year 2022 covering the period from January 1, 2022 through December 31, 2022, 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 2022 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 2022 budget. The Transportation Impact Fee Reserve is based upon estimated ending 2021 fund balance.

Transportation Impact Fee Reserve: \$300,000.00
Cemetery Property Sale Reserve \$ 68,711.35

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 2022 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the fiscal year 2022 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 2022 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 REGULAR MEETING THEREOF ON THE 23rd^{DAY} OF NOVEMBER, 2021.

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Kimberly Agfalvi, City Clerk

Approved as to form:

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

Filed with the City Clerk:
Passed by the City Council:
Date of Publication:
Effective Date:

**CITY OF ORTING
WASHINGTON
RESOLUTION NO. 2021-13**

**A RESOLUTION OF THE CITY OF
ORTING, WASHINGTON, REQUESTING
THE HIGHEST LAWFUL LEVY**

WHEREAS, the City Council of the City of Orting, Washington (hereinafter, the “City”) has met and considered its budget for the calendar year 2022; and

WHEREAS, the City’s actual levy amount from the previous year was \$1,336,485.08; and

WHEREAS, the population of this City is less than 10,000; and

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

Section 1. Declaration of Highest Lawful Levy. Be it resolved by the governing body of the taxing City that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2022 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$26,373.95 which is a percentage increase of 1.9734 percent from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in value of state assessed property, any annexation that have occurred and refunds made.

Section 2. Effective Date. This Resolution shall be effective immediately upon passage, and shall be implemented for the 2022 tax year, as stated above.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 17th DAY OF November, 2021.

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Kimberly Agfalvi, City Clerk

Approved as to form:

Charlotte Archer, City Attorney
Inslee Best, PLLC

**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
<u>High Cedars</u>												
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 Equivelant 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

2022 Budget, Exhibit A
Summary of Expenses

<u>Fund</u>	<u>2022 Budget</u>
General Fund	\$3,807,507.15
City Streets	\$2,242,824.13
Cemetery	\$55,024.59
Parks Department	\$268,183.21
Tourism Fund	\$5,000.00
TBD	\$0.00
ARPA	\$2,405,812.00
Police Department Drug	\$126.00
2018 Vehicle Purchase	\$30,684.27
Transportation Impact	\$0.00
Water	\$2,011,498.98
Water Resource Recovery	\$14,804,210.24
Stormwater	\$3,543,232.43
Cemetery Perpetual Fund	\$0.00
<u>Skinner Estate Fund</u>	<u>\$2,000.00</u>
Total Appropriations	\$29,176,103.01

Appendix B

2022 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	47	1		GG	136,822.87	153,995.35
Finance Director	39	1		GG	108,009.24	121,565.35
City Planner	37	1		GG	101,809.07	114,587.00
City Clerk	29	1		GG	80,369.02	90,456.04
Building Official	26	1		GG	73,549.04	82,780.09
Administrative Assistant	18	1		GG	58,060.29	65,347.37
Events & Activities Coordinator	12	1		GG	48,624.58	54,727.39
Term Limited Records Organizer	8	1		GG	43,202.31	48,624.58
Court Administrator	27	1		Court	75,755.51	85,263.49
Police Chief	42	1		Police	118,024.61	132,837.74
Police Commander	38	1		Police	104,863.34	118,024.61
City Engineer	45	1		PW	128,968.68	145,155.38
Public Works Director	40	1		PW	111,249.52	125,212.31
Term Limited Landscape Maintenance	1	0.5		PW	17,563.71	19,768.12
Supported Employment		0.2		PW	6,240.00	6,240.00
Police Wages (Per CBA)						
Officer	P24	6		Police	75,778.04	87,847.52
Detective	P26	1		Police	82,801.32	90,479.23
Lieutenant	P28	2		Police	-	101,024.64
Public Works and Administrative Staff (Per CBA)						
Sr. Accountant	20	1		GG	61,586.23	69,315.84
Accountant I	15	2		GG	53,124.82	59,792.45
HR Clerk	17	1		GG	56,360.12	63,433.81
Building Inspector/Permits	20	0		GG	61,586.23	69,315.84
Permit & PW Support	15	1		GG	53,124.82	59,792.45
Court Clerk	15	0.5		GG	53,124.82	59,792.45
Admin Asst. PW	20	1		PW	61,586.23	69,315.84
PW Supervisor	26	1		PW	73,537.17	82,766.74
Wastewater Plant Supervisor	35	1		PW	95,949.33	107,991.82
Water Plant Supervisor	24	1		PW	69,315.84	78,015.59
Wastewater OIT	14	4		PW	51,577.49	58,050.92
Wastewater I	16		PW	54,718.56	61,586.23	
Wastewater II	19		PW	59,792.45	67,296.93	
Wastewater III	22		PW	65,336.83	73,537.17	
Water OIT	14	4		PW	51,577.49	58,050.92
Water I	16		PW	54,718.56	61,586.23	
Water II	19		PW	59,792.45	67,296.93	
Water III	21	2		PW	63,433.81	71,395.32
Maintenance Worker I	13		PW	50,075.24	56,360.12	
Maintenance Worker II	15	2		PW	53,124.82	59,792.45
Stormwater Worker I	14		PW	51,577.49	58,050.92	
Stormwater Worker II	18	2		PW	58,050.92	65,336.83
Code Enforcement	22		1		GG	65,336.83
Police Records Clerk I	13	1		GG	50,075.24	56,360.12



Notice of Filing 2022 Preliminary Budget and Public
Hearing on
2022
Final Budget Hearing

Notice is hereby given that the 2022 Preliminary Budget is on file with the City Clerk and will be made available to the public at www.cityoforting.org.

The Orting City Council will hold a public hearing on November 23rd, 2021 at 7:00pm virtually on Zoom and by telephone regarding the 2022 Budget.

To join the meeting via Zoom:

<https://zoom.us/j/98931022168?pwd=K1BqOFE0ZGJOY2tKempBeURXbnpoUT09>

To join the meeting by phone: (253) 215-8782

Meeting ID: 989 3102 2168

Passcode: 309298

Pursuant to Governor Inslee's Order 20-28 dated March 24, 2020, the meeting will be held virtually. The public is invited to attend by telephone at (253) 215-8782 or via Zoom (link available at www.cityoforting.org). Written comments may be submitted to the Clerk's office no later than 3:00 pm on November 23rd, 2021, otherwise comments must be made at the hearing. Send comments to Kim Agfalvi, City Clerk, at clerk@cityoforting.org or at 360-893-9008.

PUBLIC HEARING

2022-2027

6-YEAR TRANSPORTATION

IMPROVEMENT PLAN

RESOLUTION NO.

2021-15



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Public Hearing 6-Year TIP 2022-2027	AB21-96	N/A	11.17.21	11.23.21
	Department:	Public Works		
	Date Submitted:	11.10.2021		
Cost of Item:	<u>N/A</u>			
Amount Budgeted:	<u>N/A</u>			
Unexpended Balance:	<u>N/A</u>			
Bars #:	<u>N/A</u>			
Timeline:	Adoption 11.23.21			
Submitted By:	Maryanne Zukowski, PE			
Fiscal Note: None				
Attachments: Resolution 2021-15 2022-2027 6-Year TIP, Appendix A 6-Year TIP 2022-2027				
SUMMARY STATEMENT:				
<p>The adoption of the 6-Year Transportation Improvement Plan (TIP) is a requirement by state law provided under at RCW 35.77.010 that, pursuant to one or more hearings, the City Council shall by July 1st of each year prepare and adopt a comprehensive transportation program (Transportation Improvement Program) for the ensuing six calendar years.</p> <p>The Growth Management Act requires (RCW 36.70A.070) that the City of Orting Comprehensive Plan include a transportation element that is consistent with the City’s 6-year Transportation Improvement Program.</p> <p>The City’s adopted comprehensive plan as the Transportation Appendix, Orting 2040 Transportation Plan incorporates by reference the updated Transportation Improvement Program as part of the Transportation Element of the Comprehensive Plan.</p> <p>The 6-Year TIP is reviewed annually by the City Council, including conducting a public hearing to obtain citizen input on the Program.</p> <p>Appendix A, the 6-Year TIP is adopted by reference in the City of Orting Municipal Code.</p>				
RECOMMENDED MOTION: <u>Motion:</u>				
To adopt Resolution No. 2021-15; a resolution of the City of Orting, Washington, adopting the 2022-2027 6-year Transportation Improvement Program.				

**CITY OF ORTING
WASHINGTON
RESOLUTION NO. 2021-15**

**A RESOLUTION OF THE CITY OF ORTING,
WASHINGTON, ADOPTING THE 2022-2027 SIX YEAR
TRANSPORTATION IMPROVEMENT PROGRAM**

WHEREAS, state law provides at RCW 35.77.010 that, pursuant to one or more hearings, the City Council shall by July 1st of each year prepare and adopt a comprehensive transportation program (Transportation Improvement Program) for the ensuing six calendar years; and

WHEREAS, the Growth Management Act requires (RCW 36.70A.070) that the City of Orting Comprehensive Plan include a transportation element that is consistent with the City's six-year Transportation Improvement Program; and

WHEREAS, the City's adopted comprehensive plan as the Transportation Appendix, Orting 2040 Transportation Plan incorporates by reference the updated Transportation Improvement Program as part of the Transportation Element of the Comprehensive Plan; and

WHEREAS, the Six Year Transportation Improvement Program is reviewed annually by the City Council, including conducting a public hearing to obtain citizen input on the Program; and

WHEREAS, the City duly noted and conducted a public hearing regarding amendments and updates to the Transportation Improvement Program on November 23, 2021; and

WHEREAS, the City Council desires to adopt the City's 2022 – 2027 Six-Year Transportation Improvement Program following such annual review;

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

Section 1. 2012–2027 Six-Year Transportation Improvement Program Adopted. The City of Orting hereby adopts the 2022–2027 Six-Year Transportation Improvement Program, attached hereto as Exhibit “A” and by this reference fully incorporated herein. Said Transportation Improvement Program is adopted with an effective date of November 29, 2021 and the appendix to the Transportation element of the City of Orting Comprehensive Plan is amended, as provided therein, to include the updated 2022-2027 Transportation Improvement Program.

Section 2. Submittal to Secretary of Transportation. The Mayor is requested to direct the City Administrator to forward the adopted Transportation Improvement Program to the Secretary

of Transportation as required by RCW 35.77.010(3).

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON
THE 23rd DAY OF NOVEMBER, 2021.**

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Kimberly Agfalvi, City Clerk

Approved as to form:

Charlotte Archer, City Attorney
Inslee Best

Filed with the City Clerk:
Passed by the City Council:
Resolution No.: 2021-15

EXHIBIT "A"

(Six-Year Transportation Improvement Program; 2022 – 2027)

Project No.	Fund	APPENDIX A 2022-2027 6-YEAR TRANSPORTATION IMPROVEMENT PROGRAM								Project Costs from 2021
TRANSPORTATION 2022-2027 6-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP)										
Arterial Streets			2021	2022	2023	2024	2025	2026	2027	
1	101/401/408/410	Whitehawk Boulevard Extension Design	\$ 506,339	\$ 606,615						
1	101/401/408/410	Whitehawk Boulevard Extension Right of Way			\$ 850,000					
1	101/401/408/410	Whitehawk Boulevard Extension Construction Phase 1				\$ 3,229,890				
1	101/401/408/410	Whitehawk Boulevard Extension Construction Phase 2					\$ 2,153,260			
1	101/401/408/410	Whitehawk Boulevard Extension Construction Phase 3						\$ 5,383,150		\$ 12,729,254
2	101/401/408/410	Kansas Street SW Reconstruction Design	\$ 132,097	\$ 359,548						
2	101/401/408/410	Kansas Street SW Reconstruction Right of Way (Planning Estimate)			\$ 67,000					
2	101/401/408/410	Kansas Street SW Reconstruction Construction					\$ 1,256,739		\$ 3,770,216	\$ 5,585,601
3	State Grant	SR 162 Emergency Evacuation Bridge Design		\$ 300,000						
3	State Grant	SR 162 Emergency Evacuation Bridge Construction			\$ 2,700,000	\$ 3,000,000	\$ 6,000,000			\$ 12,000,000
Street Preservation & Maintenance Program										
4	101	Pavement Management Program		TBD	TBD	TBD	TBD	TBD	TBD	
4	101	Annual Pavement Preservation Program		TBD	TBD	TBD	TBD	TBD	TBD	
Non-Motorized Projects										
5	101	ADA compliance Annual Program		TBD	TBD	TBD	TBD	TBD	TBD	
5	101	Implement Programming		TBD	TBD	TBD	TBD	TBD	TBD	
Subtotal										\$ 30,314,855

On Going 6 Year TIP 2022 – 2027

TRANSPORTATION 2022-2027 6-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP)								
Arterial Streets	2021	2022	2023	2024	2025	2026	2027	
Whitehawk Boulevard Extension Design	\$ 506,339	\$ 606,615						
Whitehawk Boulevard Extension Right of Way			\$ 850,000					
Whitehawk Boulevard Extension Construction Phase 1				\$3,229,890				
Whitehawk Boulevard Extension Construction Phase 2					\$2,153,260			
Whitehawk Boulevard Extension Construction Phase 3						\$5,383,150		\$ 12,729,254
Kansas Street SW Reconstruction Design	\$ 132,097	\$ 359,548						
Kansas Street SW Reconstruction Right of Way (Planning Estimate)			\$ 67,000					
Kansas Street SW Reconstruction Construction					\$1,256,739		\$3,770,216	\$ 5,585,601
SR 162 Emergency Evacuation Bridge Design		\$ 300,000						
SR 162 Emergency Evacuation Bridge Construction			\$ 2,700,000	\$3,000,000	\$3,000,000			\$ 9,000,000
Street Preservation & Maintenance Program								
Pavement Management Program		TBD	TBD	TBD	TBD	TBD	TBD	
Annual Pavement Preservation Program		TBD	TBD	TBD	TBD	TBD	TBD	
Non-Motorized Projects								
ADA compliance Annual Program		TBD	TBD	TBD	TBD	TBD	TBD	
Implement Programming		TBD	TBD	TBD	TBD	TBD	TBD	
Subtotal		\$ 1,266,163						\$ 27,314,855

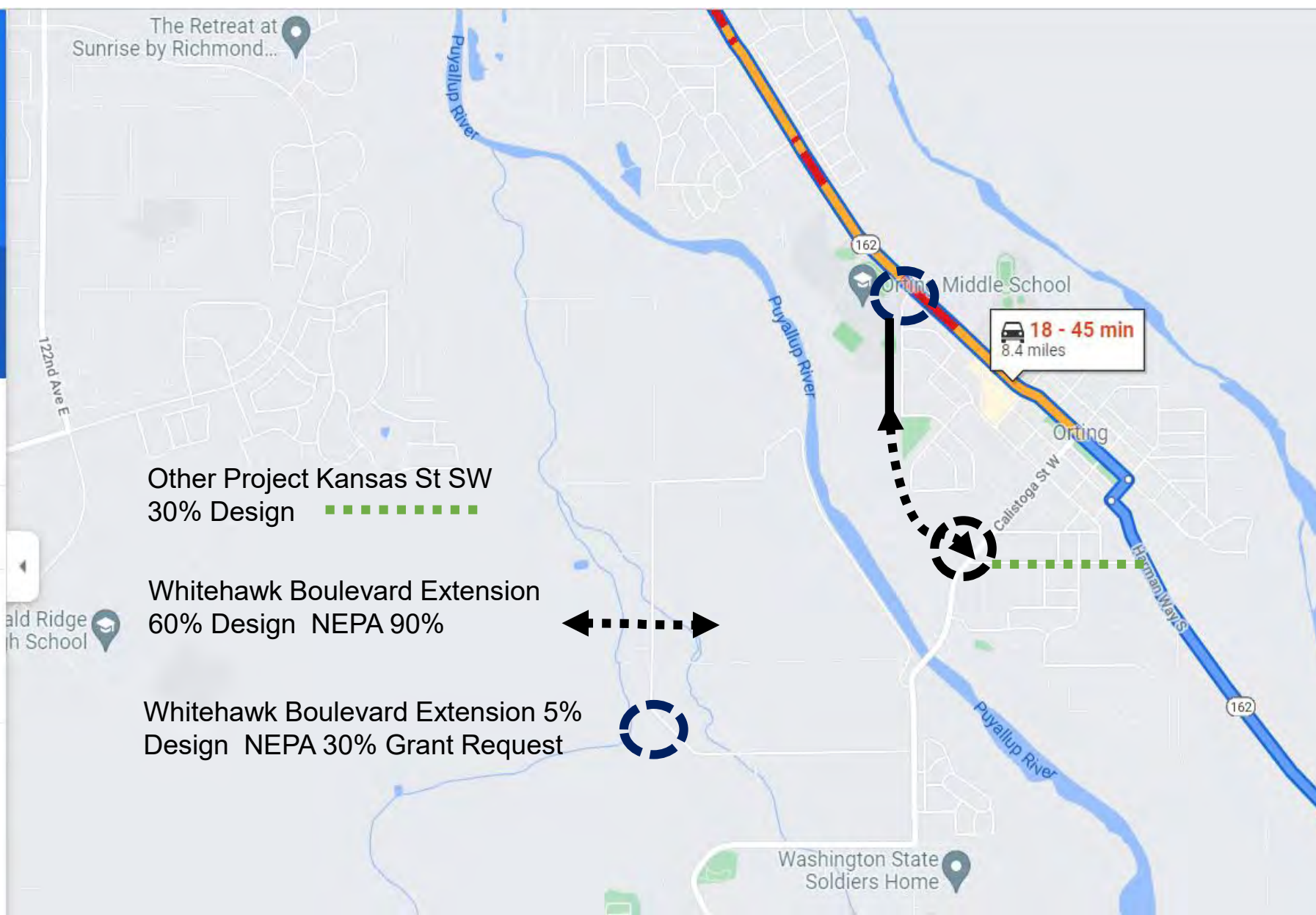
On Going 6 Year TIP 2022 – 2027

Whitehawk Boulevard Extension



On Going 6 Year TIP 2022 – 2027

Navigation interface showing route from 7398 WA-162, Sumner, WA 98390 to 19240-19298 Pioneer Way E, Orting, WA. Depart at 3:45 PM on Wed, Nov 3. Includes icons for car, bus, walking, bicycle, and airplane. A COVID-19 warning is present: "Wearing a mask in some public spaces is required due to COVID-19". The route is via WA-162 E, typically 18 - 45 min, 8.4 miles. Bottom icons include restaurant, hotel, gas, parking, and more options.



Other Project Kansas St SW
30% Design

Whitehawk Boulevard Extension
60% Design NEPA 90%

Whitehawk Boulevard Extension 5%
Design NEPA 30% Grant Request

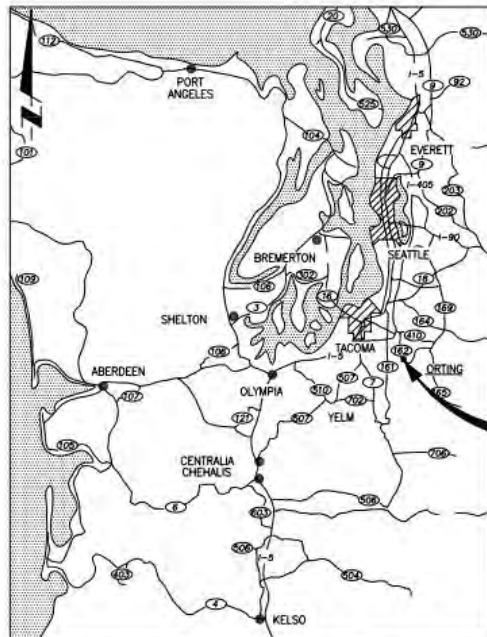
18 - 45 min
8.4 miles

On Going 6 Year TIP 2022 – 2027 Kansas Street Reconstruction

KANSAS STREET ROADWAY IMPROVEMENTS CITY OF ORTING, WASHINGTON

MAYOR
JOSHUA PENNER

CITY COUNCIL
TOD GUNTHER
JOHN KELLY
MICHELLE GEHRING
JOACHIM PESTINGER
NICOLA MCDONALD
GREG HOGAN
SCOTT DRENNAN



VICINITY MAP



LOCATION MAP



INDEX TO DRAWINGS		
SHT NO.	DWG NO.	SHEET TITLE
GENERAL		
1	G1	TITLE SHEET, LOCATION AND VICINITY MAPS, AND INDEX TO DRAWINGS
2	G2	LEGEND, ABBREVIATIONS, AND GENERAL NOTES
ROADWAY SECTIONS		
3	RS1	TYPICAL ROADWAY SECTIONS
ALIGNMENT		
4	AL1	ALIGNMENT PLAN STA 10+00 TO STA 14+00
5	AL2	ALIGNMENT PLAN STA 14+00 TO STA 24+00
6	AL3	ALIGNMENT PLAN STA 24+00 TO STA 28+50
7	AL4	ALIGNMENT PLAN STA 28+50 TO END OF PROJECT
DEMOLITION		
8	DM1	DEMOLITION AND TESC PLAN STA 10+00 TO STA 19+00
9	DM2	DEMOLITION AND TESC PLAN STA 19+00 TO STA 28+50
10	DM3	DEMOLITION AND TESC PLAN STA 28+50 TO END OF PROJECT
ROADWAY		
11	RD1	ROADWAY PLAN AND PROFILE STA 10+00 TO STA 14+00
12	RD2	ROADWAY PLAN AND PROFILE STA 14+00 TO STA 19+00
13	RD3	ROADWAY PLAN AND PROFILE STA 19+00 TO STA 24+00
14	RD4	ROADWAY PLAN AND PROFILE STA 24+00 TO STA 28+50
15	RD5	ROADWAY PLAN AND PROFILE STA 28+50 TO STA 33+50
16	RD6	ROADWAY PLAN AND PROFILE STA 33+50 TO END OF PROJECT
17	RD7	ROADWAY PLAN STA 100+00 TO STA 104+50
UTILITIES		
18	UT1	UTILITIES PLAN AND PROFILE STA 10+00 TO STA 14+00
19	UT2	UTILITIES PLAN AND PROFILE STA 14+00 TO STA 19+00
20	UT3	UTILITIES PLAN AND PROFILE STA 19+00 TO STA 24+00
21	UT4	UTILITIES PLAN AND PROFILE STA 24+00 TO STA 28+50
22	UT5	UTILITIES PLAN AND PROFILE STA 28+50 TO STA 33+50
23	UT6	UTILITIES PLAN AND PROFILE STA 33+50 TO END OF PROJECT
24	UT7	STORM DRAIN SECTIONS
25	UT8	STORM DRAIN SECTIONS
26	UT9	STORM DRAIN SECTIONS
27	UT10	STORM DRAIN SECTIONS
GRADING		
28	GR1	INTERSECTION GRADING PLAN DAVENPORT ST W
29	GR2	INTERSECTION GRADING PLAN 200' LN SW
30	GR3	INTERSECTION GRADING PLAN FORD LN SW
31	GR4	INTERSECTION GRADING PLAN MAYE W & W
32	GR5	INTERSECTION GRADING PLAN NORTHERN CHANNEL AVE SW
33	GR6	INTERSECTION GRADING PLAN SOUTHERN CHANNEL AVE SW
34	GR7	INTERSECTION GRADING PLAN FARRINGTON W & W
35	GR8	INTERSECTION GRADING PLAN HARMON WAY S
CURB RETURNS		
36	CR1	CURB WAMP DETAILS
37	CR2	CURB WAMP DETAILS
38	CR3	CURB WAMP DETAILS
39	CR4	CURB WAMP DETAILS
DETAILS		
40	DT1	SCHEDULES AND DETAILS
41	DT2	MISCELLANEOUS DETAILS
42	DT3	WSDOT STANDARD PLANS
43	DT4	WSDOT STANDARD PLANS
44	DT5	CITY OF ORTING STANDARD PLANS
45	DT6	CITY OF ORTING STANDARD PLANS
46	DT7	CITY OF ORTING STANDARD PLANS
47	DT8	CITY OF ORTING STANDARD PLANS
TRAFFIC CONTROL		
48	TC1	TRAFFIC CONTROL PLAN, ONE-LANE TWO-WAY TRAFFIC WITH FLAGGERS

On Going 6 Year TI SR 162 Pedestrian



ORTING EMERGENCY EVACUATION BRIDGE SR 162 Pedestrian Overcrossing

PROJECT WILL PROVIDE MULTIPLE BENEFITS

- City evacuation for families and children

Design funded by Washington State Department of Transportation and Washington State Department of Co



DATUM
NAVD 1988
APPROVED BY:
OLD PIONEER WAY NW



Photo courtesy of USGS.gov



On Going 6 Year TIP 2022 – 2027

Pavement Management – ADA Access Plan

Program Access Plan

As stated in [Section 29.3](#), agencies with fewer than 50 employees and a recipient of Federal financial assistance are required to develop a program access plan. Similar to a transition plan, agencies shall:

- Identify the physical obstacles in the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities, including those within the public right of way.
- Describe in detail the methods/actions needed to make the facilities accessible.
- Specify a schedule (milestones) of when the agency plans to make the necessary modifications.



