



**CITY COUNCIL MEETING AGENDA**  
**Council Chambers, 1000 Laurel Street**

**March 7, 2016**  
**Monday**

**Regular Meeting**  
**7:00 p.m.**

- 1. Call to Order and Flag Salute**
- 2. Roll Call of Councilmembers**
- 3. Additions/Deletions**
- 4. Citizen Participation**

Citizens may comment on any topic that is not on the Regular Agenda. To comment, please raise your hand to request recognition by the Chair. Once so recognized, please step to the podium and state your name and address for the record before making your comments. Also, please limit your comments to no more than three (3) minutes.

The public may comment on individual agenda items on the Regular Agenda prior to Council's action.

The public may also submit written communications, via letters or emails to [dperry@cityofmilton.net](mailto:dperry@cityofmilton.net). Any item received by noon on the day of the meeting will be distributed to Council.

**5. Presentations & Proclamations**

**6. Consent Agenda**

**A. Minutes**

1. February 16, 2016 Regular Meeting

**B. Claims Approval**

1. Approval of the checks/vouchers numbered 58790-58918 in the amount of \$ 610,776.34.

Council may add and take action on other items not listed on this agenda.

If you need ADA accommodations, please contact City Hall at (253) 517-2705 prior to the meeting.

Thank you.

2. Approval of the payroll disbursement of 2/19/2016 and related checks numbered 3962-3964 and 58780-58789, in the amount of \$171,996.00

## **7. Regular Agenda Items**

- A. Ordinance 1<sup>st</sup> Read – Interfund Loan for Purchase of Two Police Cars
- B. Ordinance 1<sup>st</sup> Read – CPI Water Rates
- C. Ordinance 1<sup>st</sup> Read – CPI Electric Rates
- D. Ordinance Adoption – Electric Code Update
- E. Contract Approval – Water Comprehensive Plan
- F. Final Project Acceptance – City Hall Complex Roof/Siding Improvements
- G. Resolution Approval – All Hazards Mitigation Plan
- H. Contract Approval – Yakima County Jail Interlocal Agreement
- I. Surplus Approval – Police Vehicles
- J. Approval – Ethics Policy Update

## **8. Council Reports**

## **9. Director's Reports**

## **10. Mayor's Report**

## **11. Adjournment**

## **12. Upcoming Meetings**

Council may add and take action on other items not listed on this agenda.

If you need ADA accommodations, please contact City Hall at (253) 517-2705 prior to the meeting.

Thank you.



**DRAFT CITY COUNCIL MINUTES**

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**Regular Meeting**  
**Tuesday, February 16, 2016**  
**7:00 p.m.**

**CALL TO ORDER**

Mayor Perry called the meeting to order at 7:00 p.m., and led the flag salute.

**ROLL CALL**

Present: Mayor Pro Tem Zaroudny, Councilmembers Whalen, Manley, Morton, and Johnson; Councilmember Ott arrived at 7:15 pm

Absent: Councilmember Bennest (**MOTION** to excuse (Johnson/Whalen) – **passed 5/0**)

**STAFF PRESENT**

Police Chief Hernandez, Finance Director Garrison, Public Works & Community Development Director Nix, and City Clerk Bolam

**ADDITIONS / DELETIONS**

Mayor Perry added the discussion of the proposed methanol plant, as proposed by Councilmember Johnson.

**CITIZEN PARTICIPATION**

None.

**PRESENTATIONS**

A. Pierce County READS

Pierce County library representative Linda Case presented the 2016 Pierce County READS program, which this year spotlights an author's full works, rather than just one book.

She reported that the library system is currently taking comment on their Strategic Plan; there's an online survey available through March 31.

B. Park Board Update – Chairman Kent Ross

Mayor Perry welcomed Park Board Chairman Kent Ross, who gave a presentation on the status of the Park Board, and introduced Park Board member Monica Walvoord.

(Councilmember Ott arrived)

He referred to the draft priority list presented in the packet, and spoke to the items listed. Councilmembers asked questions and added comments.

### **CONSENT AGENDA**

Approval of:

A. Minutes

- i. 2/1/2016 Regular Meeting
- ii. 2/08/2016 Study Session

B. Voucher and Payroll Approval

- i. Approval of the checks/vouchers numbered 58663-58669, 58685-58779 in the amount of \$443,496.01.
- ii. Approval of the payroll disbursement of 2/5/2016 and related checks numbered 3935-3958 and 58670-58684 in the amount of \$249,223.59.

C. Resolution – Police Equipment Surplus

**COUNCILMEMBER MORTON MOVED**, seconded by Councilmember Whalen, to approve the Consent Agenda.

Councilmember Ott requested clarification on a car maintenance amount.

**The motion was voted on and passed 6/0.**

### **REGULAR MEETING**

A. Ordinance – Public Service Code Update

Director Garrison explained that this issue was discussed at the study session last week. Mayor Pro Tem Zaroudny requested the insertion of “Finance” to describe the Department referenced in Section 1, MMC 13.04.010.

**COUNCILMEMBER WHALEN MOVED**, seconded by Councilmember Morton, to adopt this Ordinance amending the Public Services Code as presented. **Passed 6/0.**

B. Ordinance – Electric Code Update

Director Garrison explained that this was discussed at the study session last week. Director Nix referred to the question posed by Council regarding 13.08.040 (B)(3), explaining the proposed change is due to the fact that Tacoma Public Utilities is the permitting authority on electric service. He explained the other proposed changes.

**COUNCILMEMBER MORTON MOVED**, seconded by Councilmember Manley, to adopt this Ordinance amending the Electric Utility Code as amended. **Withdrawn** (see below).

Discussion regarding section 13.08.040(B)(3) ensued.

Councilmember Morton proposed that the motion be withdrawn for staff to gather further information. Consensus to withdraw the motion.

C. Policy Update – Personnel Policies & Procedures Manual, Ethics Section.

Director Garrison explained that the motion was postponed to this meeting, and legal staff has requested additional time to review.

**COUNCILMEMBER WHALEN MOVED**, seconded by Councilmember Morton, to postpone action on this matter to the March 7, 2016 meeting. **Passed 6/0.**

D. Comprehensive Plan – PSRC Comments

Director Nix explained PSRC's comments on the city's Comprehensive Plan and the one required element that Milton needs to address, which is an inconsistency in the number of households referenced in the Land Use Element and the Transportation Element.

E. Project Acceptance – ADA Bathroom Improvements at the MAC

Director Nix explained that this project is complete and final paperwork on this federally-funded project is now due.

**COUNCILMEMBER MORTON MOVED**, seconded by Councilmember Ott, to accept project #67, entitled ADA Improvements, and allow Staff to close out this project for final payment to the contractor. **Passed 6/0.**

F. Police Department Grant Acceptance

Chief Hernandez explained this grant opportunity.

**COUNCILMEMBER WHALEN MOVED**, seconded by Councilmember Morton, to accept the WASPC Traffic Safety Equipment grant. **Passed 6/0.**

G. Proposed Methanol Plant

Councilmember Johnson spoke to the proposed methanol plant development in the Port of Tacoma. She relayed that Representative Linda Kochmar has introduced a house bill to oppose the development, and that the cities of Federal Way and Fife are opposed.

**DIRECTOR'S REPORTS**

Chief Hernandez

- Police Clerk Deyo is retiring this month

Director Garrison

- Handed out 4<sup>th</sup> quarter financial report

Director Nix

- Lakeside Estates hearing examiner decision now on the website – construction to begin in the next couple months

## **COUNCIL REPORTS**

Mayor Pro Tem Zaroudny

- Reported on the 911 Memorial committee's work

Councilmember Johnson

- Attended SCA last week and reported on issues presented there
- Pierce County elections – 1,886 people submitted ballot on school issue

Councilmember Morton

- Road failure in front of Alder Ridge needs attention
- Commercial power meters

Councilmember Ott

- Annual Police Foundation dinner coming soon - \$30/ticket including comedy
- Annual VFW dinner coming soon
- Appreciates the 28<sup>th</sup>/Milton Way traffic light fix

Councilmember Manley

- Real estate shortage of inventory right now

Councilmember Whalen

- Graffiti tagged on Harland property fence
- Concern expressed over tractor-trailers parked in the city
- Milton code on flag poles should reflect the national code
- Concern expressed regarding a utility pole near 11<sup>th</sup>/Milton Way

## **MAYOR'S REPORT**

- Attending the SCA Networking Dinner this week
- Event Committee membership could use help
- Milton Days this year will be Friday night and Saturday – no Sunday
- Attending the PCRC General Assembly this month
- Park benches going in very soon – concrete pads have been poured
- Zoo/Trek Authority Board has a vacancy - Councilmember Johnson accepted the Council's nomination to fill the vacancy

## **ADJOURNMENT**

Adjourned at 9:45 p.m.

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Debra Perry, Mayor

ATTEST:

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Katie Bolam, City Clerk



# CHECK REGISTER

City Of Milton  
MCAG #: 0590

02/22/2016 To: 03/08/2016

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1272	02/22/2016	Claims	1	58790	<b>AIR SYSTEMS ENGINEERING INC.</b>	<b>1,686.95</b>	Building Maintenance
					001 - 518 30 48 002 - Building Repair & Maint	1,686.95	HVAC Maintenance
1273	02/22/2016	Claims	1	58791	<b>ANIXTER INC</b>	<b>1,181.52</b>	Electric Material
					401 - 533 50 31 000 - Operating Supplies	1,181.52	Wire Rolls
1274	02/22/2016	Claims	1	58792	<b>ASPHALT PATCH SYSTEMS</b>	<b>2,078.60</b>	Road Repair
					403 - 534 50 48 000 - Repairs and Maintenance	2,078.60	Road Repair
1275	02/22/2016	Claims	1	58793	<b>BLUMENTHAL UNIFORMS &amp; EQUIP.</b>	<b>56.83</b>	Uniforms
					107 - 521 20 31 000 - Office and Operating Supplie	56.83	Nik Test
1276	02/22/2016	Claims	1	E58794	<b>KATIE BOLAM</b>	<b>58.86</b>	Mileage Reimbursement
					001 - 513 10 43 000 - Travel	58.86	AWC City Actions Days & WCIA Training
1277	02/22/2016	Claims	1	58795	<b>CDW GOVERNMENT, INC.</b>	<b>225.91</b>	IT Material; IT Material; IT Material
					503 - 518 80 36 002 - Equipment - IT	108.73	Wall Mount
					503 - 518 80 36 002 - Equipment - IT	379.74	Computer
					503 - 518 80 41 001 - Professional Services - IT	-262.56	Credit Surface Pro
1278	02/22/2016	Claims	1	58796	<b>CHINOOK ROOFING &amp; GUTTERS INC</b>	<b>4,674.53</b>	City Hall & PW Roof Improvement
					310 - 594 18 62 105 - City Hall & Public Works Ro	4,674.53	City Hall & PW Roof Improvement #3
1279	02/22/2016	Claims	1	58797	<b>CODE PUBLISHING COMPANY</b>	<b>983.51</b>	Municipal Code Update
					001 - 511 30 41 000 - Offc'l Pub/Code Publishing	983.51	Municipal Code Update
1280	02/22/2016	Claims	1	58798	<b>COMPASS PLUMBING &amp; DRAIN SERVICES INC</b>	<b>995.98</b>	Plumbing
					001 - 518 30 48 000 - Repairs & Maintenance	995.98	Plumbing City Hall
1281	02/22/2016	Claims	1	58799	<b>DKS ASSOCIATES</b>	<b>2,093.87</b>	Consulting Services
					401 - 533 10 41 000 - Professional Services	2,093.87	Consulting Services
1282	02/22/2016	Claims	1	58800	<b>DWAYNE LANE'S DODGE</b>	<b>53,368.10</b>	New Vehicles
					107 - 521 20 35 004 - Vehicle Purchase	53,368.10	2 New Vehicles
1283	02/22/2016	Claims	1	58801	<b>EDGEWOOD SECURITY &amp; LOCK</b>	<b>492.30</b>	Alarm Fee City Hall; Alarm Fee Police Evidence; Building Maintenance
					001 - 518 50 47 000 - Utilities	98.46	City Hall Feb-Apr
					107 - 521 20 41 000 - Professional Services	98.46	Police Evidence Feb-Apr
					107 - 521 20 41 000 - Professional Services	295.38	Rekey Police Office
1284	02/22/2016	Claims	1	58802	<b>FERGUSON ENTERPRISES, INC. #1539</b>	<b>410.25</b>	Flex Net Transmitters
					403 - 534 50 31 000 - Office and Operating Supplie	410.25	Flex Net Transmitters
1285	02/22/2016	Claims	1	58803	<b>CITY OF FIFE</b>	<b>1,453.24</b>	Jail Services
					107 - 523 60 51 000 - Intergov. Jail Services	1,453.24	Jail Services November
1286	02/22/2016	Claims	1	58804	<b>FIRE KING OF SEATTLE INC.</b>	<b>41.46</b>	Police Services
					107 - 521 20 48 000 - Repairs and Maintenance	41.46	Fire Extinguisher Recharge
1287	02/22/2016	Claims	1	58805	<b>GC SYSTEMS INC</b>	<b>967.10</b>	Water Material
					403 - 534 51 31 000 - Office and Operating Supplie	967.10	Power Unit Bearing, Repair Kit & Stem
1288	02/22/2016	Claims	1	58806	<b>GENERAL PACIFIC, INC.</b>	<b>14,440.80</b>	BPA Conservation Kit

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			401 - 533 50 33 006 -		BPA Reimbursement/Incentiv	14,440.80	BPA Conservation Kit
<b>1289</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58807</b>	<b>GOODYEAR - FIFE</b>	<b>311.37</b>	<b>Fleet Material</b>
			501 - 548 30 34 000 -		Parts	311.37	#33 Backhoe Tires
<b>1290</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58808</b>	<b>HJ ARNETT INDUSTRIES, LLC</b>	<b>344.08</b>	<b>Electric Material</b>
			401 - 533 50 48 000 -		Repairs and Maintenance	344.08	Testing Material
<b>1291</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58809</b>	<b>SUSAN JOHNSON</b>	<b>34.56</b>	<b>Mileage Reimbursement</b>
			001 - 511 60 43 000 -		Travel	34.56	SCA Mtg Renton
<b>1292</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58810</b>	<b>LES SCHWAB FIFE</b>	<b>67.83</b>	<b>Fleet Repair</b>
			501 - 548 30 34 000 -		Parts	67.83	#25 Ford F250 Tire Repair
<b>1293</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58811</b>	<b>LLOYD ENTERPRISES, INC.</b>	<b>133.81</b>	<b>Concrete</b>
			403 - 534 51 31 000 -		Office and Operating Supplie	133.81	Recycled Concrete
<b>1294</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58812</b>	<b>MARSH MUNDORF PRATT SULLIVAN + MCKENZIE</b>	<b>65.64</b>	<b>Consulting Services</b>
			401 - 533 10 41 000 -		Professional Services	65.64	Pierce Cty Mutuals
<b>1295</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58813</b>	<b>MICROFLEX, INC.</b>	<b>112.76</b>	<b>Tax Audit Program</b>
			001 - 514 20 41 000 -		Professional Services	112.76	Tax Audit Program
<b>1296</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58814</b>	<b>MULTICARE CTRS OF OCCUPATIONAL MEDICINE</b>	<b>80.00</b>	<b>DOT Exam</b>
			406 - 531 30 41 000 -		Professional Services	16.00	DOT Exam Baker
			403 - 534 50 41 000 -		Professional Services	40.00	DOT Exam Baker
			101 - 542 90 41 000 -		Professional Services	24.00	DOT Exam Baker
<b>1297</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58815</b>	<b>NATIONAL BARRICADE CO., LLC</b>	<b>798.26</b>	<b>Street Material; Street Material</b>
			101 - 542 30 31 000 -		Office and Operating Supplie	427.05	Signs END OF ROAD
			101 - 542 30 31 000 -		Office and Operating Supplie	371.21	Sign Hardware
<b>1298</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58816</b>	<b>NAVIA BENEFIT SOLUTIONS</b>	<b>477.00</b>	<b>FSA; FSA</b>
			001 - 589 17 01 000 -		Discovery Benefit Pmts	473.00	FSA Claims
			001 - 589 17 01 000 -		Discovery Benefit Pmts	4.00	FSA Claims
<b>1299</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58817</b>	<b>PCRCD, LLC</b>	<b>91.61</b>	<b>Waste Disposal</b>
			101 - 542 30 47 000 -		Utilities	91.61	Waste Disposal
<b>1300</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58818</b>	<b>PIERCE CO BUDGET &amp; FINANCE</b>	<b>6,551.93</b>	<b>Emergency Mngt Services; Jail Services; Liquor Tax</b>
			107 - 521 20 51 000 -		Intergov Services	5,418.75	2016 Emergency Mngt Svcs
			107 - 523 60 51 000 -		Intergov. Jail Services	644.00	Jail Services December
			001 - 586 00 51 000 -		Liquor Board Tax Remit	489.18	Liquor Excise 4th Qtr
<b>1301</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58819</b>	<b>PREFERRED COPIER SYSTEMS</b>	<b>1,043.86</b>	<b>Police Copier Overage; Copier Maintenance; Copier Maintenance; Copier Maintenance</b>
			001 - 513 10 48 000 -		Repairs and Maintenance	80.59	Copier Maintenance & Overages
			001 - 514 20 48 000 -		Repairs and Maintenance	40.30	Copier Maintenance & Overages
			001 - 518 30 48 000 -		Repairs & Maintenance	9.15	Copier Maintenance & Overages
			001 - 518 90 48 000 -		Repairs and Maintenance	9.15	Copier Maintenance & Overages
			107 - 521 20 48 000 -		Repairs and Maintenance	15.44	Police Copier Overage
			107 - 521 20 48 000 -		Repairs and Maintenance	168.18	Copier Maintenance
			406 - 531 10 48 000 -		Repairs and Maintenance	45.73	Copier Maintenance & Overages
			406 - 531 10 48 000 -		Repairs and Maintenance	40.30	Copier Maintenance & Overages

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		401 - 533 10 48 000		- Repairs and Maintenance	141.76	Copier Maintenance & Overages
		401 - 533 10 48 000		- Repairs and Maintenance	120.89	Copier Maintenance & Overages
		403 - 534 10 48 000		- Repairs and Maintenance	141.76	Copier Maintenance & Overages
		403 - 534 10 48 000		- Repairs and Maintenance	120.88	Copier Maintenance & Overages
		101 - 542 30 48 000		- Repairs and Maintenance	22.86	Copier Maintenance & Overages
		501 - 548 30 48 000		- Repairs & Maintenance	22.86	Copier Maintenance & Overages
		001 - 558 50 48 000		- Repairs and Maintenance	22.86	Copier Maintenance & Overages
		001 - 558 60 48 000		- Repairs and Maintenance	22.86	Copier Maintenance & Overages
		001 - 575 50 48 000		- Repair & Maint -	4.57	Copier Maintenance & Overages
		001 - 576 80 48 000		- Repair & Maintenance	13.72	Copier Maintenance & Overages
<b>1302</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58820 CITY OF PUYALLUP</b>	<b>5,067.49</b>	<b>Court Services; Jail Services</b>
		001 - 512 50 41 000		- Professional Services	4,612.49	Court Services 4th Qtr 2015
		107 - 523 60 51 000		- Intergov. Jail Services	455.00	Jail Services December
<b>1303</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58821 SCOTT RHODES</b>	<b>5.00</b>	<b>Refund Police Report</b>
		107 - 347 90 00 107		- Other Fees & Charges	-5.00	Refund Police Report Fee
<b>1304</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58822 STANDARD PARTS CORPORATION (NAPA)</b>	<b>59.98</b>	<b>Credit; Fleet Material</b>
		403 - 534 50 48 001		- Equipment Repair & Maint	95.36	#34 Fiberglass Resin
		501 - 548 30 34 000		- Parts	-35.38	Return Oil Pressure Switch
<b>1305</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58823 STATE AUDITOR'S OFFICE</b>	<b>46.55</b>	<b>Annual Audit Services</b>
		001 - 514 20 51 000		- Prof Services-State Auditor	46.55	Annual Audit Services
<b>1306</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58824 SUMNER, CITY OF</b>	<b>11,177.76</b>	<b>Animal Control; Animal Services; Animal Control</b>
		107 - 554 30 51 107		- Animal Control	7,116.00	2015 True-Up
		107 - 554 30 51 107		- Animal Control	2,030.88	Metro Animal Services January
		107 - 554 30 51 107		- Animal Control	2,030.88	Metro Animal Services February
<b>1307</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58825 SUNNYSIDE, CITY OF</b>	<b>546.00</b>	<b>Jail Services</b>
		107 - 523 60 51 000		- Intergov. Jail Services	546.00	Jail Services December
<b>1308</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58826 SUPPLYWORKS</b>	<b>495.05</b>	<b>Facilities Material</b>
		001 - 518 30 31 000		- Operating Supplies	495.05	Towel Dispenser, Hand Sanitizer, Liners, Febreze
<b>1309</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58827 UNIFIRST CORPORATION</b>	<b>229.05</b>	<b>Uniforms; Uniforms</b>
		001 - 518 30 20 002		- Uniforms	6.58	Uniforms
		406 - 531 30 20 002		- Uniforms	10.53	Uniforms
		401 - 533 50 20 002		- Uniforms	77.18	Uniforms
		403 - 534 50 20 002		- Uniforms	7.02	Uniforms
		403 - 534 50 20 002		- Uniforms	54.67	Uniforms
		101 - 542 30 20 002		- Uniforms	27.02	Uniforms
		501 - 548 30 20 002		- Uniforms	39.47	Uniforms
		001 - 576 80 20 002		- Uniforms	6.58	Uniforms
<b>1310</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58828 UTILITIES UNDERGROUND LOC CENT</b>	<b>46.20</b>	<b>Monthly Locates</b>
		401 - 533 50 41 000		- Professional Services	23.10	Monthly Locates
		403 - 534 50 41 000		- Professional Services	23.10	Monthly Locates
<b>1311</b>	<b>02/22/2016</b>	<b>Claims</b>	<b>1</b>	<b>58829 WESCOM COMMUNICATIONS</b>	<b>348.80</b>	<b>Police Services</b>
		105 - 521 80 41 000		- Professional Services	348.80	Radar Certification Calibration
<b>1361</b>	<b>02/23/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58830 COMCAST</b>	<b>993.30</b>	<b>Phone &amp; Internet Services</b>
		001 - 513 10 42 000		- Communication	49.67	Phone Lines & Internet
		001 - 514 20 42 000		- Communication	49.67	Phone Lines & Internet

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 518 30 42 000 -		Communication	24.83	Phone Lines & Internet
		001 - 518 90 42 000 -		Communication	24.83	Phone Lines & Internet
		107 - 521 20 42 000 -		Communication	149.00	Phone Lines & Internet
		406 - 531 10 42 000 -		Communication	99.33	Phone Lines & Internet
		401 - 533 10 42 000 -		Communications	218.53	Phone Lines & Internet
		403 - 534 10 42 000 -		Communication	228.46	Phone Lines & Internet
		101 - 542 30 42 000 -		Communication	49.67	Phone Lines & Internet
		501 - 548 30 42 000 -		Communications	24.83	Phone Lines & Internet
		001 - 558 50 42 000 -		Communications	24.83	Phone Lines & Internet
		001 - 558 60 42 000 -		Communication	24.83	Phone Lines & Internet
		001 - 576 80 42 000 -		Communication	24.82	Phone Lines & Internet
<b>1362</b>	<b>02/23/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58831 COMCAST</b>	<b>21.32</b>	<b>Cable; Cable</b>
		107 - 521 20 42 000 -		Communication	10.66	Cable
		401 - 533 50 42 000 -		Communication	5.33	Cable
		403 - 534 50 42 000 -		Communication	5.33	Cable
<b>1363</b>	<b>02/23/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58832 DISCOVERY BENEFITS</b>	<b>19.50</b>	<b>FSA Claims</b>
		001 - 589 17 01 000 -		Discovery Benefit Pmts	19.50	FSA Claims
<b>1364</b>	<b>02/23/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58833 OGDEN MURPHY WALLACE</b>	<b>6,236.32</b>	<b>Legal Services</b>
		001 - 515 30 41 000 -		City Attorney	115.00	Routine Legal Services
		001 - 515 30 41 000 -		City Attorney	880.00	Routine Legal Services
		001 - 515 30 41 000 -		City Attorney	31.32	Routine Legal Services
		001 - 515 30 41 001 -		Labor Attorney	2,525.00	IBEW Negotiation 2015
		001 - 515 30 41 001 -		Labor Attorney	460.00	Routine Legal Services
		001 - 515 30 41 001 -		Labor Attorney	1,175.00	Routine Legal Services
		406 - 531 10 41 000 -		Professional Services	250.00	Routine Legal Services
		401 - 533 10 41 000 -		Professional Services	400.00	Routine Legal Services
		403 - 534 10 41 000 -		Professional Services	400.00	Routine Legal Services
<b>1365</b>	<b>02/23/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58834 SHELL FLEET PLUS</b>	<b>4,039.56</b>	<b>Shell Gas Card</b>
		001 - 518 30 32 000 -		Operating Supplies/Fuel	19.98	Fuel
		107 - 521 20 32 000 -		Fuel	2,424.37	Fuel
		406 - 531 30 32 000 -		Fuel	267.88	Fuel
		401 - 533 50 32 000 -		Fuel	615.57	Fuel
		403 - 534 50 32 000 -		Fuel	500.49	Fuel
		101 - 542 30 32 000 -		Operating Supplies/Fuel	154.88	Fuel
		001 - 576 80 32 000 -		Fuel	56.39	Fuel
<b>1366</b>	<b>02/23/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58835 WA ST DEPT OF REVENUE</b>	<b>23,304.45</b>	<b>Excise Tax</b>
		001 - 518 30 35 000 -		Small Tools and Equipment	7.24	Tax Owed AED Brands
		001 - 518 30 35 000 -		Small Tools and Equipment	8.04	Tax Owed AED Brands
		001 - 518 30 35 000 -		Small Tools and Equipment	73.99	Tax Owed AED Brands
		406 - 531 10 31 000 -		Office and Operating Supplie	2.57	Tax Owed Amazon
		401 - 533 10 44 002 -		Elect Excise Tax	15,420.10	Excise Tax
		403 - 534 10 44 002 -		Water Excise Tax	6,789.91	Excise Tax
		403 - 534 10 44 002 -		Water Excise Tax	993.30	Excise Tax
		001 - 576 80 48 000 -		Repair & Maintenance	9.30	Tax Owed All Glides
<b>1367</b>	<b>02/26/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58836 US BANK</b>	<b>12,497.19</b>	<b>PD Bathroom Remodel; Training Electrical Theory; Mayor Mtgs &amp; AWC City Action; Rain Monitoring System; Archive Storage; Dues; Tape, Criminal Traffic &amp; Vehicle Code; Concrete; Training; Electric Dept;;</b>
		001 - 513 10 31 000 -		Office and Operating Supplie	135.16	Planner, Tape & Pens
		001 - 513 10 32 000 -		Fuel	28.00	Fuel

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		001 - 513 10 35 000		Small Tools & Equipment	175.00	Shelves, Organizers & Trays
		001 - 513 10 43 000		Travel	15.98	Mayor Meal PCCTA
		001 - 513 10 43 000		Travel	80.00	EDB Annual Mtg - Mayor
		001 - 513 10 43 000		Travel	135.93	Managment Meetings
		001 - 513 10 43 000		Travel	57.00	AWC City Action Meals - Mayor & Bolam
		001 - 513 10 43 000		Travel	604.13	ACW Acity Action Lodging - Mayor & Bolam
		001 - 513 10 43 000		Travel	21.40	Mayor Meal PCCTA
		001 - 513 10 43 000		Travel	20.00	Chamber Lunch Bolam
		001 - 513 10 43 000		Travel	18.00	Good Egg Mayor
		001 - 513 10 43 000		Travel	10.73	Follow Up Mtg To PCCTA Mtg
		001 - 513 10 43 000		Travel	35.88	Lunch For Executive Mtg
		001 - 513 10 43 000		Travel	20.00	Chamber Lunch Mayor
		001 - 513 10 43 000		Travel	30.00	Chamber Lunch Mayor
		001 - 513 10 43 000		Travel	20.00	Chamber Lunch Mayor
		001 - 513 10 48 001		Vehicle Repairs and Mainten:	24.09	Keys
		001 - 513 10 48 001		Vehicle Repairs and Mainten:	5.00	Car Wash
		001 - 513 10 49 002		Misc/Trng, Registrations	150.00	City Action Days
		001 - 513 10 49 002		Misc/Trng, Registrations	80.00	2016 EDB Annual Mtg - Mayor
		001 - 514 20 31 000		Office and Operating Supplie	9.17	Chair Back Support
		001 - 514 20 31 000		Office and Operating Supplie	8.53	Laminate Sign
		001 - 514 20 42 000		Communication	13.40	Postage
		001 - 514 20 49 001		Misc/Dues & Memberships	40.00	Dues - WMTA
		001 - 514 20 49 001		Misc/Dues & Memberships	50.00	Dues - WA Finance Offcra Assoc
		001 - 518 30 20 002		Uniforms	4.10	Work Boots/Shoes - Joy
		001 - 518 30 31 000		Operating Supplies	35.19	Laundry Detergent For Executive Office
		001 - 518 30 31 000		Operating Supplies	7.95	Vinegar & Baking Soda
		001 - 518 30 31 000		Operating Supplies	4.52	Caulk For PD Sink/Facet
		001 - 518 30 31 000		Operating Supplies	34.20	Gauze & Bandaid Refill Kit
		001 - 518 30 31 000		Operating Supplies	87.33	Topsoil Behind AC Kitchen
		001 - 518 30 35 000		Small Tools and Equipment	16.95	Tin Snips
		001 - 518 30 48 002		Building Repair & Maint	10.09	Keys - Executive Stairwell
		001 - 518 50 31 000		Office Supplies - Central Sto	4.58	Calendar
		001 - 518 50 45 000		Operating Leases	115.00	Archive Storage
		001 - 518 80 36 000		Small Assets/IT	218.76	Ram Upgrade PD Laptop
		001 - 518 80 36 000		Small Assets/IT	240.00	Software - Image Control
		503 - 518 80 36 002		Equipment - IT	1,420.39	PD Scanners
		001 - 518 90 49 002		Misc/Trng, Registrations	49.75	Training 1 Year Timm
		107 - 521 20 31 000		Office and Operating Supplie	56.78	Nik Test Kits U
		107 - 521 20 31 000		Office and Operating Supplie	84.36	Evidence Bags
		107 - 521 20 31 000		Office and Operating Supplie	10.09	Laminator Cards
		107 - 521 20 31 000		Office and Operating Supplie	21.80	Reflectors
		107 - 521 20 31 000		Office and Operating Supplie	138.95	DOT Red/White Tape
		107 - 521 20 31 000		Office and Operating Supplie	46.94	DOT Blue
		107 - 521 20 31 000		Office and Operating Supplie	669.40	Criminal Traffic & Vehicle Code
		107 - 521 20 31 000		Office and Operating Supplie	20.79	Plastic Bags
		107 - 521 20 31 000		Office and Operating Supplie	4.58	Calendar
		107 - 521 20 32 000		Fuel	283.35	Fuel
		107 - 521 20 32 000		Fuel	30.52	Fuel
		107 - 521 20 32 000		Fuel	74.00	Fuel
		107 - 521 20 35 000		Small Tools and Equipment	24.60	Power Inverter
		107 - 521 20 41 000		Professional Services	25.00	Background Checks
		107 - 521 20 41 000		Professional Services	2.50	Mobilelock
		107 - 521 20 42 000		Communication	7.15	Postage
		107 - 521 20 42 000		Communication	2.94	Postage
		107 - 521 20 42 000		Communication	9.75	Postage

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		107 - 521 20 43 000		- Travel	73.27	Training Lunch
		107 - 521 20 48 000		- Repairs and Maintenance	11.18	Hardware
		107 - 521 20 48 000		- Repairs and Maintenance	35.03	Hardware
		107 - 521 20 48 001		- Vehicle Repairs and Mainten:	5.00	Car Wash
		107 - 521 20 48 002		- Facility Repairs and Mainten	30.11	PD Bathroom Remodel
		107 - 521 20 48 002		- Facility Repairs and Mainten	1,124.10	PD Bathroom Remodel
		107 - 521 20 48 002		- Facility Repairs and Mainten	19.71	Cornerbead Sheetrock Corners
		107 - 521 20 48 002		- Facility Repairs and Mainten	186.22	Parts PD Bathroom Remodel
		107 - 521 20 48 002		- Facility Repairs and Mainten	66.46	Parts PD Bathroom Remodel
		107 - 521 20 49 001		- Misc/Dues & Memberships	26.00	Dept Survey
		406 - 531 10 31 000		- Office and Operating Supplie	94.98	Rain Monitoring System
		406 - 531 10 31 000		- Office and Operating Supplie	9.17	Calendar
		406 - 531 10 31 000		- Office and Operating Supplie	21.89	Computer Mouse
		406 - 531 10 49 002		- Misc/Trng, Registrations	49.75	Training 1 Year Timm
		406 - 531 30 20 002		- Uniforms	32.83	Work Boots/Shoes - Joy
		406 - 531 30 20 002		- Uniforms	28.93	Boots
		406 - 531 30 31 000		- Operating Supplies	26.24	Storage Cans For ADA's
		406 - 531 30 31 000		- Operating Supplies	18.76	Trash Bags
		401 - 533 10 20 002		- Uniforms	49.25	Work Boots/Shoes - Joy
		401 - 533 10 20 002		- Uniforms	28.93	Boots
		401 - 533 10 31 000		- Office and Operating Supplie	32.10	Calendar
		401 - 533 10 49 001		- Misc/Dues & Memberships	285.00	IEEE Membership Renewal
		401 - 533 10 49 002		- Misc/Trng, Registrations	17.50	System Improvement Class
		401 - 533 10 49 002		- Misc/Trng, Registrations	49.75	Training 1 Year Timm
		401 - 533 50 31 000		- Operating Supplies	10.92	Laundry Detergent PW Shop
		401 - 533 50 31 000		- Operating Supplies	13.07	Resealing Foam For Vaults
		401 - 533 50 31 000		- Operating Supplies	40.46	Containers For Matrix Pole Audit
		401 - 533 50 31 000		- Operating Supplies	30.62	Inventory Bin For Matrix
		401 - 533 50 32 000		- Fuel	22.26	Fuel
		401 - 533 50 35 000		- Small Tools and Equipment	271.36	Saw, Flashlight & Batteries
		401 - 533 50 42 000		- Communication	43.67	Shipping Voltage Testing
		401 - 533 50 43 000		- Travel	93.01	Training Meals Lee & Barnhart
		401 - 533 50 43 000		- Travel	289.34	Training Hotel Barnhart
		401 - 533 50 43 000		- Travel	125.96	OT Meals Crew Power Outage
		401 - 533 50 43 000		- Travel	48.44	Meals Training - Lee & Barnhart
		401 - 533 50 43 000		- Travel	289.34	Lodging Training - Lee
		403 - 534 10 20 002		- Uniforms	49.25	Work Boots/Shoes - Joy
		403 - 534 10 20 002		- Uniforms	28.93	Boots
		403 - 534 10 31 000		- Office and Operating Supplie	32.10	Calendar
		403 - 534 10 49 002		- Misc/Trng, Registrations	17.50	System Improvement Class
		403 - 534 10 49 002		- Misc/Trng, Registrations	49.75	Training 1 Year Timm
		403 - 534 50 20 002		- Uniforms	187.06	Boot Allowance
		403 - 534 50 31 000		- Office and Operating Supplie	26.25	Storage Cans For ADA's
		403 - 534 50 31 000		- Office and Operating Supplie	18.76	Trash Bags
		403 - 534 50 32 000		- Fuel	45.01	Fuel
		101 - 542 30 20 002		- Uniforms	24.62	Work Boots/Shoes - Joy
		101 - 542 30 31 000		- Office and Operating Supplie	26.25	Storage Cans For ADA's
		101 - 542 30 31 000		- Office and Operating Supplie	19.34	Trash Bags
		101 - 542 30 31 000		- Office and Operating Supplie	343.39	Concete Stock
		101 - 542 30 42 000		- Communication	6.32	Postage
		101 - 542 30 48 004		- Street Sign Retrofit Program	343.39	Concrete
		501 - 548 30 31 000		- Office & Operating Supplies	21.40	Misc Shop Supplies
		501 - 548 30 31 000		- Office & Operating Supplies	57.19	Misc Shop Supplies
		501 - 548 30 32 000		- Fuel	40.00	Fuel
		501 - 548 30 34 000		- Parts	127.95	#10 WeatherTech Floor Liners
		501 - 548 30 34 000		- Parts	89.86	Parts John Deere Mower