PUBLIC HEARING RULES

Tonight we are conducting a Public Hearing on:

[The Six Year transportation Improvement Plan/ Resolution No. 2022-27.](#)

A public hearing is intended to be a one-way communication providing citizens the opportunity to provide testimony on the public hearing topic for the City Council to use in their decision making process.

Please frame your testimony in the form of a statement of fact or opinion not in the form of a question.

I will now open the Public Hearing on Resolution No. 2021-15 and Maryanne Zukowski, PE will provide a staff report on the subject. Following the presentation I will ask those individuals who have signed-in wishing to provide testimony to come to the podium. I will then offer those who did not sign-in a chance to speak. Additional Staff comments, if any, will then be accepted.

When it is your turn to speak, please approach the podium state your name and address clearly, for the record, and you will be given 3 minutes to speak.

Once all that wish to provide testimony have had the opportunity to speak, I will close the public hearing.



Notice of Public Hearing

2022- 2027

6-Year Transportation Improvement Plan (TIP).

The Orting City Council will hold a public hearing on November 23rd, 2021 at 7:00 pm virtually on Zoom regarding the 6-year Transportation Improvement Plan (TIP).

Join Zoom Meeting

<https://zoom.us/j/98931022168?pwd=K1BqOFE0ZGJOY2tKempBeURXbnpoUT09>

Meeting ID: 989 3102 2168

Passcode: 309298

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 989 3102 2168

Passcode: 309298

The public is invited to attend the public hearing. Written comments may be submitted to the Clerk's office no later than 3:00 pm on November 23rd, 2021, otherwise comments must be made at the hearing. Send comments to Kim Agfalvi, City Clerk, at clerk@cityoforting.org or at 360-893-9008.

VOUCHER/WARRANT REGISTER
FOR NOVEMBER 23, 2021 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.

NOVEMBER 2nd COUNCIL

CLAIMS WARRANTS #50499 THRU #50565
IN THE AMOUNT OF \$ 760,710.30
MASTERCARD EFT \$ 13,325.30

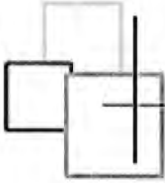
PAYROLL WARRANTS #23829 THRU #23830 = \$10,218.41
EFT \$ 128,263.47
IN THE AMOUNT OF \$ 138,481.88
Carry Over \$ 23,498.56

ARE APPROVED FOR PAYMENT ON NOVEMBER 23, 2021

COUNCILPERSON _____

COUNCILPERSON _____

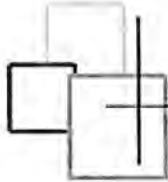
CITY CLERK _____



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2021 - November 2021 - 2nd Council-11/24/2021

Fund Number	Description	Amount
001	Current Expense	\$97,049.85
101	City Streets	\$7,414.34
104	Cemetery	\$176.92
105	Parks Department	\$276,988.54
303	Emergency Evacuation Bridge Fund	\$568.16
401	Water	\$90,469.42
408	Wastewater	\$290,989.00
410	Stormwater	\$9,523.57
412	Utility Land Acquisition	\$855.80
	Count: 9	\$774,035.60

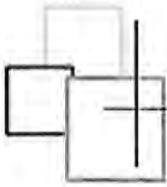


Register

Fiscal: 2021
 Deposit Period: 2021 - November 2021
 Check Period: 2021 - November 2021 - 2nd Council-11/24/2021

Number	Name	Print Date	Clearing Date	Amount
Key Bank	0032707010			
Check				
<u>EFT-Key Bank MasterCard-OCT2021</u>	Keybank-MasterCard	11/24/2021	11/12/2021	\$13,325.30
		Total	Check	\$13,325.30
		Total	0032707010	\$13,325.30
Key Bank	2000073			
Check				
<u>50499</u>	Rio Grande Travel	11/9/2021		\$528.25
<u>50500</u>	A-1 Landscaping and Construction INC	11/17/2021		\$271,564.14
<u>50501</u>	Northeast Electric LLC	11/17/2021		\$77,065.26
<u>50502</u>	Performance Leadership Institute INC	11/17/2021		\$3,850.00
<u>50503</u>	ACRnet CBS Branch	11/24/2021		\$174.50
<u>50504</u>	AHBL, INC	11/24/2021		\$7,766.59
<u>50505</u>	ARG-Timco Inc	11/24/2021		\$643.20
<u>50506</u>	AT&T Mobility	11/24/2021		\$1,825.07
<u>50507</u>	BlueTarp Credit Services	11/24/2021		\$263.58
<u>50508</u>	Brouillette, Ken	11/24/2021		\$315.00
<u>50509</u>	Business Solutions Center	11/24/2021		\$963.44
<u>50510</u>	Cabot Dow Associates INC	11/24/2021		\$742.80
<u>50511</u>	Cascade Floral Products INC	11/24/2021		\$802.64
<u>50512</u>	CenturyLink-Lumen	11/24/2021		\$2,023.88
<u>50513</u>	Cintas Corporation #461	11/24/2021		\$220.08
<u>50514</u>	Core & Main LP	11/24/2021		\$1,189.78
<u>50515</u>	Correct Equipment Inc	11/24/2021		\$1,523.64
<u>50516</u>	Crystal & Sierra Springs	11/24/2021		\$163.88
<u>50517</u>	Culligan Seattle WA	11/24/2021		\$25.74
<u>50518</u>	Cummins Northwest	11/24/2021		\$14.19
<u>50519</u>	Department of Labor And Industries	11/24/2021		\$256.13
<u>50520</u>	DM Disposal Co., Inc	11/24/2021		\$1,677.85
<u>50521</u>	Drain-Pro INC	11/24/2021		\$820.80
<u>50522</u>	Enumclaw, City of	11/24/2021		\$2,550.00
<u>50523</u>	Ewing, Pete	11/24/2021		\$42.00
<u>50524</u>	Flags A' Flying	11/24/2021		\$200.37
<u>50525</u>	Ford Motor Credit Company LLC	11/24/2021		\$4,084.81
<u>50526</u>	Grainger	11/24/2021		\$760.12
<u>50527</u>	GreatAmerica Financial Svcs	11/24/2021		\$1,131.79
<u>50528</u>	Hach Company	11/24/2021		\$486.59
<u>50529</u>	Konica Minolta Business-Usa Inc	11/24/2021		\$167.00

Number	Name	Print Date	Clearing Entry	Amount
50530	Kyocera Document Solutions Northwest INC	11/24/2021		\$1,013.78
50531	Lawson Electric	11/24/2021		\$2,182.31
50532	Lemay Mobile Shredding	11/24/2021		\$121.00
50533	McClatchy Company LLC	11/24/2021		\$1,243.78
50534	Nelson Truck Equipment Co. Inc	11/24/2021		\$885.24
50535	O'Reilly Auto Parts	11/24/2021		\$342.34
50536	P.C. Budget & Finance	11/24/2021		\$10,308.93
50537	Pape & Sons Construction INC	11/24/2021		\$249,355.42
50538	PAPE Machinery INC	11/24/2021		\$1,434.59
50539	Parametrix	11/24/2021		\$568.16
50540	Pcrd (landfill)	11/24/2021		\$147.00
50541	Popular Networks, Llc	11/24/2021		\$15,980.85
50542	Puget Sound Energy	11/24/2021		\$23,953.39
50543	Purcor Pest Solutions	11/24/2021		\$317.03
50544	Puyallup, City of	11/24/2021		\$664.83
50545	Rogers Machinery Co, Inc	11/24/2021		\$612.64
50546	Sarco Supply	11/24/2021		\$234.63
50547	SCORE	11/24/2021		\$2,024.00
50548	Sumner Lawn'n Saw	11/24/2021		\$95.12
50549	Systems For Public Safety Inc	11/24/2021		\$35,114.97
50550	Tacoma Diesel & Equipment	11/24/2021		\$18.36
50551	The Walls Law Firm	11/24/2021		\$2,070.25
50552	UniFirst Corporation	11/24/2021		\$544.29
50553	Utilities Underground Location Center	11/24/2021		\$193.50
50554	UW Valley Medical Center - OHS-Renton	11/24/2021		\$80.00
50555	Valley Landscape Supply	11/24/2021		\$686.27
50556	Vermeer Northwest	11/24/2021		\$18.67
50557	Vision Forms LLC	11/24/2021		\$1,908.98
50558	Wa. State Dept. of Ecolog	11/24/2021		\$6,607.65
50559	Wash Assoc of Bldg Officials	11/24/2021		\$95.00
50560	Washington Legal Messengers INC	11/24/2021		\$194.00
50561	Washington Rock Quarries,	11/24/2021		\$742.93
50562	Water Management Lab Inc.	11/24/2021		\$681.00
50563	Wex Bank	11/24/2021		\$1,982.06
50564	Whitney Equipment Company Inc	11/24/2021		\$13,879.46
50565	Zumar Industries Inc	11/24/2021		\$564.75
		Total	Check	\$760,710.30
		Total	2000073	\$760,710.30
		Grand Total		\$774,035.60



Custom Council Report

Vendor	Number	Invoice	Account Number	Notes	Amount
A-1 Landscaping and Construction INC	50500	Pay Request #1-Gratzer Park-Phase 2	105-594-76-63-15	Gratzer Park-Phase 2-Pay Request 1	\$271,564.14
				Total	\$271,564.14
ACRnet CBS Branch	50503	18640-71992	001-518-10-41-01	Background Checks-Punzalan-Alfiere	\$174.50
				Total	\$174.50
AHBL, INC	50504	128046-2190800.33	001-558-60-41-02	Planning Consultant-Orting Pre-Application Meetings	\$316.25
		128047-2190800.36	001-558-60-41-02	Planning Consultant-Orting Code Amendments	\$1,949.09
		128050-2190800.64	001-558-60-41-02	Planning Consultant-City Of Orting Parks Plan Old Pioneer Way Short Plat	\$2,088.75
		128051-2190800.65	001-558-60-41-02	Planning Consultant-Land Use Planning Services	\$172.50
		128052-2190800.70	001-558-60-41-02	Planning Consultant-Orting on Call Planning	\$345.00
		218045-2190800.30	001-558-60-41-02	Planning Consultant-Orting on Call Planning	\$2,895.00
		Total	\$7,766.59		
ARG-Timco Inc	50505	T039954	410-531-38-48-01	6 FM Kam	\$49.94
		T039961	410-531-38-48-00	150 PSI Water Suction Discharge Hose-Crimp Sleeve	\$593.26
		Total	\$643.20		
AT&T Mobilty	50506	287309454338X10042021	001-514-23-42-00		\$158.87
			001-524-20-42-00		\$29.18
			401-534-10-42-01		\$818.51
			408-535-10-42-01		\$818.51
			Total	\$1,825.07	
BlueTarp Credit Services	50507	C28420/3	105-576-80-31-04	Cable Ties	\$96.56
			401-594-34-63-55	Landscape Fabric-Harman	\$167.02
			Total	\$263.58	

Vendor	Number	Invoice	Account Number	Notes	Amount
Brouillette, Ken	50508	2021-07	001-524-20-49-00	Orting Animal Hospital Sprinkler System-Plan Review	\$225.00
			001-524-20-49-01	Orting Animal Hospital Sprinkler System-Plan Inspection	\$90.00
				Total	\$315.00
Business Solutions Center	50509	109949-2	001-512-50-31-00	Forms-JIS	\$113.67
			110118-2	Parking Warning Stickers	\$80.12
			110145-2	Touch A Truck Flyers	\$91.37
			110543	Name Plates-Council	\$103.93
			110624	Envelopes-Forms	\$574.35
	Total	\$963.44			
Cabot Dow Associates INC	50510	Labor Relations-PD	001-513-10-41-01	Labor Relations Services-Police Contract	\$742.80
				Total	\$742.80
Cascade Floral Products INC	50511	USA-13702	105-576-80-31-04	Cedar Garland	\$802.64
				Total	\$802.64
CenturyLink-Lumen	50512	250226654	001-512-50-42-00	City Hall Internet	\$141.67
			001-514-23-42-00	City Hall Internet	\$242.87
			001-521-50-42-00	City Hall Internet	\$607.16
			001-524-20-42-00	City Hall Internet	\$60.72
			101-542-30-42-00	City Hall Internet	\$80.96
			105-576-80-41-16	City Hall Internet	\$121.43
			401-534-10-42-01	City Hall Internet	\$242.87
			408-535-10-42-01	City Hall Internet	\$283.34
			410-531-38-42-01	City Hall Internet	\$242.86
	Total	\$2,023.88			
Cintas Corporation #461	50513	4098376393	408-535-60-48-04	Cleaning of City Park Restrooms	\$220.08
				Total	\$220.08
Core & Main LP	50514	P567555 P602480-2 P902022	401-534-50-48-02	Shop Coat-Stock	\$269.10
			401-534-50-48-02	Stock Parts	\$827.86
			401-594-34-63-55	6 MJ Cap-Harman Reservoir Demo	\$92.82
	Total	\$1,189.78			
Correct Equipment Inc	50515	45437	401-594-34-63-08	Triple Function Comb Air Valves-Pilots-Kit 4	\$1,523.64
				Total	\$1,523.64
Crystal & Sierra Springs	50516	5225720 110621	401-534-10-31-00		\$81.94

Vendor	Number	Invoice	Account Number	Notes	Amount
Crystal & Sierra Springs	50516	5225720 110621	410-531-38-31-00		\$81.94
				Total	\$163.88
Culligan Seattle WA	50517	0645824	001-521-20-31-03	Water For Police	\$25.74
				Total	\$25.74
Cummins Northwest	50518	01-28205	408-535-50-48-04	Connector Electric Repair	\$14.19
				Total	\$14.19
Department of Labor And Industries	50519	104573-NOV2021	001-524-20-20-01	3rd QRT L&I Wrong Code in Payroll	\$256.13
				Total	\$256.13
DM Disposal Co., Inc	50520	10188898	408-535-60-47-00	WWTP-Garbage Service	\$1,268.98
		10205784	408-535-60-47-00	City Shop-Garbage Service	\$408.87
				Total	\$1,677.85
Drain-Pro INC	50521	90046	408-535-60-48-04	Honey Bucket Service-Calistoga-Skinner	\$103.84
		89041	408-535-60-48-04	Honey Bucket Service-Skate Park	\$103.93
		90045	408-535-60-48-04	Honey Bucket Service-Cemetery	\$96.57
		90047	408-535-60-48-04	Honey Bucket Rental-River Ave NE	\$3.73
		90048	408-535-60-48-04	Honey Bucket Rental-Gratzer Ball Field	\$254.50
		90049	408-535-60-48-04	Honey Bucket Rental-Main Park	\$254.50
		90050	408-535-60-48-04	Honey Bucket Rental-WWTP	\$3.73
				Total	\$820.80
Enumclaw, City of	50522	06239	001-523-60-41-00	Jail Fees-October 2021	\$2,550.00
				Total	\$2,550.00
Ewing, Pete	50523	3309-10931	401-534-50-49-15	Waterworks Renewal Payment	\$42.00
				Total	\$42.00
Flags A' Flying	50524	94281	401-534-10-31-00	Flags	\$66.79
			408-535-10-31-00	Flags	\$66.79
			410-531-38-31-00	Flags	\$66.79
				Total	\$200.37
Ford Motor Credit Company LLC	50525	1768302-Lease Payment #37 - 3-2018 Ford Interceptor-8487901	001-591-21-70-03	Lease Payment #37 - 3-2018 Ford Interceptor-P 8487901	\$2,660.57

Vendor	Number	Invoice	Account Number	Notes	Amount	
Ford Motor Credit Company LLC	50525	1768302-Lease Payment #37 - 3-2018 Ford Interceptor-8487901	001-592-21-80-02	Lease Payment #37 - 3-2018 Ford Interceptor-I 8487901	\$320.46	
		1768440-Lease Payment #37 - 2018 Ford F-150-8487902	001-591-21-70-03	Lease Payment #37 - 2018 Ford F-150-P 8487902	\$975.37	
			001-592-21-80-02	Lease Payment #37 - 2018 Ford F-150-I 8487902	\$128.41	
				Total	\$4,084.81	
Grainger	50526	9099515349	408-535-10-31-00	Executive Chairs	\$253.37	
		9100828970	408-535-10-31-00	Executive Chairs	\$506.75	
				Total	\$760.12	
GreatAmerica Financial Svcs	50527	30488277	001-594-12-41-02	Phone Lease	\$79.23	
			001-594-14-41-03	Phone Lease	\$135.81	
			001-594-14-41-05	Phone Lease	\$33.95	
			001-594-21-41-03	Phone Lease	\$339.54	
			001-594-24-41-02	Phone Lease	\$33.95	
			101-594-42-41-02	Phone Lease	\$45.27	
			105-594-76-41-03	Phone Lease	\$33.95	
			401-594-34-42-03	Phone Lease	\$135.81	
			408-594-35-64-55	Phone Lease	\$158.45	
			410-594-31-41-42	Phone Lease	\$135.83	
				Total	\$1,131.79	
Hach Company	50528	12717814	408-535-10-31-04	Chemical Purchase	\$67.99	
		12717845	408-535-10-31-04	Chemical Purchase	\$214.79	
		12719203	408-535-10-31-04	Chemical Purchase	\$203.81	
				Total	\$486.59	
Keybank-MasterCard	EFT-Key Bank 0370-Gard-OCT2021 MasterCard-OCT2021	0525-Agfalvi-OCT2021	001-521-20-31-01	Holster-Gard	\$357.19	
			001-521-40-49-00	Hotel for Training	\$532.77	
			001-511-60-31-01	Basket for Belot	\$67.81	
			001-513-10-49-00	Training-Lodging & Meals-Agfalvi	\$95.96	
			001-514-23-31-01	Postage for Records Request	\$0.58	
			001-514-40-41-19	Training-Lodging & Meals-Agfalvi	\$95.96	
			001-571-20-31-23	Participation Medals for Tot Soccer	\$48.08	
			105-576-80-41-14	Training-Lodging & Meals-Agfalvi	\$31.99	
			401-534-90-49-00	Training-Lodging & Meals-Agfalvi	\$31.98	
			408-535-90-49-00	Training-Lodging & Meals-Agfalvi	\$31.99	
			410-531-31-40-06	Training-Lodging & Meals-Agfalvi	\$31.98	
			1181-Lincoln-OCT2021	001-524-20-31-00	Measuring Wheel	\$9.34
				001-524-20-31-00	Phone Belt Case	\$13.07
				001-524-20-31-00	Prime Membership	\$14.21
	1397-Turner-OCT2021	001-521-20-31-03	Lunch for Oral Board Interviewers	\$93.14		

Vendor	Number	Invoice	Account Number	Notes	Amount
Keybank-MasterCard	EFT-Key Bank	1397-Turner-OCT2021	001-521-50-48-02	Car Wash	\$10.00
		1513-Kainoa-OCT2021	001-512-50-31-00	Folders-Filling	\$102.18
			001-512-50-31-00	Batteries-Toner	\$184.04
		1668-Finance-OCT2021	001-511-60-31-01	File Folders	\$63.43
			001-512-50-31-01	Postage	\$152.00
			001-512-50-31-01	Postage	\$265.00
			001-514-23-31-01	Postage	\$66.25
			001-514-23-31-01	Postage	\$138.24
			001-514-23-31-02	Allison Aboke	\$24.83
			001-514-23-31-02	Copy Paper	\$50.53
			001-514-23-31-02	Office Supplies	\$80.57
			001-514-23-31-02	Office Supplies	\$178.20
			001-514-23-31-02	Office Supplies-Marryanne	\$188.41
			001-524-20-31-02	Postage	\$1.36
			001-524-20-31-02	Postage	\$2.16
			401-534-10-31-00	Office Supplies	\$46.62
			401-534-10-31-00	Copy Paper	\$185.25
			401-534-10-42-00	Postage	\$1.96
			401-534-10-42-00	Postage	\$30.91
			401-534-10-42-00	Postage	\$36.34
			408-535-10-31-00	Office Supplies	\$46.61
			408-535-10-31-00	Copy Paper	\$50.53
			408-535-10-42-00	Postage	\$30.92
			408-535-10-42-00	Postage	\$35.33
			410-531-38-31-00	Office Supplies	\$46.61
			410-531-38-31-00	Copy Paper	\$50.53
			410-531-38-42-00	Postage	\$30.92
			410-531-38-42-00	Postage	\$35.33
		1731-Reed-OCT2021	101-542-30-31-00	Refreshments-With Elected Officials-Pedestrian Bridge	\$54.44
			105-576-80-48-00	Fuel Filter	\$27.50
			410-531-38-48-00	Fuel Filter	\$27.49
			410-531-38-48-05	Debris-Waste Hauling Removal	\$2,250.60
		1920-Gabreluk-OCT2021	001-367-00-00-00	Treasure Chest-Decorations for PD Halloween Event	\$40.98
			001-367-00-00-00	Decorations for PD Halloween Event	\$85.30
			001-367-00-00-00	Laser Swamp Machine Module	\$152.54
			001-367-00-00-00	Decorations & Toys for PD Halloween Event	\$489.76
			001-512-50-42-00	Cell Phone-New	\$45.41
			001-521-20-31-01	Company-Court Tactical Pants-SRo Boone	\$98.41
			001-521-20-31-03	Stick on Mount for Apple Air Tag	\$54.69
			001-521-20-31-03	Garden Hose & Batteries	\$79.52
			001-521-30-31-04	Adobe Records Radaction Program for PDR	\$17.27
			001-521-50-42-00	Activation Refund	(\$180.00)