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		501 - 548 30 34 000		- Parts	421.58	#20 Seat Cushion & Back Rest Covers
		501 - 548 30 34 000		- Parts	37.51	#22 Backup Alarm
		501 - 548 30 34 000		- Parts	53.11	#30 Pigtail & Fuel Filter
		501 - 548 30 35 000		- Small Tools & Equipment	95.86	Tools For The Mechanic Shop
		501 - 548 30 35 000		- Small Tools & Equipment	38.63	Misc Tools For Shop
		001 - 558 50 31 000		- Office and Operating Supplie	53.47	Plotter Paper
		001 - 558 50 32 000		- Fuel	40.20	Fuel
		001 - 558 50 32 000		- Fuel	7.94	Fuel
		001 - 558 50 48 001		- Vehicle Repairs & Maintenanc	10.00	Car Wash
		001 - 558 50 49 002		- Misc/Trng, Registrations	20.00	WABO Meeting
		001 - 558 60 31 000		- Operating Supplies	43.78	Markers & Planner
		001 - 558 60 42 000		- Communication	6.74	Certified Letter
		001 - 558 60 43 000		- Travel	80.00	EDB Annual Mtg - Nix
		001 - 558 60 49 002		- Misc/Trng, Registrations	80.00	2016 EDB Annual Mtg - Nix
		001 - 576 80 20 002		- Uniforms	4.10	Work Boots/Shoes - Joy
		001 - 576 80 31 000		- Operating Supplies	36.64	Misc Supplies For Parks
		001 - 576 80 31 000		- Operating Supplies	4.51	Duplex Nails
		001 - 576 80 31 000		- Operating Supplies	34.21	Work Gloves & Glasses
		001 - 576 80 31 000		- Operating Supplies	463.00	Coping Stones
		001 - 576 80 45 000		- Operating Rentals and Lease:	73.62	Jitterbug & Form Stakes
		631 - 586 00 00 006		- Credit Card Fraud Issues	77.25	WSU Conf Mgmt - Fraud
		310 - 594 21 61 106		- Police Compound	68.88	Base To Meter 400 Watt Lights
		310 - 594 21 61 106		- Police Compound	41.52	Post Tops
<b>1368</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58837 AKANA</b>	<b>2,813.20</b>	<b>On Call Contract</b>
				310 - 594 76 63 109 - ADA Parking Project At Park	2,813.20	On Call Contract
<b>1369</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58838 CENTURYLINK</b>	<b>216.27</b>	<b>T1 Lines</b>
				107 - 521 20 42 000 - Communication	72.08	T1 Lines
				401 - 533 10 42 000 - Communications	72.10	T1 Lines
				403 - 534 10 42 000 - Communication	72.09	T1 Lines
<b>1370</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58839 COLUMBIA BANK</b>	<b>5,522.29</b>	<b>Service Charges Jan</b>
				001 - 514 20 41 000 - Professional Services	1,214.88	Service Charges Jan
				107 - 521 20 41 000 - Professional Services	165.67	Service Charges Jan
				406 - 531 10 41 000 - Professional Services	1,380.58	Service Charges Jan
				401 - 533 10 41 000 - Professional Services	1,380.58	Service Charges Jan
				403 - 534 10 41 000 - Professional Services	1,380.58	Service Charges Jan
<b>1371</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58840 COPY WRIGHTS INC</b>	<b>111.19</b>	<b>Blue Prints</b>
				401 - 533 50 49 003 - Misc/Outside Printing	111.19	Blue Prints Pole Matrix
<b>1372</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58841 FERGUSON ENTERPRISES, INC. #1539</b>	<b>48.62</b>	<b>Service Charge</b>
				403 - 534 50 31 000 - Office and Operating Supplie	48.62	Service Charge Jan 2016
<b>1373</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58842 JET CHEVROLET</b>	<b>989.49</b>	<b>Vehicle Repair; Fleet Repair; Fleet Repair</b>
				001 - 513 10 48 000 - Repairs and Maintenance	792.83	Mayor Car Interior Trim
				501 - 548 30 48 000 - Repairs & Maintenance	139.72	#60 Inspection
				501 - 548 30 48 000 - Repairs & Maintenance	56.94	#51 Check Engine Light
<b>1374</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58843 MILTON CITY OF</b>	<b>55,685.42</b>	<b>City Utility Tax</b>
				406 - 531 10 44 001 - Utility Taxes	5,959.82	City Utility Tax
				401 - 533 10 44 001 - Utility Tax	24,193.44	City Utility Tax
				403 - 534 10 44 001 - Utility Tax	12,685.44	City Utility Tax
				406 - 597 04 07 406 - Transfer to FUND 407/Capit	12,846.72	City Utility Tax
<b>1375</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58844 NOFFKE'S TOWING SERVICE</b>	<b>136.75</b>	<b>Towing Service</b>

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		107 - 521 20 48 001 -		Vehicle Repairs and Mainten:	136.75	Towing Service
<b>1376</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58845 STANDARD PARTS CORPORATION (NAPA)</b>	<b>467.91</b>	<b>Fleet Material</b>
		501 - 548 30 34 000 -		Parts	20.42	#24 Oil & Fuel Filters
		501 - 548 30 34 000 -		Parts	266.30	#30 Reman Injector & Connector
		501 - 548 30 35 000 -		Small Tools & Equipment	181.19	Oxygen Sensor Port Repair Kit
<b>1377</b>	<b>02/29/2016</b>	<b>Claims</b>	<b>1</b>	<b>58846 WA ST DEPT OF REVENUE</b>	<b>2,783.03</b>	<b>Order To Withhold Drycon</b>
		310 - 594 75 63 084 -		Activity Center Project	2,783.03	Retainage #84 Order To Withhold Drycon
<b>1378</b>	<b>03/01/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58847 VERIZON WIRELESS</b>	<b>144.60</b>	<b>Data Line For Flexnet</b>
		401 - 533 10 42 000 -		Communications	72.30	Verizon Charges
		403 - 534 10 42 000 -		Communication	72.30	Verizon Charges
<b>1379</b>	<b>03/01/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58848 VERIZON WIRELESS</b>	<b>2,219.47</b>	<b>Smart Phones</b>
		001 - 513 10 42 000 -		Communication	76.52	Cell Phones
		001 - 514 20 42 000 -		Communication	5.88	Cell Phones
		001 - 518 30 42 000 -		Communication	75.90	Cell Phones
		503 - 518 80 36 001 -		Small Tools - IT	-150.00	Incentive Credit
		001 - 518 90 42 000 -		Communication	14.69	Cell Phones
		107 - 521 20 42 000 -		Communication	1,277.59	Cell Phones
		118 - 521 23 42 000 -		Communications	101.41	Cell Phones
		406 - 531 10 42 000 -		Communication	139.06	Cell Phones
		406 - 531 30 42 000 -		Communication	82.52	Cell Phones
		401 - 533 10 42 000 -		Communications	143.13	Cell Phones
		401 - 533 50 42 000 -		Communication	93.16	Cell Phones
		403 - 534 10 42 000 -		Communication	143.13	Cell Phones
		403 - 534 50 42 000 -		Communication	68.77	Cell Phones
		101 - 542 30 42 000 -		Communication	32.25	Cell Phones
		501 - 548 30 42 000 -		Communications	6.06	Cell Phones
		001 - 558 50 42 000 -		Communications	58.77	Cell Phones
		001 - 558 60 42 000 -		Communication	14.69	Cell Phones
		001 - 575 50 42 000 -		Communication -	0.69	Cell Phones
		001 - 576 80 42 000 -		Communication	35.25	Cell Phones
<b>1380</b>	<b>03/01/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58849 VERIZON WIRELESS</b>	<b>231.98</b>	<b>PW Cell Phones</b>
		001 - 518 30 42 000 -		Communication	18.13	Cell Phones
		001 - 518 90 42 000 -		Communication	3.02	Cell Phones
		406 - 531 10 42 000 -		Communication	24.78	Cell Phones
		401 - 533 10 42 000 -		Communications	64.06	Cell Phones
		403 - 534 10 42 000 -		Communication	48.95	Cell Phones
		101 - 542 30 42 000 -		Communication	25.99	Cell Phones
		501 - 548 30 42 000 -		Communications	16.83	Cell Phones
		001 - 558 50 42 000 -		Communications	9.68	Cell Phones
		001 - 558 50 42 000 -		Communications	1.20	Cell Phones
		001 - 575 50 42 000 -		Communication -	1.57	Cell Phones
		001 - 576 80 42 000 -		Communication	17.77	Cell Phones
<b>1423</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58850 AHBL, INC</b>	<b>7,750.00</b>	<b>Project Review</b>
		001 - 558 50 41 000 -		Professional Services	50.00	Cruz Short Plat
		001 - 558 50 41 000 -		Professional Services	1,775.00	Lakeside Estates
		001 - 558 50 41 000 -		Professional Services	2,300.00	On-Site Staffing
		001 - 558 50 41 000 -		Professional Services	250.00	Aerie Crest Prel Plat
		001 - 558 50 41 000 -		Professional Services	2,250.00	On-Site Staffing
		001 - 558 50 41 000 -		Professional Services	100.00	Nagy Short Plat
		001 - 558 50 41 000 -		Professional Services	425.00	Cruz Short Plat
		001 - 558 50 41 000 -		Professional Services	275.00	Lakeside Estates
		001 - 558 50 41 000 -		Professional Services	325.00	Viv Site Plan

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<b>1424</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58851 ALTEC INDUSTRIES INC.</b>	<b>255.89</b>	<b>Electric Material; Electric Material</b>
		401 - 533 50 35 000 - Small Tools and Equipment			148.70	Tool Tray
		401 - 533 50 35 000 - Small Tools and Equipment			107.19	Tool Apron For Bucket Truck
<b>1425</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58852 ANIXTER INC</b>	<b>153.16</b>	<b>Electric Material</b>
		401 - 533 50 31 000 - Operating Supplies			153.16	Wire
<b>1426</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58853 AUDIO 21 INC</b>	<b>317.55</b>	<b>Council Chamber Sound System</b>
		001 - 518 30 48 000 - Repairs & Maintenance			317.55	Install Amplifier
<b>1427</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58854 BLUMENTHAL UNIFORMS &amp; EQUIP.</b>	<b>88.69</b>	<b>Uniforms</b>
		107 - 521 20 20 002 - Uniforms			88.69	Chaplain Seal - June
<b>1428</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58855 BONNEVILLE POWERADMINISTRATION</b>	<b>280,318.00</b>	<b>Monthly Power</b>
		401 - 533 50 33 000 - BPA-Electricity for Resale			280,318.00	Monthly Power Jan 2016
<b>1429</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58856 CAPITAL ONE COMMERCIAL</b>	<b>32.84</b>	<b>Council Supplies</b>
		001 - 513 10 31 000 - Office and Operating Supplie			32.84	Council Supplies
<b>1430</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58857 CHUCKALS</b>	<b>771.37</b>	<b>PW Admin Supplies; Police Supplies; PW Admin Supplies; PW Admin Supplies; Police Supplies</b>
		001 - 518 90 31 000 - Office and Operating Supplie			101.46	Notebooks, Paper & Folders
		001 - 518 90 31 000 - Office and Operating Supplie			30.98	Clips, Note Pads, Calculator & Pens
		107 - 521 20 31 000 - Office and Operating Supplie			72.66	File Boxes & Tape
		107 - 521 20 31 000 - Office and Operating Supplie			109.36	Dvd's, CD's & Mailers
		406 - 531 10 31 000 - Office and Operating Supplie			19.86	Labels, Tape, Notebook & Pens
		406 - 531 10 31 000 - Office and Operating Supplie			101.46	Notebooks, Paper & Folders
		406 - 531 10 31 000 - Office and Operating Supplie			30.98	Clips, Note Pads, Calculator & Pens
		001 - 558 50 31 000 - Office and Operating Supplie			19.86	Labels, Tape, Notebook & Pens
		001 - 558 50 31 000 - Office and Operating Supplie			101.46	Notebooks, Paper & Folders
		001 - 558 50 31 000 - Office and Operating Supplie			30.98	Clips, Note Pads, Calculator & Pens
		001 - 558 60 31 000 - Operating Supplies			19.86	Labels, Tape, Notebook & Pens
		001 - 558 60 31 000 - Operating Supplies			101.46	Notebooks, Paper & Folders
		001 - 558 60 31 000 - Operating Supplies			30.99	Clips, Note Pads, Calculator & Pens
<b>1431</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58858 CIT TECHNOLOGY (QDS)</b>	<b>158.64</b>	<b>Copier Lease</b>
		107 - 521 20 45 000 - Operating Rentals and Lease:			158.64	PD Copier Lease
<b>1432</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58859 CIT TECHNOLOGY (QDS)</b>	<b>491.22</b>	<b>Copier Lease Fin/FW</b>
		001 - 513 10 45 000 - Operating Rentals and Lease:			49.12	Copier Lease City Hall & PW Admin
		001 - 514 20 45 000 - Operating Rentals and Lease:			24.56	Copier Lease City Hall & PW Admin
		001 - 518 30 45 000 - Operating Rentals and Lease:			4.91	Copier Lease City Hall & PW Admin
		001 - 518 90 45 000 - Operating Rentals and Lease:			4.91	Copier Lease City Hall & PW Admin
		406 - 531 10 45 000 - Operating Rentals and Lease:			66.31	Copier Lease City Hall & PW Admin
		401 - 533 10 45 000 - Operating Rentals and Lease:			147.36	Copier Lease City Hall & PW Admin
		403 - 534 10 45 000 - Operating Rentals and Lease:			142.46	Copier Lease City Hall & PW Admin
		101 - 542 30 45 000 - Operating Rentals and Lease:			9.82	Copier Lease City Hall & PW Admin
		501 - 548 30 45 000 - Operating Rentals & Leases			12.28	Copier Lease City Hall & PW Admin
		001 - 558 50 45 000 - Operating Rentals and Lease:			12.28	Copier Lease City Hall & PW Admin
		001 - 558 60 45 000 - Operating Rentals and Lease:			12.28	Copier Lease City Hall & PW Admin
		001 - 576 80 45 000 - Operating Rentals and Lease:			4.93	Copier Lease City Hall & PW Admin
<b>1433</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58860 COBALT STORAGE</b>	<b>190.65</b>	<b>Archive Storage</b>
		001 - 518 50 45 000 - Operating Leases			135.00	Storage April 2016
		001 - 518 50 45 000 - Operating Leases			55.65	Storage Partial March 2016

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1434	03/07/2016	Claims	1	58861	CODE PUBLISHING COMPANY	219.35	Code Update
					001 - 511 30 41 000 - Offc'l Pub/Code Publishing	219.35	Code Update
1435	03/07/2016	Claims	1	E58862	COMCAST	21.32	Cable; Cable
					107 - 521 20 42 000 - Communication	10.66	Cable
					401 - 533 50 42 000 - Communication	5.33	Cable
					403 - 534 50 42 000 - Communication	5.33	Cable
1436	03/07/2016	Claims	1	58863	CRITICAL CONCEPTS CONSULTING	200.00	Police Training
					107 - 521 40 49 002 - Misc/Trng, Registrations	200.00	Peer Support Training - Hobbs
1437	03/07/2016	Claims	1	58864	DAILY JOURNAL OF COMMERCE	380.60	PW Services; PW Services; PW Services
					001 - 558 50 41 002 - Advertising	132.00	Comm Bldg Parking
					001 - 558 50 41 002 - Advertising	127.60	Emerals St Sepa Notice
					001 - 558 50 41 002 - Advertising	121.00	Public Hearing Notice Lakeside Estates
1438	03/07/2016	Claims	1	58865	DATA BAR INCORPORATED	1,448.01	Utility Past Due Statements
					406 - 531 10 49 003 - Misc/Outside Printing	289.60	Past Due Statements Print & Mail
					401 - 533 10 49 003 - Misc/Outside Printing	579.20	Past Due Statements Print & Mail
					403 - 534 10 49 003 - Misc/Outside Printing	579.21	Past Due Statements Print & Mail
1439	03/07/2016	Claims	1	58866	EDGEWOOD SECURITY & LOCK	1,148.70	Building Maintenance
					107 - 521 20 48 000 - Repairs and Maintenance	1,148.70	Lock Replacement
1440	03/07/2016	Claims	1	58867	CITY OF FIFE	1,390.00	Jail Services
					107 - 523 60 51 000 - Intergov. Jail Services	1,390.00	Jail Services December
1441	03/07/2016	Claims	1	58868	FIRE KING OF SEATTLE INC.	13.68	Electric Services
					401 - 533 50 41 000 - Professional Services	13.68	Fire Extinguishers Inpection
1442	03/07/2016	Claims	1	E58869	GATEWAY SERVICES	5.00	Web Payments Services
					406 - 531 10 41 000 - Professional Services	1.00	Web Payment Service Fee
					401 - 533 10 41 000 - Professional Services	2.00	Web Payment Service Fee
					403 - 534 10 41 000 - Professional Services	2.00	Web Payment Service Fee
1443	03/07/2016	Claims	1	58870	HD SUPPLY WATERWORKS	21.18	Stormwater Material
					406 - 531 30 31 000 - Operating Supplies	21.18	Storm Pipe
1444	03/07/2016	Claims	1	58871	HDS WHITE CAP CONST SUPPLY	99.55	Street Material
					101 - 542 30 31 000 - Office and Operating Supplie	99.55	Ped Crossing Signal Light Base
1445	03/07/2016	Claims	1	58872	HJ ARNETT INDUSTRIES, LLC	372.81	Electric Material
					401 - 533 50 31 000 - Operating Supplies	372.81	Glove Testing & Gloves
1446	03/07/2016	Claims	1	58873	LARSEN SIGN CO. INC	147.69	Vehicle Logo
					001 - 513 10 48 001 - Vehicle Repairs and Mainten:	147.69	#448 Mayor Car Logo On Door
1447	03/07/2016	Claims	1	58874	LASER TECHNOLOGY, INC.	1,416.73	Police Material
					107 - 521 20 35 002 - Equip Purchase - WASPC	1,416.73	Lidar Unit
1448	03/07/2016	Claims	1	58875	SHAIRA MARROQUIN SOSA	137.50	CB Rental Deposit Refund
					001 - 362 40 00 000 - Facility Rental	112.50	Janitorial Extra Charge
					001 - 586 00 00 002 - Refund Facility Deposit	250.00	Deposit Refund

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1449	03/07/2016	Claims	1	58876	MCCARTHY & CAUSSEAU, PS	753.00	Hearing Examiner Services
					631 - 586 00 00 005 - Using Deposit	753.00	Lakeside Estates Hearing Examiner
1450	03/07/2016	Claims	1	E58877	CHRISTIANE MERCER	236.05	Conference Reimbursement
					406 - 531 10 43 000 - Travel	47.21	Bias Conference Travel
					401 - 533 10 43 000 - Travel	94.42	Bias Conference Travel
					403 - 534 10 43 000 - Travel	94.42	Bias Conference Travel
1451	03/07/2016	Claims	1	58878	MILES RESOURCES	1,028.63	Street Material; Park/Street Material
					101 - 542 30 31 000 - Office and Operating Supplie	136.47	Cold Mix
					101 - 542 30 31 000 - Office and Operating Supplie	98.14	Concrete 11th & Milton Way
					001 - 576 80 31 000 - Operating Supplies	794.02	Concrete Comm Park Benches
1452	03/07/2016	Claims	1	58879	CITY OF MILTON	10,293.24	City Utilities Bill
					001 - 518 30 47 000 - Public Utility Service	54.06	
					107 - 521 20 47 000 - Utilities	547.82	
					406 - 531 30 47 000 - Public Utility Services	209.42	
					401 - 533 50 47 000 - Public Utility Services	1,207.23	
					403 - 534 51 47 001 - Public Utility Services	4,817.49	
					101 - 542 30 47 000 - Utilities	1,559.99	
					001 - 558 50 47 000 - Public Utility Services	79.09	
					001 - 558 60 47 000 - Public Utilities	52.11	
					001 - 569 00 47 000 - Public Utilities-SC	511.74	
					001 - 576 80 47 000 - Public Utility Service	1,254.29	
1453	03/07/2016	Claims	1	58880	MPH INDUSTRIES, INC	3,610.20	Police Material
					107 - 521 20 35 002 - Equip Purchase - WASPC	3,610.20	Radar Units
1454	03/07/2016	Claims	1	58881	NATIONAL SAFETY, INC.	320.45	Electric Material
					401 - 533 50 31 000 - Operating Supplies	320.45	Half Gas Masks & Filters
1455	03/07/2016	Claims	1	58882	NAVIA BENEFIT SOLUTIONS	1,545.85	FSA
					001 - 589 17 01 000 - Discovery Benefit Pmts	1,545.85	FSA Claims
1456	03/07/2016	Claims	1	58883	NEWS TRIBUNE, THE	32.86	Legal Notice; Legal Notice; Legal Notice; Legal Notice; Legal Notices Adj; Legal Notice
					001 - 511 60 41 002 - Advertising	59.18	6 Yr Trans Improv Program
					001 - 511 60 41 002 - Advertising	117.12	Public Calendar
					001 - 511 60 41 002 - Advertising	-392.30	Credit Double Paid Invoices
					001 - 513 10 41 002 - Advertising	37.74	Executive Session Notice
					001 - 513 10 41 002 - Advertising	96.70	Legal Notice ORD 1886-16
					001 - 558 50 41 002 - Advertising	114.42	T-Mobile Application Notice
1457	03/07/2016	Claims	1	58884	PALADIN DATA	945.22	Annual Subscription
					107 - 521 20 49 001 - Misc/Dues & Memberships	945.22	ASMi SaaS Annual Subscription
1458	03/07/2016	Claims	1	58885	PIERCE CO BUDGET & FINANCE	214.11	Court Remittance
					001 - 586 12 00 000 - Crime Victims Comp Fund	214.11	Court Remittance - Crime Victims
1459	03/07/2016	Claims	1	58886	PIERCE COUNTY COMMUNITY NEWSPAPER GROUP	200.00	Monthly Mailing Services
					310 - 595 30 63 082 - Milton Way Ped Improv	200.00	Notice For Ped Improv
1460	03/07/2016	Claims	1	58887	PUBLIC AGENCY TRAINING COUNCIL	475.00	Seminar Registration
					107 - 521 40 49 002 - Misc/Trng, Registrations	475.00	Detective & New Criminal Invest - Johnson
1461	03/07/2016	Claims	1	E58888	PUGET SOUND ENERGY	166.96	Electric Intertie

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			403 - 534 50 47 000 -		Public Utility Services	166.96	Electric Intertie
<b>1462</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58889</b>	<b>PUGET SOUND ENERGY</b>	<b>158.22</b>	<b>Natural Gas</b>
			107 - 521 20 47 000 -		Utilities	47.47	Police Natural Gas
			001 - 569 00 47 000 -		Public Utilities-SC	110.75	MAC Natural Gas
<b>1463</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58890</b>	<b>RANGLES SAND &amp; GRAVEL INC</b>	<b>677.23</b>	<b>PW Material</b>
			406 - 531 30 31 000 -		Operating Supplies	338.62	Crushed Rock
			101 - 542 30 31 000 -		Office and Operating Supplie	338.61	Crushed Rock
<b>1464</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>E58891</b>	<b>ROB REED</b>	<b>72.90</b>	<b>Mileage Reimbursement</b>
			503 - 518 80 43 000 -		Travel	72.90	Mileage Reimbursement IT
<b>1465</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58892</b>	<b>SCHNITZER STEEL INDUSTRIES</b>	<b>152.14</b>	<b>Freight Cost</b>
			101 - 542 30 47 000 -		Utilities	152.14	Freight On Scrap Metal
<b>1466</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58893</b>	<b>SHOPE CONCRETE PRODUCTS CO.</b>	<b>833.63</b>	<b>PD Compound</b>
			310 - 594 21 61 106 -		Police Compound	833.63	Curb Stop & Stakes
<b>1467</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58894</b>	<b>SHRED-IT USA LLC</b>	<b>60.65</b>	<b>Shredding Services</b>
			001 - 514 20 41 000 -		Professional Services	20.01	Shredding Services Finance
			107 - 521 20 41 000 -		Professional Services	40.64	Shredding Services Police
<b>1468</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58895</b>	<b>SOUTH SOUND 911</b>	<b>30,627.50</b>	<b>Quarterly Communication</b>
			107 - 528 00 51 000 -		Intergov't Svcs-Dispatch	30,627.50	1st Qtr 911 Communication
<b>1469</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58896</b>	<b>SYSTEMS FOR PUBLIC SAFETY, INCL.</b>	<b>2,476.17</b>	<b>Vehicle Repair</b>
			107 - 521 20 48 001 -		Vehicle Repairs and Mainten:	2,476.17	#868 Brakes, Tires & Oil Change
<b>1470</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58897</b>	<b>TACOMA SCREW PRODUCTS INC.</b>	<b>230.29</b>	<b>Fleet Material</b>
			501 - 548 30 31 000 -		Office & Operating Supplies	45.60	Thread Inserts
			501 - 548 30 35 000 -		Small Tools & Equipment	184.69	Pliers, Metric Tap, Screwdriver & Pilot Bits
<b>1471</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58898</b>	<b>TITUS-WILL FORD</b>	<b>417.68</b>	<b>Fleet Repair; Fleet Repair</b>
			501 - 548 30 34 000 -		Parts	99.33	#32 Shield Assembly
			501 - 548 30 48 000 -		Repairs & Maintenance	318.35	#38 Brake Repair
<b>1472</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58899</b>	<b>TMG SERVICES INC.</b>	<b>65.70</b>	<b>Water Material</b>
			403 - 534 51 31 000 -		Office and Operating Supplie	65.70	Corridor Well Main Connection
<b>1473</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58900</b>	<b>UNIFIRST CORPORATION</b>	<b>229.05</b>	<b>Uniforms; Uniforms</b>
			001 - 518 30 20 002 -		Uniforms	6.58	Uniforms
			406 - 531 30 20 002 -		Uniforms	10.53	Uniforms
			401 - 533 50 20 002 -		Uniforms	77.18	Uniforms
			403 - 534 50 20 002 -		Uniforms	7.02	Uniforms
			403 - 534 50 20 002 -		Uniforms	54.67	Uniforms
			101 - 542 30 20 002 -		Uniforms	27.02	Uniforms
			501 - 548 30 20 002 -		Uniforms	39.47	Uniforms
			001 - 576 80 20 002 -		Uniforms	6.58	Uniforms
<b>1474</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58901</b>	<b>WATER MANAGEMENT LABORATORIES</b>	<b>131.00</b>	<b>Water Testing</b>
			403 - 534 51 41 000 -		Professional Services	131.00	Pick Up Fee & Coliform
<b>1475</b>	<b>03/07/2016</b>	<b>Claims</b>	<b>1</b>	<b>58902</b>	<b>WESCOM COMMUNICATIONS</b>	<b>348.80</b>	<b>Police Services</b>
			107 - 521 20 48 000 -		Repairs and Maintenance	348.80	Calibration & Tuning Of Radar

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<b>1483</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58903</b>	<b>CASCADE RIGHT-OF-WAY SERVICES</b>	<b>3,210.00</b>	<b>Fire Station Rent Study</b>
					107 - 521 20 41 000 - Professional Services	3,210.00	Fire Station Rent Study
<b>1484</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58904</b>	<b>CHUCKALS</b>	<b>600.61</b>	<b>PW Admin Material</b>
					406 - 531 10 35 000 - Small Tools and Minor Equip	200.61	Projector
					401 - 533 10 35 000 - Small Tools and Equipment	100.00	Projector
					403 - 534 10 35 000 - Small Tools and Equipment	100.00	Projector
					001 - 558 60 35 000 - Small Tools and Equipment	200.00	Projector
<b>1485</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58905</b>	<b>ESTATE OF MATTIE EBY</b>	<b>138.09</b>	<b>Refund inactive customer credit balance</b>
					401 - 343 30 00 000 - Electric Sales	-31.02	
					403 - 343 40 10 000 - Water Sales	-122.07	
					401 - 369 90 00 401 - Misc Revenue	15.00	
<b>1486</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58906</b>	<b>CITY OF FIFE</b>	<b>980.00</b>	<b>Jail Services</b>
					107 - 523 60 51 000 - Intergov. Jail Services	980.00	Jail Services - January
<b>1487</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58907</b>	<b>GIRL SCOUTS OF WESTERN WASHINGTON</b>	<b>67.00</b>	<b>Council Supplies</b>
					001 - 511 60 49 000 - Miscellaneous	67.00	Cookies For Council Meetings
<b>1488</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58908</b>	<b>IDA GNESTILOFF</b>	<b>446.36</b>	<b>Refund inactive customer credit balance</b>
					406 - 343 10 00 000 - Storm Drainage Fees	-148.56	
					401 - 343 30 00 000 - Electric Sales	-65.18	
					403 - 343 40 10 000 - Water Sales	-232.62	
<b>1489</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58909</b>	<b>TIMM KELLY</b>	<b>351.39</b>	<b>Refund inactive customer credit balance</b>
					406 - 343 10 00 000 - Storm Drainage Fees	-130.45	
					401 - 343 30 00 000 - Electric Sales	-36.50	
					403 - 343 40 10 000 - Water Sales	-199.44	
					401 - 369 90 00 401 - Misc Revenue	15.00	
<b>1490</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58910</b>	<b>JENNIFER MATHEWS</b>	<b>111.24</b>	<b>Refund inactive customer credit balance</b>
					406 - 343 10 00 000 - Storm Drainage Fees	-37.02	
					401 - 343 30 00 000 - Electric Sales	-16.25	
					403 - 343 40 10 000 - Water Sales	-57.97	
<b>1491</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58911</b>	<b>MILTON CITY OF</b>	<b>173.90</b>	<b>Plumbing Permit</b>
					107 - 521 20 48 002 - Facility Repairs and Mainten	173.90	Plumbing Permit #478
<b>1492</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58912</b>	<b>ERVE MONROE JR.</b>	<b>306.04</b>	<b>Refund inactive customer credit balance</b>
					406 - 343 10 00 000 - Storm Drainage Fees	-101.86	
					401 - 343 30 00 000 - Electric Sales	-44.69	
					403 - 343 40 10 000 - Water Sales	-159.49	
<b>1493</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58913</b>	<b>SAN DIEGO POLICE EQUIPMENT CO.</b>	<b>1,034.40</b>	<b>Police Material</b>
					107 - 521 20 31 001 - Ammunition	672.36	Ammunition
					107 - 521 20 35 001 - Firearms	362.04	Firearms 9MM
<b>1494</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58914</b>	<b>SCORE</b>	<b>3,297.00</b>	<b>Jail Services</b>
					107 - 523 60 51 000 - Intergov. Jail Services	3,297.00	Jail Services January
<b>1495</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58915</b>	<b>JERRY D SMITH</b>	<b>136.19</b>	<b>Refund inactive customer credit balance</b>
					401 - 343 30 00 000 - Electric Sales	-151.19	
					401 - 369 90 00 401 - Misc Revenue	15.00	
<b>1496</b>	<b>03/08/2016</b>	<b>Claims</b>	<b>1</b>	<b>58916</b>	<b>WA STATE TREASURER</b>	<b>14,124.05</b>	<b>Court Remittance &amp; Bldg Code Fees</b>
					001 - 586 00 00 001 - Building Code Fee	53.99	Building Code Fees





**To:** Mayor Perry and City Council Members  
**From:** Betty Garrison, Finance Director  
**Date:** March 7, 2016  
**Re:** Ordinance 1<sup>st</sup> Read, or Waive and Adopt – Interfund Loan for Purchase of Two Police Cars

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**ATTACHMENTS:** A. Interfund Loan Ordinance  
B. Amortization Schedule

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing

**Recommendation/Action:** Council may choose to discuss this as a first reading or adopt it now for expediency.

“I move to approve the attached ordinance authorizing a loan from the General Fund Asset Replacement Fund to the Criminal Justice Fund for an amount not to exceed \$76,000 for a period of three years at the current LGIP interest rate for the purpose of purchasing two new 2015 Dodge Chargers.”

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**Previous Council Review:** During the 2016 Budget discussions Council talked about the need to update the Police Fleet. The purchase of two new Dodge Chargers was approved.

**Issue:** This purchase is funded by an interfund loan from the General Fund Asset Replacement Fund. Interfund Loans must be authorized by Ordinance.

**Discussion:** The General Fund Asset Replacement Fund was created by Council action on November 9, 2015. The loan will be for a duration of three years at an interest rate of .3971%. The interest is based on the amount that would be received if left in the LGIP accounts.

The Ordinance outlines the requirement to meet State Law and City Policy. The amortization schedule outlines the repayment schedule and fiscal impacts.

**CITY OF MILTON, WASHINGTON**

**ORDINANCE NO. 16-\_\_\_\_\_**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, AUTHORIZING AN INTERFUND LOAN FROM THE GENERAL ASSET REPLACEMENT FUND TO THE CRIMINAL JUSTICE FUND IN AN AMOUNT NOT TO EXCEED \$76,000 FOR THE PURPOSES OF PURCHASING TWO ADDITIONAL POLICE PATROL VEHICLES; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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WHEREAS, funds are needed by the Criminal Justice Fund for costs associated with the purchase and outfitting of two (2) additional police patrol vehicles; and

WHEREAS, the City expects the funds loaned to be repaid by Property Tax revenues or other resources identified by the City; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, DO  
ORDAIN AS FOLLOWS:

Section 1. A loan in the amount not to exceed \$76,000 is hereby authorized from the General Asset Replacement Fund to the Criminal Justice Fund. The loan shall be repaid from Property Tax revenues, or other authorized funds, within three years. Interest shall be at the rate of .3971 percent per annum.

Section 2. The Finance Director is authorized to advance funds from the General Asset Replacement Fund to the Criminal Justice Fund as authorized by Section 1 of this Ordinance for the purpose of purchasing and outfitting two (2) police vehicles. The Finance

Director is authorized and directed to repay sums advanced from monies received by the Criminal Justice Fund, plus interest as required in Section 1.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance 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 ordinance.