Vendor	Number	Invoice	Account Number	Notes	Amount
Keybank-MasterCard	EFT-Key Bank	1920-Gabreluk-OCT2021	001-521-50-42-00	Cell Phone-New Company-Police	\$1,934.75
		5423-Public Works-OCT2021	001-524-20-31-00	Copy Paper	\$19.14
			101-542-30-35-00	2-Heavy Duty Truck Bed Tool Rack	\$49.22
			101-542-30-35-00	6-Heavy Duty Truck Bed Tool Rack	\$147.66
			101-542-30-48-04	Husqvarna OEM 32" Chain	\$31.18
			101-542-30-48-04	Stihl Powerhead Chainsaw-32" Bar	\$312.97
			105-576-80-35-00	2-Heavy Duty Truck Bed Tool Rack	\$49.22
			105-576-80-35-00	6-Heavy Duty Truck Bed Tool Rack	\$147.66
			105-576-80-48-00		(\$45.29)
			105-576-80-48-00	Truck Tool Box	\$27.50
			105-576-80-48-00	Fuel Transfer Tank	\$66.60
			105-576-80-48-01	Husqvarna OEM 32" Chain	\$12.48
			105-576-80-48-01	Stihl Powerhead Chainsaw-32" Bar	\$312.97
			401-534-10-31-00	Packing Boxes	\$15.68
			401-534-10-31-00	Copy Paper	\$19.14
			401-534-50-48-02	Fuel Transfer Tank	(\$407.61)
			401-534-50-48-02	Truck Tool Box	\$247.49
			401-534-50-48-02	Fuel Transfer Tank	\$599.40
			401-534-50-48-04	Husqvarna OEM 32" Chain	\$3.11
			401-534-50-48-04	Stihl Powerhead Chainsaw-32" Bar	\$62.59
			401-534-50-48-06	2-Heavy Duty Truck Bed Tool Rack	\$49.22
			401-534-50-48-06	6-Heavy Duty Truck Bed Tool Rack	\$147.66
			408-535-10-31-00	Packing Boxes	\$15.67
			408-535-10-31-00	Copy Paper	\$19.14
			408-535-10-31-00	Shelf Rack-Lighting-Corner Shelf	\$221.20
			408-535-10-31-00	Dell Printer	\$356.39
			408-535-50-48-02	Fuel Transfer Tank	(\$45.30)
			408-535-50-48-02	Truck Tool Box	\$27.50
			408-535-50-48-02	Fuel Transfer Tank	\$66.61
			408-535-50-48-02	ASSE Cable	\$255.80
			408-535-50-48-04	Husqvarna OEM 32" Chain	\$3.11
			408-535-50-48-04	Stihl Powerhead Chainsaw-32" Bar	\$62.59
			408-535-90-49-00	WWCPA Sewer Training-Cancelled-Covid	(\$220.00)
			410-531-38-31-00	Copy Paper	\$19.14
			410-531-38-35-00	2-Heavy Duty Truck Bed Tool Rack	\$49.22
			410-531-38-35-00	6-Heavy Duty Truck Bed Tool Rack	\$147.66
			410-531-38-48-00	Fuel Transfer Tank	(\$45.29)
			410-531-38-48-00	Truck Tool Box	\$27.50
			410-531-38-48-00	Fuel Transfer Tank	\$66.60
			410-531-38-48-01	Husqvarna OEM 32" Chain	\$12.49

Vendor	Number	Invoice	Account Number	Note	Amount			
Keybank- MasterCard	EFT-Key Bank MasterCard- OCT2021	5423-Public Works-OCT2021	410-531-38-48-01	Stihl Powerhead Chainsaw-32" Bar	\$500.76			
			412-594-59-62-01	Craftsman Roll Away Tool Box & top Box	\$855.80			
			8502-Orting Police-OCT2021	001-367-00-00-00	Items for Police- Community Youth Event-Halloween	\$77.37		
				001-521-20-31-03	Office Supplies	\$113.56		
				001-521-50-48-02	Car Wash	\$18.00		
			9853-Larson-OCT2021	001-514-23-31-02	Washington Labor Law Poster	\$16.40		
				001-521-20-31-03	Washington Labor Law Poster	\$16.41		
				401-534-10-31-00	Washington Labor Law Poster	\$16.40		
				408-535-10-31-00	Washington Labor Law Poster	\$16.40		
				410-531-38-31-00	Washington Labor Law Poster	\$16.41		
				Total			\$13,325.30	
			Konica Minolta Business-Usa Inc	50529	276259738	001-521-10-40-06	Copier Lease PD	\$167.00
						Total		\$167.00
Kyocera Document Solutions Northwest INC	50530	55T1099317	001-514-23-31-02	City Hall Copier Lease	\$429.58			
			105-576-80-31-00	Public Works Copier Lease-15%	\$146.05			
			401-534-10-31-00	Public Works Copier Lease-50%	\$146.05			
			408-535-10-31-00	Public Works Copier Lease-20%	\$146.05			
			410-531-38-31-00	Public Works Copier Lease-15%	\$146.05			
			Total		\$1,013.78			
Lawson Electric	50531	1176	105-576-80-48-03	New Lights for Bell Tower-Reverse Rotation on Exhaust Fan-BBQ Pit	\$2,182.31			
Total				\$2,182.31				
Lemay Mobile Shredding	50532	Invoice - 11/16/2021 2:54:28 PM	001-521-20-31-06	Shredding	\$60.50			
			408-535-10-31-00	Shredding	\$60.50			
			Total		\$121.00			
McClatchy Company LLC	50533	71967	001-511-60-49-01	Publications- ORD2021-1082- Uncovered Porches	\$111.91			
			001-511-60-49-01	Publications- ORD2021-1078- Speed Limit Zones	\$117.27			
			001-511-60-49-01	Publications- ORD2021-1086- Daycares	\$117.27			

Vendor	Number	Invoice	Account Number	Notes	Amount
McClatchy Company LLC	50533	71967	001-511-60-49-01	Publications- ORD2021-1085- Golf Cart Operation	\$127.99
			001-511-60-49-01	Publications- ORD2021-1083- Interim Zoning Controls	\$127.99
			001-511-60-49-01	Publications- ORD2021-1088- Right of Way Sidewalks	\$133.35
			001-511-60-49-01	Public Hearing- 2022 Capital Project & Draft Budget	\$251.27
			001-511-60-49-01	Public Hearing- 2022 Capital Project & Tax Levy	\$256.73
				Total	\$1,243.78
Nelson Truck Equipment Co. Inc	50534	725251	408-535-50-48-04	Repair of Snow Plow-Fa1030- WO6937	\$885.24
				Total	\$885.24
Northeast Electric LLC	50501	Pay Request #3-	401-594-34-63-08	Well 1 Control Improvements-Pay Request #3	\$77,065.26
				Total	\$77,065.26
O'Reilly Auto Parts	50535	1265583-NOV2021	001-521-50-48-02	Battery	\$169.24
			001-521-50-48-04	Keys	\$8.74
			001-521-50-48-04	Flashlight	\$27.34
			105-576-80-48-01	Cire Return FA1018	(\$19.69)
			105-576-80-48-01		\$127.71
			105-576-80-48-02	Steering Cover- FA1022	\$18.59
			401-534-50-48-06	Headlight-FA1072	\$10.41
			Total	\$342.34	
P.C. Budget & Finance	50536	CI-308732 C-104188	001-566-00-40-00	Liquor Profit & Excise Tax-3rd QRT	\$680.61
		CI-308775 C-104188	001-514-40-41-20	Primary Election Cost-Pamphlet Cost	\$7,261.00
		CI-308921 C-104188	001-554-30-40-00	Animal Control-Oct 2021	\$2,367.32
			Total	\$10,308.93	
Pape & Sons Construction INC	50537	Pay Request #1-Lift Station Upgrades Project	408-594-35-63-33	Pay Request #1-Lift Station Upgrades Project	\$249,355.42
				Total	\$249,355.42
PAPE Machinery INC	50538	666380	101-542-30-48-04	Belt Replacement- Clutch Repair-Gator FA1050	\$143.48
			105-576-80-48-01	Belt Replacement- Clutch Repair-Gator FA1050	\$143.45
			408-535-50-48-04	Belt Replacement- Clutch Repair-Gator FA1050	\$1,004.21

Vendor	Number	Invoice	Account Number	Notes	Amount		
PAPE Machinery INC	50538	666380	410-531-38-48-01	Belt Replacement- Clutch Repair-Gator FA1050	\$143.45		
				Total	\$1,434.59		
Parametrix	50539	29871	303-595-90-40-01	Emergency Evacuation Bridge- Project Management	\$568.16		
				Total	\$568.16		
Pcrd (landfill)	50540	035711	105-576-80-48-00	Dump Fee	\$147.00		
				Total	\$147.00		
Performance Leadership Institute INC	50502	1048-2	001-512-50-49-03	Leadership Training	\$550.00		
				001-513-10-49-00	Leadership Training	\$550.00	
				001-514-40-41-49	Leadership Training	\$550.00	
				001-521-40-49-00	Leadership Training	\$550.00	
				401-534-90-49-00	Leadership Training	\$550.00	
				408-535-90-49-00	Leadership Training	\$550.00	
				410-531-31-40-06	Leadership Training	\$550.00	
				Total	\$3,850.00		
Popular Networks, Llc	50541	36979	001-513-23-41-01	Computer Maintenance	\$87.44		
				001-514-23-41-04	Computer Maintenance	\$244.83	
				001-524-20-41-01	Computer Maintenance	\$174.88	
				001-525-60-41-03	Disaster Recovery Backup-Server	\$1,067.97	
				001-575-50-41-03	Computer Maintenance	\$157.39	
				101-542-30-41-04	Computer Maintenance	\$87.44	
				104-536-20-41-01	Computer Maintenance	\$34.98	
				401-534-10-41-05	Computer Maintenance	\$367.25	
				408-535-10-41-05	Computer Maintenance	\$367.25	
				410-531-38-41-04	Computer Maintenance	\$227.34	
				36987	001-512-50-41-01	Computer Maintenance	\$30.55
					001-521-50-41-01	Computer Maintenance-PD PSB	\$1,496.92
					001-525-60-41-03	Disaster Recovery Backup-Server	\$982.71
				37061	001-513-23-41-01	Computer Maintenance	\$87.44
					001-514-23-41-04	Computer Maintenance	\$244.83
001-524-20-41-01	Computer Maintenance	\$174.88					
001-525-60-41-03	Disaster Recovery Backup-Server	\$1,067.97					

Vendor	Number	Invoice	Account Number	Notes	Amount	
Popular Networks, Llc	50541	37061	001-575-50-41-03	Computer Maintenance	\$157.39	
			101-542-30-41-04	Computer Maintenance	\$87.44	
			104-536-20-41-01	Computer Maintenance	\$34.98	
			401-534-10-41-05	Computer Maintenance	\$367.25	
			408-535-10-41-05	Computer Maintenance	\$367.25	
			410-531-38-41-04	Computer Maintenance	\$227.34	
	37069	001-512-50-41-01	Computer Maintenance	\$30.55		
		001-521-50-41-01	Computer Maintenance-PD PSB	\$1,496.92		
	37102	001-525-60-41-03	Disaster Recovery Backup-Server	\$982.71		
		001-513-23-41-01	Computer Maintenance	\$87.44		
		001-514-23-41-04	Computer Maintenance	\$244.83		
		001-524-20-41-01	Computer Maintenance	\$174.88		
		001-525-60-41-03	Disaster Recovery Backup-Server	\$1,067.97		
		001-575-50-41-03	Computer Maintenance	\$157.39		
		101-542-30-41-04	Computer Maintenance	\$87.44		
		104-536-20-41-01	Computer Maintenance	\$34.98		
		401-534-10-41-05	Computer Maintenance	\$367.25		
		408-535-10-41-05	Computer Maintenance	\$367.25		
	37110	410-531-38-41-04	Computer Maintenance	\$227.34		
		001-512-50-41-01	Computer Maintenance	\$30.55		
		001-521-50-41-01	Computer Maintenance-PD PSB	\$1,496.92		
		001-525-60-41-03	Disaster Recovery Backup-Server	\$982.71		
		Total		\$15,980.85		
	Puget Sound Energy	50542	200001247663-NOV2021	408-535-50-47-07	VG Lift Station	\$232.14
			200001247812-NOV2021	101-542-63-47-03	Street Lights	\$31.37
			200001248190-NOV2021	105-576-80-47-01	North Park	\$10.85
			200001248372-NOV2021	401-534-50-47-08		\$468.44
200001248539-NOV2021			001-525-50-47-01	Lahar Siren	\$12.38	
200001532189-NOV2021			105-576-80-47-02	Main Park	\$394.76	
			105-576-80-47-03	Bell Tower	\$169.19	
200002708986-NOV2021			408-535-50-47-05	VG Lift Station	\$327.72	
200003766280-NOV2021			001-518-20-40-03	City Hall Train ST	\$321.73	
200009717931-NOV2021			401-534-50-47-04	Well 2	\$68.73	
200010396543-NOV2021			105-576-80-47-01	North Park	\$154.17	
200010396733-NOV2021			401-534-50-47-11	Well 4 - Pump Station	\$2,963.05	
200010629349-NOV2021			101-542-63-47-01	City Shop-Calistoga	\$12.77	
			104-536-50-47-01	City Shop-Calistoga	\$10.21	

Vendor	Number	Invoice	Account Number	Notes	Amount
Puget Sound Energy	50542	200010629349-NOV2021	401-534-50-47-01	City Shop-Calistoga	\$15.32
			408-535-50-47-01	City Shop-Calistoga	\$12.76
		200013874264-NOV2021	408-535-50-47-06	WWTP	\$10,436.62
		200014994137-NOV2021	408-535-50-47-05	VG Lift Station	\$171.22
		200019613294-NOV2021	104-536-50-47-02	Cemetery Shop	\$61.77
		200019646914-NOV2021	101-542-63-47-03	Street Lights	\$49.20
		200021421298-NOV2021	408-535-50-47-06	Rainier Meadows	\$58.02
		200022934653-NOV2021	001-575-50-47-01	MPC	\$650.27
		200024404523-NOV2021	408-535-50-47-02	Lift Station #1	\$120.95
		220011476581-NOV2021	408-535-50-47-03	High Cedars Lift Station	\$120.49
		220015220399-NOV2021	101-542-63-47-03	Street Lights	\$78.41
		220020534461-NOV2021	101-542-63-47-01	Public Works-Rocky RD	\$179.01
			401-534-50-47-01	Public Works-Rocky RD	\$179.01
			408-535-50-47-01	Public Works-Rocky RD	\$179.02
		220022116432-NOV2021	001-512-50-47-01	City Hall-Bridge St	\$59.41
			001-514-21-47-01	City Hall-Bridge St	\$297.05
			001-521-50-47-00	City Hall-Bridge St	\$594.10
			001-524-20-32-05	City Hall-Bridge St	\$44.56
			401-534-50-47-01	City Hall-Bridge St	\$163.38
			408-535-50-47-01	City Hall-Bridge St	\$163.37
			408-535-50-47-01	City Hall-Bridge St	\$163.38
		300000002406-NOV2021	101-542-63-47-03	Street Lights	\$4,978.56
				Total	\$23,953.39
Purcor Pest Solutions	50543	4038201	001-514-21-48-01	Pest Control	\$125.70
		4038203	001-575-50-48-00	Pest Control-MPC	\$191.33
				Total	\$317.03
Puyallup, City of	50544	AR114448-AR00193	001-525-10-40-00	Emergency Management-OCT 2021	\$664.83
				Total	\$664.83
Rio Grande Travel	50499	PRSBI-SWAT 10042021	001-521-40-49-00	Due to Staffing SRO Boone could not Attend Training - Travel not Refunded	\$528.25
				Total	\$528.25
Rogers Machinery Co, Inc	50545	1292401	408-535-50-48-04	Repair to Dessicant Dryer	\$612.64
				Total	\$612.64
Sarco Supply	50546	1139852	105-576-80-31-00	Bathroom Supplies	\$58.66
			401-534-10-31-00	Bathroom Supplies	\$58.66
			408-535-10-31-00	Bathroom Supplies	\$58.66
			410-531-38-31-00	Bathroom Supplies	\$58.65
				Total	\$234.63

Vendor	Number	Invoice	Account Number	Notes	Amount
SCORE	50547	5575	001-523-60-41-00	Jail Fees-October 2021	\$2,024.00
				Total	\$2,024.00
Sumner Lawn'n Saw	50548	84996	101-542-30-48-04	Backpack Blower-Bearings Failed	\$62.13
		85240	410-531-38-48-01	Chain Saw Stater Grip FA1135	\$32.99
				Total	\$95.12
Systems For Public Safety Inc	50549	39197	001-594-21-64-01	Outfitting New Police SUV-14669	\$17,549.28
		39198	001-594-21-64-01	Outfitting New Police SUV-14668	\$17,565.69
				Total	\$35,114.97
Tacoma Diesel & Equipment	50550	13400	401-534-60-48-02	Generator Maint	\$18.36
				Total	\$18.36
The Walls Law Firm	50551	130-OCT2021	001-515-41-41-03	Prosecuting Attorney-OCT 2021	\$2,070.25
				Total	\$2,070.25
UniFirst Corporation	50552	300 1797752	408-535-10-31-03	Uniform Item-Protective Services	\$242.51
		330 1799934	408-535-10-31-03	Uniform Item-Protective Services	\$301.78
				Total	\$544.29
Utilities Underground Location Center	50553	1070201	401-534-60-41-00	Locates	\$96.75
			408-535-60-41-00	Locates	\$96.75
				Total	\$193.50
UW Valley Medical Center - OHS-Renton	50554	70003548-NOV2021	001-521-20-41-00	Medical Testing-Kenyon	\$80.00
				Total	\$80.00
Valley Landscape Supply	50555	WO6870	401-594-34-63-55	Topsoil-5/8-Minus-Harman Tank Demo	\$686.27
				Total	\$686.27
Vermeer Northwest	50556	S852405	410-531-38-48-00	Loop Runner WO-6852	\$18.67
				Total	\$18.67
Vision Forms LLC	50557	6857	401-534-10-31-00	Utility Bill Processing & Mailing	\$230.28
			401-534-10-42-00	Utility Bill Processing & Mailing	\$406.05
			408-535-10-31-00	Utility Bill Processing & Mailing	\$230.28

Vendor	Number	Invoice	Account Number	Notes	Amount	
Vision Forms LLC	50557	6857	408-535-10-42-00	Utility Bill Processing & Mailing	\$406.05	
			410-531-38-31-00	Utility Bill Processing & Mailing	\$230.28	
			410-531-38-42-00	Utility Bill Processing & Mailing	\$406.04	
				Total	\$1,908.98	
Wa. State Dept. of Ecolog	50558	22-WA0020303-1	408-535-50-47-10	NPDES Water Quality Program	\$3,790.80	
		22-WAR045016-1	410-531-39-41-39	NPDES Stormwater Monitoring	\$2,816.85	
			Total	\$6,607.65		
Wash Assoc of Bldg Officials	50559	6971-NOV 2021	001-524-20-49-05	Membership Renewal	\$95.00	
				Total	\$95.00	
Washington Legal Messengers INC	50560	356630	001-515-41-41-06	Code Enforcement Legal Serving	\$194.00	
				Total	\$194.00	
Washington Rock Quarries,	50561	36957	101-542-30-48-02	2"-4" Quarry Spalls	\$93.81	
			36958	101-542-30-48-06	Concrete Dump Fee	\$30.68
			36959	101-542-30-48-02		\$206.15
				105-576-80-48-00		\$206.14
			401-534-50-48-02		\$206.15	
	Total	\$742.93				
Water Management Lab Inc.	50562	198119	401-534-10-41-03	Lab Testing	\$25.00	
			198291	401-534-10-41-03	Lab Testing	\$192.00
			198420	401-534-10-41-03	Lab Testing	\$464.00
				Total	\$681.00	
Wex Bank	50563	75819602	001-521-20-32-00	Fuel-PD	\$1,982.06	
				Total	\$1,982.06	
Whitney Equipment Company Inc	50564	93964	408-535-50-48-02	Part to Replace Existing Flygt-WWTP	\$6,939.73	
			408-535-50-48-04	Part to Replace Existing Flygt-WWTP	\$6,939.73	
			Total	\$13,879.46		
Zumar Industries Inc	50565	37942	101-542-30-48-02	Tube-Steel Drive Rivet	\$479.06	
		37988	101-542-30-48-02	Steel Base Plate-WO6933	\$85.69	
			Total	\$564.75		
				Grand Total	\$774,035.60	

COUNCILMEMBERS

Position No.

1. Tod Gunther
2. John Kelly
3. Tony Belot
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Scott Drennen



ORTING CITY COUNCIL
Regular Business Meeting Agenda
104 Bridge Street S, Orting, WA
November 10th, 2021
7:00 p.m.

Mayor Joshua Penner, Chair

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

Deputy Mayor Hogan called the meeting to order at 7:00pm. Councilmember Williams led the pledge of allegiance, and then roll call was taken.

Councilmembers present: Councilmembers John Williams, John Kelly, Scott Drennen, Tony Belot and Gregg Bradshaw. Virtual – Deputy Mayor Hogan and Councilmember Gunther.

Staff present: City Administrator Scott Larson, Finance Director Gretchen Russo, City Engineer Maryanne Zukowski, City Attorney Charlotte Archer, Engineer JC Hungerford.

Deputy Mayor Hogan read the following announcements:

You may attend this meeting virtually via the platform Blue Jeans by clicking on the link on the City's website, by telephone via the number available on the City's website, or in person at the Orting City Hall. Per directives from the Governor and the State Secretary of Health, all in person attendees shall comply with social distancing and are required to wear a face covering if distancing is not feasible.

REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.

2. PUBLIC COMMENTS - Comments may be sent to the City Clerk at clerk@cityoforting.org by 3pm on November 10th, 2021, and will be read in to the record at the meeting. In person attendees may provide public comment at the meeting. In the case of a question, the chair will refer the matter to the appropriate administrative staff member or committee. Written comments that come in after the 3pm deadline will be read in to the record at the next Council meeting.

No public comments.

City Attorney Charlotte Archer requested that meeting be recessed into Executive Session per RCW. 42.30.110 (1) (i), to discuss litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in adverse legal or financial consequence to the agency. She stated the session would last five minutes and with action to follow

Deputy Mayor Hogan recessed the meeting to executive session at 7:04pm, to begin at 7:05pm.

3. Executive session

Executive session started at 7:05pm.

7:10pm Executive session extended for 5 minutes.

7:15pm Executive session extended for 5 minutes.

7:20pm Executive session extended for 5 minutes.

7:25pm Executive session extended for 5 minutes.

7:30pm Executive session ended at 7:30pm.

7:30pm return to normal session.

Councilmember Williams made a motion to adjourn. Seconded by Councilmember Kelly.

Roll call vote was taken. Motion passed (5-2).

Councilmembers Kelly, Williams, Bradshaw, Hogan, Drennan - Yay.

Councilmembers Gunther, Belot – Nay.

Deputy Mayor Hogan adjourned the meeting at 7:31pm.

ATTEST:

Kimberly Agfalvi, City Clerk

Joshua Penner, Mayor



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject:	AB21-92	CGA	11.17.2021	11.23.2021
Purchase of two Northern Gray Windsor 48 niche columbaria.				
	Department:	Cemetery		
	Date Submitted:	10.28.2021		
Cost of Item:	\$20,000.00			
Amount Budgeted:	\$0			
Unexpended Balance:	\$0			
Bars #:				
Timeline:	Before 12.31.2021			
Submitted By:	Gretchen Russo			
Fiscal Note:				
Attachments:	Design and specifications of columbaria.			
SUMMARY STATEMENT:				
<p>Staff is recommending the purchase of two Northern Gray Windsor 48 niche columbaria with absolute black niche doors for a price not to exceed \$20,000.00. Staff is recommending using cemetery restricted funds from the sale of property to pay for the niche columbaria. Public Works Department can supply foundation for the columbaria.</p>				
FUTURE MOTION: <u>Motion:</u>				
<p>To approve the purchase of two Northern Gray Windsor 48 niche columbarium’s with absolute black doors for a cost not to exceed \$20,000.00.</p>				

Purchase of two 48 niche columbaria (96 niches total)

	New Purchase	Sales price	Cost per niche (\$20,000/96)	Profit per niche	Number of niches	Profit
Resident		\$ 800.00	\$ 208.33	\$ 591.67	96	\$ 56,800.00
Non-Resident		\$ 1,000.00				
Set Up Fee		\$ 150.00				

	Current Columbarium* Only 2 niches remaining	Sales price	Cost per niche (\$6,534/48)	Profit per niche	Number of niches	Profit
Resident		\$ 500.00	\$ 136.13	\$ 363.87	48	\$ 17,465.76
Non-Resident		\$ 595.00				
Set Up Fee**		\$ 75.00				

* Purchased Jun 2011, one 48 niche columbarium

**Set Up Fee revenue is minimal, approximately four (4) set up requests since 2011.

Profit can be used to support cemetery operations or to reimburse the reserved property sale funds - \$98,711.35.

The City is estimating that 96 niches should supply the City's needs for four to five years.

#2

Freda Bingham

From: Doug Stilnovich <doug@premiercolumbaria.com>
Sent: Tuesday, July 13, 2021 5:29 PM
To: Freda Bingham
Subject: Windsor 48 niche columbarium
Attachments: Windsor 48.JPG; Windsor 48 drawing.pdf; Windsor 48 foundation plan rev_new 1.0-US Letter.pdf

Hi Frita,

For the Northern Gray Windsor 48 niche with Absolute Black niche doors is **\$5,320** with tariff + freight estimated at **\$1,246** = **\$6,566** delivered
Pricing includes 2 spare niche doors.

Premier installation on customer supplied foundation:

Install \$600
Crane \$1,500
Materials \$100
\$2,200

Total delivered and installed **\$8,766** or \$182 per niche = no tax + ^{9.4}~~9.3~~%

8766 x 2 = 17532.00
sales tax = 701.28
18233.28

possible
freight
increases 1766.72
\$ 20.000

Best,

Doug

--

*Respectfully,
Douglas Stilnovich*

Premier Columbaria
Cell - 206.427.6265

888.32.NICHE
www.premiercolumbaria.com



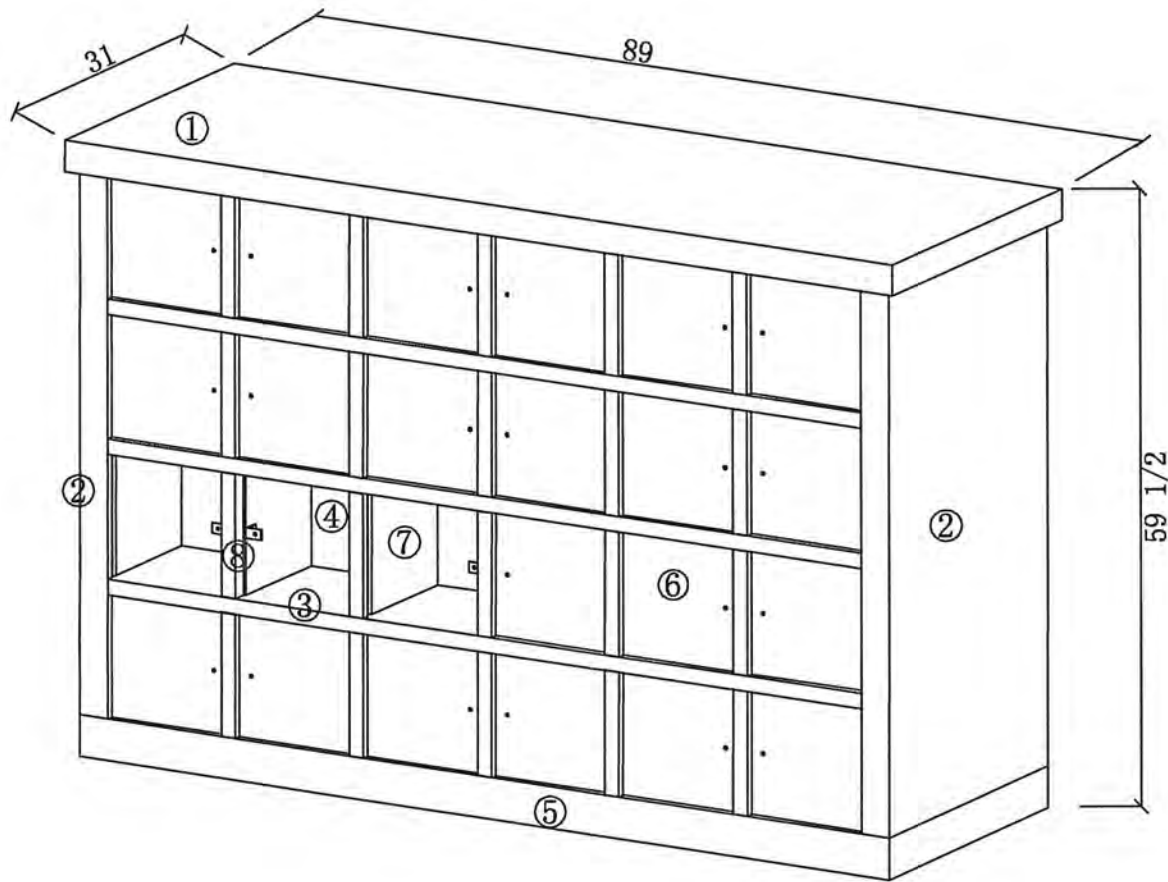
To: fbingham@cityoforting.org
From: doug@premiercolumbaria.com

Message Score: 50
My Spam Blocking Level: High

High (60): Pass
Medium (75): Pass
Low (90): Pass

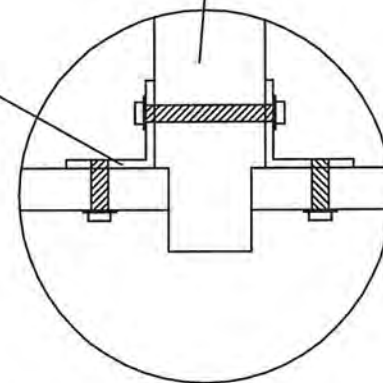
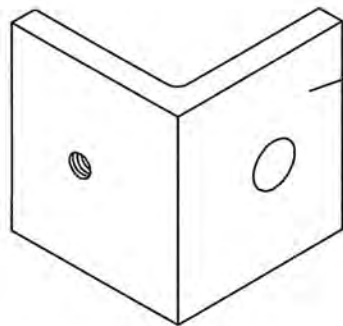
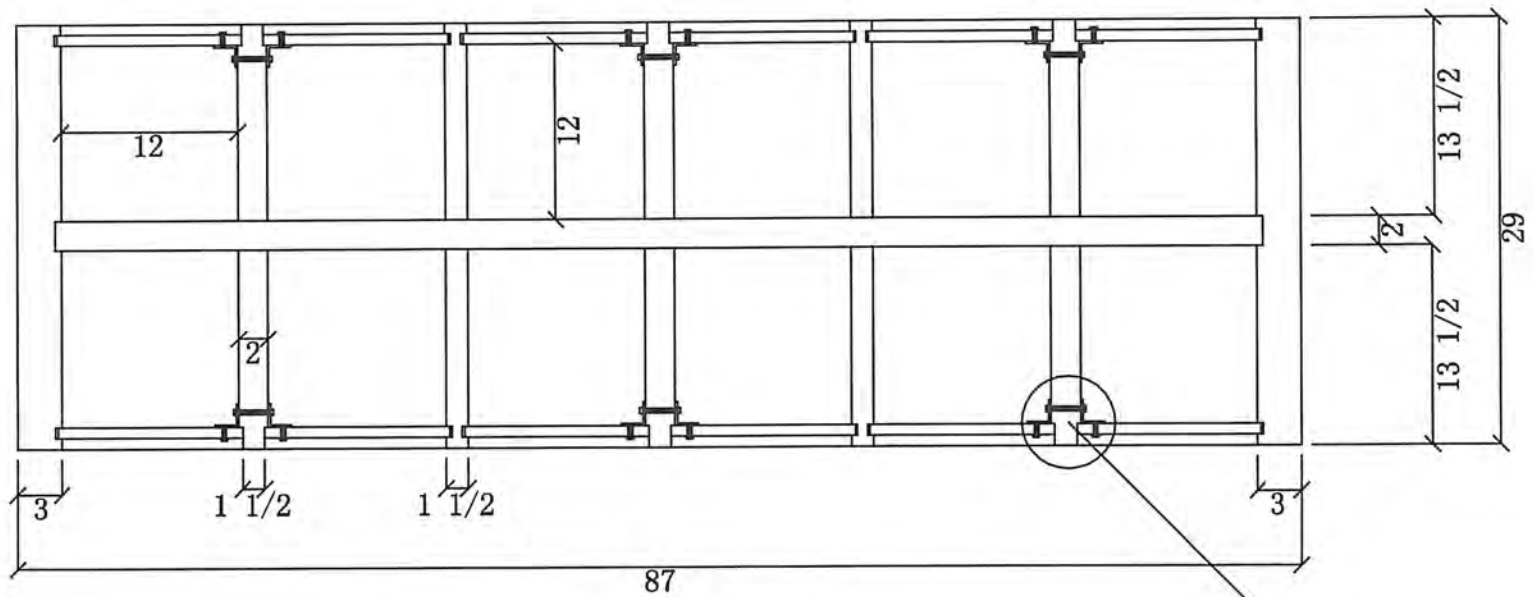
[Block](#) this sender
[Block](#) [premiercolumbaria.com](mailto:doug@premiercolumbaria.com)

This message was delivered because the content filter score did not exceed your filter level.



- ① 89*31*3 1pc
- ② 52 1/2*29*3 2pcs
- ③ 81*13 1/2*1 1/2 6pcs
- ④ 81 3/4*26 1/4*2 2pcs
- ⑤ 87*29*4 1pc
- ⑥ 12 1/2*12*3/4 48pcs
- ⑦ 13 1/2*12*1 1/2 16pcs
- ⑧ 13 1/2*12*2 24pcs

<p>Premier Columbaria, LLC Secure Slide Door™ with single rosette closure. Copyright©2014 Premier Columbaria, LLC. All rights reserved.</p>	DRAWING NO.	RKT-F-0029-C-PMI	SIGNATURE	
	SIZE	INCH (")		
	SHEET NO.	1 OF 5	DATE	



Premier Columbaria, LLC
 Secure Slide Door™ with single rosette closure.
 Copyright©2014 Premier Columbaria, LLC. All rights reserved.

DRAWING NO.

RKT-F-0029-C-PMI

SIGNATURE

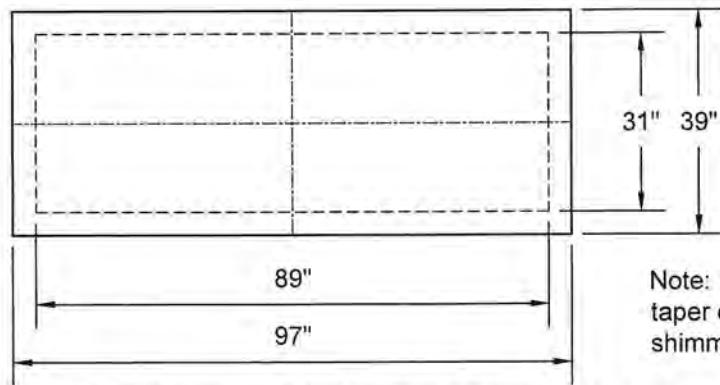
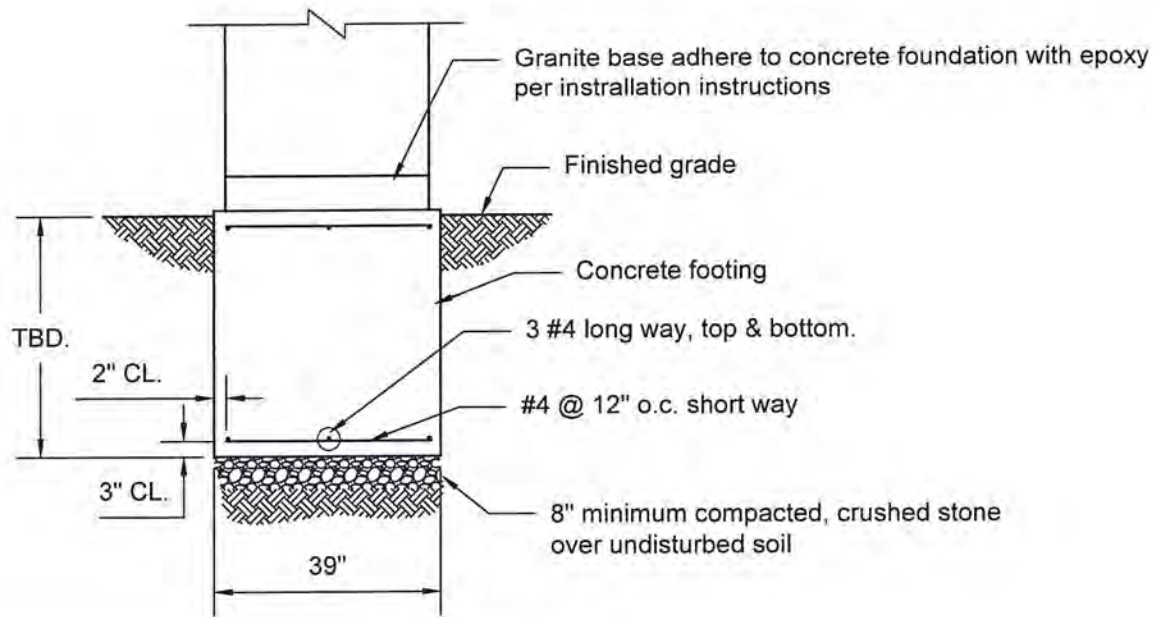
SIZE

INCH (")

SHEET NO.

2 OF 5

DATE



Note: Foundation to be made as flat as possible with no slope, taper or fall off for drainage. This reduces or eliminates shimming the columbaria during final installation.

COLUMBARIA FOUNDATION PLAN FOR 4" MARGIN

Notes:

GENERAL
This foundation plan is for a 4" margin on all sides of the piece. Depth of the foundation is to be determined as required by local codes and conditions with a minimum thickness not to be less than 6". All work shall comply with the State Building Codes and the requirements of the local municipality. All conditions and dimensions shown on the plan shall be coordinated with the columbaria manufacturer prior to the start of work. Any discrepancy shall be brought to the attention of the engineer before proceeding.

FOUNDATIONS
Concrete footings shall be placed on undisturbed soil or compacted fill having a presumptive bearing capacity of 2 tons per square foot.

CONCRETE
All concrete work and materials shall comply with the building code requirements for structural concrete (ACI318). Cast-in-place concrete shall have a compressive strength of 4,000 PSI at age 28 days. Reinforcing steel shall comply with ASTM A615 Grade 60 for deformed bars. Reinforcing steel shall be placed to the required elevations and with the specified minimum concrete cover. All bars shall be securely fastened to avoid displacement during concrete placement.

ADHESIVE
Structural adhesive used to connect the granite slabs to the foundation and to each other shall be a two component high-strength epoxy adhesive supplied in the manufacturer's original packaging. Adhesive shall achieve a compressive strength of 3,500 PSI and a tensile strength of 1,000 PSI in accordance with ANSI A118.3.5 test methods.

NEW	NEW	RS	8-10-09
REV:	DESCRIPTION:	BY:	DATE:
CHANGES			

TITLE: WINDSOR 48 FOUNDATION PLAN	NTS	RS	DS	8-10-09
	SCALE:	DRAWN:	CHECKED:	DATE:

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Premier Columbaria LLC
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Centralia, WA 98531
Tel: (888)32.NICHE
Web: www.PremierColumbaria.com



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: South Correctional Entity-Inmate Housing (SCORE), 2022 Contract Amendment	AB21-05	Public Safety 11.5.2021	11.17.2021	11.23.2021
	Department:	Police		
	Date Submitted:	10.29.2021		
Cost of Item:	<u>\$189.52 - \$278.00 per night</u>			
Amount Budgeted:	<u>\$60,000 (2022 Proposed Budget)</u>			
Unexpended Balance:	<u>N/A</u>			
Bars #:	001-523-60-41-00			
Timeline:	Current rates expire 12/31/21			
Submitted By:	Scott Larson, City Administrator			
Fiscal Note: None – This is an “on call” service				
Attachments: Letter from Score and Amendment				
SUMMARY STATEMENT:				
<p>The City has had a contract with SCORE since 2014 for detained/incarcerated persons housing. The Department has additional contracts for inmate services with other agencies, but Score has the ability to house individuals with mental health issues. SCORE is used based on the needs of the detained/incarcerated person.</p> <p>The attached is a contract amendment for 2022 services. For 2022 SCORE has increased their rates by 3% and implemented a \$35 booking fee.</p>				
FUTURE MOTION: <u>Motion:</u>				
To authorize the Mayor to sign a contract amendment with South Correctional Entity as presented.				



SOUTH CORRECTIONAL ENTITY

Serving the Cities of: Auburn, Burien, Des Moines, Renton, SeaTac, and Tukwila

June 21, 2021

Lieutenant Devon Gabreluk
City of Orting Police Department
PO Box 490
Orting, WA 98361

Sent via Email: DGabreluk@cityoforting.org

Lieutenant Devon Gabreluk:

In an effort to help reduce the financial impact stemming from the pandemic, SCORE chose to not increase any billing rates in 2021 and postponed implementing a \$35 booking fee. In March 2020, SCORE declared a state of emergency and removed the guaranteed bed requirement and billed only for actual bed use.

As described in recent conversations with your agency, effective January 1, 2022, SCORE's daily rates for guaranteed and non-guaranteed beds will increase by 3% and the booking fee will begin. Daily Rate Surcharges will remain unchanged from 2021.

Attached you will find SCORE's 2022 rate amendment for your review. For continued services in 2022, please sign and return the contract amendment by October 31, 2021. We look forward to our continued partnership and the opportunity to provide jail services to your community.

If you have any questions, please feel free to contact me directly.

Sincerely,

Devon Schrum, Executive Director
South Correctional Entity
Phone: (206) 257-6262
Email: dschrum@scorejail.org

Encl.

AMENDMENT TO ORIGINAL AGREEMENT FOR INMATE HOUSING

THIS AMENDMENT TO INTERLOCAL AGREEMENT FOR INMATE HOUSING dated as of _____, **2021** (hereinafter "Amendment to Original Agreement") is made and entered into by and between the **SOUTH CORRECTIONAL ENTITY**, a governmental administrative agency formed pursuant to RCW 39.34.030(3) ("SCORE") and the _____ (hereinafter the "City" and together with SCORE, the "Parties" or individually a "Party"). This Amendment to Original Agreement is intended to supplement and amend that certain Interlocal Agreement for Inmate Housing between the Parties dated _____, as it may have been previously amended (the "Original Agreement"). The Parties hereto mutually agree as follows:

- 1. EXHIBIT A. FEES AND CHARGES AND SERVICES.** Per section 4 (Compensation) of the Original Agreement is hereby amended to include the following:

Daily Housing Rates

General Population – Guaranteed Beds	\$131.84	No. of Beds: _____
General Population – Non-Guaranteed Beds	\$189.52	

Daily Rate Surcharges:

Mental Health – Residential Beds	\$159.00
Medical – Acute Beds	\$217.00
Mental Health – Acute Beds	\$278.00

<u>Booking Fee</u>	\$35.00
--------------------	---------

Daily Rate Surcharges are in addition to the daily bed rates and subject to bed availability. The Booking Fee will be charged to the jurisdiction responsible for housing the inmate. Fees, charges and services will be annually adjusted each January 1st.

- 2. SECTION 1. DEFINITIONS:**

- a. **Commencement Date.** The bed rates provided for in Section 1 of this Amendment to Original Agreement shall become effective **January 1, 2022**. This Amendment to Original Agreement may be executed in any number of counterparts.

- 3. RATIFICATION AND CONFIRMATION.** All other terms and conditions of the Original Agreement are hereby ratified and confirmed.

IN WITNESS WHEREOF, the Parties have executed this Amendment to Original Agreement as of the date first mentioned above.