Section 4. Effective Date. This ordinance, being an exercise of a power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

Passed by the Milton City Council the \_\_ day of \_\_\_\_\_, 2016, and approved by the Mayor, the \_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
DEBRA PERRY, MAYOR

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
KATIE BOLAM, CITY CLERK

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

BY \_\_\_\_\_  
GREG A. RUBSTELLO, CITY ATTORNEY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO. \_\_\_\_\_

# Loan Amortization Schedule

Enter values	
Loan amount	\$ 76,000.00
Annual interest rate	0.397%
Loan period in years	3
Number of payments per year	1
Start date of loan	3/15/2016
Optional extra payments	

Loan summary	
Scheduled payment	\$ 25,534.80
Scheduled number of payments	3
Actual number of payments	3
Total early payments	\$ -
Total interest	\$ 604.39

Lender name: Electric Utility Fund -> Police Department

Pmt. No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	3/15/2017	\$ 76,000.00	\$ 25,534.80	\$ -	\$ 25,534.80	\$ 25,233.00	\$ 301.80	\$ 50,767.00	\$ 301.80
2	3/15/2018	\$ 50,767.00	\$ 25,534.80	\$ -	\$ 25,534.80	\$ 25,333.20	\$ 201.60	\$ 25,433.80	\$ 503.39
3	3/15/2019	\$ 25,433.80	\$ 25,534.80	\$ -	\$ 25,433.80	\$ 25,332.80	\$ 101.00	\$ -	\$ 604.39



**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** March 7, 2016  
**Re:** Ordinance 1<sup>st</sup> Read – Water Rate Increase in accordance with Consumer Price Index

---

**ATTACHMENTS:** Proposed Ordinance

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommendation/Action:** This is before Council for discussion.

**Fiscal Impact/Source of Funds:** This has the potential to increase the revenue for the Water Utility by about \$11,000 in this fiscal year.

---

**Issue:** Milton Municipal Code 13.28.195(D) specifies that the water rates will increase annually based on the CPI (Consumer Price Index) for the Seattle Area from the preceding June. (Ordinance #1738, passed by Council on March 5, 2009)

**Discussion:** The CPI from last June as reported by Municipal Research increased 1%. The proposed Ordinance is based on that 1% increase.

Staff also suggests that the MMC be amended to allow for the water rate increase to take effect mid-year on the May billing rather than the January billing.

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, PROVIDING FOR AN INCREASE IN WATER RATES BY AMENDING MILTON MUNICIPAL CODE SUBSECTION 13.28.195; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

---

WHEREAS, the City of Milton operates a Water Utility to provide services to residents; and

WHEREAS, Milton Municipal Code 13.28.195 (D) provides that the rates for services will be adjusted annually based on the CPI from June of the previous year; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, DO ORDAIN AS FOLLOWS (new language shown by underline and deletions shown by strikeout):

Section 1. Section 13.28.195 of the Milton Municipal Code is hereby amended as follows:

13.28.195 Rates for metered service.

A. The schedule of rates for the water facilities and service furnished by or through or for the use of the city water system, which rates are found and declared to be reasonable and just, taking into account and consideration the cost and value of the system and cost of maintaining and operating the system, and the proper and necessary allowances for the depreciation thereof and reserves therefore, are fixed, established, levied, imposed, and otherwise prescribed in this section. Such charges include utility taxes.

B. The applicant shall determine the meter size by using the current building code and Uniform Plumbing Code.

C. The city shall place a meter on every service and charge the metered rate as provided herein.

D. On ~~January 1st~~ of the May billing each year, the rates established in this section shall be adjusted according to the June CPI-U index for the previous year for the Seattle-Puget Sound area. (Ord. 1738 § 2, 2009).

E. The schedule of rates is as follows:

Water - Monthly Base Rate per meter within the General Service Area:	
Meter Size	Base Rate
3/4"	<del>\$24.27</del> <u>\$24.51</u>
1"	<del>\$90.02</del> <u>\$90.92</u>
1 1/4"	<del>\$121.89</del> <u>\$123.11</u>
1 1/2"	<del>\$149.86</del> <u>\$151.36</u>
2"	<del>\$179.84</del> <u>\$181.64</u>
3"	<del>\$299.83</del> <u>\$302.83</u>
4"	<del>\$449.67</del> <u>\$454.17</u>
6"	<del>\$899.33</del> <u>\$908.32</u>

Water - Monthly Consumption Rate - Single Family, Duplex Units, within the General Service Area:	
Per 100 Cubic Feet:	
Up to 800 cubic feet consumed	<del>\$2.41</del> <u>\$2.43</u>
801 – 1,000 cubic feet consumed	<del>\$2.61</del> <u>\$2.64</u>
1,001 + cubic feet consumed	<del>\$2.81</del> <u>\$2.84</u>

Water – Monthly Consumption Rate – Commercial, including Multi-Family and irrigation units within the General Service Area:	
Per 100 Cubic Feet:	
Up to 800 cubic feet consumed	<del>\$2.53</del> <u>\$2.56</u>
801 – 1,000 cubic feet consumed	<del>\$2.73</del> <u>\$2.76</u>
1,001 – 2,000 cubic feet consumed	<del>\$2.93</del> <u>\$2.96</u>
2,001 – 3,000 cubic feet consumed	<del>\$3.13</del> <u>\$3.16</u>
3,001 + cubic feet consumed	<del>\$3.33</del> <u>\$3.36</u>

Section 2. Section 13.28.215 of the Milton Municipal Code reads as follows:

13.28.215 Water service charges – Senior citizens.

Low income senior citizens and low income disabled persons shall receive a 30% discount on their water service charge base rate. Such discount is only applicable to residential customers.

Section 3. Section 13.28.230 of the Milton Municipal Code is hereby amended as follows:

13.28.230 Fire protection line charges.

The rates for fire protection lines inside and outside of the corporate limits of the city shall be ~~\$26.27~~ \$26.57 per month, plus \$.25 per 100 cubic feet of water used.

Section 4. Severability. If any section, sentence, clause or phrase of this ordinance 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 ordinance.

Section 5. Effective Date. This ordinance, being an exercise of a power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect with the utility billing processed in May 2016.

Passed by the Milton City Council the \_\_ day of \_\_\_\_\_, 2016, and approved by the Mayor, the \_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
DEBRA PERRY, MAYOR

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
KATIE BOLAM, CITY CLERK

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

BY \_\_\_\_\_  
GREG A. RUBSTELLO, CITY ATTORNEY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO. \_\_\_\_\_

**SUMMARY OF ORDINANCE NO. \_\_\_\_\_**

of the City of Milton, Washington

---

On the \_\_\_\_ day of \_\_\_\_\_, 2016, the City Council of the City of Milton, passed Ordinance No. \_\_\_\_\_. A summary of the content of said ordinance, consisting of the title, provides as follows:

[Copy and Paste in the Ordinance Title]

The full text of this Ordinance will be mailed upon request.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2016.

---

Katie Bolam, CITY CLERK



**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** March 7, 2016  
**Re:** Ordinance 1<sup>st</sup> Read – Electric Rate Increase in accordance with Consumer Price Index

---

**ATTACHMENTS:** Proposed Ordinance

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommendation/Action:** This is before Council for discussion.

**Fiscal Impact/Source of Funds:** This has the potential to increase the revenue for the Electric Utility by about \$20,000 in this fiscal year.

---

**Issue:** Milton Municipal Code 13.08.280(C) specifies that the electric rates will increase annually based on the CPI (Consumer Price Index) for the Seattle Area from the preceding June. (Ordinance #1738, passed by Council on March 5, 2009)

**Discussion:** The CPI from last June as reported by Municipal Research increased 1%. The proposed Ordinance is based on that 1% increase.

It has been proposed and discussed previously to amend MMC to allow for the rate increase to take effect mid-year on the May billing rather than the January billing.

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, PROVIDING FOR AN INCREASE IN ELECTRIC RATES BY AMENDING MILTON MUNICIPAL CODE SUBSECTION 13.08.280; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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WHEREAS, the City of Milton operates an Electric Utility to provide services to residents; and

WHEREAS, Milton Municipal Code 13.08.280 (C) provides that the rates for services will be adjusted annually based on the CPI from June of the previous year; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, DO ORDAIN AS FOLLOWS (new language shown by underline and deletions shown by strikeout):

Section 1. Section 13.08.280 of the Milton Municipal Code is hereby amended as follows:

13.08.280 Electric utility – Regular and commercial service rates.

A. Rates and Charges for residential, schools, churches, apartments, and other accounts not covered by commercial rates are as follows:

Base Rate = ~~\$6.80.~~ \$6.87

Charges for each Kilowatt Hour = ~~\$0.0636~~ \$0.0642

B. Commercial rates and charges for all uses not listed in subsection A above are as follows:

Commercial Base Rate	\$ <del>14.16</del> <u>\$14.31</u>
Booster Stations Electric	\$ <del>21.07</del> <u>\$21.28</u>
100 Watt Yard Light Electric	\$ <del>10.20</del> <u>\$10.31</u>
200 Watt Yard Light	\$ <del>10.48</del> <u>\$10.59</u>
400 Watt Lights	\$ <del>24.72</del> <u>\$24.97</u>
SR/Disability Yard Light	\$ <del>7.43</del> <u>\$7.51</u>
Charges for Each Kilowatt Hour	\$ <del>0.0703</del> <u>\$0.0710</u>

C. On ~~January 1st~~ the May Billing of each year, the rates established in this section shall be adjusted according to the June CPI-U index for the previous year for the Seattle-Puget Sound area.

Section 2. Section 13.08.285 of the Milton Municipal Code is hereby amended as follows:

13.08.285 Rates for senior citizens.

Low income senior citizens and low income disabled persons shall receive a 30% discount from the residential base rate listed above. Such discount is only applicable to residential customers.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance 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 ordinance.

Section 4. Effective Date. This ordinance, being an exercise of a power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect with the utility billing processed in May 2016.

Passed by the Milton City Council the \_\_ day of \_\_\_\_\_, 2016, and approved by the Mayor, the \_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
DEBRA PERRY, MAYOR

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
KATIE BOLAM, CITY CLERK

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

BY \_\_\_\_\_  
GREG A. RUBSTELLO, CITY ATTORNEY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO. \_\_\_\_\_

**SUMMARY OF ORDINANCE NO. \_\_\_\_\_**

of the City of Milton, Washington

---

On the \_\_\_\_ day of \_\_\_\_\_, 2016, the City Council of the City of Milton, passed Ordinance No. \_\_\_\_\_. A summary of the content of said ordinance, consisting of the title, provides as follows:

[Copy and Paste in the Ordinance Title]

The full text of this Ordinance will be mailed upon request.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2016.

---

Katie Bolam, CITY CLERK



**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
Aaron Nix, Public Works/Community Development Director  
**Date:** March 7, 2016  
**Re:** Ordinance Adoption – Amending Electric Utility Code

---

**ATTACHMENTS:** Ordinance amending the Electric Utility Code

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommended Motion:** “I move to adopt the attached Ordinance amending the Electric Utility Code as presented.”

---

**Issue:** Milton Municipal Code and current practices need to be brought into alignment.

**Discussion:** This was discussed at the February 08, 2016 Study Session and the February 16, 2016 Council meeting. As requested, Section 13.08.040 (B)(3) was modified for enhanced clarity, as directed by the City Council. Permitting requirements, as indicated within Tacoma Municipal Code is shown below:

2.04.210 Permits required.

An Electrical Permit shall be applied for and purchased before electrical equipment may be installed, altered, or repaired. An Electrical Permit is required for the installation, alteration, or maintenance of all electrical systems or equipment, including, but not limited to, when removal of a Tacoma Power owned electric meter is necessary to perform any electrical work.

Exceptions:

A. Like-in-kind replacement of a contactor, relay, timer, starter, electronic circuit board, or similar control component, household appliance, circuit breaker, fuse, residential luminaire, lamp, snap switch, dimmer, receptacle outlet, thermostat, heating element, luminaire ballast with an exact same ballast, component(s) of electric signs, outline lighting, skeleton lighting or skeleton neon tubing where the electrical system is not modified, 10 horsepower or smaller motor;

B. Induction detection loops described in WAC 296-46B-300(2) and used to control gate access devices;

C. Heat cable repair; and

D. Embedding pre-manufactured heat mats in tile grout where the mat is listed by an approved testing laboratory and comes from the manufacturer with pre-connected lead-in conductors. All listing marks and lead-in conductor labels must be left intact and visible for evaluation and inspection by the installing electrician and the electrical inspector. (Ord. 28300 Ex. A; passed Jun. 30, 2015)

This is further clarified within Tacoma Power's Customer Services Handbook:

#### **2.4 General Conditions for Services**

C. Customers must obtain a Tacoma Power electrical permit before performing any modifications to their electrical installations.

These changes are recommended by Public Works Staff to meet current and best practice:

- 13.08.040 New service connection – Conversion and rewiring
  - Section A.3 and B.2 – Changing out the inspecting authority from Washington Department of Labor and Industries to Tacoma Power.
  - Section B.3 – Amending requirements.
- 13.08.070 – Amending requirements.
- 13.08.100 – Underground distribution installation on private property
  - Section A.2 – clarification of costs
  - Section A.4 – changing cost calculations
  - Section A.5.b – clarification of responsibility
- 13.08.110 – Service Connection – Overhead and underground requirements
  - Section B – Clarification of responsibility
- 13.08.130 – Meter – Installation - Testing
  - Section B – Updating Cost
- 13.08.280 – Electric utility – Regular and commercial service rates
  - Section B – Clarification
  - Section C – Changing effective date to May billing.
- 13.08.310 – Yard light rentals. – rates covered in Section 13.08.280

**CITY OF MILTON, WASHINGTON**  
**ORDINANCE NO. 16 - #####**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, CONCERNING THE PROVISIONS OF THE CITY OF MILTON'S ELECTRICAL UTILITY CODE; AMENDING MILTON MUNICIPAL CODE SECTIONS 13.08.040, 13.08.070, 13.08.100, 13.08.110, 13.08.130, 13.08.140, 13.08.280, AND 13.08.310; PROVIDING FOR SEVERABILITY AND, AUTHORIZING SUMMARY PUBLICATION BY ORDINANCE TITLE, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Milton strives to maintain consistency between the Milton Municipal Code and current and best practices; and

WHEREAS, the City Code for the Electric Utility requires updates to bring current code consistent with current and best practices; **NOW, THEREFORE,**

THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. That the following Sections of Chapter 13.08 ELECTRIC UTILITY are amended as follows (additions shown by underline and deletions shown by strikeout):

**13.08.040 Permit fees – New service connection – Conversion and rewiring.**

A. New Service.

1. A new service is not to exceed 150 feet.
2. Service shall include placing a temporary meter on an approved placed pole as determined by the Electrical Department and erected by the applicant or his contractor.
3. Connection shall be complete with the setting of the permanent electric meter and when final approval of electrical inspection has been posted by Tacoma Power. ~~the Electrical Inspection Section of the Department of Labor and Industries, State of Washington.~~

B. Conversion and Rewiring.

1. The service provided will be a review by the Electric Department to determine if the conversion or rewire requested will require increased transformer capacity or service drop replacement.

2. The installation or alteration to meet the increased load will be made by the Electric Department when necessary after the posted approval of the conversion or rewire by Tacoma Power, ~~the State Electrical Inspection Section~~.

3-~~The City Tacoma Power will not require a permit modification if that modification is determined to be any installation of a new light fixture, one or two receptacles in an existing room or some other minor change when multiple modifications are proposed to the wiring of a building.~~ Electrical Permits are required for the installation, alteration, or maintenance of all electrical systems or equipment consistent with the requirements of state law and regulations as administered by the permitting authority.

### **13.08.060 Electric bills – Payment – Delinquency – Turn on fees.**

All electric bills are payable at the Administration Office of City Hall ~~from 8:00 a.m. to 5:00 p.m.~~ during regular business hours, Monday through Friday. The City Hall is closed on legal holidays. Payment may be made by mail, electronic payment or via the drop box as well as in person during regular business hours. All electric bills are past due after the 15th day of the month following billing or after the first business day following the 15th if that date is on the weekend or holiday, and service may be discontinued until paid in full. In the event service is discontinued, energy will not be made available until all balances are paid in full, plus a turn on fee, according to the City's fee schedule.

### **13.08.070 Underground distribution systems required when – Trench separation.**

A. It is the desire of the City to require the distribution system to be installed underground in plats and subdivisions. Exceptions to this rule could be certain short and long plats where a continuation of the existing overhead distribution would be determined by the City.

B. In areas where underground distribution is required, the developer shall furnish and install at his expense all items necessary to complete the distribution system within the plat. Prior to construction, the developer shall submit a plan designed by an engineer and approved by the City.

C. Where primary distribution is required to be extended into private property, the alternatives of overhead versus underground construction shall be determined by the City. In most situations, underground installation will be preferred.

D. Both underground primary and secondary installation shall not be jointly trenched with water or sewer, and a minimum distance of three ~~five~~ feet separation shall be maintained at all times.

E. All underground primary will be in conduit. Telephone or cable TV wiring will not be allowed in the same conduit used for electrical wires.

**13.08.100 Underground distribution installation on private property.**

A. When the length of service exceeds capabilities of servicing by a secondary connection, then primary distribution shall be installed. The customer shall pay for the following items based upon the City's cost of materials at the time of purchase:

1. Conductor, per foot: from pole top to transformer;
2. Pad-mount transformers:
  - a. Residential development: shall pay the entire cost of transformers, to include vaults, and hardware;
  - b. Commercial development: shall pay the entire cost of transformers, to include vaults, and hardware;
3. Transformer pad;
4. Trenching and backfill at time and material plus inspection ~~\$1.25 per foot~~ (the customer may be required to trench and backfill);
5. Conduit:
  - a. Primary from pole to trans-former;

b. Secondary from the splice box transformer to the meter is the customer responsibility if city is responsible for secondary.

B. Before construction, the customer shall provide the City with a feasible location of construction. A consideration of location will be provisions to connect other customers to the distribution system. An easement stipulating location and condition of use by others will be furnished to the City by the customer.

C. All equipment furnished and installed either by the customer or the City shall become and remain the property of the city.

#### **13.08.110 Service connection – Overhead or underground requirements.**

A. Overhead service, including all necessary equipment will be furnished and installed by the City from the existing or new pole to the customer's point of connection, the distance not to exceed 150 feet.

B. The electrical customer ~~except single-family dwelling~~ will be responsible for the secondary line from the splice box transformer to the meter.

C. Underground service will be optional on services less than 150 feet and shall be required where distance is between 150 feet and the maximum length allowable for secondary conductor, usually not to exceed 260 feet total.

#### **13.08.130 Meter – Installation – Testing.**

A. The City shall have the right to install a meter on every service connection, with or without notice to the customer, which meter shall be installed in accordance with the National Electrical Code. The property owner shall be responsible for the protection of any equipment used to service his property, excepting natural depreciation.

B. Any customer protesting that the meter on his premises is not registering correctly may apply to the Electric Department for a meter test. The meter shall be tested by an accredited laboratory and test results furnished. In the event the meter is in good order, applicant shall pay the cost of the test, plus \$100.00 ~~\$10.00~~ for delivery and labor. If the meter is in bad order, it shall be paid for by the Electric Department.

C. In case a service is without a meter for a period of time, the bill shall be estimated based upon previous consumption.

D. If a meter does not function or operate correctly due to faulty wiring on the part of the customer, the consumer shall correct said faulty wiring within 10 days, or the service will be discontinued.

E. A single phase 200 amp, 120/240-volt meter will be furnished by the City for each connection. if the customer required any other type of a meter they will pay the difference in the cost of the meter.

F. The meter shall be installed at a location approved by a representative of the City. The meter shall be accessible at all times.

**13.08.280 Electric utility – Regular and commercial service rates.**

---

A. Rates and charges for residential, schools, churches, apartments, and other accounts not covered by commercial rates are as follows:

Base Rate = \$6.80

Charges for Each Kilowatt Hour = \$0.0636

B. Commercial rates and charges for all uses not listed in subsection A of this section are as follows:

Commercial Base Rate	\$14.16
Booster Stations Electric	\$21.07
100-Watt Yard Light Electric	\$10.20
200-Watt Yard Light	\$10.48
400-Watt Lights	\$24.72
<u>Low Income</u> SR/Disability Yard Light	\$7.43
Charges for Each Kilowatt Hour	\$0.0703

C. On May Billing of each year, the rates established in this section shall be adjusted according to the June CPI-U index for the previous year for the Seattle-Puget Sound area.

**13.08.310 Yard light rentals.**

---

The City will install, own and maintain the fixture and pole, if a pole is required. Rental rates are identified in MMC 13.08.280, as may be amended from time to time. ~~Pole rental will be \$1.25 per month. The rental charge for the fixture shall be as follows: Energy will be provided on an unmetered basis:~~

175 watt	\$3.75
250 watt	4.25
400 watt	5.70

Section 2. Effective Date. This ordinance shall be in full force and effect five (5) days after proper posting and publication. A summary of this ordinance by ordinance title may be published in lieu of publishing the ordinance in its entirety.

Section 3 Severability. If any provision of this ordinance, or ordinance modified by it, is determined to be invalid or unenforceable for any reason, the remaining provision of this ordinance and ordinances and/or resolutions modified by it shall remain in force and effect.

PASSED AND APPROVED at the regular meeting of the Council of the City of Milton, this 16th day of February, 2016.

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DEBRA PERRY, MAYOR

ATTEST/AUTHENTICATED:

---

KATIE BOLAM / CITY CLERK

ATTEST/AUTHENTICATED:

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GREG A. RUBSTELLO, CITY ATTORNEY

DATE OF PUBLICATION:  
EFFECTIVE DATE:



**To:** Mayor Perry and City Council Members  
**From:** Mark Howlett, City Engineer  
Aaron Nix, Director  
**Date:** March 7, 2016  
**Re:** Contract Approval – Water System Plan Update

---

**ATTACHMENTS:** Contract Scope of Work for updating the Water System Plan

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommendations/Actions:**

“I move to authorize the Mayor to execute a consultant services agreement with Gray & Osborne, Inc. in an amount not to exceed \$73,345 to update the City’s Water System Plan, and authorize a budget adjustment for \$150,000 from the 2016 ending fund balance of the Water Fund.”

**Fiscal Impact/Source of Funds:** Funding to update the City’s Water System Plan was not included in the adopted 2016 budget, as discussed at the Council’s December 7, 2015 Council meeting. As expressed between Staff and the Council, a budget adjustment from the 2016 ending fund balance for the Water Fund would be necessary. The Public Works Department is requesting a budget adjustment of \$150,000 for this work.

Staff will be bringing subsequent contracts for both a Wellhead Protection Plan, as well as work associated with review and recommendations on improved Operations and Maintenance protocols, as this will allow the Council to keep tabs on project costs for these different elements to the update process. It is expected that \$150,000 are adequate resources to cover all of these needed studies.

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**Issue:** In accordance with Washington Administrative Code and the Washington State Department of Health (DOH), water system plans are required to be updated every 6 years. The City last updated its Water System Plan in 2010, so we are due for an update this year. The purpose of the update is to reflect the current conditions of the water system and incorporate any new rules or regulations that may have been implemented since the last update.

**Discussion:** Attached is a scope and budget from Gray and Osborne to update the City’s Water System Plan. They prepared the last update in 2010 and since then have assisted

the City with several successful water projects. They are very familiar with the City's water system and are the most-qualified engineering firm to perform this update.

Included in this contract is all work needed for data collection, planning, projections, system analysis, review of conservation efforts, review of water rights, water use efficiency, source supply analysis, water source protection, design standards, capital improvement program, overview of financial program, permitting and coordination with reviewing agencies.

The Wellhead Protection Plan is a component of the City's Water System Plan. This plan was last updated in 2000 and is in need of updating, as well as a review of current Operating and Maintenance protocols.

Work is scheduled to begin on this update in mid-March with a final adoption of the plan in mid-January 2017.

CITY OF MILTON PROFESSIONAL SERVICES AGREEMENT  
WATER SYSTEM PLAN UPDATE

THIS Agreement is made effective as of the \_\_\_\_ day of March, 2016, by and between the City of Milton, Washington (“City”) and Gray & Osborne, Inc. (“Consultant”).

WHEREAS, the City desires to update the City’s Water System Plan; and

WHEREAS, the City does not have sufficient staff or expertise to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a Consultant to provide the necessary services for the project; and

WHEREAS, the Consultant has represented to the City that the Consultant is in compliance with the professional registration statutes of the State of Washington, if applicable, and has signified a willingness to furnish consulting services to the City, NOW, THEREFORE,

IN CONSIDERATION OF the terms and conditions set forth below, or attached and incorporated and made a part hereof, the parties agree as follows:

**1. General Purpose and Intent.**

Consultant services with Gray & Osborne, Inc. for updating the City of Milton’s Water System Plan.

**2. Services by the Consultant.**

A. The City hereby retains the Consultant to provide professional services as defined in this Agreement and as necessary to accomplish the Scope of Work attached hereto as **Exhibit A** and incorporated herein by this reference as if set forth in full. The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as specifically noted otherwise in this Agreement. The services performed by the Consultant shall not exceed the Scope of Work without prior written authorization from the City.

B. The City may from time to time require changes or modifications in the Scope of Work. Such changes, including any decrease or increase in the amount of compensation, shall be agreed to by the parties and incorporated in written amendments to the Agreement.

**3. Schedule of Work.**

The Consultant shall not begin any work under the terms of this Agreement until authorized in writing by the City. The Consultant shall complete all work required by this Agreement according to the schedule attached as **Exhibit A** and incorporated herein by this reference as if set forth in full. A failure to complete the work according to the attached schedule, except where such failure is due to circumstances beyond the control of the Consultant, shall be deemed a breach of this Agreement. The established completion time shall not be extended because of any delays attributable to the Consultant, but may be extended by the City, in the event of a delay attributable to the City, or because of unavoidable

delays caused by circumstances beyond the control of the Consultant. All such extensions shall be in writing and shall be executed by both parties.

#### **4. Compensation.**

TIME AND MATERIALS NOT TO EXCEED. Compensation for the services described in the Scope of Work shall not exceed \$73,345.00 without written authorization and will be based on the list of billing rates and reimbursable expenses attached hereto as Exhibit C.

A. The Consultant shall be paid by the City for satisfactorily completed work and services satisfactorily rendered under this Agreement as provided in **Exhibit B**, attached hereto and incorporated herein by this reference as if set forth in full. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in the Scope of Work attached. If the services rendered do not meet the requirements of the Agreement, the Consultant will correct or modify the work to comply with the Agreement. The City may withhold payment for such work until the work meets the requirements of the Agreement. Correction of typographical and other clerical errors made by the Consultant shall be made at no cost to the City.

B. The Consultant shall be entitled to invoice the City no more frequently than once per month during the course of the completion of work and services by the Consultant. Invoices shall detail the work performed or services rendered, the time involved (if compensation is based on an hourly rate) and the amount to be paid. The City shall pay all such invoices within 45 days of submittal, unless the City gives notice that the invoice is in dispute. In no event shall the total of all invoices paid exceed the maximum amount payable set forth above, if any, and the Consultant agrees to perform all services contemplated by this Agreement for no more than said maximum amount. The Consultant shall keep cost records and accounts pertaining to this Agreement available for inspection by the City representatives for three (3) years after final payment unless a longer period is required by a third-party agreement. Copies shall be made available on request.

#### **5. Corrective Changes in Work.**

The Consultant shall promptly make such changes and revisions in the complete work provided by this Agreement as may be necessary to correct errors made by the Consultant and appearing therein when required to do so by the City. The Consultant shall make such corrective changes and revisions without additional compensation from the City. Should the City find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the Consultant shall make such revisions as directed by the City. This work shall be considered as extra work and will be paid for as negotiated through a written amendment to the Agreement as provided in Section 2.B.

#### **6. Coordination of Contract Documents.**

This Agreement consists of this Professional Services Agreement form and **Exhibits A** through **B**. If there is any inconsistency between this Professional Services Agreement form and any of the Exhibits, the Professional Services Agreement form shall take precedence.

**7. Discrimination and Compliance with Laws.**

A. The Consultant agrees not to discriminate against any employee, or applicant for employment, subcontractor, supplier or materialman, or any other person in the performance of this Agreement because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age, disability, or other circumstance prohibited by federal, state, or local law or ordinance, except for a bona fide occupational qualification.

B. In the performance of work under this Agreement, the Consultant shall comply with all federal, state and municipal laws, ordinances, rules and regulations that are applicable to the Consultant's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations. The Consultant shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this Agreement.

C. Consultant shall obtain a City of Milton business license pursuant to the provisions of Chapter 5. 04 MMC prior to receipt of written authorization to proceed.

D. Violation of this paragraph shall be a material breach of this Agreement and grounds for cancellation, termination, or suspension of the Agreement by the City, in whole or in part, and may result in ineligibility for further work for the City.

**8. Termination.**

A. The City reserves the right to terminate this Agreement at any time upon ten (10) days written notice to the Consultant. Any such notice shall be given to the address specified in Section 15(A). In the event that this Agreement is terminated by the City other than for fault on the part of the Consultant, a final payment shall be made to the Consultant for all services satisfactorily performed. No payment shall be made for any work completed after ten (10) days following receipt by the Consultant of the notice to terminate. In the event that services of the Consultant are terminated by the City for fault on part of the Consultant, the amount to be paid shall be determined by the City with consideration given to the actual cost incurred by the Consultant in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the City at the time of termination, the cost of the City of employing another firm to complete the work required, and the time which may be required to do so.

B. The City may suspend this Agreement, at its sole discretion, upon one week's advance notice to the Consultant. Such notice shall indicate the anticipated period of suspension. Any reimbursement for expenses incurred due to the suspension shall be limited to the Consultant's reasonable expenses, and shall be subject to verification. The Consultant shall resume performance of services under this Agreement without delay when the suspension period ends.

**9. Standard of Care.**

The Consultant represents and warrants that it has the requisite training, skill and experience necessary to provide the services under this Agreement and is appropriately accredited and licensed by all applicable agencies and governmental entities. Services provided by the Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing in similar circumstances.

**10. Ownership of Work Product.**

Any and all documents, drawings, reports, and other work product produced by the Consultant under this Agreement shall become the property of the City upon payment of the Consultant's fees and charges therefore. The City shall have the complete right to use and re-use such work product in any manner deemed appropriate by the City, provided, that use on any project other than that for which the work product is prepared shall be at the City's risk unless such use is agreed to by the Consultant. Electronic versions of all work products shall be provided to the City in a format compatible with the City software, except to the extent expressly waived in the attached exhibits.

**11. Indemnification/Hold Harmless.**

The Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees (collectively, "Claims"), specifically including without limitation Claims resulting from injuries, sickness, or death of employees of the Consultant and/or damage to property, arising out of or resulting from the acts, errors or omissions of the Consultant, its officers, agents, sub-Consultants or employees, in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

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

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

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

**12. Insurance.**

The Consultant shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees. The Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

A. Minimum Scope of Insurance

The Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute

form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance

The Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provisions

All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. Excepting the professional liability insurance, the City will be named on all insurance as an additional insured. The Consultant shall submit a certificate of insurance to the City evidencing the coverages specified above, together with an additional insured endorsement naming the City, within fifteen (15) days of the execution of this Agreement and prior to the performance of any work specified hereunder. The certificates of insurance shall cover the work specified in or performed under this Agreement. The certificate and endorsement must be project and/or site specific. No cancellation, reduction or modification of the foregoing policies shall be effective without thirty (30) days prior written notice to the City.

The Consultant's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

D. Acceptability of Insurers

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

E. Verification of Coverage

The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

**F. Notice of Cancellation**

The Consultant shall provide the City with written notice of any policy cancellation, within two business days of their receipt of such notice.

**G. Failure to Maintain Insurance**

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

**13. Assigning or Subcontracting.**

The Consultant may not assign or subcontract any portion of the services to be provided under this Agreement without the express written consent of the City.

**14. Independent Contractor.**

The Consultant is an independent contractor for the performance of services under this Agreement. The City shall not be liable for, nor obligated to pay to the Consultant, or any employee of the Consultant, sick leave, vacation pay, overtime or any other benefit applicable to employees of the City, nor to pay or deduct any social security, income tax, or other tax from the payments made to the Consultant which may arise as an incident of the Consultant performing services for the City. The City shall not be obligated to pay industrial insurance for the services rendered by the Consultant.

**15. Notice.**

A. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth below. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph. Such notices or communications shall be given to the parties at their addresses set forth below:

City of Milton  
Attn: Mayor Debra Perry  
1000 Laurel Street  
Milton, WA 98354

Consultant:  
Gray & Osborne, Inc.  
Attn: Steve Clarke  
701 Dexter Avenue N., Suite 200  
Seattle, WA 98109

B. Either party may change its contact information by sending its new contact information to the other party in the same manner as is provided for sending the other party notice under the provisions of Section 15.A.

**16. Non-Waiver.**

Payment for any part of the work or services by the City shall not constitute a waiver by the City of any remedies of any type it may have against the Consultant for any breach of the Agreement by the Consultant, or for failure of the Consultant to perform work required of it under the Agreement by the City. Waiver of any right or entitlement under this Agreement by the City shall not constitute waiver of any other right or entitlement

**17. Resolution of Disputes; Governing Law and Venue.**

This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. If any dispute arises out of or in connection with this Agreement, including any question regarding its existence, enforceability, interpretation, or validity, the parties will, if practicable, meet and confer in good faith for a period of fourteen (14) days to attempt to resolve such dispute without an adversary proceeding. If at the end of the fourteen (14) day period such attempt at resolution is unsuccessful, the parties may resort to litigation. The exclusive venue for any litigation arising out this Agreement shall be the Pierce County Superior Court. The substantially prevailing party in any such litigation shall be entitled to an award of its reasonable attorneys' fees.

**18. Taxes.**

The Consultant will be solely responsible for the payment of any and all applicable taxes related to the services provided under this Agreement and if such taxes are required to be passed through to the City by law, the same shall be duly itemized on any billings submitted to the City by the Consultant.

**19. Entire Agreement.**

This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

**20. Risk of Loss.**

The Consultant shall be solely responsible for the safety of its employees, agents and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at the Consultant's own risk, and the Consultant shall

be solely responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.

CITY OF MILTON, WASHINGTON

By: \_\_\_\_\_  
Debra Perry, Mayor

Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Katie Bolam, City Clerk

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

By: \_\_\_\_\_  
Greg Rubstello

CONSULTANT

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **EXHIBIT A**

### **SCOPE OF WORK**

#### **CITY OF MILTON WATER SYSTEM PLAN UPDATE**

Gray & Osborne proposes to complete the Water System Plan update for the City of Milton. The Water System Plan update will be prepared to meet the requirements of WAC 246-290-100. The following scope of work was developed based on our understanding of the project. The scope of work has been broken into milestones to identify intermediate deliverables. At each milestone, the deliverable will be submitted for review and comment.

The last water system plan was completed in 2010. Since that time, there have been some changes in water system planning including the Revised Total Coliform Rule and Groundwater Rule.

Another change is the Department of Health's (DOH) policy of appropriate level of planning. Under DOH changes anticipated later in 2017, water system plan will be for a 10-year planning period rather than a 6-year period. Consequently, the water system plan will be written to indicate 6-year, 10-year and 20-year planning periods.

#### **MILESTONE 1 – DATA COLLECTION, PLANNING AND PROJECTIONS**

##### **Data Collection and Review**

- A. Develop a list of required information and submit to City staff.
- B. Review information provided including historical operating data and water consumption/production data.
- C. Conduct an inspection of all water system facilities and meet with Milton water operations staff to discuss issues of concern.

##### **Chapter 1 – System Background**

- A. Update the description of system ownership and management.
- B. Update the inventory of existing facilities.
- C. Prepare updated maps of the existing water system facilities and distribution system.
- D. Review related planning documents.

- E. Identify and describe the existing retail water service area.
- F. Identify and describe service area agreements and policies.
- G. Identify and describe the future retail water service area.
- H. Update the discussion of codes and policies relating to management of the water system.
- I. Update the description of the service area policies of the City of Milton.