SOUTH CORRECTIONAL ENTITY

Contract Agency Name

Signature

Signature

Date

Date

ATTESTED BY:

Signature

NOTICE ADDRESS:

NOTICE ADDRESS:

SOUTH CORRECTIONAL ENTITY
20817 17th Avenue South
Des Moines, WA 98198

Attention: Devon Schrum, Executive Director

Attention:

Email: dschrum@scorejail.org

Email:

Telephone: (206) 257-6262

Telephone:

Fax: (206) 257-6310

Fax:

DESIGNATED REPRESENTATIVE FOR PURPOSES OF THIS AGREEMENT:

DESIGNATED REPRESENTATIVE FOR PURPOSES OF THIS AGREEMENT:

Name: Devon Schrum

Name:

Title: Executive Director

Title:



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Daffodil Float Storage Lease	AB21-53			
		CGA – 11.4.2021	11.17.2021	11.23.2021
	Department:	Administration		
	Date Submitted:	11.10.2021		
Cost of Item:	<u>N/A</u>			
Amount Budgeted:	<u>N/A</u>			
Unexpended Balance:	<u>N/A</u>			
Bars #:	TBD			
Timeline:	End of Year			
Submitted By:	Scott Larson			
Fiscal Note: The lease amount will be \$1 per year and the cost of tenant improvements will be the responsibility of the lessee.				
Attachments: Draft Lease Agreement				
SUMMARY STATEMENT:				
<p>CGA received a request from the Chamber of Commerce to store the Daffodil Float on city property and identified as the old city shop as a suitable location. Staff prepared a non-exclusive lease for the storage of the float. The lease term would be annual, automatically renewing on January 1 of each year with the ability to terminate the lease with 30 days’ notice. Any improvements to the building would be the responsibility of the lessee.</p>				
FUTURE MOTION: <u>Motion:</u>				
<p>To authorize the Mayor to negotiate and execute a lease with the Chamber of Commerce for storage of their Daffodil Float at the old city shop on Calistoga Street.</p>				

LEASE AGREEMENT

THIS LEASE AGREEMENT is made and entered into on this ___ day of _____, 2021, by and between the CITY OF ORTING, a Washington municipal corporation (the “City”), and **Orting Chamber of Commerce** (the “Leasee”).

RECITALS

WHEREAS, the City owns real property located at 601 Calistoga Street SW, in the City of Orting, Pierce County Tax Parcel No. 0519311022 (the “Property”); and

WHEREAS, Leasee is a 501(c)(6) non-profit organization promotes business activity in Orting by hosting public events, and

WHEREAS, Leasee owns a float used for the Daffodil Festival and other events to promote Orting and attract tourism, and desires to use the Property for the purpose of parking the float; and

WHEREAS, the City Council finds a Public Purpose by supporting organizations that bring public cultural and historical events to the City of Orting, and

WHEREAS, Exhibit A to this Agreement, incorporated herein by this reference, lists the dates that the Leasee will be using the property;

LEASE AGREEMENT

NOW, THEREFORE, in consideration of the terms and conditions of this Agreement, and the mutual covenants herein contained, the City and Leasee agree as follows:

A. Lease. The City hereby permits Leasee an non-exclusive right to use and occupy the portion of the Property depicted on Exhibit A to this Agreement for the sole purpose of parking vehicles during the duration of this agreement, subject to the following terms:

1. Leasee shall be permitted a non-exclusive right to park a float and store items related to the Leasee’s promotion of public events in the City of Orting on the Property.
2. Use of the Property by Leasee and its officers, agents, employees, suppliers, invitees, and customers must follow reasonable rules and regulations adopted by City and communicated to Leasee by written notice.
3. Leasee may make permitted improvements to the shop structure to store their float but may not destroy the city’s property located on the Property.

B. Assumption of Risk. During the term of this Agreement, the City will not provide exclusive services of any kind to the Property, including but not limited to security. The Leasee and his or her guests, representatives, volunteers and employees shall utilize the Property at their

own risk, and the City shall have no liability on account of any damage or loss occurring to the Leasee, the vehicles, float, or any personal property stored on the Property.

C. Payment. Leasee shall pay to the City as consideration for this agreement the sum of \$1.00 per year, during the term of this Agreement.

D. Term. The term of this Agreement shall be for one year, beginning upon mutual execution of this Agreement. This Agreement may be renewed for an additional one year term, upon mutual written agreement of the Parties.

E. Termination. Any breach of this Agreement by Leasee shall result in the automatic termination of this Agreement. In addition, the City may terminate this Agreement at any time upon fifteen (15) days' notice to Leasee, and shall refund to Leasee the payment applicable to that portion of the Lease term following the termination date, if any. If the Leasee fails to make any payment within five (5) days of the due date, this Agreement shall automatically terminate.

F. Indemnification. The Property is leased in an AS IS condition. Leasee shall defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the use of the Property or from any activity, work or thing done, permitted, or suffered by Leasee in or about the Property, except only such injury or damage as shall have been occasioned by the sole negligence of the City.

G. Insurance. Leasee shall procure and maintain in force, without cost or expense to the City, on or before the commencement date of this Agreement and throughout the Agreement term or as long as Leasee remains in possession of the Property, a broad form comprehensive general liability policy of insurance covering bodily injury and property damage, with respect to the use and occupancy of the Property with liability limits of not less than \$1,000,000, per occurrence, \$2,000,000 annual aggregate.

1. The LEASEE'S insurance shall be primary and written on an "occurrence form", with a company that has a current A.M. Best rating of at least "A VII" or better, and licensed to do business in the State of Washington. The City shall be named by endorsement, or blanket policy language as an additional insured on all such general liability policies, which policies shall in addition provide that they may not be canceled or modified for any reason without fifteen (15) days prior written notice to City. LEASEE shall provide City with a certificate or certificates of such insurance, including the required endorsements within ten (10) days of the execution of this Agreement.
2. The Leasee's insurance coverage shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Leasee's insurance and shall not contribute with it.
3. The City shall not waiver the City's right to subrogation against the Leasee's insurance coverage.

H. Assignment. This agreement shall not be assigned without prior written authorization by the City.

I. Entire Agreement. The City's only obligations to the Leasee are those duties specifically set forth in this Agreement. This Agreement may not be modified, amended, or changed orally, except by a writing signed by the City. This Agreement contains all of the terms, conditions and representations between the parties with respect to the subject matter covered by the Agreement

J. Severability and Survival. If any term, condition or provision of this Agreement is declared void or unenforceable or limited in its application or effect, such event shall not affect any other provisions hereof and all other provisions shall remain fully enforceable. The provisions of this Agreement, which by their sense and context are reasonably intended to survive the completion, expiration or cancellation of this Agreement, shall survive termination of this Agreement.

K. Notices. Notices to the City of Orting shall be sent to the City Clerk, City of Orting, 104 Bridge Street S - PO Box 489, Orting, WA 98360. Notices to the Leasee shall be sent to the address provided by the Leasee upon the signature line below.

L. Applicable Law; Venue; Attorney's Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be properly laid in Pierce County, Washington.

CITY OF ORTING

LEASEE

By: _____
Joshua Penner, Mayor

By: _____
Title: _____
Address: _____

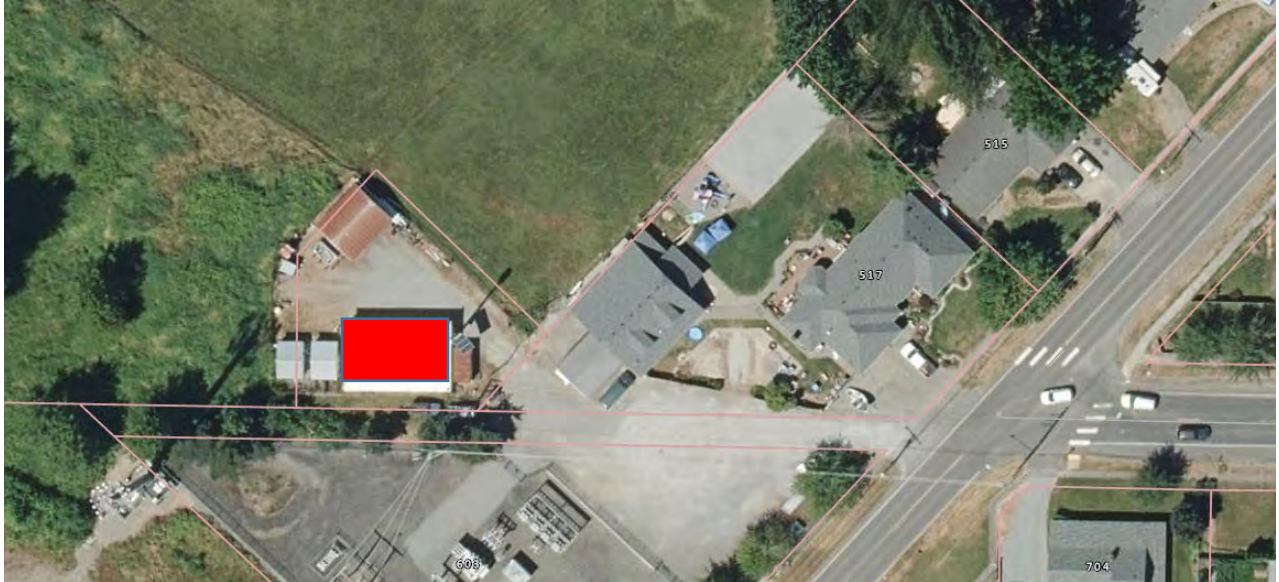
Date: _____

Date: _____

EXHIBIT A

Dates: This lease shall commence on the date executed and expire on December 31, 2022. If neither party terminates the lease it shall auto renew annually starting January 1, 2023.

The following map depicts the structure the Leasee is permitted to use and improve (shaded in red):





**City of Orting
Council Agenda Summary Sheet**

Subject: Resolution No. 2021-16, Relating to General Facility Charges and Setting Charges for 2022		Committee	Study Session	Council
	Agenda Item #:	N/A		
	A21-94			
	For Agenda of:	11.3.2021	11.17.2021	11.23.2021
	Department:	Finance/Public Works		
Date Submitted:	11.8.2021			
Cost of Item:	<u>N/A</u>			
Amount Budgeted:	<u>N/A</u>			
Unexpended Balance:	<u>N/A</u>			
Bars #:	N/A			
Timeline:	N/A			
Submitted By:	Scott Larson			
Fiscal Note:				
Attachments: GFC Resolution No 2022-16				
SUMMARY STATEMENT:				
<p>Pursuant to OMC 9-1B-3, OMC 9-2B-2 and 9-5C-9 the City levies general facilities connection (“GFC”) charges on all property owners seeking to connect to, or increase the demand on, the City’s utilities system. By this Resolution, the City Council will be setting the GFC charges for 2022. The rate increase over the 2018 rate proposed by staff is 8%. This proposed rate increase is a modest increase compared to the Construction Materials Price Index as published by the Federal Reserve Bank of St. Louis which increased by 41% over the same period of time.</p>				
RECOMMENDED MOTION: <u>Motion:</u>				
<p>To approve Resolution No. 2022-16, of the City of Orting, Washington, relating to General Facility Charges and setting charges for 2022.</p>				

CITY OF ORTING
WASHINGTON
RESOLUTION NO. 2021-16

**A RESOLUTION OF THE CITY OF ORTING,
WASHINGTON, RELATING TO GENERAL FACILITY
CHARGES AND SETTING CHARGES FOR 2022.**

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, the City of Orting levies general facility connection charges to maintain financially stable utilities and to promote a fair and equitable allocation of water, sewer, and storm-water system costs to its customers; and

WHEREAS, the City strives to ensure that general facility connection charges are set so that property owners shall bear their equitable share of the cost of the utilities system, including facilities planned for future construction contained in an adopted comprehensive plan; and

WHEREAS, City staff and/or consultants periodically review the applicable general facility connection charges to determine whether any adjustments should be made to the existing connection charges; and

WHEREAS, the City desires to update and amend its current general facility charges, taking into consideration the cost of its existing general facilities, and the facilities that are planned for construction which are contained in the adopted comprehensive plan; and

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

Section 1. Revised and Updated General Facility Charges. Effective January 1, 2022, the general facility connection charges and surcharges therefor identified in **Exhibit A**, attached hereto and incorporated herein, shall be paid and/or applied when property owners seek to connect to, or increase the demand on, the City's utilities system, in accordance with Orting Municipal Code 9-1B-3, Orting Municipal Code 9-2B-2 and Orting Municipal Code 9-5C-9.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Resolution, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Resolution 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 Resolution or its application to other persons or circumstances.

Section 3. Effective Date. This Resolution shall take effect and be in full force immediately upon its passage.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON
THE 23rd DAY OF NOVEMBER, 2021.**

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Kimberly Agfalvi, City Clerk

Approved as to form:

Charlotte A. Archer
Inslee Best
City Attorney

Exhibit A- Resolution No. 2021-XX

City of Orting
General Facility Charges (GFC)

Water GFC's per OMC 9-1B-3(A)

<u>Fee Type</u>	<u>Effective Date</u>	<u>Fee</u>
GFC	January 1, 2022	\$4,606.17
1% Surcharge*	January 1, 2022	\$46.06

Sewer GFC's Per OMC 9-2B-2(D)

<u>Fee Type</u>	<u>Effective Date</u>	<u>Fee</u>
GFC	January 1, 2022	\$9,902.23
1% Surcharge*	January 1, 2022	\$99.02

Stormwater GFC's per OMC 9-5C-9

<u>Fee Type</u>	<u>Effective Date</u>	<u>Fee</u>
GFC	January 1, 2022	\$1,104.36
1% Surcharge*	January 1, 2022	\$11.04

*The Surcharge is to be used for the beautification of City owned utility facilities.



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Purchasing Policy	AB21-97		11.17.2021	11.23.2021
	Department:	Finance		
	Date Submitted:	11.10.2021		
Cost of Item:	₤			
Amount Budgeted:	₤			
Unexpended Balance:	₤			
Bars #:	NA			
Timeline:				
Submitted By:	Gretchen Russo			
Fiscal Note:				
Attachments: Amended Purchasing Policy and Resolution No. 2021-17				
SUMMARY STATEMENT:				
<p>The current purchasing policy is contained within the council rules and is limited in scope and authorities. A new standalone purchasing policy was desired to have a larger scope and more detail to effectively manage the day to day purchases that the city makes. The new purchasing policy pertains to the purchase of budgeted verses non-budgeted items, along with policy surrounding general purchases, public works, waivers, exemptions, credit card limits, and emergency purchases.</p>				
FUTURE MOTION: <u>Motion:</u>				
<p>To approve Resolution No. 2021-17, a resolution of the City of Orting, Washington, adopting amended purchasing policy; and establishing an effective date.</p>				

**CITY OF ORTING
WASHINGTON
RESOLUTION NO. 2021-17**

**A RESOLUTION OF THE CITY OF ORTING,
WASHINGTON, ADOPTING AMENDED PURCHASING
POLICY; AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City of Orting finds the adoption of written policies for purchasing and contracting are in the best interest of the City to provide sufficient guidance to the staff and provide a framework for future Council actions on decisions with financial consequence; and

WHEREAS, the City Council adopted a Purchasing Policy by motion at its regular meeting of May 29, 2019; and

WHEREAS, the City Council finds that an amendment to the Purchasing Policy to update purchasing policy to clarify the waiving of competitive bidding requirements by the terms of written policies as set out in RCW 39.04.280 and to increase purchasing thresholds to match current state laws.

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

Section 1. Adoption of Purchasing Policy, as Amended. The City of Orting hereby adopts the “Purchasing Policy” as attached hereto as Exhibit A, hereby incorporated in full by this reference.

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

Section 3. Corrections Authorized. The City Clerk is authorized to make necessary corrections to this resolution, including but not limited to correction of clerical errors.

Section 4. Effective Date. The fee schedule adopted by this resolution shall be effective upon its passage. Any act consistent with the authority and prior to the effective date of this resolution is hereby ratified and affirmed.

**RESOLVED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF
ON THE 23th DAY OF NOVEMBER 2021.**

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Kimberly Agfalvi, City Clerk

Approved as to form:

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

City of Orting Purchasing Policy

Part I: Purpose

By adopting these procedures, the City Council intends to ensure that the city conduct all purchasing and public works contracting activities in full compliance with Washington law and locally adopted procedures. The intent of this chapter is to provide maximum assurances to the public and to all contractors, consultants and vendors, that Orting's purchasing and contracting practices provide maximum fairness and value in the expenditure of public funds. [See appendix A for federal purchasing rules.](#)

These procedures are adopted to:

- Implement the requirements of state laws, local ordinances and administrative procedures thereby assuring the legality of the purchasing process;
- Ensure buying competitively and wisely to obtain maximum value for the public dollars spent.
- Commit that procurement will be impartial and provide the City with the best quality for the best value; and
- Ensure that purchases will be within budget limits and meet goals and objectives approved in the City's Operating and Capital budget.
- Non-budgeted items or items that exceed budget capacity must be pre-approved by city council.

Part II Code of Ethics

Code of Ethics (RCW 42.23) "Public employment is a public trust." The public must have confidence in the integrity of its government. The purpose of this Code of Ethics is to give guidance to all employees and elected officials so that they may conduct themselves in a manner which will be compatible with the best interest of themselves and the City of Poulsbo. It is essential that those doing business with the City observe the following guiding ethical standards:

1. Actions of City employees shall be impartial and fair.
2. The City will not accept donations of materials or services in return for a commitment to continue to initiate a purchasing relationship.
3. City employees may not solicit, accept, or agree to accept any gratuity for themselves, their families or others that would or could result in personal gain. Purchasing decisions must be made impartially. The following are examples of items not considered gratuities: Discounts or concessions realistically available to the general population; Items received that do not result in personal gain; Samples to the City used for general City use.

Part III Conflict of Interest

No City staff or council member may undertake consulting, professional practice or other assignments which would result in a conflict of interest. Any employee of the City who recommends or approves a purchase and who has any financial interest in the firm involved in the purchase shall disclose his or her interest in the firm prior to recommending or approving the purchase.

Part IV Definitions

Unless the context requires otherwise, the terms as used in this Policy shall have the following meaning:

“Adequate appropriation balance” means sufficient fund balance existing in the appropriation item against which the purchase order is to be charged.

“Bid” means an offer, submitted by a bidder to furnish supplies, materials, equipment and other property in conformity with the specifications, delivery terms and conditions, and other requirements included in the invitation for bids or otherwise required by the city.

“Bidding” means a procedure used to solicit quotations on price and delivery from various prospective suppliers of supplies, materials, equipment, and other city property.

“Capital equipment” means any equipment of the city having an initial value of \$1,000 or more and an estimated useful life of three or more years.

“City administrator” means the City of Orting City Administrator or his/her duly appointed designee. The City Administrator is authorized to delegate any functions and responsibilities set forth in this chapter to administrative staff.

“Contractual services” means professional and nonprofessional service contracts including but not limited to engineering, animal control, janitorial and other contracts entered into for the accomplishments of a particular project or limited period of time.

“Department Heads” means the Mayor, City Administrator, City Treasurer, City Clerk, Police Chief, Court Administrator, Building Official, Public Works Director, and the Parks and Recreation Director.

“Emergency” means, for the purpose of enabling the city to suspend compliance with public bidding and purchasing policies and requirements, an event or set of circumstances which demands immediate action to preserve public health, protect life, protect public property, or to provide relief to the community overtaken by such occurrences.

“Life cycle cost” means the total cost of an item to the city over its estimated useful life, including cost of selection, acquisition, operation, maintenance, and where applicable, disposal, as far as these costs can reasonably be determined, minus the salvage value at the end of its estimated useful life.

“Local bidder” means a firm or individual who regularly maintains a place of business and transacts business in, or maintains an inventory of merchandise for sale in, and is licensed by the city of Orting.

“Phone bids” means a non-written quotation for a product, or service as outlined in Part VII.

“Public property” means any item of real or personal property owned by the city.

“Public work” shall have the meaning set forth in RCW 39.04.010, as now adopted and hereafter amended.

“Purchase order” means an official document used in authorizing the encumbrance of city funds toward the purchase of supplies, materials, equipment and other property.

“Purchasing agent” means the City Administrator or city employee designated by the City Administrator to serve as a purchasing agent. For routine departmental purchases of supplies, in accordance with the City Administrator’s administrative policy, each department director may designate one or more departmental purchasing agent(s).

“Request for Proposal” (RFP) is a method of soliciting competitive bid proposals for a defined scope of work. The proposals would normally include factors to measure qualifications, delivery, and service reputation as well as price. Stated another way, an RFP is a formal invitation from the city to a company to submit an offer. The offer is to provide a solution (or proposal) to a problem or need the city has identified. An RFP is a solicitation process whereby the judgment of the supplier’s experience, qualifications, and solution may take precedence over their cost proposal to the City. The elements of an RFP are:

1. Project Background and Scope of Service
2. Definitions
3. Minimum Qualifications
4. Technical Requirements (if any)
5. Schedule
6. Cost Proposal
7. Submittal Requirements
8. Evaluation Process and Criteria
9. Insurance Requirements
10. Funding Sources (if applicable)

“Request for Qualifications” (RFQ) is a method of soliciting competitive proposals that considers and evaluates companies on the basis of demonstrated competency and qualifications rather than price. This process is typically used for architecture and engineering services where price is not a consideration. An RFQ will generally result in negotiations. The elements of an RFQ are:

1. Project Background and Scope of Services
2. Project Budget and Source of Funding
3. Schedule
4. Minimum Qualifications
5. Submittal Requirements
6. Selection Process/Evaluation Criteria

“Requisition” means a standard form providing detailed information as to quantity, description, estimated price, possible vendors, fund account, signature and other information necessary to make purchasing decisions.

“Responsible bidder” means a bidder who has proven by experience or information furnished to the satisfaction of the City Administrator that current financial resources, production or service facilities, service reputation and experience are adequate to make satisfactory delivery of supplies of acceptable quality, equipment, or contractual services on which he/she bids. A “responsible bidder” has not violated or attempted to violate any provisions of this chapter.

“Responsive bidder” means a bidder who has complied with all requirements contained in the invitation to bid, including the bid packet and specifications, and who has submitted all required documentation, information and bid bond by the deadline for acceptance of bids.

Part V: Purchases

Section 1. Purchase of supplies, equipment, and materials (unconnected with a Public Works Project)

Items under this category include furniture, computer hardware, office equipment, and operating and maintenance supplies.

Purchases by the city of supplies, equipment, and materials shall be made as provided herein; provided nothing herein shall be construed to prohibit City participation in cooperative purchasing agreements with other municipalities. Department heads are encouraged to obtain on-call and long term service contracts for up to three years for services that are regularly used.

Section 2. Purchases of ~~\$7,500 - \$1,000~~ or less

Supplies, materials, and equipment with a reasonably expected cost of ~~\$7,500 - 1,000~~ or less may be purchased without formal or informal bidding; provided that City staff will strive to obtain the lowest practical price for such goods or services.

Section 3. Purchases between ~~\$7,500 - 1,000~~ and ~~\$15,000 - 5,000~~

Supplies, materials, and equipment with a reasonably expected cost of between ~~\$7,500 - 1,000~~ and ~~\$15,000 - 5,000~~ may be purchased without formal bidding but staff are required to get at least three soft "phone bids" before moving forward with the purchase using a vendor list.

Vendor List process

1. The City partners with the Municipal Research Service Center (MRSC) that forms vendor lists for the award of contracts for the purchases of materials, equipment and supplies.

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~~Section 4. Purchases between \$5,000 and \$15,000~~

~~Informal Bidding. Supplies, materials, and equipment with a reasonably expected to cost more than \$5,000 but less than \$15,000, may be purchased without a formal call for bids as provided in this subsection.~~

- ~~1.2.~~ The city partners with the Municipal Research Service Center (MRSC) that forms vendor lists for the award of contracts for the purchase of materials, equipment, and supplies with an estimated cost of more than \$5,000 and less than \$15,000.

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- ~~2.3.~~ The department director or their designee shall secure written quotations from at least three different vendors whenever possible. The purchase contracts shall be awarded to the lowest responsible bidder.

- ~~3.4.~~ Immediately after the award of the purchase contract is made, the bid quotations obtained shall be recorded and open to public inspection and shall be available by telephone inquiry. When awarded, the department director or their designee shall notify the city clerk.

- ~~4.5.~~ The city clerk shall post at city hall a list of the contracts awarded using the MRSC at least once a year. The list shall contain the names of vendors awarded contracts, the amount of the contracts, a brief description of the items purchased under the contracts, the dates that the contracts were awarded, and the location where the bid quotations for the contracts are available for public inspection.

Section 5. Purchases over \$15,000

Supplies, material, equipment, or services with a reasonably expected to cost more than \$15,000.00 shall be purchased through a formal call for bids as follows:

1. Staff will prepare bid specifications for the goods or services to be purchased, which shall include an invitation to bid notice, instructions to bidders, general conditions, special bid conditions (if any), terms and conditions, and a bid proposal form indicating the type of response desired from a bidder.
2. A call for sealed bids ("Call for Bid") or request for proposals will be published in a newspaper of general circulation throughout the city not less than one week prior to the date fixed for opening.
3. The Call for Bid or request for proposals will be posted in the same manner as ordinances. The notice shall include a description of the goods or services desired.
4. Bid proposals will be opened on the date and time, and at the place as specified in the specifications or public notices.
5. Staff will prepare tabulation sheets- based on the criteria laid out in the Call for Bid and either recommend an award to the lowest responsible bidder, who meets the terms of the specifications, conditions and qualifications or recommend the rejection of any or all bids.
- ~~6.~~ The city ~~council~~ ~~council~~ shall review the bid proposals, related materials and the recommendation of the staff, and shall award the contract to the lowest responsible bidder.
- ~~7.~~ The city administrator may upon review of the materials and recommendations of staff reject any or all bids and make a further call for bids.
- ~~8.~~ If bids are not received on the first call, the city may choose either -to make a second call for bids or to negotiate directly with any prospective service or supply provider, per RCW 35.23.352(1).

Part VI Public Works (as defined in RCW 39.04.010)

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~~Contracts for public works as defined in RCW 39.04.010 shall be awarded by competitive bid unless, in appropriate cases, the city elects to proceed according to either the informal bid or small works roster processes provided for herein.~~

In determining the cost of a public works project, all amounts paid for materials, supplies, equipment, and labor, as well as retail sales and use tax (where required by law) on the construction of that project must be included.

Section 1. Public Works – Minimal Competition ~~Informal Bid, \$75,000 30,000~~ or less

1. The city may construct public works by contract, without calling for bids, whenever the estimated cost of the work or improvement, including cost of materials, supplies and equipment will not exceed the sum of: (1) ~~\$75,000. 30,000 if more than one craft or trade is involved with the public works, or~~ (2) ~~\$20,000 if a single craft or trade is involved with the public works.~~ The term "public works project" means a complete project. Division of the project into units of work or classes of work to avoid the restriction on work that may be performed by day labor on a single project is not permitted.
2. A contract shall be awarded under this section according to the following procedure:

~~A. Competitive bidding is not required and staff may seek quotes directly from individual vendors. Staff are encouraged but not required to seek multiple quotes.~~

~~A. Staff shall obtain from three or more contractors written quotations of the estimated cost of the public works and maintain those quotes in the records, together with specifications or plans.~~

~~B. If less than three quotes are obtained because of factors beyond the control of the city, an explanation of those factors, the quotes and the specifications and/or plans for public works shall be maintained in city records.~~

~~C. Quotes shall be presented to the Public Works Committee for evaluation and determination of the lowest responsible bidder.~~

~~D. After evaluation and recommendation by the Public Works Committee, the city council may accept the bid submitted by the lowest responsible bidder.~~

~~E. In addition, the city may use its own public works force to complete the public works necessary without the necessity of informal bidding.~~

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Section 2. Public Works – Small works roster, ~~\$350,000~~ 100,000 or less

1. The city contracts with MRSC for maintenance of a small works roster, consisting of all responsible, licensed contractors requesting to be included for award of public works contracts not to exceed ~~\$350,000~~ 100,000.
2. The city may award a contract for ~~\$350,000~~ 100,000 or less off of the small works roster using the following procedure:
 - A. The director of public services or designee shall obtain written quotations, from the small works roster. Whenever possible, the city shall invite at least five contractors to submit quotations, including, whenever possible, at least one otherwise qualified woman or minority contractor. The city may invite all appropriate contractors on the roster to submit quotations. Once a contractor has been afforded an opportunity to submit a quotation, that contractor shall not be offered another opportunity until all other appropriate contractors on the roster have been afforded an opportunity to submit a quotation on a contract.
 - B. The city's invitation for quotations shall include an estimate of the scope and nature of the work to be performed, and the materials and equipment to be furnished.
 - C. The city shall award the contract to the lowest responsible bidder.
 - D. Immediately after awarding a contract, the director of public services shall record the bid quotations obtained for the contract. The bid quotations shall be open to public inspection.

Section 3. Public Works – Formal bidding, ~~\$350,000~~ 100,000 or more

Public works with a reasonably expected cost of ~~\$350,000~~ 100,000 or more shall be let by formal bid as provided herein:

1. Formal bidding procedure:
 - A. Staff will prepare bid specifications for completion of the public works project upon prior authorization by the city council.

- B. A call for sealed bids ("Call for Bids") will be published in the official newspaper, or a newspaper of general circulation most likely to bring responsive bids, once a week for two consecutive weeks prior to the date fixed for the opening of bids.
- C. The Call for Bids will be posted in the same manner as ordinances.
- D. The Call for Bids shall contain the following:
 - 1. Description of the nature of work;
 - 2. State where the plans and specifications are on file;
 - 3. State that the bids must be sealed and filed with the city before a specific date;
 - 4. State what criteria will be used to score the bids
 - 5. State that bids must be accompanied by bid proposal deposit which will be at least five percent of the bid in the form of a cashier's check or postal money order or surety bond made out to the city and specify that no bids will be considered without this deposit.
 - 6. Bids will be opened on the date and time and at the place as specified in the bid specifications, requests for proposals, advertisements and public notices.
 - 7. Staff will prepare bid tabulation sheets based on the criteria laid out in the Call for Bids, and either recommend an award to the lowest responsible bidder who meets the terms of the specifications, conditions and qualifications, or recommend the rejection of all bids received.
 - 8. The City Council shall review the bids, specifications and related materials and the recommendations of staff and shall award the contract to the lowest responsible bidder.
 - 9. The city administrator council may, upon review of the materials and recommendations of staff, reject all bids if it is determined that a bidder is non-responsive or not-responsible, and may make a further call for bids.
 - 10. If bids are not received on the first call, the city may choose either to make a second call for bids or to negotiate directly with any prospective public works contractor.

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Part VII Service Contracts

Contracts for services that are not for: (1) public works or (2) a qualifying professional service set out in RCW 39.80.020, do not require a competitive bidding process, per state law. However, the city would like to utilize a competitive process to ensure that taxpayer dollars are being put to their highest and best use. To that end, this city will follow the following processes:

- 1. For service contracts estimated to be less than ~~\$50,000~~ ~~5,000~~ no competitive process is required but staff should be able to show that the price is reasonable and the provider is qualified.
- 2. For service contracts estimated to be more than ~~\$50,000~~ ~~5,000~~ but less than ~~\$75,000~~ ~~20,000~~ staff should obtain three written quotes from qualified providers, or alternatively they may use a more formal RFP/RFQ process as described herein.
- 3. For service contracts estimated to be more than ~~\$75,000~~ ~~20,000~~ staff should use a formally advertised RFP/RFQ process as described herein.

Part VIII Architect and Engineer Services (A&E)

The City must follow chapter 39.80 RCW for procuring A&E professional services, as defined at RCW 39.80.020. Architectural and Engineering consultants are initially selected based upon their qualifications through a Request for Qualifications (RFQ) process, rather than price (see RCW 39.80.050). After selecting a consultant of this type via the RFQ process, the city will negotiate a contract with the most qualified firm at a price which the City determines fair and reasonable. In so negotiating, the city shall take into account the estimated value of the services to be rendered as well as the scope, complexity, and professional nature. If the city is unable to negotiate a satisfactory contract with the firm selected at a price the city determines to be fair and reasonable, negotiations shall be terminated and the city shall begin negotiations with the next highly qualified firm.

Part IX Waivers and Exemptions

Section 1 Emergency Purchases

It is the intent as adopted by the City Council of Orting that the Mayor, or his designee, be authorized to waive the requirements of competitive bidding in the event of an emergency as defined by RCW 39.04.280. The Mayor or his designee shall comply with all portions of RCW 39.04.280 in the event of an emergency. The City Council through resolution may also waive competitive bidding requirements in circumstances defined within RCW 39.04.280. In any waiver of competitive bidding requirements, public disclosure and review shall be produced per the requirements as defined in RCW 39.04.280.

Section 2 Sole Source Supply

These requirements for purchasing or public works also may be waived by the Mayor, or his designed resolution of the City Council declaring that the purchase or public work is either clearly and legitimately limited to a single source or supply, or the materials, supplies, equipment, or services are subject to special market conditions, -and recites why this situation -exists. The City Council through resolution may also waive competitive bidding requirements in circumstances defined within RCW 39.04.280. In any waiver of competitive bidding requirements, public disclosure and review shall be produced per the requirements as defined in RCW 39.04.280.

Part VI Purchasing Authority

Purchasing authority as described below is based on a complete contract price. Contracts that last multiple years shall have each years' cost aggregated to determine the entire contract value. Purchasing authority is also project-limited. If the project requires purchases from multiple vendors, costs from each vendor shall be aggregated to determine how a purchase is approved.

Section 1. Authorities for Budgeted Items:

Purchase of supplies, equipment, materials or goods not connected with a public works project

1. Purchases of \$~~15,000~~ ~~3,000~~ or less -may be approved by Department Directors
~~2.—Purchases above \$15,001 are required to be approved by the City Council. between \$3,001 and \$10,000 may be approved by the City Administrator~~

~~3. Purchases between \$10,001 and \$25,000 may be approved by the Mayor~~

~~2. Purchases above \$25,001 are required to be approved by the City Council~~

Public Works projects

1. Purchases of \$350,000 or less may be approved by the Public Works Director

2. Purchases above \$350,001 or more are required to be approved by the City Council.

~~4-~~

Section 2. Authorities for non-Budgeted Items:

1. Purchases of \$1,000 or less may be approved by Department Directors
2. Purchases between \$1,001 and \$2,500 may be approved by the City Administrator
3. Purchases between \$2,501 and \$10,000 may be approved by the Mayor
4. Purchases above \$10,001 are required to be approved by the City Council

Section 3. Emergency Authority

This section applies only when the mayor has declared an emergency and must comply with part 4.1 above.

1. The Incident commander and the mayor, their designee or successor as defined by the Continuity of Operations plan, in the event of a declared emergency are authorized to spend or commit any needed resources to preserve life and property.

Part X Credit Cards

The City shall provide the Mayor and department heads (or their designees, as approved by the Finance Committee) with a City credit card for traveling or purchasing budgeted items. It is the policy of the City that purchases on credit cards be minimized as much as possible. It is the responsibility of each card holder to save their receipts and provide them to the accounts payable clerk. The finance director may require a reconciliation from the card holder if they have more than ten transactions per month.

Section 1. Credit Limits

The following limits shall apply:

1. The Mayor, the City Administrator, and the City Treasurer shall have full access to the city's credit limit.
2. The Police Chief shall have a limit of \$15,000.
3. The Public Works Director shall have a limit of \$5,000.
4. All other directors shall have a limit of \$1,500.
5. The Public Works Administrative Assistant shall have a limit of \$3,000.
6. All others who have credit cards shall have limits of \$500.
7. In the case of a declared emergency, the Incident commander and all city directors shall have full access to the credit limit of the City.

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APPENDIX A – FEDERAL FUNDS

Federal funds and grants often come with their own separate and more restrictive bidding requirements. Competitive bidding may be required by federal agencies, even below the state limits, and the required competitive process may be more demanding.

7- If the project uses any federal funding, the most restrictive of the state and federal requirements must be used. The city will work closely with granting agencies and follow all the requirements for the particular grant.

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RCW 39.04.280

Competitive bidding requirements—Exemptions.

This section provides uniform exemptions to competitive bidding requirements utilized by municipalities when awarding contracts for public works and contracts for purchases. The statutes governing a specific type of municipality may also include other exemptions from competitive bidding requirements. The purpose of this section is to supplement and not to limit the current powers of any municipality to provide exemptions from competitive bidding requirements.

(1) Competitive bidding requirements may be waived by the governing body of the municipality for:

- (a) Purchases that are clearly and legitimately limited to a single source of supply;
- (b) Purchases involving special facilities or market conditions;
- (c) Purchases in the event of an emergency;
- (d) Purchases of insurance or bonds; and
- (e) Public works in the event of an emergency.

(2)(a) The waiver of competitive bidding requirements under subsection (1) of this section may be by resolution or by the terms of written policies adopted by the municipality, at the option of the governing body of the municipality. If the governing body elects to waive competitive bidding requirements by the terms of written policies adopted by the municipality, immediately after the award of any contract, the contract and the factual basis for the exception must be recorded and open to public inspection.

If a resolution is adopted by a governing body to waive competitive bidding requirements under (b) of this subsection, the resolution must recite the factual basis for the exception. This subsection (2)(a) does not apply in the event of an emergency.

(b) If an emergency exists, the person or persons designated by the governing body of the municipality to act in the event of an emergency may declare an emergency situation exists, waive competitive bidding requirements, and award all necessary contracts on behalf of the municipality to address the emergency situation. If a contract is awarded without competitive bidding due to an emergency, a written finding of the existence of an emergency must be made by the governing body or its designee and duly entered of record no later than two weeks following the award of the contract.

(3) For purposes of this section "emergency" means unforeseen circumstances beyond the control of the municipality that either: (a) Present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.

[1998 c 278 § 1.]



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Collective Bargaining Agreement between the City of Orting and the Orting Police Guild	AB21-99			
		N/A	N/A	11.23.2021
	Department:	Administration		
	Date Submitted:	11.18.2021		
Cost of Item:	<u>N/A</u>			
Amount Budgeted:	<u>N/A</u>			
Unexpended Balance:	<u>N/A</u>			
Bars #:	N/A			
Timeline:	None			
Submitted By:	Scott Larson			
Fiscal Note: The 2022 wages reflected in the Collective Bargaining Agreement are incorporated into the 2022 Final Budget.				
Attachments: Collective Bargaining Agreement				
SUMMARY STATEMENT:				
<p>The city administration and the Police Guild have reached a tentative agreement regarding the collective bargaining agreement that will go into effect January 1, 2022 and last until December 31, 2024.</p>				
RECOMMENDED ACTION: <u>Motion:</u>				
<p>To authorize the Mayor to enter into a Collective Bargaining Agreement with the Orting Police Guild starting January 1, 2022 and ending December 31, 2024.</p>				

AGREEMENT

BY AND BETWEEN

CITY OF ORTING

and the

FRATERNAL ORDER OF POLICE LODGE 27
(representing the ORTING POLICE GUILD)

Effective
January 1, 2022
Through
December 31, 2024

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TO THE
COLLECTIVE BARGAINING AGREEMENT
BY AND BETWEEN
CITY OF ORTING
AND
FRATERNAL ORDER OF POLICE LODGE 27
REPRESENTING
THE ORTING POLICE
GUILD

(JANUARY 1, 2022 THROUGH DECEMBER 31, 2024)

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AGREEMENT
BY AND BETWEEN
CITY OF ORTING
AND
FRATERNAL ORDER OF POLICE LODGE 27
REPRESENTING
THE ORTING POLICE
GUILD

(JANUARY 1, 2022 THROUGH DECEMBER 31, 2024)

These Articles constitute an Agreement between the City of Orting, a political subdivision of the State of Washington, hereinafter referred to as the "Employer" or "City" and the Orting Police Guild, Orting Washington, hereinafter referred to as the "Guild".

ARTICLE 1: GUILD RECOGNITION

1.1 GUILD RECOGNITION - The Employer, for all Employees in classifications listed in Appendix A and under their direct and indirect control of hiring and firing, hereby recognizes the Guild to be the exclusive bargaining agent in all matters of wages, hours and conditions for said Employees.

The language of this Section does not waive and is not a bar to the Guild's right to petition PERC for the inclusion of other classifications (new or current) in the Guild.

1.2 Temporary and provisional Employees, as defined in the City's Civil Service Rules in effect as of November 18, 2015, are not covered by this Agreement. However, no Employee who has not successfully completed a full-time, state certified Law Enforcement Academy, as recognized by WSCJTC, may work more than 1040 hours, per individual appointment, in any calendar year without mutual agreement between the Guild and the Police Chief.

1.3 EMPLOYEE DEFINITIONS – Definitions of regular full-time and part-time Employees are:

1.3.1 Regular Full-Time Employee – A regular full-time Employee is defined as an Employee who has completed the probationary period and works forty (40) hours per week.

1.3.2 Regular Part-Time Employee – Should the Employer anticipate hiring regular part-time Employees to do bargaining work, the Employer shall meet with the Guild to discuss wages and benefits.

1.4 The City agrees to not hire a temporary or provisional Employee to displace or replace a current member of the bargaining unit, unless done so upon mutual agreement between the Guild and the City on a temporary basis.

- 1.5 At any time the City, or any member thereof on behalf of the City or the City Council, inquires into the feasibility of contracting out Police Services and/or disbanding the Police Department, the City must notify, in writing, the Guild of the City's actions. If at any time, the City determines they are going to disband the Police Department, or contract with any other agency to provide any Police Services, they must provide a minimum of one (1) year's notice, in writing, to the Guild.

ARTICLE 2: GUILD MEMBERSHIP

- 2.1 GUILD MEMBERSHIP - No employee in the bargaining unit shall be required to become a member of the Guild as a condition of employment. It is recognized that the Guild is required both under law and under this Agreement to represent all of the employees in the bargaining unit fairly and equally without regard to whether or not the employee is a member of the Guild.
- 2.2 The City shall notify the Guild in writing within twenty (20) calendar days of the hiring of a new Employee. The notification shall provide the Guild with the name, home address, home phone number, starting pay step and classification of the new Employee.
- 2.3 Upon the written authorization of an Employee showing the Employee's voluntary consent, and with the approval of the Guild, the City shall deduct from the wages of each Employee the fees and assessments required for membership in the Guild, as provided to the City, in writing, by the Guild from time to time. The City shall transmit each pay period said moneys to the Guild, along with the names of each Employee whose dues are transmitted. An employee may cancel their payroll deduction of dues and/or service fees by written notice to the Employer and the Union on the appropriate union cancellation forms. The cancellation will become effective on the second payroll after receipt of the notice.
- 2.4 The pay period for Employees shall be semi-monthly. Pay dates shall be no later the fifth (5th) and twentieth (20th) of each month. Should either the fifth (5th) or twentieth (20th) fall on a City recognized holiday or on a Saturday or Sunday, said pay date will be the last work day preceding the City recognized holiday or weekend. At the option of the Employee, an Employee's payroll shall be transmitted to the Employee's designated financial institution and account through the use of Electronic Funds Transfer (EFT).
- 2.5 The Guild shall hold the Employer harmless from any claims filed by any bargaining unit employee arising out of the Guild membership and payroll deduction provisions of this Agreement. If a dispute arises, the mechanism for resolution provided under Chapter 41.56 RCW will be followed.

ARTICLE 3: ENTIRE AGREEMENT

- 3.1 ENTIRE AGREEMENT – The Agreement expressed herein in writing constitutes the entire Agreement between the parties, and no oral statement shall add to or supersede any of its provisions.
- 3.2 The parties acknowledge that each has had the opportunity to make demands and proposals with respect to any matter deemed a proper subject for collective bargaining. The results of the exercise of that opportunity are set forth in this Agreement. Therefore, the Employer and the Guild, for the duration of this Agreement, each voluntarily agree to waive the right to oblige the other party to bargain with respect to any matter not specifically referred to or covered by this Agreement, except as may be mutually agreed to.

3.3 APPENDIX PROVISIONS, WAGES AND CLASSIFICATIONS – The classifications, wages and department specific provisions are set forth in the attached appendices and, by reference herein, are made a part of the Agreement.

ARTICLE 4: MANAGEMENT RIGHTS

4.1 DIRECTION OF WORKFORCE – The Guild recognizes the prerogative of the Employer to operate and manage its affairs in all respects in accordance with its lawful mandate, and the powers of authority which the Employer has not specifically abridged, delegated or modified by this CBA are retained by the Employer, including but not limited the right to contract services of any and all types. The direction of its working force is vested exclusively in the Employer. This shall include, but not be limited to, the rights to (a) direct employees; (b) hire, promote, transfer, assign and retain employees; (c) suspend, demote, discharge, or take legitimate disciplinary action against employees for just cause; (d) relieve employees from duty because of lack of work or other legitimate reasons; (e) maintain the efficiency of the operation entrusted to the city; (f) determine methods, means and personnel by which such operation are to be conducted; and (g) take any actions necessary in conditions of emergency regardless of prior commitments, to carry out the mission of the agency; provided, however, that items (a) through (g) shall not conflict with the city ordinances, personnel rules and the terms of this Agreement.

4.2 APPLICATION OF RULES – Rules shall be applied in a fair and equitable manner to all Employees. Rules and regulations shall be made available by the Employer in writing to all Employees.