## **Chapter 2 – Planning Data and Projections**

- A. Quantify historical and current populations, service connections, water consumption, water production, and non-revenue water.
- B. Determine existing water needs and use by customer type, including average day, maximum day, and maximum instantaneous demands.
- C. Determine existing average day, maximum day, and maximum instantaneous demands for the service area.
- D. To the extent feasible, estimate distribution system leakage.
- E. Develop projections for future population, water consumption, water production, and distribution system leakage for 6-, 10-, and 20-year planning horizons. Discuss the potential impacts of conservation and water rate structure on water demand projections.

## **MILESTONE 2 – SYSTEM ANALYSIS, CONSERVATION, AND WATER RIGHTS**

### **Chapter 3 – System Analysis**

- A. Performance and Design Criteria:
  - 1. Update the minimum performance and design criteria established by DOH and the City of Milton.
  - 2. Update the description of how these criteria, standards, and policies will be applied to existing and future system components.

B. Water Quality Analysis:

1. Summarize source water quality data from available test results.
2. Compare the water quality to federal and state standards, and the water quality criteria developed in Performance and Design Criteria.
3. Review, assess, and describe anticipated requirements of the Safe Drinking Water Act. Summarize anticipated impacts to the water system.
4. Describe the water system's efforts to satisfy customer concerns and complaints about water quality.

C. System Analysis:

1. Evaluate the condition and capacity of the existing water system facilities including the following components:
  - Source,
  - Treatment,
  - Storage, and
  - Booster Pumping.
2. Provide an evaluation of the sufficiency of the City's existing water rights.
3. Determine the capacity of the system in terms of ERUs.
4. Identify any current or projected future deficiencies in water system facilities.
5. Identify potential projects to address any deficiencies.
6. Evaluate alternatives for addressing deficiencies.

D. Hydraulic Modeling and Distribution Analysis:

1. Update current fire flow requirements.
2. Update the computerized hydraulic model of the water system including field calibration.

3. Perform peak hour and fire flow analysis using current, 6-year, and 20-year demand projections.
4. Identify any current or projected future hydraulic deficiencies in water system facilities.
5. Assess the condition of existing water main piping and identify and prioritize water main replacement projects based upon pipe condition.
6. Identify potential projects to address any deficiencies.
7. Evaluate alternatives for addressing deficiencies.

#### **Chapter 4 – Water Use Efficiency Program and Source of Supply Analysis**

- A. Water Use Efficiency Program:
  1. Describe the previous Water Use Efficiency Program and quantify estimated water savings.
  2. Identify updated Water Use Efficiency Goals. Evaluate appropriate measures for the system.
  3. Estimate impacts of the updated program on future water demand.
  4. Include current regulations requiring water conserving appliances and fixtures, and the conservation impact on future water demand.
  5. Evaluate water reclamation opportunities.
- B. Source of Supply Analysis
  1. Update the Water Right Self-Assessment.
  2. Evaluate water supply reliability.
  3. Describe any potential to intertie with other water systems.
  4. Identify any current or projected future deficiencies in water supply.
  5. Identify potential projects to address any deficiencies.
  6. Evaluate alternatives for addressing deficiencies.

## **MILESTONE 3 – SOURCE PROTECTION AND OPERATIONS PROGRAM**

### **Chapter 5 – Source Protection**

#### Wellhead Protection Program:

- A. Confirm and/or update wellhead protection area boundaries.
- B. Update the descriptions of land use and ownership within the wellhead protection areas.
- C. Reference the DOH susceptibility assessment for each of the existing sources.
- D. Update the description of the City’s Spill Response Plan.
- E. Update potential contaminant sources within the wellhead protection area that may adversely impact source water quality.
- F. Update the City’s contingency plan for providing alternate sources of drinking water in the event that contamination occurs.
- G. Update the system operational protocol including emergency provisions.
- H. Update the monitoring program used to assess/maintain wellhead protection.
- I. Provide recommendations for improved wellhead protection.

### **Chapter 6 – Operations Program**

- A. Review organization and certification.
- B. Update the list of current personnel and responsibilities.
- C. Review current certification requirements and DOH compliance status.
- D. Update major system components and outline maintenance and responsible personnel.
- E. Include current routine and preventive maintenance procedures provided by the City.
- F. Reference the current DOH water quality monitoring schedule.

- G. Reference the current DOH reporting requirements and public notification procedures.
- H. Include an updated Emergency Response Plan provided by the City.
- I. Update the description of the Cross Connection Control Program used by the City.
- J. Update the description of the Customer Complaint Response Program used by the City.
- K. Provide recommendations for operational improvements.

#### **Chapter 7 – Design and Construction Standards**

- A. Summarize project review procedures.
- B. Reference the City’s current design and construction standards.
- C. Update the description of the City’s policies and requirements for development by outside parties.
- D. Update the description of the City’s construction certification procedures.

#### **MILESTONE 4 – COMPLETE DRAFT PLAN**

#### **Chapter 8 – Improvement Program**

- A. Develop a prioritized list of system deficiencies and needs, including capital improvements and operation and maintenance items.
- B. Describe, assess, and justify detailed alternatives to correct system deficiencies and accommodate projected growth, including cost analyses.
- C. Describe, assess, and justify detailed alternatives to correct system deficiencies related to condition of infrastructure, including cost analyses.
- D. Develop a service area map that details proposed improvement alternatives.
- E. Prepare detailed engineering cost estimates for each system improvement.
- F. Provide a Capital Improvement Plan with projects scheduled in the 6-, 10-, and 20-year planning horizons.

## **Chapter 9 – Financial Program**

- A. Describe and assess the current financial status of the utility.
- B. Review historical revenues and expenses.
- C. List and discuss the available and potential revenue sources for system improvements.
- D. Project utility revenues and expenses for the 6-year planning period.
- E. Assess the City's capability to obtain potential sources of revenue.
- F. Assess the impact of the financial program to existing water rates.

## **SEPA**

Prepare a SEPA Checklist for the Water System Plan Update.

## **Other**

- A. Compile a complete draft plan including appendices.
- B. Distribute the draft plan to the City of Milton, Pierce County, King County, DOH, and other affected agencies and groups. DOH will submit the plan to the Department of Ecology.
- C. Present the draft plan at a public meeting and record and respond to questions and comments.
- D. Obtain consistency statements from the various planning agencies.

## **MILESTONE 5 – COMPLETE FINAL PLAN**

- A. Incorporate comments from various agencies into the final document.
- B. Assemble the complete final document.
- C. Distribute the final document.

## **DELIVERABLES**

Project deliverables will include the following:

1. Three copies of the deliverables for each milestone,
2. Five copies of the complete draft plan,
3. Five copies of the final plan, and
4. Two copies of a CD-ROM with all electronic files included in the plan.

## **ANTICIPATED SCHEDULE**

Notice to Proceed	March 8, 2016
Obtain System Data from Milton	March 22, 2016
Submit Milestone 1	April 15, 2016
Submit Milestone 2	May 20, 2016
Submit Milestone 3	June 17, 2016
Submit Milestone 4 (Draft to DOH)	August 26, 2016
DOH 90-Day Comment Period Ends	November 23, 2016
Submit Revised Plan	December 16, 2016
Adopt Final Plan	February 7, 2017

## EXHIBIT B

### ENGINEERING SERVICES SCOPE AND ESTIMATED COST

#### *City of Milton - Water System Plan Update*

Tasks	Principal Hours	Project Manager Hours	Civil Engineer Hours	GIS Technician Hours
<b>Milestone 1</b>				
Data Collection and Review	2	4	16	
Chapter 1 - System Background	2	2	12	24
Chapter 2 - Planning and Projections	2	6	48	
<b>Milestone 2</b>				
Chapter 3 - System Analysis	6	12	72	16
Chapter 4 - Water Use Efficiency	2	4	16	
<b>Milestone 3</b>				
Chapter 5 - Source Protection	2	2	16	16
Chapter 6 - Operations Program	2	2	12	
Chapter 7 - Design and Construction Standards	1	1	8	
<b>Milestone 4</b>				
Chapter 8 - Improvement Program	4	12	32	12
Chapter 9 - Financial Program	4	12	24	
SEPA		1	4	
Assemble Appendix Items		6	24	4
Complete Draft Plan	2	4	12	4
Distribute Draft Plan to Agencies and Obtain Consistency Statements	2	6	24	
<b>Milestone 5</b>				
Complete Final Plan	2	12	32	4
<b>Other</b>				
Quality Assurance/Quality Control	12	12	12	
Meetings	4	10	16	
Hour Estimate:	49	108	380	80
Fully Burdened Billing Rate Range:*	\$112 to \$188	\$112 to \$188	\$75 to \$130	\$45 to \$85
Estimated Fully Burdened Billing Rate:*	\$165	\$145	\$115	\$65
Fully Burdened Labor Cost:	\$8,085	\$15,660	\$43,700	\$5,200

Total Fully Burdened Labor Cost:	\$ 72,645
Direct Non-Salary Cost:	
Mileage & Expenses (mileage @ current IRS rate)	\$ 300
Printing	\$ 400
<b>TOTAL ESTIMATED COST:</b>	<b>\$ 73,345</b>

\* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.



**To:** Mayor Perry and City Council Members  
**From:** Aaron C. Nix, Community Development and Public Works Director  
**Date:** March 7, 2016  
**Re:** Project Acceptance – City Hall Complex Roof and Siding Improvements (#105) (CONSENT)

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**ATTACHMENTS:** Construction Close-Out Worksheet

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommendation:** “I move to approve the final acceptance of the City Hall Complex re-roofing and siding project, identified as project #105.”

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**Issue:** Construction of the City Hall and Public Works Roof Improvements Project was completed by December 2015 and is ready for Council acceptance.

**Discussion:** It was determined by the Mayor and staff both City Hall and the Public Works roofs needed to be replaced. During the roof replacement, two (2) condensing units were identified as needing to be removed from the roof, as condensation of the units allowed water to collect on the roof and was deteriorating (rotting) the roofing substructure. These structures were relocating behind the Executive’s Offices and required a security cage to protect these items from vandalism and theft. As the project proceeded, per the Staff were directed to include replacement of the gutters, siding, and painting the facades to match the new siding.

The original project was estimated at \$100,000. As additional work was identified during the project, the final cost of the project came to \$121,472.89 (including Retainage). The breakdowns of the relevant costs, including the project modifications and their costs, are identified within the attached final pay sheet.





**To:** Mayor Perry and City Council Members  
**From:** Chief Hernandez  
**Date:** March 7, 2016  
**Re:** Resolution Approval – All Hazard Mitigation Plan

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**ATTACHMENTS:** Resolution  
All Hazard Mitigation Plan

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommended Motion:** This is presented for Council review and consideration for Action. If more time is desired to review the Plan, this can be brought back for Action on March 21.

“I move to approve the attached Resolution adopting the Region 5 Hazard Mitigation Plan, 2015-2020 Edition.”

---

**Issue:** The Federal Disaster Mitigation Act of 2000 requires that an approved Natural Hazard Mitigation Plan be approved prior to any related grant funding.

**Discussion:** The City of Milton has participated with the Pierce County Department of Emergency Management in the development of the City’s All Hazard Mitigation Plan Update. Reduction of impacts associated from these hazards can be achieved through a comprehensive coordinate planning process, which includes risk assessment, five-year maintenance, and formal adoption by City Council.

This proposed Plan has been completed and approved by the State and the Federal Emergency Management Agency.

**CITY OF MILTON**  
**RESOLUTION NO. \_\_\_\_-16**

A RESOLUTION OF THE CITY OF MILTON COUNCIL  
ADOPTING THE REGION 5 ALL HAZARD MITIGATION  
PLAN – 2015-2020 EDITION AND THE CITY OF MILTON  
ADDENDUM TO THE REGION 5 HAZARD MITIGATION  
PLAN; AND UPDATING THE 2004 PIERCE COUNTY  
NATURAL HAZARD MITIGATION PLAN.

---

WHEREAS, the Federal Disaster Mitigation Act of 2000 requires that for all disasters declared on or after November 1, 2004, applicants for sub-grants following any disaster must have an approved Natural Hazard Mitigation Plan in accordance with 44CFR 201.6 prior to receipt of Hazard Mitigation Grant Program project funding; and

WHEREAS, the Federal Disaster Mitigation Act of 2000 requires that for Pre-Disaster Mitigation grant program project funding on or after November 1, 2003, applicants must have an approved Natural Hazard Mitigation Plan in accordance with 44CFR 201.6 prior to receipt of project funding; and

WHEREAS, the All Hazard Mitigation Plan Update represents the commitment of the City of Milton along with other surrounding government entities to reduce the risks from natural, man-made and technological hazards, serving as a guide for decision makers as they commit resources to reducing the affects of hazards, and it is in the public interest to proceed with the planning process in a timely manner; and

WHEREAS, City of Milton has participated with the Pierce County Department of Emergency Management in the development of the City of Milton's All Hazard Mitigation Plan Update, and recognizes the economic loss, personal injury, and damage that can arise from these hazards; and

WHEREAS, reduction of these impacts can be achieved through a comprehensive coordinated planning process which includes an updated risk assessment that provides the factual basis for activities proposed in the mitigation strategies to reduce losses and vulnerabilities, a 5-year cycle for plan maintenance, and documentation of formal adoption by City of Milton; and

WHEREAS, the 2015-2020 Region 5 All Hazard Mitigation Plan Edition has been completed and approved by the State and the Federal Emergency Management Agency; and

WHEREAS, the City of Milton could risk not receiving future disaster funding if the All Hazard Mitigation Plan Update is not adopted;

WHEREAS, the City of Milton Council reviewed the All Hazard Mitigation Plan Update; and

NOW, THEREFORE BE IT RESOLVED that the City of Milton Council of City of Milton HEREBY RESOLVES as follows:

Section 1. The Region 5 Hazard Mitigation Plan, 2015-2020 Edition, is hereby adopted as set forth in Exhibit A, which is attached.

Section 2. The City of Milton Addendum to the Region 5 Hazard Mitigation Plan, an update to the City of Milton Natural Hazard Mitigation Plan is hereby adopted and shall be in full force and effect upon passage and signatures hereon.

APPROVED by the City Council this \_\_\_\_\_ day of, \_\_\_\_\_, 2016.

---

DEBRA PERRY, MAYOR

ATTEST/AUTHENTICATED:

---

KATIE BOLAM, CITY CLERK



**CITY OF MILTON  
ADDENDUM A-9  
REGION 5 ALL HAZARD MITIGATION PLAN  
2015-2020 EDITION**

**Prepared for:**

City of Milton  
1000 Laurel Street  
Milton, WA 98354

**In Cooperation with:**

Pierce County Department of Emergency Management  
2501 S. 35<sup>th</sup> Street, Suite D  
Tacoma, WA 98409

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**ADDENDUM A-9**

**REGION 5 ALL HAZARD MITIGATION PLAN  
2015-2020 EDITIOIN  
CITY OF MILTON**

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# Section 1

## Plan Process Requirements

### ***Planning Process---Requirement §201.6(b):***

An open public involvement process is essential to the development of an effective plan.

### ***Documentation of the Planning Process---Requirement §201.6(b):***

In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process **shall** include:

- (1) An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;
- (2) An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and
- (3) Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.

### ***Documentation of the Planning Process---Requirement §201.6(c)(1):***

[The plan **shall** document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.

- Does the plan provide a narrative description of the process followed to prepare the new or updated plan?
- Does the new or updated plan indicate who was involved in the current planning process? (Who led the development at the staff level and were there any external contributors such as contractors? Who participated on the plan committee, provided information, reviewed drafts, etc.?)
- Does the new or updated plan indicate how the public was involved? (Was the public provided an opportunity to comment on the plan during the drafting stage and prior to the plan approval?)
- Does the new or updated plan discuss the opportunity for neighboring communities, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process?
- Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information?
- Does the updated plan document how the planning team reviewed and analyzed each section of the plan and whether each section was revised as part of the update process?

**SECTION 1**

**REGION 5 ALL HAZARD MITIGATION PLAN  
2015-2020 EDITION  
CITY OF MILTON  
PROCESS SECTION**

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# Changes To Jurisdiction Plan in this Document

This Process Section for the City of Milton Hazard Mitigation Plan includes the following changes that are documented as a result of a complete review and update of the existing plan. The purpose of the following change matrix is to advise the reader of these changes updating this plan from the original document approved in November 2008.

The purpose for the changes is three-fold: 1) the Federal Law (Code of Federal Regulations (CFR), Title 44, Part 201.4) pertaining to Mitigation Planning has changed since the original Plan was undertaken; 2) the Local Mitigation Planning Requirements of the Disaster Mitigation Act of 2000 201.6 (d) (3) Plan Review states Plans **must** be reviewed, revised if appropriate, and resubmitted for approval within five years in order to continue to be eligible for HMGP project grant funding. This document when completed and approved will become the City of Milton Hazard Mitigation Plan.

## Change Matrix

This Matrix of Changes documents the pertinent changes made from the November 2008 City of Milton Plan for the Region 5 All Hazard Mitigation Plan; 2015-2020 Edition. Most of the changes are a matter of additional detail, more information provided, some reformatting to the current Pierce County DEM format and in some cases a response to new requirements. This 2015 version represents a complete review and update by Pierce County Department of Emergency Management using a detailed process for development and following an established format. During this procedure, all web links have been verified and updated.

### Change Matrix – City of Milton Region 5 All Hazard Mitigation Plan 2015 Edition

Section 1 – Plan Development, Process Section	
Section or Part of Plan	New in 2015 Plan
Section 1 – Process Section	Section 1 – Process Section
	The 2015 Process Section contains this Change Matrix Table.
	The 2015 Process Section contains a revised Risk Section to include nine (9) Technological Hazards.
	The 2015 Process Section contains a description of the new process to define goals and objectives for this jurisdiction in the Mitigation Strategy.

Section 1 – Plan Development, Process Section	
	The 2015 Process Section contains a Mitigation Measure Matrix that reviews all the

	prior Mitigation Measures and shows those complete, those still viable and those no longer retained for further action.
--	---

<b>Section 2 – Participating Jurisdiction Profiles</b>		
<b>Section or Part of Plan</b>	<b>Previous</b>	<b>2015 Plan</b>
Section 2 – Profile	Information was current as of 2000 Census Data.	The 2015 version of the Profile has been updated using 2010 Census Data and most current GIS information from Pierce County.

<b>Section 3 – Capability Identification</b>		
<b>Section or Part of Plan</b>	<b>Previous</b>	<b>2015 Plan</b>
Section 3 – Capability	The Capability Tables shown in the previous plan are in a similar format.	The 2015 Capability Section has been improved and updated to show current information from the jurisdiction.

<b>Section 4 – Vulnerability, Risk Analysis</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous version of the plan contained a chart for previous history of disaster declarations broken down into Geological and Meteorological Hazards.	The 2015 Risk Section includes this same chart but it has been updated to show all additional declarations and expanded to include Technological Hazards as well.
The previous version of the plan contained four hazard maps.	The 2015 Risk Section includes updated maps and may contain additional hazard maps according to the specific jurisdiction’s hazards.
The previous version included specific analysis showing vulnerability of population, land and infrastructure according to Census 2000.	The 2015 Risk Section includes completely updated tables showing vulnerability of population, land and infrastructure using Census 2010 data.

<b>Section 5 – Mitigation Strategy</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous document used the standard goals as outlined for the entire project.	The 2015 Mitigation Section was drafted using specific goals and objectives written by the jurisdictions to their specific hazards and

	concerns.
The previous document contained a Mitigation Measure Matrix chart followed by written descriptions of each individual measure.	The new document uses the same format as the original plan but with emphasis on new goals and objectives. New measures have been added to both the Matrix and the individual measure descriptions. Measures completed in the past five years have been deleted with explanation of same in the Process Section.

<b>Section 6 – Infrastructure</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous plan used a full table with detail on each piece of infrastructure as well as summary information on hazards and dependencies.	The 2015 plan uses the same table but with additional technological hazards now included. This table has been completely updated as have the accompanying tables.

<b>Section 7 – Plan Maintenance</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous Plan Maintenance for the jurisdiction was very similar in format to the newer version for 2015.	The 2015 version of the Plan Maintenance borrows from the format and content of the original; however the entire document has been reviewed and updated to current information.

<b>Section 8 – Other Changes</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous document contained three Appendices.	The 2015 Plan contains three Appendices including place for the final resolution and approval letter from FEMA and also the team members for the jurisdiction and a chart for any changes. The Acronym list appears in the Base Plan for the entire project.

## Plan Process

The Region 5 Hazard Mitigation Plan Process Section is a discussion of the planning process used to update the Region 5 Hazard Mitigation Plan (Pierce County is Region 5 for Homeland Security (HLS) in Washington State, including how the process was prepared, who aided in the process, and the public involvement.

The Plan update is developed around all major components identified in 44 CFR 201.6, including:

- **Public Involvement Process;**
- **Jurisdiction Profile;**
- **Capability Identification;**
- **Risk Assessment;**
- **Mitigation Strategy;**
- **Infrastructure Section;** and,
- **Plan Maintenance Procedure.**

Below is a summary of those elements and the processes involved in their development.

### Public Involvement Process

Public participation is a key component to strategic planning processes. Citizen participation offers citizens the chance to voice their ideas, interests, and opinions.

“Involving stakeholders who are not part of the core team in all stages of the process will introduce the planning team to different points of view about the needs of the community. It will also provide opportunities to educate the public about hazard mitigation, the planning process, and findings, and could be used to generate support for the mitigation plan.”<sup>i</sup>

In order to accomplish this goal and to ensure that the updated Region 5 All Hazard Mitigation Plan be comprehensive, the seven planning groups in conjunction with Pierce County Department of Emergency Management developed a public participation process of three components:

1. A Planning Team comprised of knowledgeable individual representatives of HLS Region 5 area and its hazards;
2. Hazard Meetings to target the specialized knowledge of individuals working with populations or areas at risk from all hazards; and
3. Public meetings to identify common concerns and ideas regarding hazard mitigation and to discuss specific goals, objectives and measures of the mitigation plan.

This section discusses each of these components in further detail below with public participation outlined in each. Integrating public participation into the development of the Region 5 All

Hazard Mitigation Plan update has helped to ensure an accurate depiction of the Region’s risks, vulnerabilities, and mitigation priorities.

## Planning Team

The Planning Team was organized early in 2012. The individual Region 5 Hazards Mitigation Planning Team members have an understanding of the portion of Pierce County containing their specific jurisdiction, including how residents, businesses, infrastructure, and the environment may be affected by all hazard events. The members are experienced in past and present mitigation activities, and represent those entities through which many of the mitigation measures would be implemented. The Planning Team guided the update of the Plan, assisted in reviewing and updating goals and measures, identified stakeholders, and shared local expertise to create a more comprehensive plan. The Planning Team was comprised of:

**Table 1-1 Planning Team – City and Town Group**

<b>NAME</b>	<b>TITLE</b>	<b>JURISDICTION</b>
Brian Hartsell	Executive Assistant	City of Bonney Lake
Don Morrison		City of Bonney Lake
Alan Predmore	Fire Chief/Emergency Manager	City of Buckley
Jim Arsanto	Chief of Police	City of Buckley
Bob Sheehan	Fire Chief	City of DuPont
Ed Knutson	Chief of Police	City of Edgewood
Kevin Stender	Community Development Senior Planner	City of Edgewood
Mark Mears	Assistant Police Chief	City of Fife
John Cheesman	Chief of Police	City of Fircrest
Mike Davis	Chief of Police	City of Gig Harbor
Paul Rice	Building and Fire Safety Director	City of Gig Harbor
Christine Badger	Emergency Management Coordinator	City of Lakewood
Dana Herron	Building Official	City of Milton
Jim Jaques	Assistant Chief	City of Milton/East Pierce Fire and Rescue
Mark Bethune	City Manager	City of Orting
Karen Yates	Mayor	City of Roy
Bill Llewellyn	Council Member	City of Roy
Ryan Windish	Planning Manager	City of Sumner
Ute Weber	Emergency Manager	City of Tacoma
Tricia Tomaszewski	Clerk-Treasurer	Town of Carbonado
Dailene Argo	Town Clerk	Town of Carbonado
Bob Hudspeth	Fire Chief	Town of Eatonville
Doug Beagle	Town Administrator	Town of Eatonville
Kerry Murphy	Public Works	Town of Eatonville
Peggy Levesque	Mayor	Town of South Prairie
Marla Nevil	Town Clerk	Town of South Prairie
Paul Loveless	Town Administrator	Town of Steilacoom
Melanie Kohn	Clerk/Treasurer	Town of Wilkeson

The Planning Team held 10 Planning Team Meetings for the following Planning Groups: City and Town Group, Fire Group, School Group, Special Purpose Group, and Utility Group for a total of 50 meetings from March of 2012 to February of 2013.

**Table 1-2 Planning Team Meetings – Cities and Towns Group**

<p><b>Planning Team Meeting #1 - Pierce County Library Administration Bldg-March 21, 2012</b></p>
<p>Planning Team members Katie Gillespie and Debbie Bailey conducted the meeting and the Planning Team discussed the following items: Introduction of Planning Team, Review of the history of the Grant Application, Defining the Planning Requirements, How We Establish the In-Kind Match, Benefits of Developing a Plan, Defining the Planning Process, Establishing the Planning Team Meetings, Elected Official Meetings and Public Comment Meetings, reviewing each jurisdiction’s profile information, and defining next steps.</p>
<p><b>Planning Team Meeting #2 – Pierce County Emergency Operations Center-May 1, 2012</b></p>
<p>Planning Team members Katie Gillespie and Debbie Bailey conducted the meeting and the Planning Team discussed the following items: Introduction of Planning Team as there were new members present, review of items presented at previous meeting, Defining the Planning Requirements, Defining the Process, Establishing the Planning Team Meetings, Elected Official Meetings and Public Comment Meetings, and explaining the next steps.</p> <p>This meeting focused on continuing review of the Profile Section, an introduction to begin thinking about mitigation strategies to include a review of what measures from their original plan have already been completed and thinking about new measures they may like to add, and a review of existing infrastructure for accuracy or necessary changes. It was explained how the Homeland Security sectors correlate with the information on the Infrastructure Forms and the potential uses of the information as a means of populating a database of resources for future use. There was also information handed out on dependencies and how important it is to know who depends on you and who you depend on. Everyone was reminded to set up their Elected Official meetings. Everyone was given a copy of their original Section 6 – Infrastructure Information.</p>
<p><b>Planning Team Meeting #4 - Pierce County Emergency Operations Center-July 10, 2012</b></p>
<p>Planning Team members Katie Gillespie and Debbie Bailey conducted the meeting and the Planning Team discussed the following items: Reminder to set up Elected Official meetings. There was a recap of the Infrastructure Forms and the information necessary and some forms were collected at the meeting. Because this group missed one meeting in April, there were two areas of focus for this meeting; the Capability Section and the Risk Section. There was a discussion on how to recognize capabilities that already exist within the jurisdiction. Copies of existing Capability Sections were handed out and a discussion followed regarding making this section more comprehensive for everyone. The discussion continued, focusing on an explanation of the Risk Assessment and beginning to look at the local hazards for each jurisdiction. There was also some discussion about hazard maps and jurisdiction hazard maps were shown for the first time since they were updated. These now include technological hazards.</p>
<p><b>THERE WERE NO PLANNING TEAM MEETINGS IN JUNE OF 2012</b></p>

**Planning Team Meeting #5 - Pierce County Emergency Operations Center-Aug 7, 2012**

Planning Team members Katie Gillespie and Debbie Bailey, along with special guest Casey Broom from State EMD, conducted the meeting and the Planning Team discussed the following items: State EMD Mitigation Coordinator, Casey Broom was present at this meeting to lead the discussion on goals and objectives. The primary discussion for this meeting was a review of how to write goals and how to move forward in developing objectives to address the goals as a part of the Mitigation Strategy for the project.

**Planning Team Meeting #6 - Pierce County Emergency Operations Center-Sept 4, 2012**

Planning Team members Katie Gillespie and Debbie Bailey, along with Casey Broom, conducted the meeting and the Planning Team discussed the following items: Casey led the discussion continuing with Goals and Objectives for each jurisdiction. There was also a lot of discussion regarding good mitigation measures and how they need to address the objectives identified.

**Planning Team Meeting #7 - Pierce County Emergency Operations Center-Oct 2, 2012**

Planning Team members Katie Gillespie and Debbie Bailey, along with Casey Broom, conducted the meeting and the Planning Team discussed the following items: The jurisdiction hazard maps (base map as well as hazard maps) and other administrative items were discussed. The majority of the meeting was dedicated to a discussion revolving around developing new mitigation measures and having ‘shovel-ready’ projects included in all plans. A general discussion was productive in finding new measures that others might also be able to include.

**Planning Team Meeting #8 - Pierce County Emergency Operations Center-Nov 6, 2012**

Planning Team members Katie Gillespie and Debbie Bailey conducted the meeting and the Planning Team discussed the following items: There was a call for questions on all sections completed thus far and any final cleanup of sections as necessary. The majority of the meeting was dedicated to continuing discussions about mitigation measures and answering all the questions regarding new measures and how they will be added to the plans. The jurisdictions were briefed and given guidance on how to prioritize their mitigation measures.

**THERE WERE NO PLANNING TEAM MEETINGS IN DECEMBER OF 2012**

The month of December was dedicated allowing the Plan Coordinators time to catch up on documentation for the 78 jurisdictions.

**REGIONAL PLANNING MEETINGS WERE HELD IN JANUARY OF 2013**

(See Table 1-15)

The month of January was dedicated to eight Regional Meetings where the groups were divided into geographical districts rather than their normal groups in order to develop potential regional measures together.

**Planning Team Meeting #9 - Pierce County Emergency Operations Center-Feb 5, 2013**

Planning Team members Katie Gillespie and Debbie Bailey conducted the meeting and the Planning Team discussed the following items: The primary discussion, besides a general review once more, was about the Plan Maintenance section and how that will be updated by the jurisdictions. Each jurisdiction was given copies of their existing section and we discussed possible changes and improvements. Those jurisdictions that still had outstanding sections of documentation brought those forward at this time.

**Planning Team Meeting #10 - Pierce County Emergency Operation Center-March 5, 2013**

Planning team members Katie Gillespie and Debbie Bailey conducted the meeting and the Planning Team was able to discuss any final questions or concerns regarding the final sections of the plans and any updates or changes that will still need to be made before the plans are complete.

### Joint Planning Requirement

The City of Milton has not identified plans which must collaborate with the mitigation plan at time of publication.

Plan	Next Update
Comprehensive Plan	2015

## Endnotes

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<sup>i</sup> State and Local Mitigation Planning How-to Guide, Getting Started: building support for mitigation planning, FEMA 386-1, September 2002, p. 3-1.

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## SECTION 2

# REGION 5 ALL HAZARD MITIGATION PLAN 2015-2020 EDITION CITY OF MILTON PROFILE SECTION

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# **Mission Statement**

The mission of the City of Milton is as follows:

**In active partnership with Milton Citizens, we will build a forward-looking, SERVICE oriented, people friendly community.**

## **WE BELIEVE IN SERVICE:**

### **SERVICE**

**Serving our community by keeping it safe  
Supporting the personal and professional growth of City Staff  
Supporting People-oriented neighborhoods.**

### **EXCELLENCE**

**Excelling in Service  
Enhancing public trust  
Employee empowerment to achieve excellence**

### **RESPECT**

**Respect for Learning, Teaching and Valuing  
    Our History  
    Our Cultural Heritage  
    Our Communities**

### **VISION**

**Vision for citizen participation  
Vision for positive regional and local issues  
Vision and partnership for a safe city**

### **INNOVATIVE**

**Assist citizens in being innovative in areas of  
    Your Programs  
    Environmental Issues  
    Enhancement of our infrastructure**

## COOPERATION

### Cooperate with citizens in

Working together in communities

Preventing crime

Enhancing our environment

## ENVIRONMENT

### Respect and nurturance for all the environments in our lives

Social, Professional and Natural

## Services Summary

The City of Milton was incorporated in the year 1907.

The jurisdiction provides the following services through their own capabilities:

Table 2-1 City Services<sup>1</sup>

CITY SERVICES			
Service	Yes	Service	Yes
Mayor/City Manager	Yes	Municipal Airport	No
City Attorney	Yes	Municipal Court	Yes
City Clerk	Yes	Public Works/Improvements	Yes
City Treasurer	Yes	Comprehensive Planning	Yes
Sheriff or Police	Yes	Parking Meter Revenue	No
Parks Commissioners/Board	Yes	Construction and Operation of Boat Harbors, Marinas, Docks, etc.	No
City Council	Yes	Issue Bonds and Levies of General Tax	Yes
License and Tax Fees	Yes	Fire Department/EMS	Yes
Non-Polluting Power Generation	No	Parking, Off-street Facilities	No
Hydroelectric Resources	No	Sanitary Landfill/Refuse Service	No
Radio Communications	Yes	Sidewalks	Yes
Streets	Yes	Storm Drains	Yes
Waste Water Treatment	No	Streets/Alleys	Yes
Water Utility	Yes	Parks and Parkways	Yes
Public Transportation Systems	No	Water Pollution Abatement	Yes
Residential Care Facilities (not owned by City)	Yes	Local Improvement Districts	
Child Care Facilities (not owned by City)	Yes		

# Geo-Political Summary

Table 2-2 Geo-Political Summary<sup>2</sup>

Jurisdiction	Area (sq mi)	Elevation Range (ft)	Major Water Features	Regional Partners	
				Shared Borders	Land Use Authorities
City of Milton	2.1635	20-340	<ul style="list-style-type: none"> <li>• Puyallup Watershed</li> <li>• 4-Hylebos Basin</li> <li>• 15-Lower White River Basin</li> </ul>	<ul style="list-style-type: none"> <li>• Fife</li> <li>• Edgewood</li> <li>• Unincorporated Pierce County</li> <li>• Federal Way (KC)</li> <li>• Unincorporated King County</li> <li>• Puyallup Tribe</li> </ul>	<ul style="list-style-type: none"> <li>• Milton</li> <li>• Fife</li> <li>• Edgewood</li> <li>• Unincorporated Pierce County</li> <li>• Federal Way (KC)</li> <li>• Unincorporated King County</li> <li>• Puyallup Tribe</li> </ul>



# Population Summary

## Demographics

**Table 2-3 Population<sup>3, 4, 5, 6</sup>**

Jurisdiction	Population	Population Density (people/sq mi)	Population Served	Projected Year 2022 Population Change (%)	Projected Population Density	Projected 2022 Population Served
City of Milton	6,968	3,221	6,968	4.05%	3,351	7,250
Region 5	795,225	440	795,225	-18.39%	359	648,895

## Special Populations

**Table 2-4 Special Populations<sup>7</sup>**

Jurisdiction	Population	Population 65 Plus	% of Total	Population Under 20	% of Total
City of Milton	6,968	692	10%	1,611	23%
Region 5	795,225	87,770	11%	220,351	28%

## Demographic Analysis

In comparison to the last update, the overall population has increased by nearly 2,000 people while the 65+ population and the population ages 20 and under decreased. Due to the decrease in these special populations their representation of the total population further reduces the City of Milton’s population vulnerability.

# Infrastructure Summary

## General

**Table 2-5 Parcel Summary<sup>8</sup>**

Jurisdiction	# Parcels	Land Value	Average Land Value	Improved Value	Average Improved Value
City of Milton	2,509	\$212,489,900	\$84,691	\$326,521,100	\$130,140
Region 5	319,165	\$29,742,651,792	\$93,189	\$49,650,950,160	\$155,577

Jurisdiction	Total Assessed Value	Average Assessed Value
City of Milton	\$539,011,000	\$214,831
Region 5	\$79,393,601,952	\$248,766

**Table 2-6 Housing Summary<sup>9</sup>**

Jurisdiction	# Houses	Housing Density	Avg Year Built	Avg Year Built (%)
City of Milton	2,724	1,259	<ul style="list-style-type: none"> <li>• &lt; 1939: 150</li> <li>• 1940 – 1979: 1,236</li> <li>• 1980 – 2004: 1,713</li> <li>• 2005&gt; 63</li> </ul>	<ul style="list-style-type: none"> <li>• &lt; 1939: 4.7%</li> <li>• 1940 – 1979: 39%</li> <li>• 1980 – 2004: 54.1%</li> <li>• 2005&lt; 2.0%</li> </ul>
Region 5	291,983	162	<ul style="list-style-type: none"> <li>• &lt; 1939: 34,368</li> <li>• 1940 – 1979: 126,363</li> <li>• 1980 – 2004: 139,894</li> <li>• 2005&gt; 22,830</li> </ul>	<ul style="list-style-type: none"> <li>• &lt; 1939: 10.6%</li> <li>• 1940 – 1979: 39%</li> <li>• 1980 – 2004: 43.2%</li> <li>• 2005&gt;7.1%</li> </ul>

## Jurisdiction Infrastructure

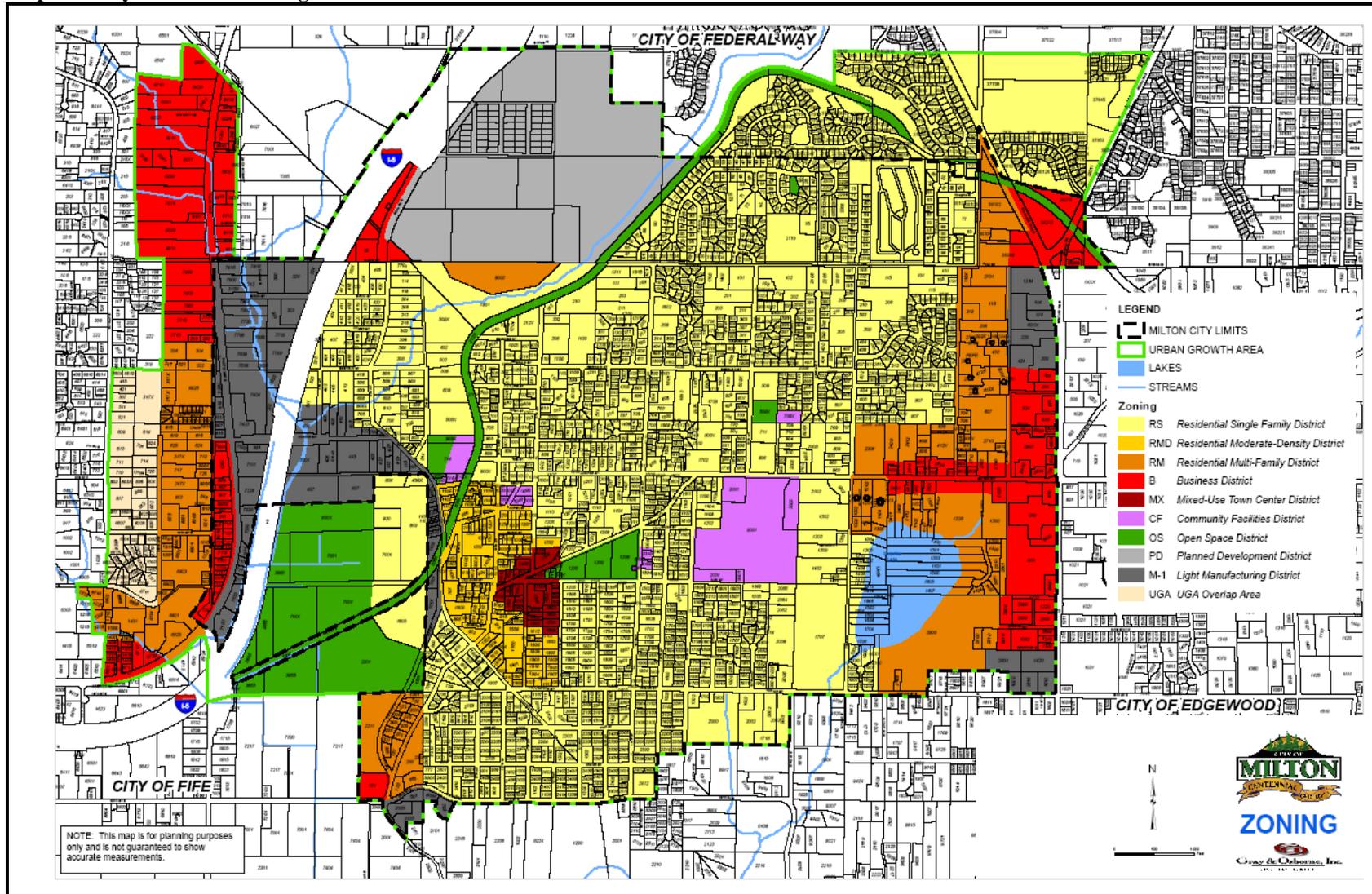
The following table shows the overview of infrastructure owned by the City of Milton. The infrastructure is categorized according to the infrastructure sectors as designated by the Department of Homeland Security. This chart is intended as a summary only.

For further details on Department of Homeland Security infrastructure sectors, please see the Process Section 1.

**Table 2-7 Owned Infrastructure<sup>10</sup>**

Total Infrastructure	Emerg. Services	Tele-comm	Transportation	Water	Energy	Government	Commercial	Total Value (\$)
25	2	0	0	12	1	10	0	\$24,449,700

Map 2- 2 City of Milton - Zoning



# Economic Summary

**Table 2-8 Fiscal Summary<sup>11</sup>**

Jurisdiction	Operating Costs (per month)	Operating Budgeted Revenues <sup>12</sup>	Operating Budgeted Expenditures <sup>13</sup>	Fund Balance as % of Operating Cost	Avg Fund Balance (5 yrs)
City of Milton	Not Available	Not Available	Not Available	Not Available	Not Available

**Table 2-9 Employment Profile<sup>14</sup>**

Employment Category (SIC)	City of Milton	Pierce County
Agriculture, Forestry, Fishing, Mining and Hunting	0	2,532
Construction	314	29,441
FIRES (Finance, Insurance, Real Estate, and Services)	269	21,862
Wholesale Trade	144	13,064
Transportation and Warehousing and Utilities	213	21,796
Manufacturing	523	35,050
Retail	343	43,247
Education, Health and Social Services	619	76,821
Professional, Scientific, Management, Administrative, Waste Management	509	31,890
Public Administration	249	22,860

**Table 2-10 Economic Summary<sup>15</sup>**

Jurisdiction	Unemployment Rate
City of Milton	8.2%
Region 5	9.6%
WA State	8.4%

# Resource Directory

## Regional

- **City of Milton**  
<http://www.cityofmilton.net/>
- **Pierce County Government**  
<http://www.piercecountywa.org/PC/>
- **Pierce County DEM**  
<http://www.piercecountywa.org/pc/abtus/ourorg/dem/abtusdem.htm>
- **Pierce County PALS**  
<http://www.co.pierce.wa.us/pc/abtus/ourorg/pals/palshome.htm>
- **Municipal Research & Services Center of Washington (MRSC)**  
<http://www.mrsc.org/>

## National

- **US Census**  
[www.census.gov/](http://www.census.gov/)

# Endnotes

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<sup>1</sup> Information from a survey completed by the City.

<sup>2</sup> Information from Pierce County GIS application, CountyView Pro (2013/14).

<sup>3</sup> “Population” from Census 2010, Office of Financial Management.

<sup>4</sup> “Projected Population Change (%)” from Pierce County Buildable Lands Report, Dec. 2007.

<sup>5</sup> “Projected Population Density” is based on an assumption of the jurisdiction maintaining the same geographic area and boundaries. It does not consider changes in annexation, district mergers, etc.

<sup>6</sup> “Projected 2022 Population” from Pierce County Buildable Lands Report, Dec. 2007.

<sup>7</sup> “Special Population” from Census 2010, Office of Financial Management.

<sup>8</sup> Information from Pierce County GIS application, CountyView Pro 2013/14.

<sup>9</sup> Information from Census 2010, Office of Financial Management.

<sup>10</sup> Information obtained from Jurisdiction from Infrastructure Matrix.

<sup>11</sup> Information obtained from the Budget of the jurisdiction.

<sup>12</sup> Non-Capital

<sup>13</sup> Non-Capital

<sup>14</sup> Information from Census 2010, Office of Financial Management.

<sup>15</sup> Information from Census 2010, Office of Financial Management.

## Section 3

### Capability Identification Requirements

***Planning Process---Requirement §201.6(b):***

An open public involvement process is essential to the development of an effective plan.

***Documentation of the Planning Process---Requirements §201.6(b):***

In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process **shall** include:

(3) Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.

- Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information?

***Assessing Vulnerability: Analyzing Development Trends---Requirement §201.6(c)(2) (ii)(C):***

[The plan **should** describe vulnerability in terms of] providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.]

- Does the plan describe land uses and development trends?

***Identification and Analysis of Mitigation Actions: National Flood Insurance Program (NFIP) Compliance--Requirement §201.6(c)(3)(ii):***

[The mitigation strategy] must also address the jurisdiction's participation in the National Flood Insurance Program (NFIP), and continued compliance with NFIP requirements, as appropriate.

- Does the new or updated plan describe the jurisdiction(s) participation in the NFIP?

**SECTION 3**

**REGION 5 ALL HAZARD MITIGATION PLAN  
2015-2020 EDITION  
CITY OF MILTON  
CAPABILITY IDENTIFICATION SECTION**

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# Legal and Regulatory

Table 3-1 Legal and Regulatory

Regulatory Tools (Ordinances and Codes)	Yes or No
<b><u>Jurisdiction Capabilities</u></b>	
Building Construction/Design Construction Codes	Yes
Flood Damage Prevention Ordinance	Yes
Growth Management Ordinance	Yes
Critical Area Ordinance	Yes
Hazard Setback Requirements	Yes
Hillside and Steep Slope Ordinance	Yes
Land Use and Regulatory Codes	Yes
Mechanical Codes	Yes
Plan Review Requirements	Yes
Plumbing Codes	Yes
Real Estate Disclosure Requirements	No
Storm Water Management	Yes
Subdivision Ordinance or Regulations	Yes
Tax and License Codes	Yes
Wildfire Ordinance	Yes
Zoning Ordinance	Yes

# Administrative Capability

Table 3-2 Administrative Capability

Administrative Tools (Agency, Departments or Programs)	Yes or No
<b>Jurisdiction Capabilities</b>	
Architectural Review Board/Historic Review	No
Board of Adjustments/Hearing Examiner	Yes
Building Official	Yes
Chamber of Commerce	Yes
City/Town Council	Yes
City/Town Meetings	Yes
City/Town Planning Commission	Yes
City/Town Website	Yes
Commercial Fire Safety/Code Inspection Program	Yes
Community CPR/First Aid Program	Yes
Community Emergency Response Teams	Yes
Downtown Revitalization Committee	No
Economic Development Board	Yes
Emergency Manager	Yes
Engineers	Yes
Families First Coalition	No
Fire and Injury Prevention Program	Yes
Fire Chief	Yes
Fire Safety & Disaster Classes in Schools	Yes
Flood Plan Manager	No
Government TV Access	Yes
Grant Writers	No
Home Safety Council	No
Information included in Utility Bills	Yes
Lahar Warning System	Yes
Planners	Yes
Planning Commission	Yes
Police Chief	Yes
Police Department	Yes
Public Utility	Yes
Public Works Department	Yes
Safe Streets Program	No
Safety Fairs	Yes
Stream Team (Friends of Hylebos)	Yes
Surveyors	No

**Table 3-3 Administrative Capability (Cont)**

Administrative Tools (Agency, Departments or Programs)	Yes or No
<b>Regional Capabilities</b>	
Local Business Districts	No
Local Department of Emergency Management	No
Local Fire Agencies plus Mutual Aid with others	Yes
Local Hospitals	No
Local Law Enforcement Agencies and Mutual Aid with others	Yes
Local Neighborhood Associations	Yes
Local Neighborhood Emergency Teams (NET)	Yes
Local Newspapers	Yes
Local Parks Commission/Board	Yes
Local Power Companies	Yes
Local Parent Teacher’s Association	Yes
Neighboring Counties	Yes
Pierce County Department of Emergency Management	Yes
Pierce County Fire Chiefs Association	Yes
Pierce County Neighborhood Emergency Teams (PCNET)	Yes
Pierce County Police Chiefs Association	Yes
Pierce County Safe Kids Coalition	Yes
Pierce County Sheriffs Department	Yes
Puget Sound Clean Air Agency	Yes
Puget Sound Energy	Yes
Puget Sound Regional Council	Yes
Puget Sound Water Quality Management Plan	No
Service Organizations	Yes
Tacoma/Pierce County Health Department	Yes
Tribes	Yes

# Technical Capability

Table 3-4 Technical Capability

Technical Tools (Plans and Other)	Yes or No
<b>Jurisdiction Capabilities</b>	
After Action Reports of Any Incident	Yes
Capital Improvement Plan	Yes
Comprehensive Emergency Management Plan	Yes
Comprehensive Plan	Yes
Continuity of Governmental Services and Operations Plan (COOP and COG)	Yes
Critical Facilities Plan	No
Drainage Master Plan	Yes
Economic Development Plan	No
Emergency Evacuation Plan	Yes
Emergency Response Plan	Yes
Generator Placement Plan	No
Habitat Plan	No
Hazardous Materials Response Plan	No
Lahar Evacuation Plan	Yes
Pandemic Flu Plan	No
Post-Disaster Recovery Plan	Yes
Sewer/Wastewater Comprehensive Plan	Yes
Storm Comprehensive Plan	No
Water Comprehensive Plan	Yes
<b>Regional Capabilities</b>	
Coordinated Water System Plan and Regional Supplement 2001	
Local and Regional Emergency Exercises – All Types	Yes

# Fiscal Capability

Table 3-5 Fiscal Capability

Fiscal Tools (Taxes, Bonds, Fees, and Funds)	Yes or No
<b><u>Jurisdiction Capabilities</u></b>	
<b>TAXES:</b>	
Authority to Levy Taxes	Yes
<b>BONDS:</b>	
Authority to Issue Bonds	Yes
<b>FEES:</b>	
Fees for Water, Sewer, Gas or Electric Service	Yes
Impact Fees for Homebuyers/Developers for New Developments/Homes	Yes
Local Improvement District (LID)	Yes
<b>FUNDS:</b>	
Capital Improvement Project Funds	Yes
Enterprise Funds	Yes
General Government Fund (Departments)	Yes
Internal Service Funds	?
Special Revenue Funds	?
Withhold Spending in Hazard-Prone Areas	No
<b><u>Regional Capabilities</u></b>	
Pierce County Land Conservancy	No
Cascade Land Conservancy	No

# Specific Capabilities

Table 3-6 Specific Capabilities

Jurisdiction Specific Capabilities
<b>Legal &amp; Regulatory</b>
<b>Administrative &amp; Technical</b>
Pierce County Coop Cities Police Chiefs
<b>Fiscal</b>

## Section 4

### Risk Assessment Requirements

#### **Identifying Hazards--- Requirement §201.6(c)(2)(i):**

[The risk assessment **shall** include a] description of the type ... of all natural hazards that can affect the jurisdiction.

- Does the new or updated plan include a **description** of the types of **all natural hazards** that affect the jurisdiction?

#### **Profiling Hazards---Requirement §201.6(c)(2)(i):**

[The risk assessment **shall** include a] description of the ... location and extent of all natural hazards that can affect the jurisdiction. The plan **shall** include information on previous occurrences of hazard events and on the probability of future hazard events.

- Does the risk assessment identify (i.e., geographic area affected) of each hazard being addressed in the new or updated plan?
- Does the risk assessment identify the extent (i.e., magnitude or severity) of each hazard addressed in the new or updated plan?
- Does the plan provide information on previous occurrences of each hazard addressed in the new or updated plan?
- Does the plan include the probability of future events (i.e., chance of occurrence) for each hazard addressed in the new or updated plan?

#### **Assessing Vulnerability: Overview---Requirement §201.6(c)(2) (ii):**

[The risk assessment **shall** include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description **shall** include an overall summary of each hazard and its impact on the community.

- Does the new or updated plan include an overall summary description of the jurisdiction's vulnerability to each hazard?
- Does the new or updated plan address the impacts of each hazard on the jurisdiction?

#### **Assessing Vulnerability: Addressing Repetitive Loss Properties---Requirement §201.6(c)(2) (ii):**

[The risk assessment] **must** also address the National Flood Insurance Program (NFIP) insured structures that have been repetitively damaged by floods.

- Does the new or updated plan describe vulnerability in terms of the types and numbers of repetitive loss properties located in the identified hazard areas?

#### **Assessing Vulnerability: Identifying Structures---Requirement §201.6(c)(2) (ii)(A):**

The plan **should** describe vulnerability in terms of the types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas...

- Does the new or updated plan describe vulnerability in terms of the types and numbers of existing buildings, infrastructure, and critical facilities located in the identified hazard areas?
- Does the new or updated plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?

**Assessing Vulnerability: Estimating Potential Losses---Requirement §201.6(c)(2) (ii)(B):**

[The plan **should** describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(ii)(A) of this section and a description of the methodology used to prepare the estimate...

- Does the new or updated plan estimate potential dollar losses for vulnerable structures?
- Does the new or updated plan describe the methodology used to prepare the estimate?

**Assessing Vulnerability: Analyzing Development Trends---Requirement §201.6(c)(2) (ii)(c):**

[The plan **should** describe vulnerability in terms of] providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.

- Does the new or updated plan describe land uses and development trends?

## SECTION 4

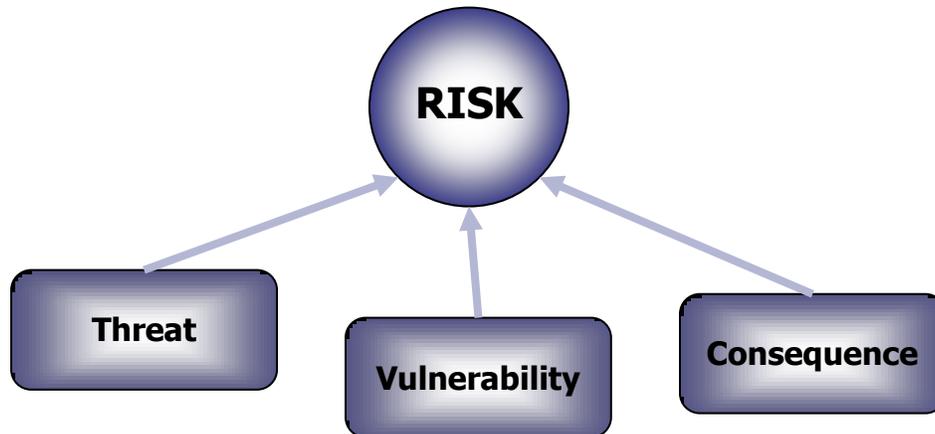
# REGION 5 ALL HAZARD MITIGATION PLAN 2015-2020 EDITION CITY OF MILTON RISK ASSESSMENT SECTION

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## Section Overview

The Risk Assessment portrays the threats of natural hazards, the vulnerabilities of a jurisdiction to the hazards, and the consequences of hazards impacting communities. Each hazard is addressed as a threat and is identified and profiled in the Hazard Identification. The vulnerabilities to and consequences of a given hazard are addressed in the Vulnerability Analysis. Vulnerability is analyzed in terms of exposure of both population and infrastructure to each hazard. Consequences are identified as anticipated, predicted, or documented impacts caused by a given hazard when considering the vulnerability analysis and the characteristics of the hazard as outlined in its identification.



The WA Region 5 **Hazard Identification** was used for this plan. Each jurisdiction's Vulnerability and Consequence Analysis are based on the Region 5 Hazard Identification. The Region 5 Hazard Identification can be found in the Base Plan. Each hazard is identified in subsections. The subsections are grouped by hazard-type (i.e., geological and meteorological hazards) and then alphabetically within each type. A summary table of the WA Region 5 Hazard Identification is included in this section as Table 4-1a and Table 4-1b.

The **Vulnerability Analysis** is displayed in six tables:

- **Table 4-2 General Exposure**
- **Table 4-3 Population Exposure**
- **Table 4-4 General Infrastructure Exposure**
- **Table 4-5a Consequence Analysis Chart – Geological**
- **Table 4-5b Consequence Analysis Chart – Meteorological**
- **Table 4-5c Consequence Analysis Chart – Technological**

Each jurisdiction has its own Vulnerability Analysis, and it is included in this section.

The **Consequence Identification** is organized by Threat. Each threat page summarizes the hazard, graphically illustrates exposures from the Vulnerability Analysis, and lists corresponding Consequences. Each jurisdiction has its own Consequence Identification and it is included in this section: avalanche, earthquake, landslide, tsunami, volcanic, drought, flood, severe weather, and wildland/urban interface fire.

Specific information and analysis of a jurisdiction's owned (public) infrastructure is addressed in the Infrastructure Section of its Plan.

**Table 4-1a WA Region 5 Hazard Identification Summary – Geological**

THREAT	DECLARATION # DATE/PLACE	PROBABILITY/ RECURRENCE	MAPS, FIGURES AND TABLES
<u>AVALANCHE</u>	Not Applicable	Yearly in the mountainous areas of the County including Mt. Rainier National Park and the Cascades.	Slab Avalanche Areas Vulnerable to Avalanche Pierce County Avalanches of Record
<u>EARTHQUAKE</u>	N/A--7/22/2001 Nisqually Delta N/A--6/10/2001 Satsop DR-1361-WA--2/2001 Nisqually N/A--7/2/1999 Satsop DR-196-WA--4/29/1965 Maury Island, South Puget Sound N/A--4/13/1949 South Puget Sound N/A--2/14/1946 Maury Island	Magnitude 4.3 Magnitude 5.0—Intraplate Earthquake Magnitude 6.8—Intraplate Earthquake Magnitude 5.8—Intraplate Earthquake Magnitude 6.5—Intraplate Earthquake Magnitude 7.0—Intraplate Earthquake Magnitude 6.3 40 years or less occurrence Historical Record—About every 23 years for intraplate earthquakes	Types of Earthquakes Major Faults in the Puget Sound Basin Seattle and Tacoma Fault Segments Pierce County Seismic Hazard Major Pacific Northwest Earthquakes Notable Earthquakes Felt in Pierce County Salmon Beach, Tacoma Washington following Feb 2001 Earthquake Liquefaction Niigata Japan-1964 Lateral Spreading – March 2001
<u>LANDSLIDE</u>	DR-1159-WA--12/96-2/1997 DR-852-WA--1/1990 DR-545-WA--12/1977	Slides with minor impact (damage to 5 or less developed properties or \$1,000,000 or less damage) 10 years or less. Slides with significant impact (damage to 6 or more developed properties or \$1,000,000 or greater damage) 100 years or less.	Northeast Tacoma Landslide January 2007 Pierce County Landslide and Soil Erosion Hazard Pierce County Shoreline Slope Stability Areas Notable Landslides in Pierce County Ski Park Road – Landslide January 2003 SR-165 Bridge Along Carbon River – Landslide February 1996 Aldercrest Drive - Landslide
<u>TSUNAMI</u>	N/A--1894 Puyallup River Delta N/A--1943 Puyallup River Delta (did not induce tsunami) N/A--1949 Tacoma Narrows	Due to the limited historic record, until further research can provide a better estimate a recurrence rate of 100 years plus or minus will be used.	Hawaii 1957 – Residents Explore Ocean Floor Before Tsunami Hawaii 1949 – Wave Overtakes a Seawall Puget Sound Fault Zone Locations, Vertical Deformation and Peak Ground Acceleration Seattle and Tacoma Faults Tsunami Inundation and Current Based on Earthquake Scenario Puget Sound Landslide Areas and Corresponding Tsunamis Puget Sound River Deltas, Tsunami Evidence and Peak Ground Acceleration Salmon Beach, Pierce County 1949 – Tsunamiogenic Subaerial Landslide Puyallup River Delta – Submarine Landslides Puyallup River Delta – Submarine Landslides and Scarp Damage in Tacoma from 1894 Tsunami
<u>VOLCANIC</u>	DR-623-WA--5/1980	The recurrence rate for either a major lahar (Case I or Case II) or a major tephra eruption is 500 to 1000 years. The recurrence rate for either a major lahar (Case I or Case II) or a major tephra eruption is 500 to 1000 years.	Volcano Hazards Debris Flow at Tahoma Creek – July 1988 Douglas Fir Stump – Electron Lahar Deposit in Orting Landslide from Little Tahoma Peak Covering Emmons Glacier Tephra Types and Sizes Lahars, Lava Flows and Pyroclastic Hazards of Mt. Rainier Estimated Lahar Travel Times for Lahars 10 <sub>7</sub> to 10 <sub>8</sub> Cubic Meters in Volume Ashfall Probability from Mt. Rainier Annual Probability of 10 Centimeters or more of Tephra Accumulation in the Pacific NW Cascade Eruptions Mt. Rainier Identified Tephra, last 10,000 years Pierce County River Valley Debris Flow History

Geological

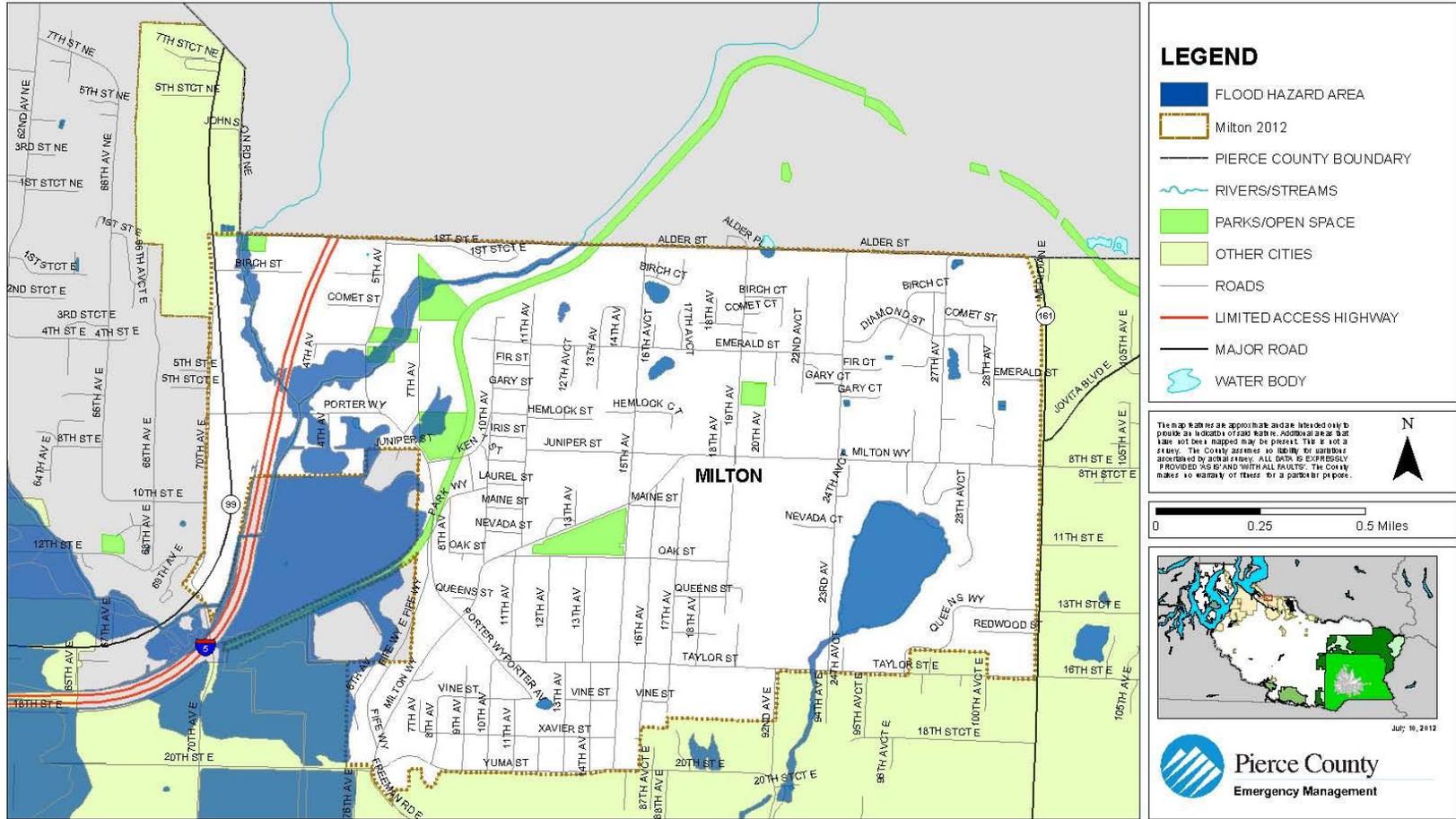
**Table 4-1b WA Region 5 Hazard Identification Summary – Meteorological and Technological**

HAZARD		FEMA DECLARATION # DATE/PLACE		PROBABILITY/ RECURRENCE	MAPS, FIGURES AND TABLES
<b>Meteorological</b>	<b><u>CLIMATE CHANGE</u></b>	Not Applicable		Not Applicable	Global Temperature Change: 1850 to 2006 Recent and Projected Temperatures for the Pacific Northwest Comparison of the South Cascade Glacier: 1928 to 2003 Lower Nisqually Glacier Retreat: 1912 to 2001
	<b><u>DROUGHT</u></b>	Many dry seasons but no declarations		50 years or less occurrence	Sequence of Drought Impacts Palmer Drought Severity Index Pierce County Watersheds %Area of Basin in Drought Conditions Since 1895 %Time in Severe to Extreme Drought: 1895-1995 %Time in Severe to Extreme Drought: 1985-1995 Notable Droughts Affecting Pierce County Columbia River Basin USDA Climate Zones – Washington State
	<b><u>FLOOD</u></b>  Since 1978 3 Repetitive Loss Areas have produced 83 Claims totaling Nearly \$1.78 Million Dollars.	DR-WA 1817--01/2009 NA-11/2008 DR-1734-WA--12/2007 DR-1671-WA--11/2006 DR-1499-WA--10/2003 DR-1159-WA--12/96-2/97 DR-1100-WA--1-2/1996 DR-1079-WA--11-12/1995 DR-896-WA--12/1990 DR-883-WA--11/1990	DR-852-WA--1/1990 DR-784-WA--11/1986 DR-545-WA--12/1977 DR-492-WA--12/1975 DR-328-WA--2/1972 DR-185-WA--12/1964	5 years or less occurrence Best Available Science--The frequency of the repetitive loss claims indicates there is approximately a 33 percent chance of flooding occurring each year.	Pierce County Watersheds Pierce County Flood Hazard Pierce County Repetitive Loss Areas Clear Creek Basin Repetitive Flood Loss Aerial Photo Flood Hazard Declared Disasters Feb 8, 1996 Flooding – Del Rio Mobile Homes Along Puyallup River Nov 2006 Flooding River Park Estates – Along Puyallup River Nov 2006 Flooding State Route 410 – Along Puyallup River Nov 2006 Flooding Rainier Manor – Along Puyallup River
	<b><u>SEVERE WEATHER</u></b>	DR-4056-WA – 01/2012 DR-1825- WA – 12/2008 – 01/2009 DR-1682-WA--12/2006 DR-1159-WA--12/96-2/1997 DR-1152-WA--11/19/1996	DR-981-WA--1/1993 DR-137-WA--10/1962	The recurrence rate for all types of severe storms is 5 years or less.	Fujita Tornado Damage Scale Windstorm Tracks Pierce County Severe Weather Wind Hazard – South Wind Event Pierce County Severe Weather Wind Hazard – East Wind Event Notable Severe Weather in Pierce County Snowstorm January 2004 Downtown Tacoma Satellite Image – Hanukkah Eve Windstorm Before/After Tornado Damage Greensburg KS May 2007 Public Works Responds 2005 Snowstorm Downed Power Pole February 2006 Windstorm County Road December 2006 Windstorm Tacoma Narrows Bridge – November 1940 Windstorm
	<b><u>WUI FIRE</u></b>	Not Applicable		Based on information from WA DNR the probability of recurrence for WUI fire hazard to Pierce County is 5 years or less.	Washington State Fire Hazard Map Pierce County Forest Canopy Industrial Fire Precaution Level Shutdown Zones Carbon Copy Fire August 2006 Washington State DNR Wildland Fire Statistics: 1973-2007 DNR Wildland Response South Puget Sound Region: 2002-2007 Pierce County DNR Fires

Technological	HAZARD	FEMA DECLARATION # DATE/PLACE	PROBABILITY/ RECURRENCE	MAPS, FIGURES AND TABLES
	<u>ABANDONED MINES</u>	Not Applicable	Based on Information from WA DNR The Pierce County Sheriff's Department reports that they have had very few incidents of citizens entering the abandoned mines in east Pierce Co. Isolated issues of minor subsidence have occurred, typically following flood events in 2009/2010	Pierce County – Mine Hazard Areas Map Based on WA DNR Information Schasse, Koler, Eberle, and Christie, <u>The Washington State Coal Mine Map Collection: A Catalog, Index, and User's Guide</u> , Open File Report 94-7, June 1984 Pierce County 2009 HIRA
	<u>CIVIL DISTURBANCE</u>	Not Applicable	Looking at the historical record, major civil unrest is a rare occurrence. Movement of military supplies from Port of Tacoma to Joint Base Lewis McChord	Pierce County Civil Disturbance Map Pierce County 2009 HIRA Hilltop Riots Tacoma 1969, 1991
	<u>DAM FAILURE</u>	Not Applicable	No occurrences in Pierce County 50+ years recurrence	Table D-1 PC Dams that Pose a High or Significant Risk, Pierce County 2009 HIRA Table D-2 Dam Failures in WA State
	<u>ENERGY EMERGENCY</u>	Not Applicable	<ul style="list-style-type: none"> <li>January 2009 Loss of electricity to Anderson Island (underground [water] cable)</li> </ul> Power Outage is the most frequent energy incident, via natural hazards (storms, ice) Recurrence Rate – 5 years (storms) Recurrence Rate – 50+ years (major)	Pierce County 2009 HIRA Tacoma Power Outage 1929, USS Lexington provide power Anderson Island January 2009 Underwater power cable broke
	<u>EPIDEMIC</u>	Not Applicable	Pandemics <ul style="list-style-type: none"> <li>2009-2010 "Swine Flu Recurrence Rate – 20 years</li> </ul>	Pierce County 2009 HIRA Tacoma Pierce County Health District Pan Flu Plan Measles, State of WA, 1990 E Coli, January 1993, September 1998
	<u>HAZARDOUS MATERIALS</u>	Not Applicable	<ul style="list-style-type: none"> <li>Dalco Passage oil spill of October 13, 2004</li> <li>Chlorine Spill Port of Tacoma February 12, 2007</li> </ul> Large Incidents 5 year recurrence Small Incidents 1 week recurrence	Pierce County 2009 HIRA Table HM-1 Reported Releases (in lbs.) of all chemicals, for Pierce Co. in 2008, all industries Chlorine Spill in the Port of Tacoma (February 12, 2007) Dalco Passage oil spill (October 13, 2004) Illegal methamphetamine sites (A high of 258 sites in 2001-56 sites in 2009)
	<u>PIPELINE FAILURE</u>	Not Applicable	<ul style="list-style-type: none"> <li>Northwest Pipeline Corporation natural gas incident May 1<sup>st</sup> 2003, in Sumner 10 years recurrence</li> </ul>	Map P-1 Pierce County Pipelines Pierce County 2009 HIRA
	<u>TERRORISM</u>	Not Applicable	Minor PC Incident – Recurrence 1-year Major Incident – Recurrence 100 years	Pierce County 2009 HIRA Tacoma's Model Cities and Human Rights Offices burned 1972 African American church burned 1993 White Supremacy Group Hate Crimes, 1998 Westgate Family Medicine Clinic bombed, 2011
	<u>TRANSPORTATION ACCIDENT</u>	Not Applicable	Minor Incidents occur daily Major Incidents rare Recurrence Rate – 10 years	Pierce County 2009 HIRA Rail: Freight Derailment, Steilacoom 1996 Freight Train Derailment, Chambers Bay, 2011