ARTICLE 5: GRIEVANCE PROCEDURE

5.1 Grievance, as used herein, shall mean any dispute or controversy that may arise over the interpretation or application of an express provision of the Agreement. New hire, probationary employees are not entitled to the grievance procedure as outlined in Article 5.

5.1.1 STEP ONE - Within sixty (60) calendar days of knowledge of the occurrence the situation, condition or action giving rise to an alleged Employee grievance, the Employee affected or a Guild representative, shall present the grievance, in writing, to the Employee's immediate supervisor or the Police Chief. The written grievance shall contain the specific contract violation, a brief summary of the relevant facts, and the remedy sought by the grievant. The Employee's immediate supervisor or the Police Chief shall provide a written response to the Employee or Guild representative within fifteen (15) calendar days of receipt of the grievance.

5.1.2 STEP TWO - If a settlement is not reached in Step One, and the Guild Board determines the grievance is valid by majority vote, a written grievance shall be presented by a Guild representative to the Mayor or the Mayor's designated representative, who may request a meeting as soon as possible, but in no event may the meeting occur later than twenty (20) calendar days after the Mayor's receipt of the request for the purpose of discussing the grievance. If a meeting between the Mayor and the Guild occurs, the Mayor shall render a written decision about the grievance as soon as possible after the meeting. If a meeting is not requested, the Mayor shall render a written decision about the grievance within ten (10) calendar days following receipt of the grievance.

5.1.3 STEP THREE - If a settlement is not reached in Step Two, either party may submit the

matter to arbitration within twenty (20) calendar days following the completion of Step Two.

5.2 **ARBITRATOR** - Should the parties be unable to agree upon an Arbitrator, they shall request a list of the names of seven (7) Arbitrators from the Public Employment Relations Commission. The parties shall alternatively strike names until one name remains on the list. The remaining person shall be the arbitrator. The order of striking of names shall be determined by a coin toss.

5.2.1 The decision of the Arbitrator shall be final and binding on both parties; provided, however, the Arbitrator shall have no power to add to, subtract from or alter, change, or modify the terms of this Agreement, and the Arbitrator's power shall be limited to interpretation or application of the express terms of this Agreement, and all other matters shall be excluded from arbitration.

5.2.2 The cost of the Arbitrator shall be borne equally by the Employer and the Guild, and each party shall bear the cost of presenting its own case. Either party may request that a stenographic record of the hearing be made. The party requesting such record shall bear the cost thereof, provided however, if the other party requests a copy, such cost shall be shared equally.

5.3 **TIME LIMITS** - At any step of the grievance procedure, time limits may be extended by mutual written agreement of the parties.

5.4 **ELECTION OF REMEDY** - Should the effected Employee wish to appeal disciplinary action as defined in the progressive discipline Article of this Agreement, the Employee may file a petition with the Civil Service Commission in accordance with the rules of the Commission. Such petition to the Civil Service Commission waives all rights of appeal through the Guild's grievance procedure. This appeal process is not available to new hire, probationary employees.

ARTICLE 6: NON-DISCRIMINATION

6.1 **NON-DISCRIMINATION** - Any member of the Guild, acting in any official capacity whatsoever, shall not be unlawfully discriminated against for his/her acts as such officer of the Guild, nor may there be any unlawful discrimination against any Employee because of Guild membership or activities.

6.2 The City is an equal opportunity employer, and shall not discriminate on the basis of race, religious creed, color, national origin, ancestry, age, sex, sexual orientation, marital status, disability or any other protected parties or class consistent with state and federal laws.

ARTICLE 7: DISCIPLINE AND DISCHARGE

7.1 **JUST CAUSE** - Disciplinary action and/or discharge shall be imposed upon an Employee only for just cause.

7.2 In the administration of discipline, the provisions of the Police Department Policy and Procedure Manual that relate to standards of conduct by an Employee shall apply unless contrary to or inconsistent with the express language in this Agreement.

7.2.1 DISCIPLINARY ACTIONS

Disciplinary action shall include the following:

- a. Verbal Reprimand
- b. Written Reprimand
- c. Reassignment – This applies only to reassignments based on poor performance or disciplinary actions
- d. Suspension without Pay
- e. Demotion
- f. Discharge

Disciplinary action will normally be progressive in nature, but the level of discipline administered may depend upon the seriousness of the offense.

7.2.2 GUILD AND EMPLOYEE RIGHTS - The Guild shall have the right to process any disciplinary action as a grievance through the grievance procedure, except for a verbal reprimand, and except for new hire Employees serving an initial probationary period. Employees on a promotional probationary status shall be covered and afforded all rights under this section.

The Guild member who is the subject of any investigation or inquiry, shall be entitled to Guild representation and/or legal representation at all meetings attended by the member being investigated where discipline is being considered and/or could result in any level of disciplinary action.

7.3 INVESTIGATIVE INTERVIEWS/INTERNAL AFFAIRS INVESTIGATIONS - The interview of an Employee who is the subject of an investigation or interview, concerning action(s) or inaction(s) which, if proved, could reasonably lead to any level of discipline, shall be conducted under the following conditions and procedures:

- a. Any Employee who is the subject of any investigation shall be informed in writing, with a copy to the Guild, that an investigation has been initiated; the nature of the investigation; the specific allegations related thereto; and the policies, procedures and/or laws that form the basis for the investigation. Additionally, the Employee shall be advised that they are entitled to consult with a Guild representative and/or legal representation prior to an interview. Any Employee who is subject of any inquiry may be verbally informed of such inquiry. Notice given to the Guild of the inquiry will be at the subject Employee's discretion.
- b. No investigation or inquiry may be conducted when received by an anonymous source. Any complainant must be identified by the City prior to initiating any investigation or inquiry. Once an investigation or inquiry has started, the City shall notify the Employee of the complainant's name and involvement in the alleged incident. Notice given to the Guild will be at the subject Employee's discretion.
- c. The Employee who is subject to investigation or interview shall have the right to have a

- Guild representative or attorney present during any interview which may reasonably result in any level of disciplinary action. The opportunity to have a Guild representative present at the interview or the opportunity to consult with a Guild representative shall not unreasonably delay the interview. However, if the interview begins with the consent of the subject Employee in the absence of a Guild representative, but during the interview the subject Employee concludes that assistance is required by reason of increasing seriousness of the disciplinary problem, the subject Employee shall be allowed a reasonable time, not to exceed ten (10) calendar days, in which to obtain a Guild representative or attorney.
- d. To the extent reasonably possible, all interviews under this Section shall take place at Police Department facilities, or other locations as mutually agreed upon by the Employee and the City.
 - e. The City may schedule the interview outside of the Employee's regular working hours, however, in that event the appropriate overtime rate and/or irregular hour's payment shall be made to the Employee. If the interview is scheduled outside of the Employee's regular working hours, the City must provide notice to the subject Employee, in writing, at least seventy-two (72) hours in advance, unless a shorter notice is mutually agreed upon by the City and the Guild.
 - f. The Employee shall be required to answer any question concerning a non-criminal matter under investigation and shall be afforded all rights and privileges to which the Employee is entitled under State or Federal laws.
 - g. The Employee shall not be subject to coercion, nor shall interrogator(s) make promises of rewards or threats of harm as inducements to answer questions.
 - h. During an interview, the Employee shall be entitled to such reasonable intermissions as the Employee may request for personal physical necessities.
 - i. All interviews shall be limited in scope to activities, circumstances, events and conduct that pertain to the action(s) or inaction(s) of the Employee that is the subject of the investigation. Nothing in this Section shall prohibit the City from questioning the Employee about information that is developed during the course of the interview.
 - j. If the Police Department records the interview, a complimentary copy of the complete recorded interview of the Employee who is subject to the investigation or interview, noting the length of all recess periods, shall be furnished to the Employee upon the subject Employee's written request. If the interviewed Employee is subsequently charged with misconduct, upon the written request of the subject Employee or the Guild, the City shall provide a complimentary copy of any recordings to the Guild on behalf of the Employee.
 - k. Interviews and Internal Affairs investigations shall be concluded without unreasonable delays.
 - l. The Employee and the Guild shall be advised within a reasonable period of time, not to exceed three (3) business days, in writing, of the results of the investigation and what future action, if any, will be taken regarding the matter investigated.
 - m. This Article is not intended to limit the Police Department's ability to conduct a fair and

comprehensive investigation nor impose unreasonable time limits upon the conduct of such investigation.

7.4 NOTICE AND OPPORTUNITY TO RESPOND - Upon reaching the conclusion that just cause exists to discipline an Employee with a reassignment, or a suspension without pay, or a demotion, or discharge, the Chief of Police or his/her designee shall provide the Employee and the Guild/Attorney with the following prior to the administration of discipline:

- a. A copy of all materials part of or related to the investigation upon which the allegation(s) or charge(s) are based.
- b. The directives, policies, procedures, work rules, regulations or other order of the City that allegedly was violated and how these were violated.
- c. What disciplinary action is being considered.
- d. Copies of previous documented disciplinary actions identified in Section 7.2.1 above.

7.4.1 EMPLOYEE'S RESPONSE - The affected Employee and the Guild shall have the opportunity to respond to the allegation(s) or charge(s) in writing, normally within seventy-two (72) hours of receiving the information and materials provided by the City in Section 7.3 above, provided the Guild may request a reasonable extension of time to respond, which request will not be unreasonably denied by the Chief or his/her designee.

7.4.2 PRE-DISCIPLINARY MEETING - If the Employee and/or the Guild chooses to respond orally, an opportunity to respond to the allegation(s) or charge(s) shall occur at a Pre-Disciplinary meeting conducted and presided over by the Chief of Police or his/her designee, who shall have the authority to impose or to recommend the proposed disciplinary action. Reasonable advance notice of this meeting, its time, and place shall be given, in writing, to the Employee and the Guild. This meeting shall be informal. The Employee and the Guild shall be given reasonable opportunity to be heard, to respond to the allegation(s) or charge(s), and to have the responses considered prior to the imposition of discipline.

7.4.3 CITY'S DECISION - Within a reasonable time, but not to exceed thirty (30) calendar days from the date of the Pre-Disciplinary meeting, the Chief of Police or his/her designee shall issue a written decision imposing discipline, exonerating the Employee, or taking such other action deemed appropriate.

7.5 POLYGRAPH TESTS – No Employee shall be required to take or be subjected to any polygraph as a condition of continued employment.

7.6 SUBSTANCE ABUSE TESTS – No Employee, except those Employees required by state or federal law, shall be required to take or be subjected to any random alcohol or drug testing as a condition of continued employment. Testing with probable cause is permissible under this section.

7.7 USE OF DEADLY FORCE SITUATIONS –An Employee using deadly force while exercising authority as a Police Officer shall be allowed to consult with a Guild representative or attorney, prior to being required to give an oral or written statement about the use of deadly force. Such right to consult with a representative or attorney shall not delay the giving of the statement more than seventy-two (72) hours.

ARTICLE 8: BULLETIN BOARDS

- 8.1 BULLETIN BOARDS - The Employer agrees to provide suitable space for the Guild to place a bulletin board. Postings by the Guild on such boards shall be confined to official business of the Guild.

ARTICLE 9: GUILD OFFICIAL TIME OFF

- 9.1 GUILD OFFICIALS TIME OFF - Guild officials who are Employees in the bargaining unit (officer, executive board member, or member of the negotiating team), shall be granted reasonable paid time off to conduct Guild business provided: the number of Employees allowed time off for negotiations shall be limited to three, otherwise the number of Employees allowed time off at any one time shall be limited to two and the Guild officials may conduct Guild business during his/her shift, provided it does not interfere with the necessary operations of the department. Guild business includes, but not limited to, grievance-related meetings and hearings, negotiations, discipline-related meetings and hearings, other labor-management meetings with the City and the attending of any public meetings held by the City.

9.1.1 EDUCATIONAL CONFERENCES – Members of the Guild, including support Employees, may be granted leave from duty with pay (not to be taken from any of the Employee’s leave banks) to attend Guild sponsored educational conferences; provided, however, no additional expense is incurred by the Employer, and when such attendance has been determined by the Chief of Police as a positive benefit to the Employer. If the benefit to the Employer is not positive, then such attendance shall be on the Employee’s own time, with no expense to the Employer. The total time permitted for educational conferences shall not exceed four (4) working days annually. Employees shall not accrue overtime.

ARTICLE 10: INSPECTION PRIVILEGES

- 10.1 INSPECTION PRIVILEGES - Authorized agents of the Guild shall have access to the Employer’s establishment during working hours for the purpose of assisting with disputes, investigating working conditions, and ascertaining that the Agreement is being adhered to; provided, however, that there is no interruption of the Department's working schedule and with prior approval of the Chief of Police.

ARTICLE 11: SICK LEAVE

- 11.1 SICK LEAVE - Employees shall accrue sick leave at the rate of eight (8) hours for each full calendar month of employment, to a maximum of nine hundred-sixty (960) hours. Employees are eligible to use accrued paid sick leave ninety (90) days after starting employment. The accrual year is January 1 to December 31.

- 11.2 PAYOUT OF SICK LEAVE - Pay-out shall be based on an accumulation of unused sick leave to a maximum of nine hundred-sixty (960) hours. Employees shall be compensated at their regular hourly rate in effect when permanently separated from employment in accordance with the following schedule:

11.2.1 DEATH - If an Employee dies from a line-of-duty death, the Employer will pay out one hundred percent (100%) of the Employee’s accrued sick leave.

11.2.2 PERMANENT RETIREMENT DUE TO DISABILITY - If an Employee is disabled and unable to work in any capacity due to an injury sustained in the line-of-duty for the Employer, the Employer will pay out fifty percent (50%) of the Employee's accrued sick leave.

11.2.3 PERMANENT RETIREMENT - If an Employee retires from the City with 20 years of service with the City, the Employer will pay twenty-five percent (25%) of the Employee's accrued sick leave.

11.3 USAGE – Employees may use their accrued, unused paid sick leave hours to care for themselves or a family member for:

- Mental or physical illnesses, injuries, or health conditions;
- Seeking medical diagnosis, care, or treatment of mental or physical illnesses, injuries, or health conditions; or
- Preventive medical care.

Sick leave is also authorized for health-related (as determined by public official) work site closures, and Employee's child's school/daycare health-related closures. An Employee may also use authorized sick leave if the Employee or Employee's family member is a victim of domestic violence, sexual assault, or stalking including seeking legal or law enforcement assistance under the Domestic Violence Leave Act – Chapter 49.76 RCW.

“Family member” is defined as:

- Child, regardless of age or dependence
 - Includes: biological, adopted, foster, step, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent
- Parent, including spouse's parent(s)
 - Includes: biological, adoptive, de facto, foster, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the Employee was a minor child
- Spouse and registered domestic partner
- Grandparent
- Grandchild
- Sibling

Incremental use of sick leave is allowed for all of the aforementioned reasons and may be taken in one hour or less increments.

11.3.1 Employees may be granted one (1) day off with pay for the death of their pet to be charged against sick leave.

11.4 NOTIFICATION - An Employee on sick leave shall notify the Chief or his/her designee of the requested sick leave as soon as possible and prior to the beginning of the Employee's scheduled shift unless it is not practicable to do so. If the requested leave is foreseeable, the Employee shall provide ten days' advance notice or as much advance notice as practicable.

11.4.1 Should the sick leave continue beyond three (3) consecutive shifts, and if required by the Chief or his/her designee, the Employer can require that the Employee provide a note from a health care provider. If an employee believes that verification will result in an unreasonable burden or expense, he or she must provide a verbal or written statement that (i) the leave was for an authorized purpose; and (ii) the verification requirement would cause an unreasonable burden or expense.

11.4.2 Employees who are on leave with pay and benefits who simultaneously receive compensation under the Worker's Compensation Law or other insurance plan paid for by the Employer, shall receive, for the duration of such leave, compensation for only their regular salary and benefits. Any compensation received from insurance the Employer contributes to, above and beyond the Employee's regular pay and benefits, shall be returned to the Employer. Leave of the nature described in this paragraph will not be charged against any of the Employee's accrual banks.

11.4.3 Any discrimination or retaliation against an Employee for lawful exercise of paid sick leave rights is prohibited. Employees will not be disciplined for the lawful use of paid sick leave. If an Employee believes he or she is being discriminated or retaliated against, promptly contact Scott Larson at: slarson@cityoforting.org.

If the Employee is not satisfied with the response, the Employee may contact the Washington State Department of Labor & Industries online at:

www.Lni.wa.gov/WorkplaceRights

Call: 1-866-219-7321, toll-free

Email: ESgeneral@Lni.wa.gov

11.4.4 If the Employee separates from the City after the date of this Agreement and is rehired within 12 months of the separation, the 90-day waiting period prior to use of paid sick leave is not imposed, and the City will reinstate the Employee's accrued, unused paid sick leave up to 40 hours.

11.5 FAMILY LEAVE - The Employer shall comply with all state and federal Family Leave Acts as presently set forth or hereinafter amended.

ARTICLE 12: BEREAVEMENT LEAVE

12.1 BEREAVEMENT LEAVE - In the event of the death of an Employee's immediate family members, up to three (3) days off with pay shall be granted as bereavement leave. Additional leave time, which will be charged as sick, vacation, or compensatory time previously earned, at the Employee's

discretion, may be granted at the discretion of the Chief or his/her designee. “Immediate family” shall include parents, siblings, spouse, spouse equivalent, child (including step-child, foster child or legally adopted child), mother-in-law and father-in-law, and/or grandparents.

ARTICLE 13: VACATION

13.1 VACATION – Regular full-time employees shall earn vacation time on the their total length of service to the City on the following basis:

	<u>Hours per pay period:</u>	<u>Hours per year:</u>
1 through 4 years’ service	4 hours	96 hours
5 through 7 years’ service	5 hours	120 hours
8 through 10 years’ service	6 hours	144 hours
11 through 13 years’ service	6.34 hours	152 hours
14 through 16 years’ service	6.67 hours	160 hours
17 through 19 years’ service	7 hours	168 hours
20 through 24 years’ service	7.34 hours	176 hours
24+ years’ service	8.34 hours	200 hours

13.2 Employees may accumulate a maximum of two hundred forty (240) hours of vacation. Any vacation accrued but not taken, that is in excess of two hundred forty (240) hours, shall be paid to the Employee at his/her current regular straight time rate of pay.

13.3 Any Employee separated from service with the City for any reason, shall be paid for their accrued vacation pay at the time of separation. This balance will be based on their last day of employment with the City and will be paid out at the Employee’s current regular hourly rate at the time of separation.

13.4 The Employee shall choose vacation time in order of classification seniority. Where an Employee chooses to split vacation into two (2) or more periods, no second or third choice may be made until all other Employees have made their first selection or second selection respectively. The Employer will post a department vacation roster on or about December 15th, and will reserve the right to make final changes or modifications depending on bona fide operational requirements.

ARTICLE 14: HOLIDAYS

14.1 The following holidays shall be recognized as paid holidays:

New Year’s Day	Day after Thanksgiving
Martin Luther King Day	Thanksgiving Day
Memorial Day	Christmas Eve
Fourth of July	Christmas Day
Labor Day	New Year’s Eve
Veteran’s Day	One (1) Floating Holiday
Juneteenth	

14.2 Employees shall receive ten (10) hours of holiday pay for each of the holidays. On January 1st of each year, the City will credit each Employee’s Holiday bank with one hundred thirty (130)

holiday hours. If the employee leaves service before the year is complete, they will reimburse the City a prorated share of the holiday hours. New Employees will receive holiday hours on their date of hire on a prorated basis.

- 14.3 Employees may carry over to a subsequent year a maximum of eighty (80) hours of holiday pay. Any holiday pay accrued but not taken, that is in excess of eighty (80) hours, shall be paid to the Employee at his/her current regular straight time rate of pay during the first payroll of January.
- 14.4 If an Employee works on a holiday, the Employee shall be compensated at the rate of one and one-half (1½) times the Employee's regular hourly rate of pay for working their regularly scheduled shift. An Employee who works non-mandated overtime during one of the above listed holidays shall receive two and one-quarter (2¼) times the Employee's regular hourly rate of pay.
- 14.5 Upon separation of employment, an Employee shall be paid for all accrued, but unused Holiday time at the Employee's current regular rate of pay.

ARTICLE 15: WAGES

- 15.1 **WAGES** - Employees covered by this Agreement shall be compensated in accordance with the wage schedule set forth in Appendix A to this Agreement. For definition purposes in this Agreement, "base rate of pay" is the rate at which each Employee is paid according to the wage matrix without including any incentives or premium pay. "Regular hourly rate of pay" and "Regular pay rate" are synonymous to each other and are the rate at which each Employee is paid that is inclusive of the base rate of pay in the wage matrix and adding any and all applicable premium pays, incentives, and longevity (i.e. FTO pay, education incentive, longevity, etc.). Regular hourly rate of pay does not include overtime wages.

ARTICLE 16: UNIFORMS & EQUIPMENT

- 16.1 **UNIFORMS** - The Employer shall provide Employees with all clothing and uniforms as may be required by the Police Chief. The City will provide the following items for all Employees, including but not limited to:

2 Jumpsuits	1 Class "A" Uniform (pant, shirt, tie and tie bar)
1 Pair of Boots	1 Class "B" (soft) Uniform (short or long sleeve shirt and pant)
1 Utility Jacket	1 Ballistic Vest
Service Weapon	Service Weapon Holster
Ammunition Cases	Utility Belt and Accessories
OC Spray	2 set of Handcuffs and Handcuff Keys
Baton, PR-24, or A.S.P.	1 Taser and Taser Holster
Patrol Rifle	Back-up Firearm

- 16.2 The Employer shall provide each Employee with all uniforms and equipment required by changes or additions to City policy as required by the Police Chief.

- 16.3 Any uniform or equipment item authorized by the Chief which becomes damaged in the line of duty through no fault of the Employee shall be replaced by the City.
- 16.4 Upon termination for any reason, the Employee shall return all clothing, uniforms, and equipment issued and authorized by the Chief.
- 16.5 Each full time Employee may use an automated car wash service to clean their patrol vehicle, once during each of their scheduled 40-hour work weeks. This can be performed at gas stations that will take the patrol vehicle's gas card as payment for the car wash.

The City reserves the right to hire a vehicle cleaning service in lieu of paying the cleaning allowance set forth above. If the City exercises this option, the City will notify the Guild and involve the Guild negotiators in the change to the vehicle cleaning service.