Map 4-1 City of Milton – Flood Hazard Map

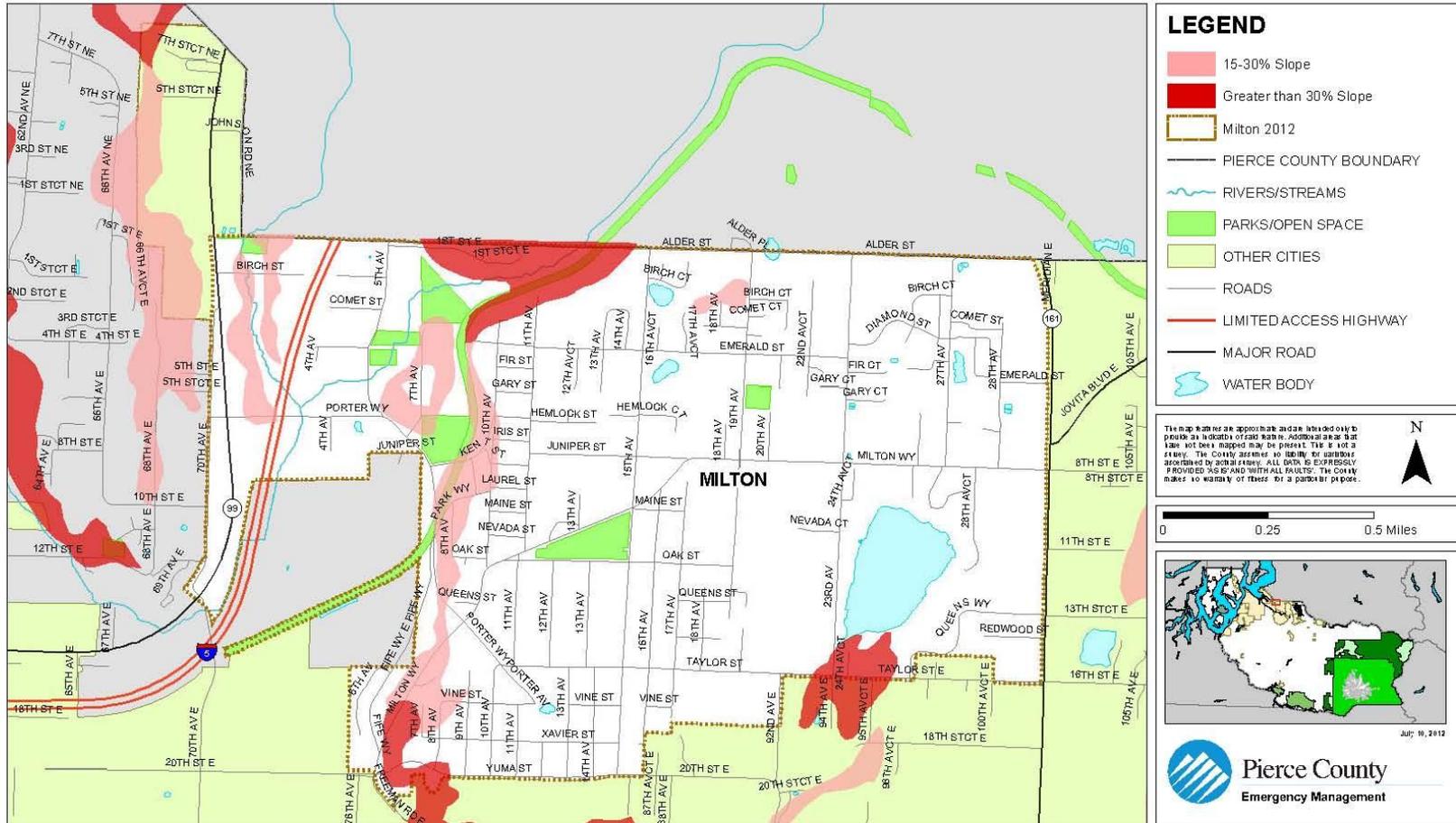
# CITY OF MILTON - FLOOD HAZARD AREA





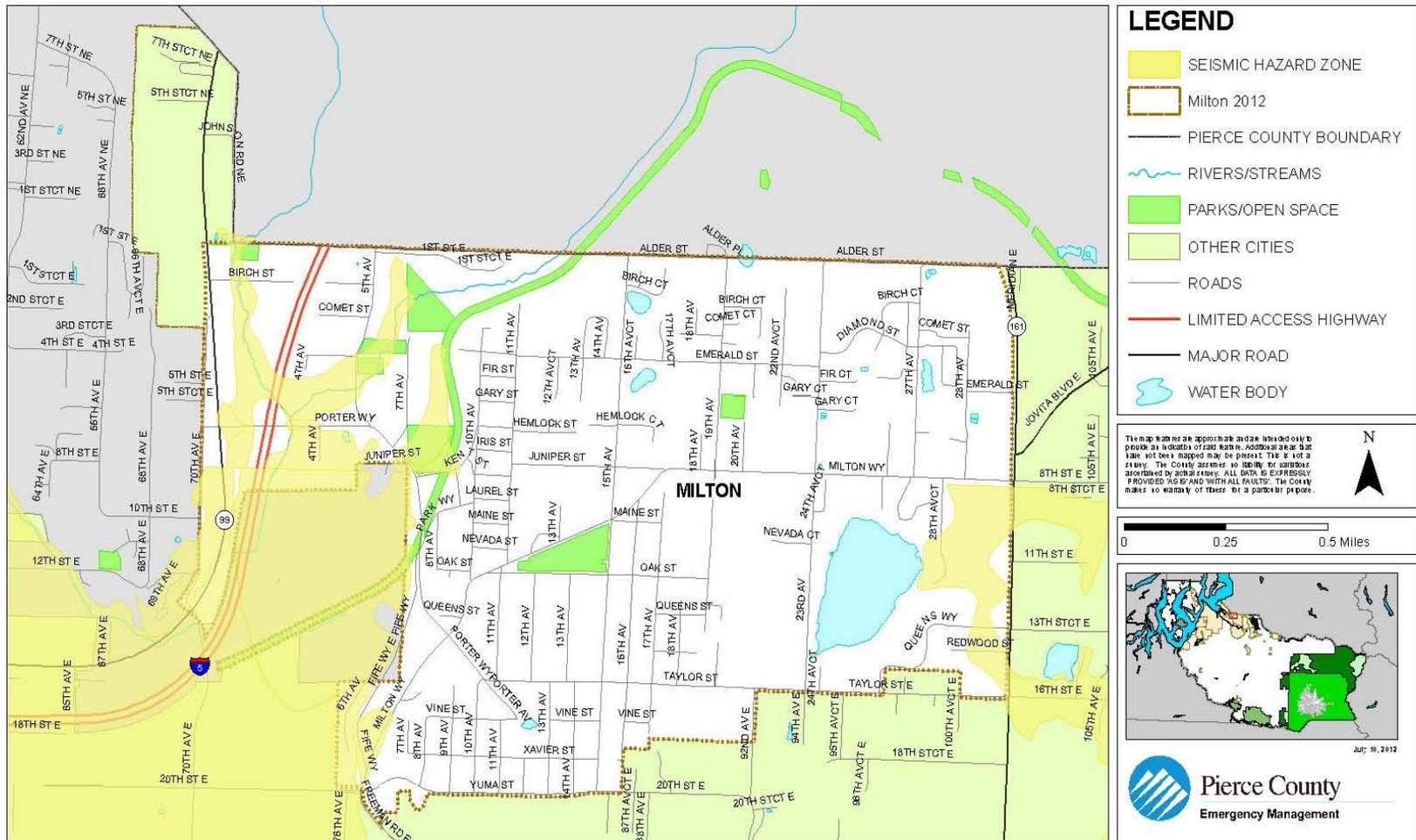
Map 4-3 City of Milton – Landslide Hazard Map

# CITY OF MILTON - LANDSLIDE HAZARD AREA



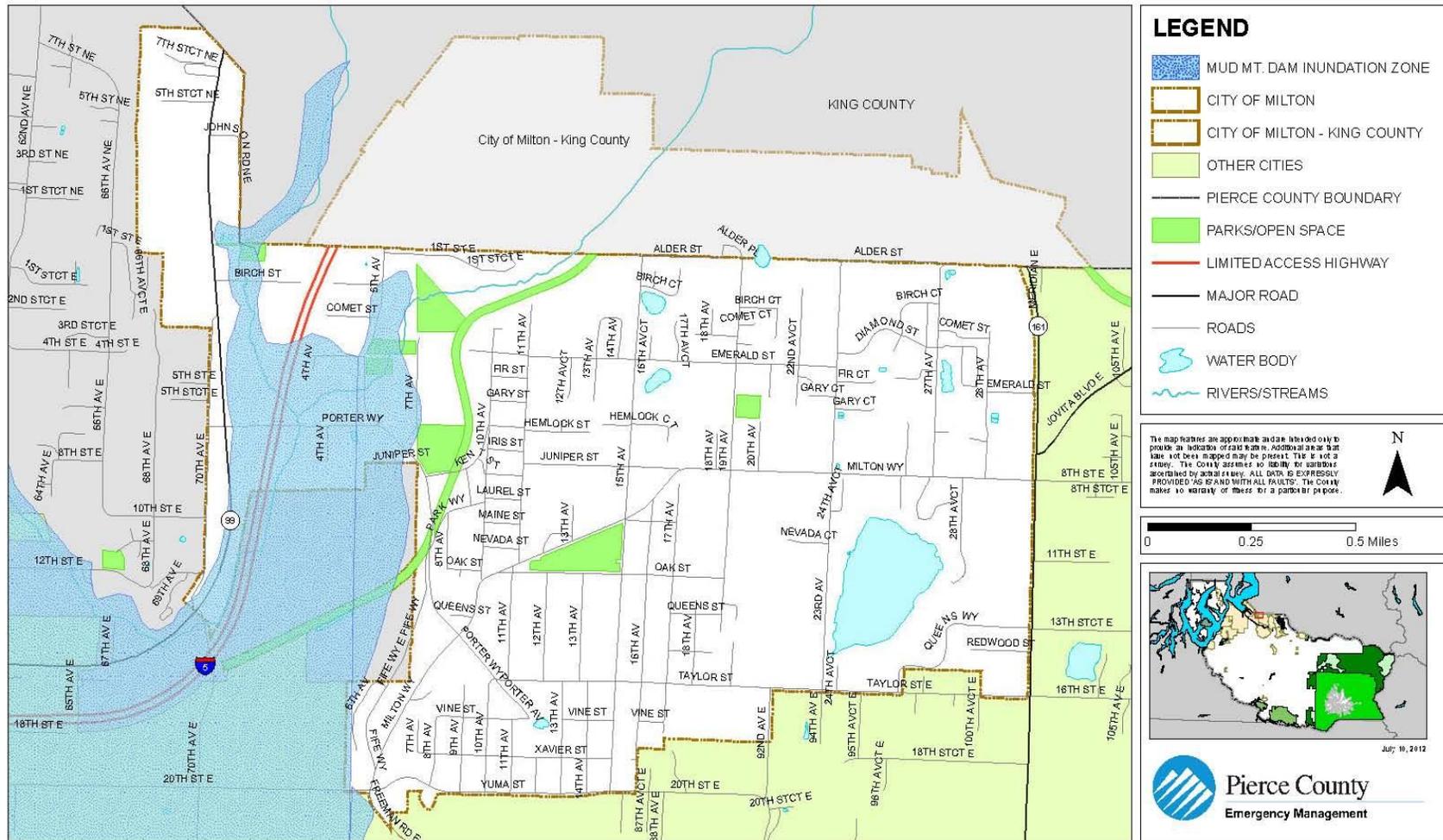
Map 4-4 City of Milton – Seismic Hazard Map

# CITY OF MILTON - SEISMIC HAZARD AREA



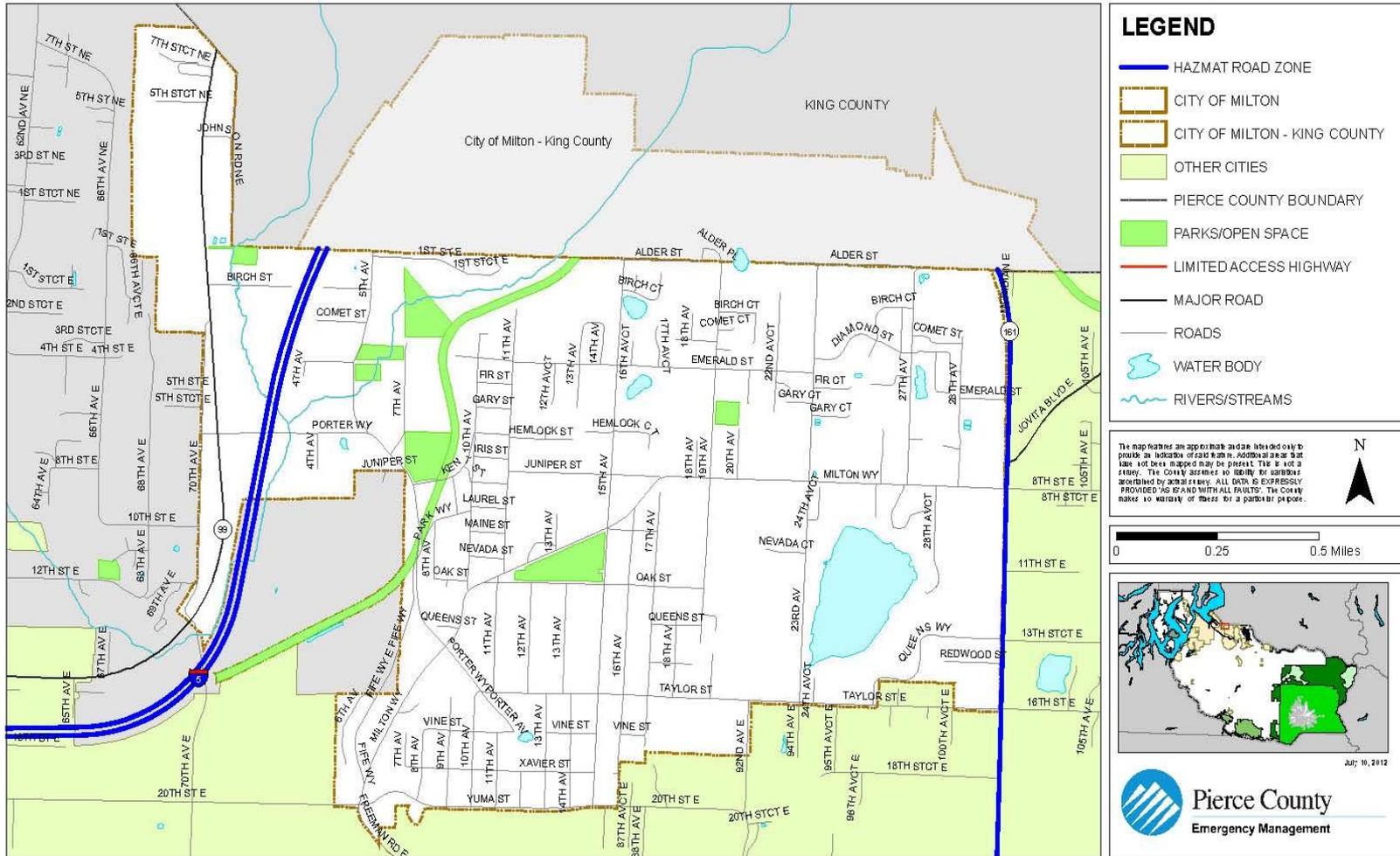
Map 4-5 City of Milton – Dam Failure –Mud Mt. Dam Hazard Area Map

# CITY OF MILTON - DAM FAILURE-MUD MT. DAM HAZARD AREA



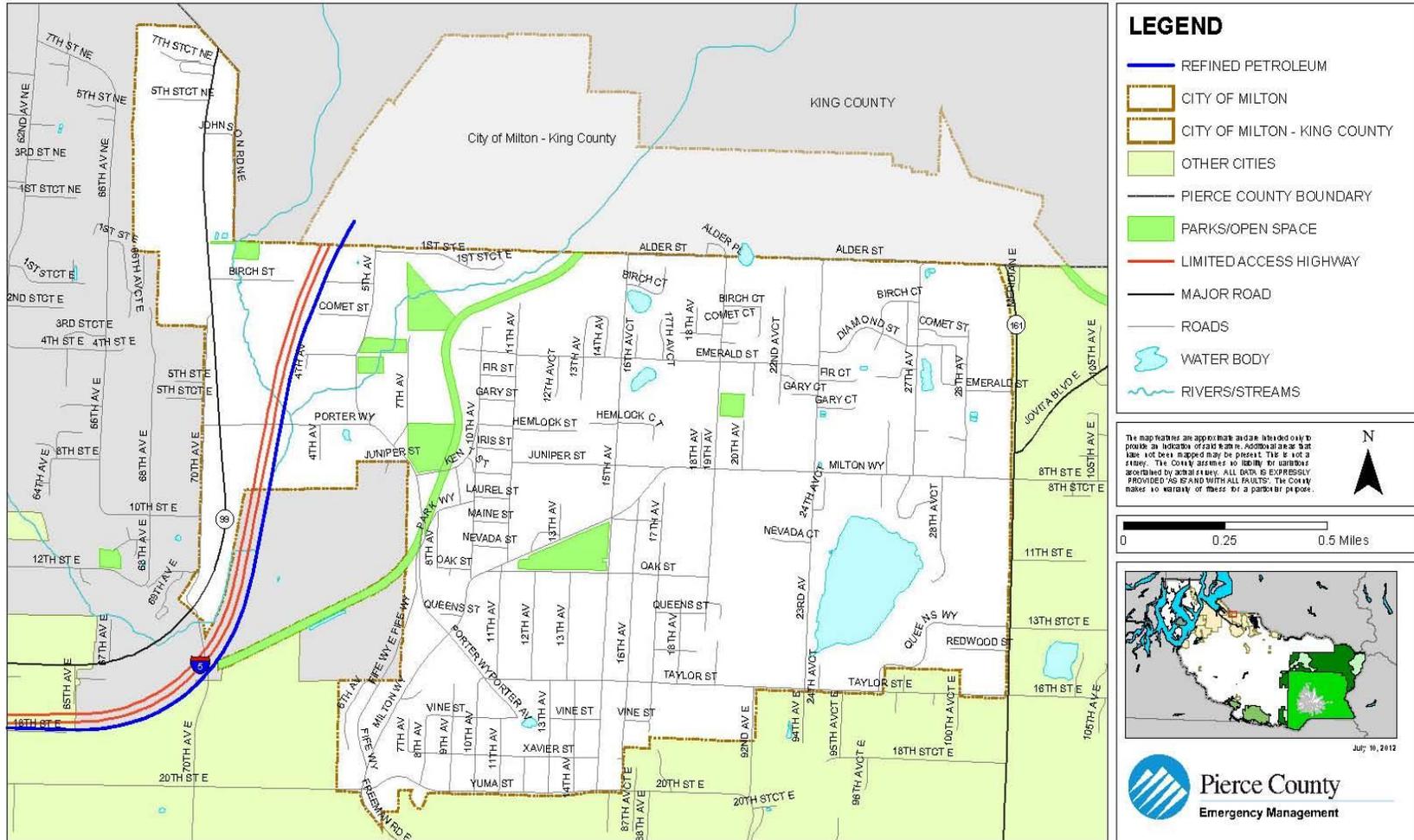
Map 4-6 City of Milton – Hazardous Material Hazard Area Map

# CITY OF MILTON - HAZARDOUS MATERIAL HAZARD AREA



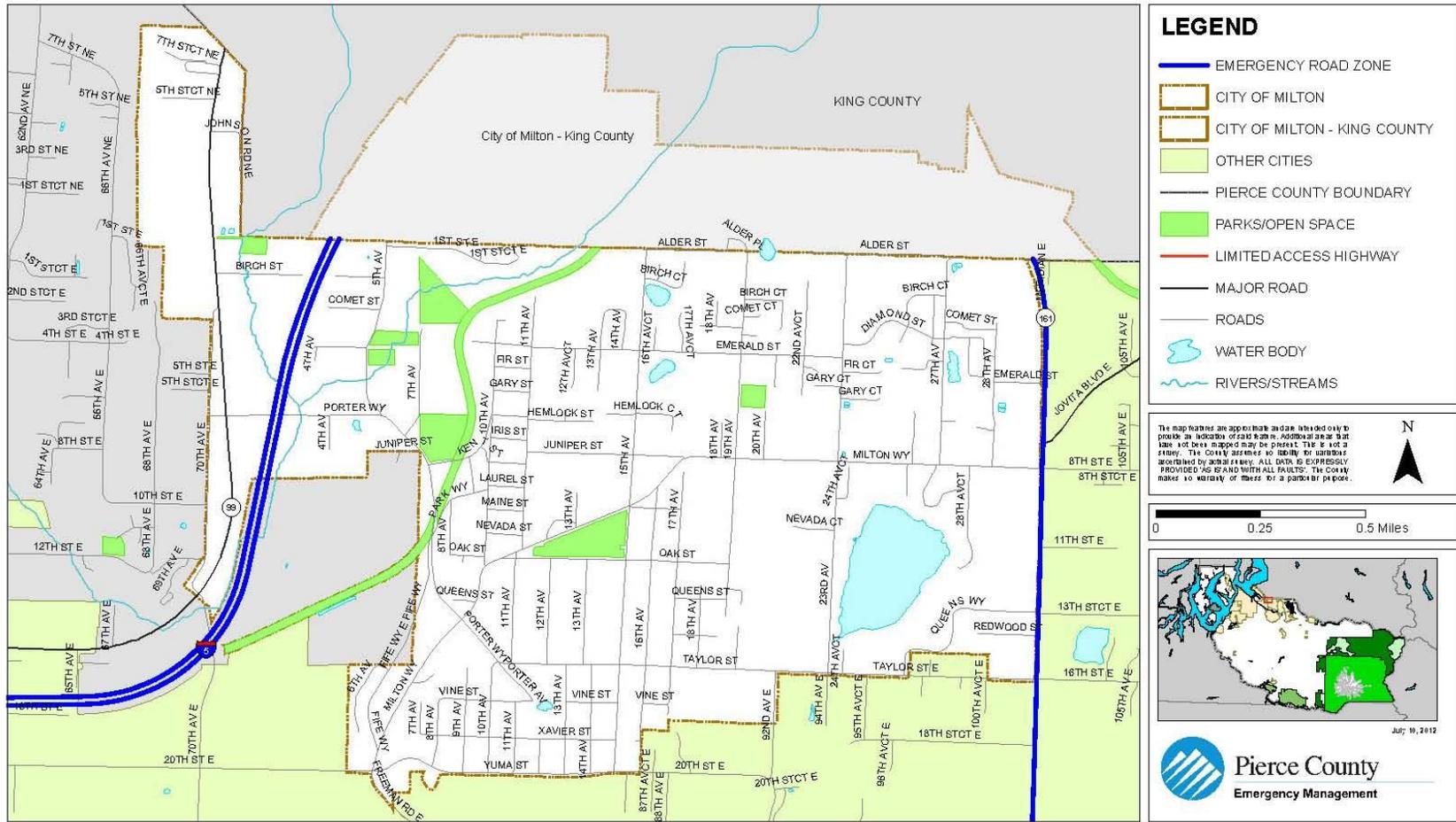
Map 4-7 City of Milton – Pipeline Hazard Area Map

# CITY OF MILTON - PIPELINE HAZARD AREA



Map 4-8 City of Milton – Transportation Emergency Hazard Area Map

# CITY OF MILTON - TRANSPORTATION EMERGENCY HAZARD AREA



**Table 4-2 Vulnerability Analysis: General Exposure<sup>1</sup>**

THREAT <sup>2</sup>		AREA (SQ MI)		PARCELS	
		Total	% Base	Total	% Base
<b>BASE</b>		<b>1.80</b>	<b>100%</b>	<b>2,509</b>	<b>100%</b>
<i>Geological</i>	<b>Avalanche<sup>3</sup></b>	NA	NA	NA	NA
	<b>Earthquake<sup>4</sup></b>	.40	20.5%	173	6.9%
	<b>Landslide</b>	.44	25.7%	277	11%
	<b>Tsunami</b>	NA	NA	NA	NA
	<b>Volcanic<sup>5</sup></b>	.44	14.6%	283	11.3%
<i>Meteorological</i>	<b>Drought<sup>6</sup></b>	1.80	100%	2,509	100%
	<b>Flood</b>	.39	25.4%	144	5.7%
	<b>Severe Weather</b>	1.80	100%	2,509	100%
	<b>WUI Fire<sup>7</sup></b>	NA	NA	NA	NA
<i>Technological</i>	<b>Abandoned Mines<sup>8</sup></b>	NA	NA	NA	NA
	<b>Civil Disturbance<sup>9</sup></b>	1.80	100%	2,509	100%
	<b>Dam Failure<sup>10</sup></b>	.21	6.5%	145	5.78%
	<b>Energy Emergency<sup>11</sup></b>	1.80	100%	2,509	100%
	<b>Epidemic<sup>12</sup></b>	1.80	100%	2,509	100%
	<b>Hazardous Material<sup>13</sup></b>	.93	54.2%	1,236	49.3%
	<b>Pipeline Hazard<sup>14</sup></b>	.24	6%	165	6.5%
	<b>Terrorism<sup>15</sup></b>	1.80	100%	2,509	100%
	<b>Transportation Accidents<sup>16</sup></b>	.93	54.2%	1,236	49.3%

**Table 4-3 Vulnerability Analysis: Population Exposure**

THREAT <sup>2</sup>		POPULATION			SPECIAL POPULATIONS (OF TOTAL EXPOSED POPULATION)			
		Total	% Base	Density (pop/sq mi)	65+ yrs		20- yrs	
					#	%	#	%
<b>BASE</b>		<b>6,968</b>	<b>100%</b>	<b>3,869</b>	<b>692</b>	<b>10%</b>	<b>1,611</b>	<b>23%</b>
<i>Geological</i>	<b>Avalanche</b>	NA	NA	NA	NA	NA	NA	NA
	<b>Earthquake</b>	1,739	25%	4,354.3	142	20.5%	450	28%
	<b>Landslide</b>	2,247	32.2%	5,079.22	178	25.7%	582	36.1%
	<b>Tsunami</b>	NA	NA	NA	NA	NA	NA	NA
	<b>Volcanic</b>	1,083	15.5%	2,444	101	14.6%	287	17.8%
<i>Meteorological</i>	<b>Drought</b>	6,968	100%	3,869	692	10%	1,611	23%
	<b>Flood</b>	1,048	15%	2,682.3	176	25.4%	273	14.7%
	<b>Severe Weather</b>	6,968	100%	3,869	692	10%	1,611	23%
	<b>WUI Fire</b>	NA	NA	NA	NA	NA	NA	NA
<i>Technological</i>	<b>Abandoned Mines</b>	NA	NA	NA	NA	NA	NA	NA
	<b>Civil Disturbance</b>	6,968	100%	3,869	692	10%	1,611	23%
	<b>Dam Failure</b>	574	8.2%	2,796.8	45	6.5%	167	10.4%
	<b>Energy Emergency</b>	6,968	100%	3,869	692	10%	1,611	23%
	<b>Epidemic</b>	6,968	100%	3,869	692	10%	1,611	23%
	<b>Hazardous Material</b>	3,752	53.8%	4,049	375	54.2%	968	60.1%
	<b>Pipeline Hazard</b>	2,726	7%	5,846.65	151	6%	853	7%
	<b>Terrorism</b>	6,968	100%	3,869	692	10%	1,611	23%

	<b>Transportation Accidents</b>	3,752	53.8%	4,049	375	54.2%	968	60.1%
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**Table 4-4 Vulnerability Analysis: General Infrastructure Exposure**

THREAT <sup>2</sup>		LAND VALUE			IMPROVED VALUE			TOTAL ASSESSED VALUE		
		Total (\$)	% Base	Avg. Value (\$)	Total (\$)	% Base	Avg. Value (\$)	Total (\$)	% Base	Avg. Value (\$)
<b>BASE</b>		<b>\$212,489,900</b>	<b>100%</b>	<b>\$84,691</b>	<b>\$326,521,100</b>	<b>100%</b>	<b>\$130,140</b>	<b>\$539,011,000</b>	<b>100%</b>	<b>\$214,831</b>
<i>Geological</i>	<b>Avalanche</b>	NA	NA	NA	NA	NA	NA	NA	NA	NA
	<b>Earthquake</b>	\$47,678,300	22.4%	\$275,597	\$59,730,000	18.3%	\$345,260	\$107,408,300	19.9%	\$620,857
	<b>Landslide</b>	\$41,212,000	19.4%	\$148,780	\$68,414,100	21%	\$246,982	\$109,626,100	20.3%	\$395,762
	<b>Tsunami</b>	NA	NA	NA	NA	NA	NA	NA	NA	NA
	<b>Volcanic</b>	\$52,910,800	24.9%	\$186,964	\$36,346,200	11.1%	\$128,432	\$89,257,000	16.6%	\$315,396
<i>Meteorological</i>	<b>Drought</b>	\$212,489,900	100%	\$84,691	\$326,521,100	100%	\$130,140	\$539,011,000	100%	\$214,831
	<b>Flood</b>	\$34,063,900	16%	\$236,555	\$57,527,700	17.6%	\$399,498	\$91,591,600	17%	\$636,053
	<b>Severe Weather</b>	\$212,489,900	100%	\$84,691	\$326,521,100	100%	\$130,140	\$539,011,000	100%	\$214,831
	<b>WUI Fire</b>	NA	NA	NA	NA	NA	NA	NA	NA	NA
<i>Technological</i>	<b>Abandoned Mines</b>	NA	NA	NA	NA	NA	NA	NA	NA	NA
	<b>Civil Disturbance</b>	\$212,489,900	100%	\$84,691	\$326,521,100	100%	\$130,140	\$539,011,000	100%	\$214,831
	<b>Dam Failure</b>	\$27,611,800	13%	\$190,426	\$17,052,300	5%	\$117,602	\$44,664,100	8%	\$308,028
	<b>Energy Emergency</b>	\$212,489,900	100%	\$84,691	\$326,521,100	100%	\$130,140	\$539,011,000	100%	\$214,831
	<b>Epidemic</b>	\$212,489,900	100%	\$84,691	\$326,521,100	100%	\$130,140	\$539,011,000	100%	\$214,831

	<b>Hazardous Material</b>	\$125,446,300	59%	\$101,494	\$180,460,100	55.3%	\$146,003	\$305,906,400	56.8%	\$247,497.09
	<b>Pipeline Hazard</b>	\$30,895,100	15%	\$187,243	\$27,839,500	9%	\$168,724	\$58,734,600	11%	\$355,967.27
	<b>Terrorism</b>	\$212,489,900	100%	\$84,691	\$326,521,100	100%	\$130,140	\$539,011,000	100%	\$214,831
	<b>Transportation Accidents</b>	\$125,446,300	59%	\$101,494	\$180,460,100	55.3%	\$146,003	\$305,906,400	56.8%	\$247,497.09

Table 4-5a Consequence Analysis Chart – Geological<sup>17,18</sup>

THREAT		CONSEQUENCE	YES OR NO
<i>Geological</i>	<b>Avalanche</b>	Impact to the Public	No
		Impact to the Responders	No
		Impact to COG and/or COOP in the Jurisdiction	No
		Impact to Property, Facilities and Infrastructure	No
		Impact to the Environment	No
		Impact to the Jurisdiction Economic Condition	No
	Impact to Reputation or Confidence in Jurisdiction	No	
	<b>Earthquake</b>	Impact to the Public	Yes
		Impact to the Responders	Yes
		Impact to COG and/or COOP in the Jurisdiction	Yes
		Impact to Property, Facilities and Infrastructure	Yes
		Impact to the Environment	Yes
		Impact to the Jurisdiction Economic Condition	Yes
	Impact to Reputation or Confidence in Jurisdiction	Yes	
	<b>Landslide</b>	Impact to the Public	Yes
		Impact to the Responders	No
		Impact to COG and/or COOP in the Jurisdiction	No
		Impact to Property, Facilities and Infrastructure	Yes
		Impact to the Environment	Yes
		Impact to the Jurisdiction Economic Condition	No
	Impact to Reputation or Confidence in Jurisdiction	Yes	
	<b>Tsunami</b>	Impact to the Public	No
		Impact to the Responders	No
		Impact to COG and/or COOP in the Jurisdiction	No
		Impact to Property, Facilities and Infrastructure	No
		Impact to the Environment	No
		Impact to the Jurisdiction Economic Condition	No
	Impact to Reputation or Confidence in Jurisdiction	No	
	<b>Volcanic<sup>19</sup></b>	Impact to the Public	Yes
		Impact to the Responders	Yes
Impact to COG and/or COOP in the Jurisdiction		No	
Impact to Property, Facilities and Infrastructure		Yes	
Impact to the Environment		Yes	
Impact to the Jurisdiction Economic Condition		Yes	
Impact to Reputation or Confidence in Jurisdiction	No		

**Table 4-5b Consequence Analysis Chart – Meteorological**

THREAT		CONSEQUENCE	YES OR NO
<i>Meteorological</i>	<b>Drought</b>	Impact to the Public	Yes
		Impact to the Responders	No
		Impact to COG and/or COOP in the Jurisdiction	No
		Impact to Property, Facilities and Infrastructure	No
		Impact to the Environment	Yes
		Impact to the Jurisdiction Economic Condition	No
		Impact to Reputation or Confidence in Jurisdiction	No
	<b>Flood</b>	Impact to the Public	Yes
		Impact to the Responders	Yes
		Impact to COG and/or COOP in the Jurisdiction	No
		Impact to Property, Facilities and Infrastructure	Yes
		Impact to the Environment	Yes
		Impact to the Jurisdiction Economic Condition	Yes
		Impact to Reputation or Confidence in Jurisdiction	No
	<b>Severe Weather</b>	Impact to the Public	Yes
		Impact to the Responders	Yes
		Impact to COG and/or COOP in the Jurisdiction	No
		Impact to Property, Facilities and Infrastructure	Yes
		Impact to the Environment	Yes
		Impact to the Jurisdiction Economic Condition	Yes
		Impact to Reputation or Confidence in Jurisdiction	Yes
	<b>WUI Fire</b>	Impact to the Public	Yes
		Impact to the Responders	Yes
		Impact to COG and/or COOP in the Jurisdiction	No
Impact to Property, Facilities and Infrastructure		Yes	
Impact to the Environment		Yes	
Impact to the Jurisdiction Economic Condition		Yes	
Impact to Reputation or Confidence in Jurisdiction		No	

**Table 4-5c Consequence Analysis Chart – Technological<sup>20</sup>**

THREAT		CONSEQUENCE	YES OR NO
<i>Technological</i>	<b>Abandoned Mines</b>	Impact to the Public	
		Impact to the Responders	
		Impact to COG and/or COOP in the Jurisdiction	
		Impact to Property, Facilities and Infrastructure	
		Impact to the Environment	
		Impact to the Jurisdiction Economic Condition	
		Impact to Reputation or Confidence in Jurisdiction	
	<b>Civil Disturbance</b>	Impact to the Public	
		Impact to the Responders	
		Impact to COG and/or COOP in the Jurisdiction	
		Impact to Property, Facilities and Infrastructure	
		Impact to the Environment	
		Impact to the Jurisdiction Economic Condition	
		Impact to Reputation or Confidence in Jurisdiction	
	<b>Dam Failure</b>	Impact to the Public	
		Impact to the Responders	
		Impact to COG and/or COOP in the Jurisdiction	
		Impact to Property, Facilities and Infrastructure	
		Impact to the Environment	
		Impact to the Jurisdiction Economic Condition	
		Impact to Reputation or Confidence in Jurisdiction	

	<b>Energy Emergency</b>	Impact to the Public	
		Impact to the Responders	
		Impact to COG and/or COOP in the Jurisdiction	
		Impact to Property, Facilities and Infrastructure	
		Impact to the Environment	
		Impact to the Jurisdiction Economic Condition	
	<b>Epidemic</b>	Impact to Reputation or Confidence in Jurisdiction	
		Impact to the Public	
		Impact to the Responders	
		Impact to COG and/or COOP in the Jurisdiction	
		Impact to Property, Facilities and Infrastructure	
		Impact to the Environment	
	<b>Hazardous Materials</b>	Impact to the Jurisdiction Economic Condition	
		Impact to Reputation or Confidence in Jurisdiction	
		Impact to the Public	
		Impact to the Responders	
		Impact to COG and/or COOP in the Jurisdiction	
		Impact to Property, Facilities and Infrastructure	
	<b>Pipeline Hazards</b>	Impact to the Environment	
		Impact to the Jurisdiction Economic Condition	
		Impact to Reputation or Confidence in Jurisdiction	
		Impact to the Public	
		Impact to the Responders	
		Impact to COG and/or COOP in the Jurisdiction	
<b>Terrorism</b>	Impact to Property, Facilities and Infrastructure		
	Impact to the Environment		
	Impact to the Jurisdiction Economic Condition		
	Impact to Reputation or Confidence in Jurisdiction		
	Impact to the Public		
	Impact to the Responders		
<b>Transportation Accident</b>	Impact to COG and/or COOP in the Jurisdiction		
	Impact to Property, Facilities and Infrastructure		
	Impact to the Environment		
	Impact to the Jurisdiction Economic Condition		
	Impact to Reputation or Confidence in Jurisdiction		
	Impact to the Public		

## Summary Vulnerability and Impact Analysis

The City of Milton is located in the North West portion of Pierce County. The City is highly susceptible to six of the eighteen hazards we considered in this plan. The risks are Drought, Severe Weather, Civil Disturbance, Energy Emergency, Epidemic and Terrorism. The risks impact critical infrastructure including Interstate 5, Pacific Highway 99, Highway 161 and essential facilities of water power, and emergency services. The cross-county transportation in this area is a high priority to remain functional but could easily be blocked by any number of hazards. Surprise Lake and Hylebos Creek are in this area and would threaten the City its self with flooding by affecting 25% of land within the city limits.