ARTICLE 17: HEALTH AND WELFARE

- 17.1 2022-2023-2024 MEDICAL HEALTH PLANS -- The medical plan will be "LEOFF Health and Welfare Trust - Plan FX". The Employer will cover one hundred percent (100%) of the premiums for Employee only. Any subsequent amount above and beyond the rate for the Employee only will be shared at a percentage split. The Employer will pay ninety percent (90%) of the additional premiums and the Employee will pay ten percent (10%) of the additional premiums. If the medical plan costs increase year-over-year more than 8%, the Employee will cover all medical costs over the 8% increase. The formula to be used to calculate the Employee's premium costs if the plan is over 8%, will be to first subtract out the cost to cover the Employee, which will be paid by the Employer, and then the Employee will be solely responsible for any additional premium costs that are above the 8% increase for that year only. The following year will reset to the above percentage split of ninety (90%) paid by Employer and ten percent (10%) paid by the Employee. This reset will also be subject to the Employer covering all insurance premium increases up to, and including 8%.
- 17.2 2022-2023-2024 DENTAL AND VISION PLANS – The dental and vision plans are offered through "Washington State Council of County & City Employees". The plans will be "Dental Plan - X (Ten)" and "Vision Care Plan - 1". The Employer will pay 100% of the premiums for the Employees and their dependents.
- 17.3 EMPLOYEE ASSISTANCE PROGRAM – The Employer shall make available the AWC Employee Assistance Plan (EAP) for all full-time Employees, and shall continue to pay one hundred (100%) percent of the premium. No information obtained through the EAP may be used against the Employee in any investigative or disciplinary action, nor may it be required to be provided as a condition for continued employment.
- 17.4 LONG-TERM DISABILITY – The Employer shall make available the AWC Plan B long-term disability program underwritten by Standard Insurance Company for all full-time Employees. The Employer shall continue to pay one hundred percent (100%) of the premium.
- 17.5 LIFE INSURANCE – The Employer shall make available the AWC Life Insurance policy in the amount of ten thousand dollars (\$10,000) for all full time Employees. The Employer shall continue to pay one hundred percent (100%) of the premium.
- 17.6 GYM MEMBERSHIPS – In an effort to promote better physical health, to help reduce

illness, injury, and insurance costs, the City recognizes the importance of exercise.

17.6.1 – The City will reimburse Employees up to a maximum of twenty dollars (\$20) per month for a gym membership. The Employee must notify the City, in writing, within fourteen (14) days of any cancellation or change in membership pricing.

17.6.2 – The City may attempt to contract a group rate at a local gym. The location of said gym will be mutually agreed upon by the City and the Guild. Should the City and Guild mutually agree upon a contracted group rate and gym, the Employees may be required to obtain a gym membership at said gym to be eligible for gym membership reimbursement.

17.6.3 – The City may also attempt to provide an adequate gym and/or workout facilities in lieu of sub-sections 17.6.1 and 17.6.2. The City and Guild will meet to negotiate location and minimum requirements pertaining to facilities and equipment.

17.7 DISABILITY TEMPORARY OR PERMANENT – Whenever any member of the Guild is disabled, whether temporarily or permanently, by injury or illness arising out of and in the course of his or her duties, he or she shall become entitled to, regardless of his or her period of service with the City, a leave of absence while so disabled for the period of disability, not to exceed six months or until a disability retirement under LEOFF is granted, whichever is shorter. During the disability period, the member will continue to receive all contracted wages and benefits.

17.8 Voluntary Employees' Beneficiary Association Plan (VEBA) – [Placeholder Language] City and Guild will work together to establish a VEBA, but it is understood that the City will not participate in funding.

ARTICLE 18: HOURS OF WORK AND OVERTIME

18.1 WORK WEEK – The work week shall consist of forty (40) hours with four consecutive ten (10) hour shifts followed by three (3) consecutive days off. Shift schedule rotations should occur on the first day of April and October each year. These dates may be modified or extended by mutual agreement between the Guild and the Employer. Bidding rules are to be determined by the Guild. The bid process shall begin no later than February 15th for the April rotation and August 15th for the October rotation.

Any work performed in excess of ten (10) hours per day or forty (40) hours per week shall be compensated for at the rate of one and one-half (1½) times the Employee's regular hourly rate. The use of vacation, holiday, sick leave and compensatory time shall, for the purposes of overtime calculations, constitute hours worked.

18.1.1 In the event that twelve (12) hour shifts are implemented, any work performed in excess of twelve (12) hours a day or forty (40) hours per week will be negotiated between the Employer and the Guild.

18.1.2 Overtime shall be offered to regular Employees first and will only be offered to Reserve Officers as defined by Chapter 10.93.020 (5) RCW if the overtime shift is not filled by a regular, full-time Employee. A regular, full-time Employee has the ability to bump a Reserve Officer that has signed up for an overtime shift up to seventy two (72) hours before the scheduled overtime shift. Reserve Officers may not bump a full-time Employee. If a full-time Employee cannot work an overtime shift for which they have signed up, if time allows, it must be re-offered to full-time

Employees again before such shift is offered to Reserve.

18.1.3 An Officer may bump another Officer for overtime under the following rules:

- a) The bumping Officer provides at least seventy two (72) hours' notice, in writing via email, to the original Officer, unless mutually agreed upon by both Officers, and;
- b) The bumping Officer has less overtime worked year-to-date than the Officer that is being bumped. "Less overtime worked year-to-date" is determined by an updated log as noted in 19.1.4, and does not include overtime signed up for, or overtime worked after the most recent overtime log has been posted.

18.1.4 The Employer will maintain and release an updated log at least once per month—showing the amount of year-to-date overtime worked by each Employee. This log will be updated and published by the fifth (5th) and twentieth (20th) of each month. The log will reset at zero (0) hours for each Employee every January 1st.

18.1.5 Full-time Employees, while driving to and/or from a work shift, function or other assignment, shall be deemed as on-duty for L&I purposes, regardless if the drive time is before or after the actual shift, function or other assignment's designated hours.

18.1.6 In the event that an Employee's scheduled shift is changed with less than forty-eight (48) hours' notice, the Employee shall work the new shift and all hours worked outside of the hours the Employee was originally scheduled to work shall be paid at the Employee's overtime rate of pay or in compensatory time off, at his/her discretion.

18.2 OFF-DUTY CALLBACK - Personnel called back to duty after the completion of a shift shall receive three (3) hours minimum pay at the Employee's overtime rate of pay. An extension to either the beginning or end of a normal shift does not constitute a callback and does not qualify for the minimum of three (3) hours of callback pay. If an Employee is called out during a scheduled vacation, their compensation shall be a minimum of four (4) hours at one and one-half (1½) times their regular hourly rate of pay.

18.2.1 Department-wide Meetings. Department-wide meetings are not subject to callback minimums as set forth in Section 18.2 above, and Employees required to attend department-wide meetings will be paid at their appropriate rate of pay for the actual time spent in a Department-wide meeting. Training for all Employees of the Department may be conducted during department-wide meetings. Employees attending department-wide meetings during their normal scheduled time off shall be compensated at one and one-half (1½) times that Employee's regular hourly rate. Employees shall be compensated at not less than two (2) hours minimum overtime pay. The two (2) hours minimum overtime pay is not subject to those Employees who have come in prior to the start of their shift, or are extending their shift for the training.

18.2.2 Off-duty callback time is determined as times when an immediate and/or emergent need for staffing occurs through no foreseeable action of the City (i.e. high priority call, on-duty Officers need additional units, the City is suddenly left uncovered due to a high priority call tying up all other available resources for an extended period of time, etc.). Supervisors called out due to required Supervisor notifications are also classified as off-duty callback and not as mandatory overtime.

18.3 MANDATORY OVERTIME – Employees mandated to work overtime on non-holidays, shall be compensated at two (2) times their regular hourly rate of pay. An Employee mandated to work overtime on a holiday during one of the holidays as listed in Section 14 shall receive two and one quarter (2.25) times the Employee’s regular hourly rate of pay. Employees mandated to work overtime shall receive three (3) hours minimum pay at the Employee’s mandatory overtime rate of pay.

Mandatory overtime is defined as, but not limited to, shift coverage for minimal staffing when not covered by voluntary overtime, and City functions requiring additional Police staffing (i.e. Daffodil parade, Red Hat Days, King’s Men, etc.). Required court appearances, whether via phone or in person, are not considered as mandatory overtime. Court appearances will fall under the off-duty callback rules, unless the Employee was provided less than twenty-four (24) hours’ notice of such hearing, in which case it would be deemed as mandatory overtime.

Department-wide and/or individual training (including travel days), or shift extensions of normally scheduled shifts due to call load/paperwork, shall not constitute mandatory overtime. Shifts that are adjusted as mutually agreed upon by the Employee and the Employer do not constitute mandatory overtime. Shifts that are traded and mutually agreed upon between two Employees does not constitute mandatory overtime.

18.4 COMPENSATORY TIME - Compensatory time up to eighty (80) hours at the applicable rate, may be accrued at the Employee's discretion to be taken at a mutually agreeable time.

18.4.1 Compensatory time accumulated beyond eighty (80) hours shall be given to the Employee either in compensatory time off or pay at the applicable rate at the Employer's discretion.

18.4.2 An Employee may accrue more than eighty (80) hours of compensatory time in preparation of an extended period of leave, if mutually agreed upon by the Employee and the Employer.

18.5 Except in emergencies, the Employer shall post the new shift schedules seventy-two (72) hours in advance of said shift change. Any shift change which is mutually agreed upon shall not apply to this section.

18.6 SRO COMPENSATORY TIME – The person assigned and acting as the SRO per Article 20 shall be allowed to accumulate Compensatory Time, without limit, into an SRO Comp Time bank for overtime hours as part of their SRO duties. Any SRO Compensatory Time over forty (40) hours earned but not taken by August 31st will be paid out during the first payroll in September. Regular overtime hours not associated with SRO duties shall be saved as regular Compensatory Time in accordance with the CBA and subject to the limitations of the CBA.

ARTICLE 19: OUT OF CLASS PAY

19.1 ACTING PAY - Employees who are formally assigned the work of a higher paid classification shall be paid a five percent (5%) premium while so acting. However, such person shall not be paid in the higher wage classification until the Employee has worked one (1) shift at the higher classification. If any such Employee works the above amount or more at the higher classification, he/she shall be paid the proper pay scale beginning with the first day so assigned.

ARTICLE 20: PREMIUM PAY

20.1 EDUCATIONAL PREMIUM -- Employees having a degree in a job related field shall be paid a monthly premium based on their base monthly wage. An Employee can only receive one educational premium based on their terminal degree. The premium is based on the following table:

Associate’s Degree	2.5%
Bachelor’s Degree	5.0%
Master’s Degree	7.5%

20.2 SCHOOL RESOURCE OFFICER (SRO) STIPEND - Employees assigned and acting as a School Resource Officer by the Chief of Police shall receive a stipend of three percent (3%) of their regular rate of pay.

20.3 SPECIAL ASSIGNMENT PAY – Employees who are assigned and acting in their special assignment (as determined by the Police Chief) shall be paid a premium of 3.0% above their regular rate of pay. Employees may only be acting in one special assignment at a time. The Police Chief may add additional Special Assignments based on the needs of the department. The following assignments are currently considered as eligible for a premium:

- Drug Awareness Resistance Education (DARE)
- Drug Recognition Expert (DRE)
- Language Certification*
- FAA licensed sUAS Pilot
- Weapons Instructor
- Tactical Response Team
- Defensive Tactics Instructor
- EVOC Instructor
- Hostage/crisis negotiator

*Employees that have documented fluency in Spanish, Cantonese, Mandarin or Vietnamese shall be paid a premium of 3.0% above their regular rate of pay and may be asked to assist in instances their communication skills would be helpful. NOTE: The City and Guild will work to together to find a third party to verify a conversational level of fluency before this premium is eligible. Verification of conversational fluency may be required not more than every two years to continue earning the Language Certification premium.

20.4 FIELD TRAINING OFFICER STIPEND - Employees assigned and acting as a Field Training Officer by the Chief of Police for a regular shift shall receive an additional hour of compensation at the Employee’s regular Overtime rate.

20.5 LONGEVITY - Longevity pay shall be added to the Employee's base pay according the following schedule:

Length of Service	Rate of Longevity Pay
Laterals	One (1) year of full time Police Officer service shall compute to one (1) year toward City longevity pay up to a maximum of five (5) years.
8 years of service	2.0%
13 years of service	3.0%
18 years of service	4.0%
23 years of service	5.0%

ARTICLE 21: RECORDS RETENTION

- 21.1 The Employer may take disciplinary action of any Employee for just cause, but no Employee shall be discharged or suspended unless a written warning notice shall previously have been given to such Employee of a complaint against the Employee concerning work conduct, except that no such prior warning notice shall be necessary if the cause for discharge or suspension is for serious misconduct.
- 21.2 The complaint specified in such prior written warning notice shall be for the same type of misconduct as the cause for disciplinary action.
- 21.3 Any document which may relate to disciplinary action shall be signed by the affected Employee prior to placement of such document in the Employee's personnel file. Items not bearing such signature shall have no evidentiary value in a disciplinary hearing. If the Employee refuses to sign, his/her Guild representative shall sign on the Employee's behalf as a witness.
- 21.4 The provisions of this Article (with the exception of sections 21.3 and 21.5) shall not apply to new hire, probationary Employees, but shall apply to promotional probationary employees.
- 21.5 The City shall notify, in writing, any Employee of any third-party dissemination of personnel records (including but not limited to employment documents, investigative files, disciplinary actions, etc.). This notification shall take place prior to the City disclosing any of the requested information (this provision may slow down your ability to obtain a loan if the Employer is requested to complete a questionnaire related to your employment). The intent of this section is not to prevent the disclosure of any information, but only to provide timely notification to the affected Employee so they may seek to obtain a court ordered injunction if they deem it necessary. This does not pertain to records requests for background checks pursuant to the affected Employee having sought other employment.
- 21.6 The intent of this Article is to follow the current records retention laws as established in the Revised Code of Washington.

ARTICLE 22: PROBATION / SENIORITY / PROMOTIONS / LAYOFF

22.1 **PROBATION** - For newly hired entry-level Employees with no prior Reserve Officer experience, probationary employment will be in effect while waiting for attendance to, and during attendance at, the Basic Law Enforcement Academy (BLEA) and may continue for up to twelve months post successful completion of field training. An individual hired as a lateral officer is subject to twelve months of probationary status employment post the completion of field training. Any individual who is hired as a Full Time Police Officer and is, at the time of being hired 1) an Orting Police Reserve Officer in good standing, and 2) has successfully completed their Reserve Officer Field Training with the Orting Police Department, will be deemed to have successfully completed their probationary period **WITH THE EXCEPTION** of the period of time from their date of hire as full time until they have successfully completed the Basic Law Enforcement Academy. An individual in probationary status is subject to discipline/termination without the benefit of union security. The probationary status of an individual may be reduced/terminated by the Chief of Police at his/her discretion.

22.2 **SENIORITY** - Seniority shall consist of length of continuous service with the Employer and shall begin accruing on the Employee's most recent date of full-time hire or promotion.

Seniority shall not be lost because of absence due to reinstatement, illness, injury or authorized leave of absence. Seniority shall also not be lost due to a temporary lay-off of not more than sixty (60) days. A seniority list shall be posted in a conspicuous place by the Guild on or about January 1st of each year.

22.3 **PROMOTIONS** - Promotion to a higher job classification shall be determined by the rules of the City of Orting Civil Service Commission.

There shall be a minimum of two full-time Supervisory positions filled at all times. The Chief is not to be considered as one of the required Supervisory positions. Should one or both Supervisory positions become vacant, then they will be filled with temporary/acting Supervisors until such time as they can be filled. The Employer will make a good faith effort to ensure any vacant positions are filled as soon as reasonably possible. Temporary/acting Supervisors are not to be used to intentionally avoid promoting full-time supervisors. It will not be considered a violation of this section for the City to use Temporary/acting Supervisors when the promotion process has been delayed due to circumstances beyond the City's control. Examples of these delays include, but are not limited to, those seen during natural or manmade disasters, delays caused by the Civil Service Commission's administration of its own process, delays caused by the Civil Service Commission's failure to produce a certified list when requested, delays caused by a list being canceled or stricken at the request of the City based upon a bona fide fatal flaw in the administration or results of the testing process, delays while the appointing authority is waiting for the Civil Service Commission to certify lists, for the Civil Service Commission to re-administer a promotional test, or when a test or resulting list is challenged or under appeal. At no time shall the City have a vacant full-time Supervisor position without having named a Temporary/acting Supervisor to cover for that vacancy. Temporary/acting Supervisors are subject to out of class pay premiums.

When a vacancy or new position is created, a notice of such vacancy or new position shall be posted on a bulletin board for a period of five (5) working days.

22.4 LAYOFFS / RECALL FROM LAYOFFS - In the event of a reduction in the workforce, Reserve Officers will be laid off prior to any layoff of a regular, full-time Employee. If further reduction in the workforce is required, the Employer shall lay off the Employee with the least seniority within the classification from which the layoff occurs. Employees who have promoted from a previous position may bump back to the classification from which they were promoted.

Employees shall be recalled from layoff in reverse order of their layoff, provided the Employee is qualified to perform the duties previously assigned. An Employee who is not recalled within twenty (24) months of the layoff shall lose all recall rights.

ARTICLE 23: LABOR-MANAGEMENT COMMITTEE

23.1 LABOR MANAGEMENT – The Employer and the Guild agree that a need exists for closer cooperation between labor and management, and further, from time to time suggestions and complaints of a general nature affecting the Guild and the Employer require consideration. To accomplish this objective, the Employer and the Guild agree that no more than two (2) duly authorized Employee representatives of the Guild shall function as one-half (1/2) of a Labor-Management Committee, the other half being no more than two (2) representatives of the Employer named for that purpose. The committee shall meet periodically for the purpose of discussing and facilitating the resolution of all problems which may arise between the parties.

Should the Guild and Employer mutually agree to change, add, or delete any provision of this agreement, such change shall be set forth in an Appendix to this Agreement.

ARTICLE 24: STRIKES OR LOCKOUTS

24.1 During the term of this Agreement, neither the Guild nor any Employee shall cause, engage in, sanction, encourage, direct, request, or assist in a slow-down, work stoppage, interruption of work strike of any kind, including a sympathy strike, against the Employer. The Guild and its representatives will undertake every reasonable measure to prevent and/or terminate all such strikes, slow-downs, or stoppage of work. The Employer may discipline or discharge any Employee who violates this Article. This remedy shall not be exclusive of any other remedy available to the Employer. During the term of this Agreement, the Employer shall not cause, permit, or engage in any lockout of its Employees. Both the Employee and Employer shall comply with State Law as prescribed by the Revised Code of Washington 41.56.120 and 41.56.490.

ARTICLE 25: SAVINGS CLAUSE

25.1 SAVINGS CLAUSE - If any Article or Section of this Agreement should be held invalid by operation of law or by any court of competent jurisdiction, the balance of this Agreement shall continue in full force and effect. The Article and Section held invalid shall be modified as required by law or the court of competent jurisdiction, or shall be negotiated for the purpose of adequate replacement. If such negotiations shall not result in mutually satisfactory agreement, the parties agree to be bound by the position of a court of competent jurisdiction, or a court agreed to by the parties.

ARTICLE 26: EFFECTIVE DATE AND DURATION OF AGREEMENT

26.1 This Agreement, effective January 1, 2022, shall remain in full force and effect until December 31, 2024.

DATED this _____ day of _____, 2021

CITY OF ORTING

ORTING POLICE GUILD

Joshua Penner, Mayor

Geoff Boone, President

Christopher Gard, Chief of Police

_____, Guild Member/Witness

Attorney for City of Orting

FOP A.W. Buster McGehee

APPENDIX A
TO THE AGREEMENT
BY AND BETWEEN
CITY OF ORTING
AND
ORTING POLICE GUILD
(REPRESENTING THE POLICE OFFICERS)

JANUARY 1, 2022 THROUGH DECEMBER 31, 2024

THIS APPENDIX is supplemental to that Agreement by and between the CITY OF ORTING, WASHINGTON ("Employer") and the ORTING POLICE GUILD ("Guild").

- A.1 Effective January 1, 2022, Lieutenants shall be compensated at the rate of fifteen percent (15%) above that of the top step, H, senior police officer or sergeant.
- A.2 If the June to June CPI-U for Seattle/Tacoma/Bellevue exceeds 5.9%, in 2022 or 2023, the Guild may use it as an opener to bargain wages for the following year.
- A.3 Effective January 1, 2022, wages for employees covered under this agreement shall be paid according to the following table, which represents a 3.5% wage increase from 2021's wages and a three percent (3%) market adjustment:

Classification 2022 Wages	Step C 0-12 mo.	Step D 13-24	Step E 25-36 mo.	Step F 37- 48 mo.	Step G 49-60 mo.	Step H 61+ mo.
Patrol Officer P24	36.09	37.18	38.30	39.44	40.63	41.84
Police Detective P26	N/A	N/A	39.44	40.63	41.85	43.10
Police Sgt./Lt. P28	N/A	N/A	N/A	N/A	N/A	48.12

- A.4 Effective January 1, 2023, wages for employees covered under this agreement shall be paid according to the following table, which represents a 3.5% wage increase from 2022's wages:

Classification 2023 Wages	Step C 0-12 mo.	Step D 13-24	Step E 25-36 mo.	Step F 37- 48 mo.	Step G 49-60 mo.	Step H 61+ mo.
Patrol Officer P24	37.35	38.48	39.64	40.82	42.05	43.30
Police Detective P26	N/A	N/A	40.82	42.05	43.31	44.61
Police Sgt./Lt. P28	N/A	N/A	N/A	N/A	N/A	49.80

A.5 Effective January 1, 2024, wages for employees covered under this agreement shall be paid according to the following table, which represents a 3.5% wage increase from 2023's wages:

Classification 2024 Wages	Step C 0-12 mo.	Step D 13-24	Step E 25-36 mo.	Step F 37- 48 mo.	Step G 49-60 mo.	Step H 61+ mo.
Patrol Officer P24	38.66	39.83	41.03	42.25	43.52	44.82
Police Detective P26	N/A	N/A	42.25	43.52	44.82	46.17
Police Sgt./Lt. P28	N/A	N/A	N/A	N/A	N/A	51.54

APPENDIX B
TO THE AGREEMENT
BY AND BETWEEN
CITY OF ORTING
AND
ORTING POLICE GUILD
(REPRESENTING THE POLICE OFFICERS)

JANUARY 1, 2022 THROUGH DECEMBER 31, 2024

THIS APPENDIX is supplemental to that Agreement by and between the CITY OF ORTING, WASHINGTON ("Employer") and the ORTING POLICE GUILD ("Guild").

ONE TIME RETENTION BONUS

At the first January 2022 payroll, for employees active and on the payroll for the full month of December 2021, to reward employment with the City and to encourage employee retention; employees shall receive monetary incentives, based on the years of service as of January 1, 2022, and based on the following table:

Zero to Five Years of Service	\$2,500
Six to Ten Years of Service	\$4,000
Eleven or more years of Service	\$5,000