# Endnotes

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<sup>1</sup> Info obtained from the Pierce County GIS application, CountyView Pro (13/14).

<sup>2</sup> Currently the expanding body of empirical data on climate change supports its basic premise that the long term average temperature of the earth's atmosphere has been increasing for decades (*1850 to 2008*). This trend is continuing and will create dramatic changes in the local environment of Pierce County. Today, questions revolve around the overall increase in local temperature and its long term effects. Climate change today refers to variations in either regional or global environments over time. Time can refer to periods ranging in length from a few decades to other periods covering millions of years. A number of circumstances can cause climate change. Included herein are such diverse factors as solar cycles, volcanic eruptions, changing ocean current patterns, or even something as unusual as a methane release from the ocean floor. Over the past 150 years good temperature records have allowed comparisons to be made of global temperatures from year-to-year. This has shown an overall increase of approximately 0.7° C during this period. An increasing body of scientific evidence implies that the primary impetus driving climate change today is an increase in atmospheric green house gases.

<sup>3</sup> Jurisdiction is not vulnerable to this hazard, therefore it is marked NA or non-applicable.

<sup>4</sup> It should be noted here that although all residents, all property and all infrastructure of the City of Milton are vulnerable to earthquake shaking, not all are subject to the affects of liquefaction and liquefiable soils which is what is represented here.

<sup>5</sup> The threat of volcanic ashfall affects the entire Region 5 however some jurisdictions are specifically threatened by lahar flows directly from Mt. Rainier; an active volcano.

<sup>6</sup> The entire jurisdiction is vulnerable to drought. There are three things that must be understood about the affect of drought on the jurisdiction: 1) Drought is a Region wide event. When it does affect Pierce County, it will affect every jurisdiction, 2) Drought will gradually develop over time. It is a gradually escalating emergency that may take from months to years to affect the jurisdiction. Initially lack of water may not even be noticed by the citizens. However, as the drought continues, its effects will be noticed by a continually expanding portion of the community until it is felt by all, and 3) Jurisdictions will be affected differently at different times as a drought develops. This will vary depending on the needs of each local jurisdiction. Some examples are: jurisdictions that have industry that requires a continuous supply of a large quantity of water; others have agriculture that requires water, but may only require it at certain times of the year; and, some jurisdictions have a backup source of water while others do not.

<sup>7</sup> According to the most recent information from the Department of Natural Resources, the City of Milton while undergoing development does not have large areas of forested land that could develop into a wildland/urban interface fire. Further study is needed to determine the extent of the area that could be affected.

<sup>8</sup> The definition of Abandoned Mines comes from the 2010 Pierce County HIRA: Abandoned mines are any excavation under the surface of the earth, formerly used to extract metallic ores, coal, or other minerals, and that are no longer in production.

<sup>9</sup> The definition of Civil Disturbance comes from the 2010 Pierce County HIRA: Civil Disturbance (unrest) is the result of groups or individuals within the population feeling, rightly or wrongly, that their needs or rights are not being met, either by the society at large, a segment thereof, or the current overriding political system. When this results in community disruption of a nature where intervention is required to maintain public safety it has become a civil disturbance. Additionally, the Region 5 Strategic Plan includes Operational Objectives 3 & 4: Intelligence Gathering, Indicators, Warnings, etc; and Intelligence and Information Sharing.

<sup>10</sup> The definition of Dam Failure comes from the 2010 Pierce County HIRA: A dam is any “barrier built across a watercourse for impounding water.”<sup>10</sup> Dam failures are catastrophic events “characterized by the sudden, rapid, and uncontrolled release of impounded water. The vulnerability analysis was based on the potential dam failure from Mud Mountain Dam and Lake Tapps using Pierce County’s GIS data which originated from each of the dams emergency plans inundation maps.

<sup>11</sup> The definition of an Energy Emergency comes from the 2010 Pierce County HIRA: Energy emergency refers to an out-of-the-ordinary disruption, or shortage, of an energy resource for a lengthy period of time. Additionally the Region 5 Strategic Plan addresses Energy Emergencies in its Operational Objective 32, Restoration of Lifelines which addresses the restoration of critical services such as oil, gas, natural gas, electric, etc.

<sup>12</sup> The definition of epidemic comes from the TPCHD Flu Plan of 2005: A Pandemic is an epidemic occurring over a very wide area and usually affecting a large proportion of the population. Pandemics occur when a wholly new

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subtype of influenza A virus emerges. A “novel” virus can develop when a virulent flu strain that normally infects birds or animals infects a human who has influenza; the two viruses can exchange genetic material, creating a new, virulent flu virus that can be spread easily from person-to-person. Unlike the flu we see yearly, no one would be immune to this new flu virus, which would spread quickly, resulting in widespread epidemic disease – a pandemic. (DOH Plan & U.S. Dept. of HHS).

<sup>13</sup> The definition of Hazardous Materials comes from the 2010 Pierce County HIRA: Hazardous materials are materials, which because of their chemical, physical or biological properties, pose a potential risk to life, health, the environment, or property when not properly contained. A hazardous materials release then is the release of the material from its container into the local environment. A general rule of thumb for safety from exposure to hazardous material releases is 1000ft; the Emergency Response Guidebook 2008, established by the US Dept of Transportation, contains advice per specific materials. The vulnerability analysis was broken into two sub sections for a better understanding of the hazard using Pierce County’s GIS data with a 500 foot buffer on either side of the railroads and major roadways.

<sup>14</sup> The definition of Pipeline Emergency comes from the 2010 Pierce County HIRA: While there are many different substances transported through pipelines including sewage, water and even beer, pipelines, for the purpose of this chapter, are transportation arteries carrying liquid and gaseous fuels. They may be buried or above ground

<sup>15</sup> The definition of Terrorism comes from the 2010 Pierce County HIRA: Terrorism has been defined by the Federal Bureau of Investigation as, “the unlawful use of force or violence against persons or property to intimidate or coerce a Government, the civilian population or any segment thereof, in furtherance of political or social objectives.” These acts can vary considerably in their scope, from cross burnings and the spray painting of hate messages to the destruction of civilian targets. In some cases, violence in the schools has also been labeled as a form of terrorism.

<sup>16</sup> The definition of Transportation Accident comes from the 2010 Pierce County HIRA: Transportation accidents as used in this assessment include accidents involving a method of transportation on the road, rail, air, and maritime systems within the confines of Pierce County. The vulnerability analysis was broken into three sub sections for a better understanding of the hazard using Pierce County’s GIS data; Commencement Bay to include inland rivers and streams, railroads, and roads. A 200 foot buffer was applied to all the shorelines and a 500 foot buffer on either side of the railroads and roadways.

<sup>17</sup> In the Impact to Property, Facilities and Infrastructure, both Tables 4-5a and 4-5b, look at the impact to all property, facilities and infrastructure existing in the jurisdiction, not just to that owned by the jurisdiction.

<sup>18</sup> The consideration for each of these hazards, in both Tables 4-5a and 4-5b, as to whether an individual hazard’s consequences exist, or not, is based on a possible worst case scenario. It must also be understood that a “yes” means that there is a good possibility that the consequence it refers to could happen as a result of the hazard, not that it will. Conversely “No” means that it is highly unlikely that that consequence will have a major impact, not that there will be no impact at all.

<sup>19</sup> While the major volcanic hazard from Mt. Rainier is from a lahar descending the main river valleys surrounding the mountain, it is not the only problem. Most jurisdictions could receive tephra in greater or lesser amounts, sometimes with damaging results. Consequence analyses in this section take into account the possibility of tephra deposition in addition to a lahar.

<sup>20</sup> The Technological Consequences are added herein to acknowledge the role of human-caused hazards in the health and safety of unincorporated Pierce County. The consequences noted are under the same criteria as natural hazards given their impacts to the departmental assets.

## Section 5

# Mitigation Strategy Requirements

### ***Mitigation Strategy---Requirement §201.6(c)(3):***

The plan **shall** include a strategy that provides the jurisdiction's blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs and resources, and its ability to expand on and improve these existing tools.

### ***Local Hazard Mitigation Goals---Requirement §201.6(c)(3)(i):***

[The hazard mitigation strategy **shall** include a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.

- Does the new or updated plan include a description of mitigation **goals** to reduce or avoid long-term vulnerabilities to the identified hazards?

### ***Identification and Analysis of Mitigation Actions---Requirement §201.6(c)(3) (ii):***

[The mitigation strategy **shall** include a] section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure.

### ***Identification and Analysis of Mitigation Actions: National Flood Insurance Program (NFIP) Compliance--Requirement §201.6(c)(3)(ii):***

[The mitigation strategy] must also address the jurisdiction's participation in the National Flood Insurance Program (NFIP), and continued compliance with NFIP requirements, as appropriate.

- Does the new or updated plan identify and analyze a **comprehensive range** of specific mitigation actions and projects for each hazard?
- Do the identified actions and projects address reducing the effects of hazards on **new** buildings and infrastructure?
- Do the identified actions and projects address reducing the effects of hazards on **existing** buildings and infrastructure?
- Does the new or updated plan describe the jurisdiction(s) participation in the NFIP?
- Does the mitigation strategy identify, analyze and prioritize actions related to continued compliance with the NFIP?

### ***Implementation of Mitigation Actions---Requirement: §201.6(c)(3) (iii):***

[The mitigation strategy section **shall** include] an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the local jurisdiction. Prioritization **shall** include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs.

- Does the new or updated mitigation strategy include how the actions are **prioritized**? (For example, is there a discussion of the process and criteria used?)
- Does the new or updated mitigation strategy address how the actions will be **implemented and administered**, including the responsible department, existing and potential resources and the timeframe to complete each action?
- Does the new or updated prioritization process include an emphasis on the use of **cost-benefit review** to maximize benefits?
- Does the updated plan identify the completed, deleted or deferred mitigation actions as a benchmark for progress, and if activities are unchanged (i.e., deferred), does the updated plan describe why no changes occurred?

## SECTION 5

# REGION 5 ALL HAZARD MITIGATION PLAN 2015-2020 EDITION CITY OF MILTON MITIGATION STRATEGY SECTION

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**Table 5-1 City of Milton Mitigation Strategy Matrix**

Implementation Mechanism	Mitigation Measure ( <i>Hazard(s)</i> ) <sup>1</sup>	Lead Jurisdiction(s) / Department(s)	Timeline (years)	Plan Goals					
				Life and Property	Operations Continuity	Partnerships	Natural Resources	Preparedness	Sustainable Economy
<b>Startup</b>	1. Existing Mitigation Actions ( <i>E,L,T,V,D,F,WUI,SW,MM</i> )	Milton - Administration	Ongoing	✓	✓	✓	✓	✓	✓
	2. Plan Maintenance ( <i>E,L,T,V,D,F,WUI,SW,MM</i> )	Milton - Administration	Ongoing	✓	✓	✓	✓	✓	✓
<b>HMF</b>	1. Pierce County Hazard Mitigation Forum ( <i>E,L,T,V,D,F,WUI,SW,MM</i> )	PC DEM; Milton - Administration	Ongoing	✓	✓	✓	✓	✓	✓
<b>City Government</b>	1. Capability Identification and Evaluation ( <i>E,L,T,V,D,F,WUI,SW,MM</i> )	Milton	1-2	N/A					
	2. Conduct Assessment and Develop Strategy for City Roads Impacted by Flooding ( <i>F,SW</i> )	Milton	5	✓	✓	✓	✓		✓
	3. Seismic Replacement/Retrofit of City Owned Infrastructure ( <i>E,SW</i> )	Milton	5	✓	✓	✓		✓	✓
	4. Flood: Identify and Mitigate Flood Prone Property ( <i>F,SW</i> )	Milton	5	✓		✓	✓		✓
	5. Conduct Assessment and Develop Strategy for City Roads Impacted by Flooding ( <i>E,F,SW</i> )	Milton – Public Works Water	5	✓	✓			✓	
	6. Replace Existing I-5 Crossing Substandard Water Main ( <i>E</i> )	Milton – Public Works Water	5	✓	✓			✓	✓
	7. Seismic Retrofit – Milton’s Water Reservoirs ( <i>E,WUI,SW</i> )	Milton – Public Works Water	5	✓	✓			✓	✓
	8. Construct Kent Street Detention Facilities ( <i>L,F,,SW</i> )	Milton – Public Works	5	✓	✓			✓	✓
	9. National Flood Insurance Program ( <i>F</i> )	Milton (Community Development); PC PWU	Ongoing	✓	✓	✓	✓	✓	
	10. Replace Existing Asbestos Concrete Water Mains ( <i>E,F,SW</i> )	Milton – Public Works Water	5	✓	✓			✓	
	11. Underground Feeders ( <i>E,V,SW,MM</i> )	Milton and BPA	5	✓	✓	✓			✓
	12. Replacement of 5 <sup>th</sup> Ave Culvert ( <i>F</i> )	Milton –Public Works	5	✓	✓		✓		
	13. Business Continuity Program Development ( <i>E,V,WUI,SW</i> )	Milton – Light Division	Ongoing		✓	✓			✓
	14. Electric Emergency Notification ( <i>E,V, SW</i> )	Milton - Electric	1-2	✓	✓	✓		✓	
	15. Emergency Public Works Generator ( <i>E, V,SW,MM</i> )	Milton	5	✓	✓				
	16. Operations Continuity Program Development ( <i>E,V, SW</i> )	Milton - Electric	1-2		✓	✓		✓	
	17. Replace Substation Transformer ( <i>MM</i> )	Milton - Electric	5	✓	✓				✓
	18. Substation Transformer Replacement ( <i>E, V, SW,MM</i> )	Milton - Electric	5	✓	✓				✓
	19. Tacoma Power Tie ( <i>E,V, SW, MM</i> )	Milton - Electric	5	✓	✓	✓		✓	✓
	20. Emergency Fire Generator ( <i>E, MM</i> )	Milton – Fire/Electric	1-2	✓	✓	✓			
	21. Landslide and Seismic Mitigation on Fife Way ( <i>E, L, F, SW, MM</i> )	Milton – Public Works	5	✓	✓				

Implementation Mechanism	Mitigation Measure ( <i>Hazard(s)</i> ) <sup>1</sup>	Lead Jurisdiction(s) / Department(s)	Timeline (years)	Plan Goals					
				Life and Property	Operations Continuity	Partnerships	Natural Resources	Preparedness	Sustainable Economy
<b><u>Public Education</u></b>	1. Continue Hazard Related Training for City Staff and Elected Officials ( <i>E,L,T,V,D,F,WUI,SW,MM</i> )	Milton – Emergency Management	Ongoing	✓	✓	✓		✓	✓
	2. Pandemic Influenza Preparedness ( <i>MM</i> )	Milton - Fire	5	✓	✓	✓		✓	

# Startup Mitigation Measures

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## Existing Mitigation Actions

**Hazards:** E, L, T, V, D, F, WUI, SW<sup>1</sup>, MM<sup>2</sup>

The City of Milton will integrate the hazard mitigation plan into existing plans, ordinances, and programs to dictate land uses within the jurisdiction. Further, Milton will continue to implement existing programs, policies, and regulations as identified in the Capability Identification Section of this Plan. This includes such actions as updating the Critical Area Regulations and any ensuing land use policies with best available science. It also includes continuing those programs that are identified as technical capabilities.

1. **Goal(s) Addressed** = Protect Life and Property; Promote A Sustainable Economy; Ensure Continuity of Operations; Increase Public Preparedness for Disasters; Preserve or Restore Natural Resources; Establish and Strengthen Partnerships for Implementation.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be accomplished with local budgets or grants.
4. **Lead Jurisdiction(s)** = City of Milton - Administration
5. **Timeline** = Ongoing
6. **Benefit** = City-Wide
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Plan Maintenance

**Hazards:** E, L, T, V, D, F, WUI, SW<sup>1</sup>, MM<sup>2</sup>

Milton will adopt those processes outlined in the Plan Maintenance Section of this Plan.

1. **Goal(s) Addressed** = Protect Life and Property; Promote A Sustainable Economy; Ensure Continuity of Operations; Increase Public Preparedness for Disasters; Preserve or Restore Natural Resources; Establish and Strengthen Partnerships for Implementation.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget.
4. **Lead Jurisdiction(s)** = City of Milton - Administration
5. **Timeline** = Ongoing
6. **Benefit** = City-Wide
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

# Hazard Mitigation Forum

---

## Pierce County Hazard Mitigation Forum

**Hazards:** E, L, T, V, D, F, WUI, SW<sup>1</sup>, MM<sup>2</sup>

Milton will work in conjunction with the County through the Pierce County Hazard Mitigation Forum (HMF). The Forum will continue as a means of coordinating mitigation planning efforts among all jurisdictions within the County that have completed a mitigation plan. This ensures efficient use of resources and a more cooperative approach to making a disaster resistant county. The HMF meets annually; every October. This is addressed in the Plan Maintenance Section of this Plan.

1. **Goal(s) Addressed** = Protect Life and Property; Promote A Sustainable Economy; Ensure Continuity of Operations; Increase Public Preparedness for Disasters; Preserve or Restore Natural Resources; Establish and Strengthen Partnerships for Implementation.
2. **Cost of Measure** = Minor
3. **Funding Source and Situation** = Funding could be obtained through local budget.
4. **Lead Jurisdiction(s)** = PC DEM; City of Milton
5. **Timeline** = Ongoing
6. **Benefit** = Regional
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

# City Government Mitigation Measures

---

## Capability Identification and Evaluation

**Hazards:** E, L, T, V, D, F, WUI, SW<sup>1</sup>, MM<sup>2</sup>

Milton will develop a consistent and replicable system for evaluating the City's capabilities. A comprehensive evaluation will lead to specific policy recommendations to more effectively achieve disaster resistant communities. Further, a capability evaluation involves measurable variables so that capabilities may eventually be tracked in conjunction with the implementation of all mitigation measures. This is a key component in evaluating the success of the City's overall mitigation strategy.

1. **Goal(s) Addressed** = N/A. Goals addressed are contingent upon the mitigation measures resulting from this priority.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants.
4. **Lead Jurisdiction(s)** = City of Milton
5. **Timeline** = Short-term
6. **Benefit** = City-Wide
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Conduct Assessment and Develop Strategy for City Roads Impacted by Flooding

**Hazards:** F, SW<sup>1</sup>

The measure will involve identifying roads in the City that are impacted by flooding. Once the roads have been identified (such as 5<sup>th</sup> and Xavier Street), the City will develop a strategy to mitigate the flooding. This could be done through a number of techniques, such as creating compensatory storage by raising roads, creating retention ponds, or buying out property.

1. **Goal(s) Addressed** = Protect Life and Property; Promote A Sustainable Economy; Ensure Continuity of Operations; Preserve or Restore Natural Resources; Establish and Strengthen Partnerships for Implementation.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget local budgets or grants and state or federal grants.
4. **Lead Jurisdiction(s)** = City of Milton
5. **Timeline** = Long-term
6. **Benefit** = City of Milton and other regional partners
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Seismic Replacement/Retrofit of City Owned Infrastructure

**Hazards:** E, SW<sup>1</sup>

The measure will involve identifying and mitigating City owned infrastructure that is in need of a seismic replacement/retrofit. The current City Hall and Activity Buildings are examples of such candidates, which would be good candidates for a seismic replacement.

1. **Goal(s) Addressed** = Protect Life and Property; Promote A Sustainable Economy; Ensure Continuity of Operations; Increase Public Preparedness for Disasters; Establish and Strengthen Partnerships for Implementation.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants and state or federal grants.
4. **Lead Jurisdiction(s)** = City of Milton
5. **Timeline** = Long-term
6. **Benefit** = City of Orting and regional partners
7. **Life of Measure** = Varies and 5 years for assessment
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Flood: Identify and Mitigate Flood Prone Property

**Hazards:** F, SW<sup>1</sup>

The measure will involve identifying and mitigating flood prone property. The City has a few areas that experience closed depression flooding. Over the past decade properties within these areas have been flooded. The City will catalog the properties and develop a strategy to mitigate the flooding. The strategy could include such measures as purchasing structures and turning the property back to its natural state or elevating structures on the property.

1. **Goal(s) Addressed** = Protect Life and Property; Promote A Sustainable Economy; Preserve or Restore Natural Resources; Establish and Strengthen Partnerships for Implementation.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budgets or grants and state or federal grants.
4. **Lead Jurisdiction(s)** = City of Milton, impacted parcels and Regional Partners
5. **Timeline** = Long-Term
6. **Benefit** = City of Orting and regional partners
7. **Life of Measure** = Varies – Perpetual for buyout
8. **Community Reaction** = the proposal would be somewhat controversial.

---

## National Flood Insurance Program

### **Hazards:** F

Milton will ensure that the City is compliant with the National Flood Insurance Program by updating floodplain identification and mapping, enforcing the flood damage prevention ordinance, and providing public education on floodplain requirements and impacts. The City of Milton will be an active participant in the Pierce County Flood Control District.

1. **Goal(s) Addressed** = Protect life and property; Ensure Continuity of Operations; Increase Public Preparedness; Increase and Strengthen Partnerships; Protect the Environment; Increase Public Preparedness
2. **Cost of Measure** = Staff time, special materials required, permits
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants
4. **Lead Jurisdiction(s)** = Milton (Community Development); PC PWU
5. **Timeline** = On-going
6. **Benefit** = City-wide; Regional
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Conduct Assessment and Develop Strategy for City Roads Impacted by Flooding

### **Hazards:** E, F, SW<sup>1</sup>

The measure will involve identifying and implementing improvements to replace existing vulnerable water mains with newer reliable type materials.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations Increase; Public Preparedness for Disasters.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants and state or federal grants.
4. **Lead Jurisdiction(s)** = City of Milton – Public Works Water Division
5. **Timeline** = Long-term
6. **Benefit** = All Citizens in the City of Milton corporate limits and customers in the City of Edgewood
7. **Life of Measure** = 50 years
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Replace Existing I-5 Crossing Substandard Water Main

**Hazards:** E<sup>1</sup>

The measure will involve implementing improvements to replace existing vulnerable substandard water main crossing Interstate 5 at Birch Street with a new standard water main.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Increase Public Preparedness for Disasters; Promote A Sustainable Economy.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants and state or federal grants.
4. **Lead Jurisdiction(s)** = City of Milton – Public Works Water Division
5. **Timeline** = Long-term
6. **Benefit** = Properties served west of I-5 corridor that are in the City of Milton limits and service areas.
7. **Life of Measure** = 50 years
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Seismic Retrofit – City of Milton’s Water Reservoirs

**Hazards:** E, WUI, SW<sup>1</sup>

The measure will involve a seismic retrofit of the City of Milton’s water towers (15<sup>th</sup> Ave, 20<sup>th</sup> Ave, and 18<sup>th</sup> St Ct E). A seismic retrofit of the water towers would reduce the vulnerability of the existing infrastructure to the seismic hazard. The City relies on these towers for fire and water service which is vital to many aspects of the life and safety in the area.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Increase Public Preparedness for Disasters; Promote A Sustainable Economy.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants and state or federal grants.
4. **Lead Jurisdiction(s)** =City of Milton – Public Works Water Division
5. **Timeline** = Long-term
6. **Benefit** = All citizens in the City of Milton city limits
7. **Life of Measure** = Varies-50 years
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Construct Kent Street Detention Facilities

**Hazards:** L, F, SW<sup>1</sup>

The measure will involve implementing improvements to construct the Kent Street retention Pond in north western area of the city. This project will assist with reducing the flooding in the area of the Cities shops which is the location of three of the cities Domestic Water wells.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Increase Public Preparedness for Disasters; Promote A Sustainable Economy.
2. **Cost of Measure** = \$100,000 or TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants and state or federal grants.
4. **Lead Jurisdiction(s)** = City of Milton – Public Works
5. **Timeline** = Long-term
6. **Benefit** = All Citizens within the City of Milton Corporate limits
7. **Life of Measure** = Varies-50 years
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Replace Existing Asbestos Concrete Water Mains

**Hazards:** E, F, SW<sup>1</sup>

The measure will involve identifying and implementing improvements to replace existing vulnerable water mains with newer reliable materials.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Increase Public Preparedness for Disasters.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budgets or grants and state or federal grants.
4. **Lead Jurisdiction(s)** = City of Milton – Public Works Water Division
5. **Timeline** = Long-term
6. **Benefit** = All Citizens within the City of Milton Corporate limits
7. **Life of Measure** = 50 years
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Underground Feeders

**Hazards:** E, V, SW<sup>1</sup>, MM<sup>2</sup>

Put the three feeders that serve the City of Milton underground from the point where they exit the Surprise Lake Substation to a predetermined location.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Establish and Strengthen Partnerships for Implementation; Promote A Sustainable Economy.
2. **Cost of Measure** = \$18,000,000
3. **Funding Source and Situation** = Funding could be obtained through state or federal grants.
4. **Lead Jurisdiction(s)** = City of Milton and BPA
5. **Timeline** = Long-term
6. **Benefit** = City of Milton, Tacoma Power/BPA
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be somewhat controversial.

---

## Replacement of 5<sup>th</sup> Ave Culvert

**Hazards:** F<sup>1</sup>

Replace existing culvert at 5<sup>th</sup> Ave with new structure that won't flood surrounding properties, also improve Hylebos Creek environment.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Preserve or Restore Natural Resources.
2. **Cost of Measure** = \$3 Million
3. **Funding Source and Situation** = Funding could be obtained through local state or federal grants.
4. **Lead Jurisdiction(s)** = City of Milton - Department of Public Works
5. **Timeline** = Long-term
6. **Benefit** = Citizens of Milton
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Business Continuity Program Development

**Hazards:** E, V, WUI, SW<sup>1</sup>

Identify critical business functions differentiating the critical from the less critical for power restoration.

1. **Goal(s) Addressed** = Ensure Continuity of Operations; Establish and Strengthen Partnerships for Implementation; Promote A Sustainable Economy.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants.
4. **Lead Jurisdiction(s)** = City of Milton – Light Division
5. **Timeline** = Ongoing
6. **Benefit** = Targeted businesses and customers
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal would be endorsed by the entire community.

---

## Electric Emergency Notification

**Hazards:** E, V, SW<sup>1</sup>

Provide updated outage reports during outages, especially those affecting the business corridor.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Establish and Strengthen Partnerships for Implementation; Increase Public Preparedness for Disasters.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budgets or grants.
4. **Lead Jurisdiction(s)** = City of Milton - Electric
5. **Timeline** = Short-term
6. **Benefit** = City business and residences
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal would is likely to be endorsed by the entire community.

---

## Emergency Public Works Generator

**Hazards:** E, V, SW<sup>1</sup>, MM<sup>2</sup>

Provide emergency generators for emergency power to the Public Works Maintenance shop and facilities.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations.
2. **Cost of Measure** = \$100,000
3. **Funding Source and Situation** = Funding could be obtained through local budget.
4. **Lead Jurisdiction(s)** = City of Milton
5. **Timeline** = Long-term
6. **Benefit** = Public Works employees
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal would benefit those affected, with no adverse reaction from others.

---

## Operations Continuity Program Development

**Hazards:** E, V, SW<sup>1</sup>

Identify each division's critical function and determine the role of each individual in maintaining the operations.

1. **Goal(s) Addressed** = Ensure Continuity of Operations; Establish and Strengthen Partnerships for Implementation; Increase Public Preparedness for Disasters.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget.
4. **Lead Jurisdiction(s)** = City of Milton - Electric
5. **Timeline** = Short-term
6. **Benefit** = City of Milton staff
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Replace Substation Transformer

**Hazards:** MM<sup>2</sup>

Replace the aging transformer that feeds the City of Milton from the BPA owned substation.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Promote A Sustainable Economy.
2. **Cost of Measure** = \$1,500,000
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants.
4. **Lead Jurisdiction(s)** = City of Milton - Electric
5. **Timeline** = Long-term
6. **Benefit** = City of Milton, City of Tacoma/BPA
7. **Life of Measure** = 30 years
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Substation Transformer Replacement

**Hazards:** E, V, SW<sup>1</sup>, MM<sup>2</sup>

Replace the aging transformer that serves the City of Milton through the Surprise Lake Substation presently owned by BPA.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Promote A Sustainable Economy.
2. **Cost of Measure** = Varies
3. **Funding Source and Situation** = Funding could be obtained through local budget.
4. **Lead Jurisdiction(s)** = City of Milton - Electric
5. **Timeline** = Long-term
6. **Benefit** = City of Milton
7. **Life of Measure** = 30 years
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Tacoma Power Tie

**Hazards:** E, V, SW<sup>1</sup>, MM<sup>2</sup>

Install a second feeder tie with Tacoma Power at I-5 and Porter Way.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Establish and Strengthen Partnerships for Implementation; Increase Public Preparedness for Disasters; Promote A Sustainable Economy.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget.
4. **Lead Jurisdiction(s)** = City of Milton - Electric
5. **Timeline** = Long-term
6. **Benefit** = City of Milton/Tacoma Fire
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Emergency Fire Generator

**Hazards:** E, MM<sup>2</sup>

Strengthen emergency operations by eliminating a lengthy start-up time during power outages due to present aging generator. The generator will also support joint operations with Public Works and other city divisions and maintain fire operations.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Establish and Strengthen Partnerships for Implementation.
2. **Cost of Measure** = \$100,000
3. **Funding Source and Situation** = Funding could be obtained through local budget.
4. **Lead Jurisdiction(s)** = City of Milton – Fire/Elect
5. **Timeline** = Short-term
6. **Benefit** = City Fire and City of Milton
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

---

## Landslide and Seismic Mitigation on Fife Way

**Hazards:** E, L, F, SW<sup>1</sup>, MM<sup>2</sup>

Repair/Retrofit Fife Way from 2006 Landslide

1. **Goal(s) Addressed** = Protect Life and Property; Provide/Ensure Continuity of Operations.
2. **Cost of Measure** = \$250,000
3. **Funding Source and Situation** = Funding could be obtained through state or federal budgets.
4. **Lead Jurisdiction(s)** = City of Milton - Department of Public Works
5. **Timeline** = Long-Term
6. **Benefit** = Roadway, Water and Storm Infrastructure
7. **Life of Measure** = 50 years
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

## Public Education Mitigation Measures

---

Continue Hazard Related Training for City Staff and Elected Officials

**Hazards:** E, L, T, V, D, F, SW, WUI<sup>1</sup>, MM<sup>2</sup>

The measure will involve continuing the Hazard Related Disaster Training for City Staff and Elected Officials. This will build on such classes that involve: Preparedness at Work, Home, and on the Road, NIMS Training, ATC Training, and Hazard Awareness Training. Having employees and officials prepared will help ensure City Operations and provide a faster response when hazards threaten the City.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Establish and Strengthen Partnerships for Implementation; Increase Public Preparedness for Disasters; Promote A Sustainable Economy.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local budget or grant and state or federal grant.
4. **Lead Jurisdiction(s)** = City of Milton – Emergency Mgmt
5. **Timeline** = Ongoing
6. **Benefit** = City of Milton (employees, elected officials, residents and businesses)
7. **Life of Measure** = Varies
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

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## Pandemic Influenza Preparedness

### **Hazards:** MM<sup>2</sup>

Develop a plan of countermeasures in the event of a major pandemic or similar event that would strategically alter the division's ability to function.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Establish and Strengthen Partnerships for Implementation; Increase Public Preparedness for Disasters.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = No potential funding sources can be readily identified.
4. **Lead Jurisdiction(s)** = City of Milton - Fire
5. **Timeline** = Long-term
6. **Benefit** = City Staff
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

## Mitigation Measure Monitoring

In comparison to the last update, the City of Milton has added the National Flood Insurance Program as a mitigation measure and is continuing all of the mitigation strategies as seen below in the table.

Mitigation Strategy	New	Continuing	Accomplished	Removed from update (if applicable)
Existing Mitigation Actions (All)		X		
Plan Maintenance (All)		X		
Pierce County Hazard Mitigation Forum (E,L,T,V,D,F,WUI,SW,MM)		X		
Capability Identification and Evaluation (E,L,T,V,D,F,WUI,SW,MM)		X		
Conduct Assessment and Develop Strategy for City Roads Impacted by Flooding (F,SW)		X		
Seismic Replacement/Retrofit of City Owned Infrastructure (E,SW)		X		
Flood: Identify and Mitigate Flood Prone Property (F,SW)		X		
Conduct Assessment and Develop Strategy for City Roads Impacted by Flooding (E,F,SW)		X		
Replace Existing I-5 Crossing Substandard Water Main (E)		X		
Seismic Retrofit – Milton’s Water Reservoirs (E,WUI,SW)		X		
Construct Kent Street Detention Facilities (L,F,,SW)		X		
National Flood Insurance Program (F)	X			
Replace Existing Asbestos Concrete Water Mains (E,F,SW)		X		

Underground Feeders ( <i>E, V, SW, MM</i> )		X		
Replacement of 5 <sup>th</sup> Ave Culvert ( <i>F</i> )		X		
Business Continuity Program Development ( <i>E, V, WUI, SW</i> )		X		
Electric Emergency Notification ( <i>E, V, SW</i> )		X		
Emergency Public Works Generator ( <i>E, V, SW, MM</i> )		X		
Operations Continuity Program Development ( <i>E, V, SW</i> )		X		
Replace Substation Transformer ( <i>MM</i> )		X		
Substation Transformer Replacement ( <i>E, V, SW, MM</i> )		X		
Tacoma Power Tie ( <i>E, V, SW, MM</i> )		X		
Emergency Fire Generator ( <i>E, MM</i> )		X		
Landslide and Seismic Mitigation on Fife Way ( <i>E, L, F, SW, MM</i> )		X		
Continue Hazard Related Training for City Staff and Elected Officials ( <i>E, L, T, V, D, F, WUI, SW, MM</i> )		X		
Pandemic Influenza Preparedness ( <i>MM</i> )		X		

# Endnotes

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<sup>1</sup> Hazard Codes:

Where necessary, the specific hazards addressed are noted as follows:

<b>A:</b>	Avalanche
<b>E:</b>	Earthquake
<b>F:</b>	Flood
<b>D:</b>	Drought
<b>T:</b>	Tsunami
<b>V(L OR T):</b>	Volcanic (lahar or tephra-specific)
<b>SW:</b>	Severe Storm (wind-specific)
<b>L:</b>	Landslide
<b>WUI:</b>	Wildland/Urban Interface Fire
<b>MM:</b>	Manmade to include terrorism
<b>ALL:</b>	All hazards, including some man made. Where only natural hazards are addressed, it is noted.

<sup>2</sup> While this Plan is strictly a *Natural* hazard mitigation plan, where a measure stems from a facility recommendation (Infrastructure Section) that deals specifically with terrorism, the mitigation strategy will use that analysis. Other measures, such as those that deal with multi-hazard community preparedness or recovery planning, mitigate man-made hazards and are noted as such. It is not the intent of this notation to imply that all measures were analyzed with regards to man-made hazards or that measures were identified with that in mind. Rather, the notation merely illustrates the potential on this template for the inclusion of man-made hazard analysis.

## Section 6

### Infrastructure Requirements

***Assessing Vulnerability: Identifying Structures---Requirement §201.6(c)(2) (ii)(A):***

The plan **should** describe vulnerability in terms of the types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas.

- Does the new or updated plan describe vulnerability in terms of the **types and numbers** of **existing** buildings, infrastructure, and critical facilities located in the identified hazard areas?
- Does the new or updated plan describe vulnerability in terms of the **types and numbers** of **future** buildings, infrastructure, and critical facilities located in the identified hazard areas?

***Assessing Vulnerability: Estimating Potential Losses---Requirement §201.6(c)(2) (ii)(B):***

The plan **should** describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(i)(A) of this section and a description of the methodology used to prepare the estimate.

- Does the new or updated plan estimate **potential dollar losses** to vulnerable structures?
- Does the new or updated plan describe the **methodology** used to prepare the estimate?

## SECTION 6

# REGION 5 ALL HAZARD MITIGATION PLAN 2015-2020 EDITION CITY OF MILTON INFRASTRUCTURE SECTION

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The **Infrastructure** for the **City of Milton** is displayed in following tables and graphics:

- **Table 6-1 Infrastructure Summary**
- **Table 6-2 Infrastructure Category Summary**
- **Table 6-3 Infrastructure Vulnerability – Dependency Summary**
- **Table 6-4 Infrastructure Vulnerability – Hazard Summary**
- **Table 6-5 Infrastructure Dependency Matrix**
- **Table 6-6 Infrastructure Table**

The tables and graphics show the overview of infrastructure owned by the City of Milton. The infrastructure is categorized according to the infrastructure sectors as designated by the Department of Homeland Security. These tables are intended as a summary only. For further details on Department of Homeland Security infrastructure sectors, please see the Process Section 1.

**Table 6-1 Infrastructure Summary**

<b>INFRASTRUCTURE SUMMARY<sup>1</sup></b>	
<b>TOTAL INFRASTRUCTURE (#)</b>	25
<b>TOTAL VALUE (\$)</b>	\$24,449,700

**Table 6-2 Infrastructure Category Summary**

<b>INFRASTRUCTURE CATEGORY SUMMARY<sup>2</sup></b>	
<b>EMERGENCY SERVICES</b>	2
<b>TELECOMMUNICATIONS</b>	0
<b>TRANSPORTATION</b>	0
<b>WATER</b>	12
<b>ENERGY</b>	1
<b>GOVERNMENT</b>	10
<b>COMMERCIAL</b>	0

**Table 6-3 Infrastructure Vulnerability – Dependency Summary**

<b>DEPENDENCE</b>	<b># DEPENDENT ON SERVICE</b>	<b>%</b>
<b>RELIANCE ON EMERGENCY SERVICES</b>	2 of 25	8%
<b>RELIANCE ON POWER</b>	17 of 25	68%
<b>RELIANCE ON SEWER</b>	0 of 25	0%
<b>RELIANCE ON TELECOMMUNICATION</b>	0 of 25	0%
<b>RELIANCE ON TRANSPORTATION</b>	3 of 25	12%
<b>RELIANCE ON WATER</b>	5 of 25	2%

**Table 6-4 Infrastructure Vulnerability – Hazard Summary**

<b>HAZARD</b>	<b># IN HAZARD ZONE</b>	<b>%</b>
<b>DROUGHT</b>	17 of 25	68%
<b>EARTHQUAKE</b>	25 of 25	100%
<b>FLOOD</b>	5 of 25	20%
<b>LANDSLIDE</b>	4 of 25	16%
<b>VOLCANIC</b>	25 of 25	100%
<b>WEATHER</b>	25 of 25	100%
<b>WILDLAND/URBAN FIRE</b>	6 of 25	24%

**Table 6-5 Infrastructure Dependency Matrix**

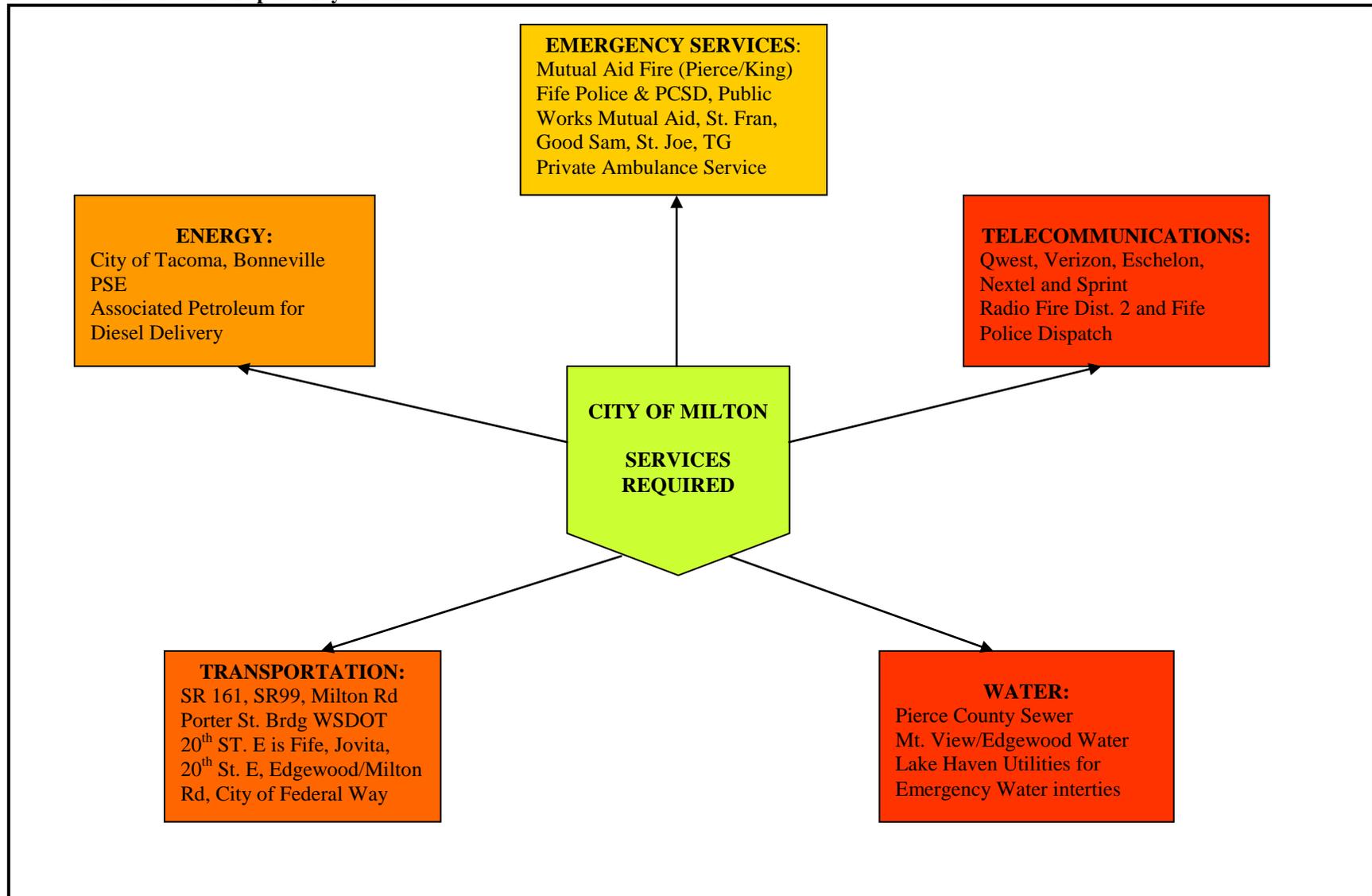


Table 6-6 Infrastructure Table

INFRASTRUCTURE <sup>3</sup>	BUILT <sup>4</sup>	FLOORS	UPGRADES <sup>5</sup>	VALUE	OCCUPANCY	HAZARD							RELIANCE							
						AVAILANCHE	DROUGHT	EARTHQUAKE	WUI FIRE	FLOOD	LANDSLIDE	Tsunami	VOLCANIC	WEATHER	EMERGENCY	POWER	SEWER	TELECOMM	TRANSPORT	WATER
Fire Station (C,9)				\$1,030,900		0	0	2	0	0	0	0	1	1	0	0	0	0	2	1
Olympic View Park (9)	2000	NA				0	1	1	0	0	0	0	1	1	0	0	0	0	0	0
19th Avenue Park (9)	1984	NA	No	\$383,700		0	1	1	0	0	0	0	1	1	0	0	0	0	0	0
West Milton Park (9)	1977	NA	No	Assessed		0	1	1	0	2	0	0	2	1	0	0	0	0	0	0
Triangle Park, Restrooms/Facilities (9)	1977	NA	No	\$144,000		0	1	1	0	0	0	0	1	1	0	0	0	0	0	0
Skate Park (9)	2004	NA	No	\$417,000		0	1	1	0	1	0	0	1	1	0	0	0	0	0	0
Public Water Pipe, Valves, Hydrants (C,9)	1940	NA	Constant	\$14,000,000		0	1	2	0	0	0	0	2	1	0	2	0	0	0	0
Activity Center/Library (C,AP,9,S)	1985	1	No	\$3,300,000	0-100	0	0	2	0	0	0	0	1	1	1	1	0	0	0	1
City Hall (C,AP,9)	1950	2	No	\$3,500,000	25	0	0	2	0	0	0	0	1	1	1	1	0	0	0	1
Well #5 (9)	1992	1	No	\$100,000		0	1	1	0	0	0	0	1	1	0	2	0	0	0	0
Well #3 (C,9)	1996	1	No	\$100,000		0	1	1	1	1	1	0	2	1	0	2	0	0	0	0
Well #10 (C,AP,9)	1989	1	No	\$350,000		0	1	1	1	0	0	0	2	1	0	1	0	0	0	0
Well #12 (C,AP,9)	2004	1	No	\$356,000		0	1	1	1	0	0	0	2	1	0	1	0	0	0	0
Water Purification Plant (C,AP,9)	1991	1	No	\$260,000		0	1	1	1	0	0	0	2	1	0	1	0	0	0	0
Public Works Maintenance Bldg (C,9)	1990	1	No	\$313,000	15	0	0	1	1	1	1	0	2	1	0	1	0	0	2	1
20th Ave Booster Station (C,9)	1975	1	\$115,000	\$350,000		0	1	1	0	0	0	0	1	1	0	1	0	0	0	0
20th Ave 1MG Tank (C,9)	1958	NA	No	\$1,050,000	0	0	1	2	0	0	0	0	1	1	0	1	0	0	0	0
15th Ave Booster Station (C,AP,9)	1962	1	\$138,000	\$300,000	0	0	1	1	0	0	0	0	1	1	0	1	0	0	0	0
350,000 tank (C,9)	1958	NA	No		0	0	1	2	0	0	0	0	2	1	0	1	0	0	0	0
Police Station (C,AP,9)	1984	1	No			0	0	2	0	0	0	0	1	1	0	1	0	0	2	1
Corridor well ad filtration treatment plant (C,9)	2006	NA	\$395,000	\$1,500,000		0	1	1	0	1	0	0	2	1	0	2	0	0	0	0
Wells #13 & #14 (C,9)	2006	NA	No		0	0	1	1	0	1	0	0	2	1	0	2	0	0	0	0
Interurban Trail (9)		NA	No			0	0	1	1	0	1	0	1	1	0	0	0	0	0	0
BPA Sub-Station Connector (C,9)		NA	No		0	0	0	1	0	0	1	0	1	1	0	2	0	0	0	0

INFRASTRUCTURE <sup>3</sup>	BUILT <sup>4</sup>	FLOORS	UPGRADES <sup>5</sup>	VALUE	OCCUPANCY	HAZARD											RELIANCE			
						AVAILANCHE	DROUGHT	EARTHQUAKE	WUI FIRE	FLOOD	LANDSLIDE	TSUNAMI	VOLCANIC	WEATHER	EMERGENCY	POWER	SEWER	TELECOMM	TRANSPORT	WATER
2MG Tank and booster Station (C,AP,9)		NA	No	\$2,500,000	0	0	1	2	0	0	0	0	1	1	0	1	0	0	0	0
Small activities bldg. (9)		NA	No		0	0	0	1	0	0	0	0	1	1	0	0	0	0	0	0

**Table 6-7 Infrastructure Table Key – Hazard Ratings**

<b>HAZARD CATEGORY</b>	<b>RATING</b>	<b>SELECTION FACTOR OR DESCRIPTION</b>
<b>Avalanche</b>	0	The infrastructure is not located in a known avalanche prone area.
	1	The infrastructure is in an avalanche prone area but has no prior history of avalanche damage.
	2	The infrastructure is in an avalanche prone area and has experienced some limited avalanche damage in the past.
	3	The infrastructure is in an avalanche prone area and has experienced significant avalanche damage.
<b>Drought</b>	0	The infrastructure would not suffer any damage or operational disruption from a drought.
	1	The infrastructure could suffer some damage or minor operational disruption from a drought.
	2	The infrastructure has suffered damages or significant operational disruption from past droughts.
	3	The infrastructure has suffered damages or significant disruption from past droughts which has had serious community economic or health consequences.
<b>Flood</b>	0	The infrastructure is not located in a known flood plain or flood prone area.
	1	The infrastructure is in a flood plain or flood prone area but has no prior history of flood damage.
	2	The infrastructure is in a flood plain or flood prone area and has experienced some flood damage in the past.
	3	The infrastructure is in a flood plain or flood prone area and has experienced significant flood damage, or the property is an NFIP repetitive loss property.
<b>Earthquake</b>	0	The infrastructure is not located in an area considered to have any significant risk of earthquake
	1	The infrastructure is in an area considered as at risk to earthquakes but has no prior history of earthquake damage.
	2	The infrastructure is in an area considered as at risk to earthquakes, is located on soft soils, and has no history of damage OR In an area considered as at risk to earthquakes and has experienced some limited earthquake damage.
	3	The infrastructure is in an area considered as at risk to earthquakes, is located on soft soils and experienced significant earthquake damage.
<b>Landslide</b>	0	The infrastructure is not located in a known area considered vulnerable to landslides.
	1	The infrastructure is in area vulnerable to landslides but has no prior history of landslides.
	2	The infrastructure is in area vulnerable to landslides area and infrastructure has experienced some landslide damage.
	3	The infrastructure is in area vulnerable to landslides and infrastructure has experienced significant landslide damage.
<b>Major U/I Fire</b>	0	The infrastructure meets the current fire code, has adequate separation from other structures and good access, and is not close to heavily vegetated areas.
	1	The infrastructure meets the current code, is not close to heavily vegetated areas, but access and/or separation from nearby structures increase fire risk.
	2	The infrastructure does not meet current fire code, is in or adjacent to large vegetated areas, and has inadequate access and/or separation from other structures.

HAZARD CATEGORY	RATING	SELECTION FACTOR OR DESCRIPTION
	3	The infrastructure does not meet the current code, is in or adjacent to vegetated areas, with access limitations or structure separation making fire suppression difficult.
<b>Severe Weather</b>	0	The infrastructure would not suffer any damage or operational disruption from severe weather.
	1	The infrastructure could suffer some damage or minor operational disruption from severe weather.
	2	The infrastructure has suffered damages or significant operational disruption from past severe weather.
	3	The infrastructure has suffered damages or significant disruption from past severe weather which has had serious community economic or health consequences.
<b>Tsunami/or Seiche</b>	0	The infrastructure is not located in or near a known area considered to be a tsunami or seiche inundation area.
	1	The infrastructure is located at the edge of a designated tsunami or seiche risk zone.
	2	The infrastructure is located just inside a designated tsunami or seiche risk zone, but has no prior damage.
	3	The infrastructure is located well inside a designated tsunami or seiche risk zone, and/or has experienced prior tsunami or seiche damage.
<b>Volcanic</b>	0	The infrastructure is not located in or near a known area with significant risk from volcanic hazards.
	1	The infrastructure is in or near an area that could receive some ashfall, but has no structural features, equipment or operations considered vulnerable to ash.
	2	The infrastructure is in or near an area where heavy ashfall or a debris flow could occur.
	3	The infrastructure is in an area known to have experienced heavy ashfall, debris flow or blast effects from past volcanic activity.

**Table 6-8 Infrastructure Table Key – Dependency Ratings**

EXTERNAL DEPENDENCY CATEGORY	RATING	SELECTION FACTOR OR DESCRIPTION
<b>Emergency Services</b>	0	The infrastructure can maintain essential functions without emergency services.
	0	The infrastructure has ability to independently provide emergency services to all essential functions of infrastructure.
	1	The infrastructure would have to <u>curtail</u> operations somewhat without emergency services with <u>no</u> direct economic/environmental/safety/health consequences.
	2	The infrastructure would have to <u>curtail</u> operations somewhat without emergency services with <u>some</u> direct economic/environmental/safety/health consequences. OR <u>stop</u> operations with <u>no</u> direct economic/environmental/safety/health consequences.
	3	The infrastructure would have to <u>stop</u> its operations without emergency services and <u>significant</u> economic/environmental/safety/health consequences will occur.
<b>Power Outage</b>	0	The infrastructure can maintain essential functions without electricity or gas supply.
	0	Infrastructure has ability to independently provide power to all essential functions of infrastructure.
	1	The infrastructure would have to <u>curtail</u> operations somewhat without gas or electrical supply, with <u>no</u> direct economic/environmental/safety/health consequences.
	2	The infrastructure would have to <u>curtail</u> operations somewhat without gas or electrical supply, with <u>some</u> direct economic/environmental/safety/health consequences. OR <u>stop</u> operations with <u>no</u> direct economic/environmental/safety/health consequences.
	3	The infrastructure would have to <u>stop</u> its operations without gas or electrical supply and <u>significant</u> economic/environmental/safety/health consequences will occur.
<b>Sewer Out</b>	0	The infrastructure can maintain essential functions without sewer service
	0	The infrastructure has ability to independently provide wastewater or septic service to support essential functions.
	1	The infrastructure would have to <u>curtail</u> operations somewhat without wastewater service, with <u>no</u> direct economic/environmental/safety/health consequences.
	2	The infrastructure would have to <u>curtail</u> operations somewhat without wastewater service, with <u>some</u> direct economic/environmental/safety/health consequences. OR <u>stop</u> operations with <u>no</u> direct economic/environmental/safety/health consequences.
	3	The infrastructure would have to <u>stop</u> its operations without wastewater service and <u>significant</u> economic/environmental/safety/health consequences will occur.
<b>Telecomm Failure</b>	0	The infrastructure can maintain essential functions without telecommunications.
	0	The infrastructure has ability to independently provide phone service or alternate/redundant communications systems to support essential functions.
	1	The infrastructure would have to <u>curtail</u> operations somewhat without telecommunication service, with <u>no</u> direct economic/environmental/safety/health consequences.
	2	The infrastructure would have to <u>curtail</u> operations somewhat without telecommunication service, with <u>some</u> direct economic/environmental/safety/health consequences. OR <u>stop</u> operations with <u>no</u> direct economic/environmental/safety/health consequences.
	3	The infrastructure would have to <u>stop</u> its operations without telecommunication service and <u>significant</u> economic/environmental/safety/health consequences will occur.
<b>Transportation</b>	0	The infrastructure can maintain essential functions without transportation routes.
	0	Infrastructure has ability to independently provide alternate transportation, in the absence of transportation routes, to ensure all essential functions.
	1	The infrastructure would have to <u>curtail</u> operations somewhat without transportation routes with <u>no</u> direct economic/environmental/safety/health consequences.
	2	The infrastructure would have to <u>curtail</u> operations somewhat without transportation routes with <u>some</u> direct economic/environmental/safety/health consequences. OR <u>stop</u> operations with <u>no</u> direct economic/environmental/safety/health consequences.

EXTERNAL DEPENDENCY CATEGORY	RATING	SELECTION FACTOR OR DESCRIPTION
	3	The infrastructure would have to <u>stop</u> its operations without transportation routes and <u>significant</u> economic/environmental/safety/health consequences will occur.
<b>Water Supply</b>	0	The infrastructure can maintain essential functions without its water supply.
	0	The infrastructure has ability to independently provide water to support essential functions.
	1	The infrastructure would have to <u>curtail</u> operations somewhat without water supply, with <u>no</u> direct economic/environmental/safety/health consequences.
	2	The infrastructure would have to <u>curtail</u> operations somewhat without water supply, with <u>some</u> direct economic/environmental/safety/health consequences. OR <u>stop</u> operations with <u>no</u> direct economic/environmental/safety/health consequences.
	3	The infrastructure would have to <u>stop</u> its operations without its water supply and <u>significant</u> economic/environmental/safety/health consequences will occur.

# Endnotes

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<sup>1</sup> This is a total of infrastructure and the approximate value provided by the jurisdiction. If no value, then value was not provided or not available.

<sup>2</sup> These are the Homeland Security Infrastructure Categories which were used in completing the Infrastructure Tables in the plan.

<sup>3</sup> The following table explains the codes used in this column:

<b>Code</b>	<b>Explanation</b>
C	Infrastructure critical in first 72 hours after disaster
AP	Infrastructure has auxiliary or backup power
(#)	Homeland Security Infrastructure Category Number
S	Infrastructure is a designated community shelter

<sup>4</sup> The “built” column refers to the year in which the original infrastructure was constructed.

<sup>5</sup> This column addresses major remodels, upgrades or additions to the infrastructure in dollar amount and/or year of changes.

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## Section 7

### Plan Maintenance Procedures Requirements

#### ***Monitoring, Evaluating, and Updating the Plan---Requirement §201.6(c)(4)(i):***

[The plan maintenance process **shall** include a] section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

- Does the new or updated plan describe the method and schedule for **monitoring** the plan, including the responsible department?
- Does the new or updated plan describe the method and schedule for **evaluating** the plan, including how, when and by whom (i.e. the responsible department)?
- Does the new or updated plan describe the method and schedule for **updating** the plan within the five-year cycle?

#### ***Incorporation into Existing Planning Mechanisms---Requirement §201.6(c)(4) (ii):***

[The plan **shall** include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate...

- Does the new or updated plan identify other local planning mechanisms available for incorporating the mitigation requirements of the mitigation plan?
- Does the new or updated plan include a process by which the local government will incorporate the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate?
- Does the updated plan explain how the local government incorporated the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate?

#### ***Continued Public Involvement---Requirement §201.6(c)(4) (iii):***

[The plan maintenance process **shall** include a] discussion on how the community will continue public participation in the plan maintenance process.

- Does the new or updated plan explain how continued public participation will be obtained? (For example, will there be public notices, an on-going mitigation plan committee, or annual review meetings with stakeholders?)

**SECTION 7**

**REGION 5 ALL HAZARD MITIGATION PLAN  
2015-2020 EDITION  
CITY OF MILTON  
PLAN MAINTENANCE SECTION**

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The planning process undertaken in the last two years is just the foundation of breaking the disaster cycle by planning for a disaster resistant City of Milton and Pierce County Region 5. This Section details the formal process that will ensure the City of Milton Hazard Mitigation Plan remains an active and relevant document. The Plan Maintenance Section includes a description of the documentation citing the Plan's formal adoption by the Administration. The Section also describes: the method and schedule of monitoring, evaluating, and updating within a five-year cycle; the process for incorporating the mitigation strategy into existing mechanisms; and, the process for integrating public participation throughout the plan maintenance. The Section serves as a guide for implementation of the hazard mitigation strategy.

## **Plan Adoption**

Upon completion of the City of Milton Plan, it will be submitted to Washington State Emergency Management Division (EMD) for a Pre-Adoption Review. The EMD has 30 days to then take action on the Plan and forward it to the Federal Emergency Management Agency (FEMA) Region X for review. This review, which is allowed 45 days by law, will address the federal criteria outlined in FEMA Interim Final Rule 44 CFR Part 201.6. In completing this review there may be revisions requested by the EMD and/or FEMA. Revisions could include changes to background information, editorial comments, and the alteration of technical content. Pierce County Department of Emergency Management (PC DEM) will call a Planning Team Meeting to address any revisions needed and resubmit the changes.

The Milton City Council is responsible for the adoption of the Plan after the Pre-Adoption Review by the EMD and the FEMA Region X. Once the City adopts the Plan, the Fire Chief will be responsible for submitting it, with a copy of the resolution, to the State Hazard Mitigation Officer at the Washington State EMD. EMD will then take action on the Plan and forward it to the FEMA Region X for final approval. Upon approval by FEMA, the City will gain eligibility for both Hazard Mitigation Grant Program and Pre-Disaster Mitigation Grant Program funds.

Appendix A will list the dates and include a copy of the signed Resolution from the jurisdiction as well as a copy of the FEMA approval of the jurisdiction's Plan. In future updates of the Plan, Appendix C will be used to track changes and/or updates. This plan will have to be re-adopted and re-approved prior to the five year deadline of February 10, 2020.

## **Maintenance Strategy**

The City of Milton maintenance strategy for implementation, monitoring, and evaluation provides a structure that encourages collaboration, information transference, and innovation. Through a multi-tiered implementation method, the City of Milton will provide its citizens a highly localized approach to loss reduction while serving their needs through coordinated policies and programs. The method's emphasis on all levels of participation promotes public involvement and adaptability to changing risks and vulnerabilities. Finally, it will provide a tangible link between citizens and the various levels of government service, ranging from

community action to the Department of Homeland Security. Through this strategy, City of Milton will continue to break the disaster cycle and achieve a more disaster resistant community.

## Implementation

In order to ensure efficient and effective implementation, the City of Milton will make use of its capabilities, infrastructure, and dedicated population. The City will implement its mitigation strategy over the next five years primarily through its annual budget process and varying grant application processes. All programs and entities identified in the Capability Identification Section will serve as the implementing mechanisms within those processes.

The City Administration will work in conjunction with those departments identified in both the capability identification and under each mitigation measure to initiate the mitigation strategy. For example, any infrastructure-related measures will be implemented through the Capital Improvement Plan and the various departments involved through the normal budget schedule. Any regulatory and land use measures will continue to be implemented through collaboration with the Community Development Department and its updates of the City's Comprehensive Plan. Other measures will be implemented through collaboration with the identified jurisdictions/departments listed under each measure's evaluation and through the mechanisms and funding sources identified in the Capability Identification Section.

These efforts fall under a broader implementation strategy that represents a county-wide effort. This strategy must be adaptable to change while being consistent in its delivery.

The mitigation implementation strategy is a three-tiered method that emphasizes localized needs and vulnerabilities while addressing both City and multi-jurisdictional policies and programs. The first tier is implementation through individual citizen level—existing Public Education Programs in the City (for example, at the individual level through the Public Safety Fair and at the neighborhood level through PC NET). The second tier is the City-Wide mechanism for implementation, in this case the City Administration. The third tier is a more external and multi-jurisdictional mechanism, the Hazard Mitigation Forum (HMF).

This method ensures that implementation speaks to unique vulnerabilities at the most local level, allows for coordination among and between levels, and promotes collaboration and innovation. Further, it provides a structured system of monitoring implementation. Finally, it is a method that can adapt to the changing vulnerabilities of the City, the region, and the times. These three levels and their means of implementation and collaboration are described below.

### *Public Education Programs*

At the individual citizen level, Public Education Programs provide the City with a localized mechanism for implementation. This approach to mitigation can adapt to the varying vulnerabilities and needs within a growing City and region. Public Education Programs are also a means for involving the public in mitigation policy development. Departments conducting mitigation-related programs will provide the existing targeted neighborhoods and special-needs populations a catalogue of mitigation measures from which individuals can choose those that would be most effective in their communities. For example, currently the City is working with PC DEM to begin forming City of Milton Pierce County Neighborhood Emergency Teams (PC NETs) to better prepare for, and respond to, disasters. PC NETs provide a coordinated group of communities through which individuals can implement home and neighborhood level mitigation measures.

### *Jurisdiction-Wide: City Administration*

The City Administration will be the body responsible for determining the direction of the Plan's implementation. The City Administration is responsible to the Mayor for the day-to-day operations of the City and its departments, the annual budget, and personnel. The City Administrator follows the general policy as set by the City Council. The Department is responsible for the City's selection, evaluation, and training of all city staff. It oversees, coordinates, and manages the activities of all city departments and offices in carrying out the requirements of ordinances, laws, rules and regulations.

Initially, the City Administration will be responsible for the overall review of the plan and will designate mitigation measures to those departments responsible for their implementation. This will be done with assistance from both the Emergency Management Coordinator and a Senior Planner from Community Development Department. The City Administration will address the Plan on an annual basis during the month of October. Both the Fire and the Community Planning Departments will monitor the plan's implementation throughout the year and report to the City Administration at this annual meeting. Evaluation and updates will be completed at this meeting. Recommendations will be made to coincide with the normal budgeting processes and provide an ample time period for review and adoption of any necessary changes to the implementation schedule.

Eventually, the City Administration may choose to cede this responsibility to an Emergency Management Committee. This committee would be composed of representatives from the departments identified in the Capability Identification Section as having a role in hazard mitigation. The Committee would ultimately provide a mechanism for coordination among those departments engaged in mitigation to ensure that a comprehensive and efficient approach be undertaken in Milton's efforts at all-hazards mitigation.

### *Hazard Mitigation Forum*

The PC Hazard Mitigation Forum (HMF) represents a broader and multi-jurisdictional

approach to mitigation implementation. The PC HMF will be comprised of representatives from unincorporated Pierce County and all jurisdictions, partially or wholly, within its borders that have undertaken mitigation planning efforts. The PC HMF will serve as coordinating body for projects of a multi-jurisdictional nature and will provide a mechanism to share successes and increase the cooperation necessary to break the disaster cycle and achieve a disaster resistant Pierce County. Members of the PC HMF will include the following jurisdictions who have completed, or who have begun the process of completing, DMA 2000 compliant plans:

- City of Bonney Lake
- City of DuPont
- City of Fife
- City of Gig Harbor
- City of Milton
- City of Roy
- City of Tacoma
- Town of Eatonville
- Town of Steilacoom
- Pierce County
- East Pierce Fire and Rescue
- Graham Fire and Rescue
- Orting Valley Fire and Rescue
- Pierce County Fire District 14
- Pierce County Fire District 27
- West Pierce Fire and Rescue
- Clover Park School District
- Eatonville School District
- Franklin Pierce School District
- Pacific Lutheran University
- Puyallup School District
- Sumner School District
- University Place School District
- Crystal River Ranch HOA
- Herron Island HOA
- Pierce Transit
- Raft Island HOA
- Taylor Bay Beach Club
- Firgrove Mutual Water Company
- Graham Hill Mutual Water Company
- Lakewood Water District
- Ohop Mutual Light Company
- Spanaway Water Company
- Tanner Electric
- City of Buckley
- City of Edgewood
- City of Fircrest
- City of Lakewood
- City of Orting
- City of Sumner
- Town of Carbonado
- Town of South Prairie
- Town of Wilkeson
- Central Pierce Fire and Rescue
- Gig Harbor Fire and Medic One
- Key Peninsula Fire Department
- Pierce County Fire District 13
- Pierce County Fire District 23
- South Pierce Fire and Rescue
- Carbonado School District
- Dieringer School District
- Fife School District
- Orting School District
- Peninsula School District
- Steilacoom School District
- Tacoma School District
- American Red Cross
- Crystal Village HOA
- Metropolitan Park District
- Port of Tacoma
- Riviera Community Club
- Clear Lake Water District
- Fruitland Mutual Water Company
- Lakeview Light and Power
- Mt. View-Edgewood Water Company
- Peninsula Light Company
- Summit Water and Supply Company
- Valley Water District

- Cascade Regional Blood Services
- Dynamic Partners
- Group Health
- MultiCare Health System
- 76 Jurisdictions in this effort
- Community Health Care
- Franciscan Health System
- Madigan Hospital
- Western State Hospital

Coordinated by PC DEM, the PC HMF will meet annually in November. The City of Milton will be an active participant in the PC HMF, and will be represented by the Emergency Management Coordinator. Only through this level of cooperation can these jurisdictions meet all of their mitigation goals.

## Plan Evaluation and Update

It should be noted this planning process began in early 2012 following the then current CFR 201.6 Hazard Mitigation Planning Requirements. Based on new requirements in the Stafford Act, the City of Milton will evaluate and update the plan to incorporate these new requirements as necessary. Furthermore, if there are additional Stafford Act changes affecting CFR 201.6 in the coming years, the planning process will incorporate those as well.

The City of Milton Plan will guide the City's mitigation efforts for the foreseeable future. City of Milton Representatives on the Planning Team has developed a method to ensure that regular review and update of the Plan occur within a five year cycle. The City Administration will coordinate any reviews through the November meeting noted above.

PC DEM will collaborate with the Emergency Management Coordinator and the PC HMF to monitor and evaluate the mitigation strategy implementation. PC DEM will track this implementation through Pierce County's GIS database. Findings will be presented and discussed at the annual meeting.

The Fire and Community Planning Departments will provide a report of the Plan's implementation to the City Administration at the annual meeting. This report will drive the meeting agendas and will include the following:

- Updates on implementation throughout the City;
- Updates on the PC HMF and mitigation activities undertaken by neighboring jurisdictions;
- Changes or anticipated changes in hazard risk and vulnerability at the City, county, regional, State, FEMA, and Homeland Security levels;
- Problems encountered or success stories;
- Any technical or scientific advances that may alter, make easier, or create measures.

The City Administration and local experts will decide on updates to the strategy based on the above information and a discussion of:

- The various resources available through budgetary means as well as any relevant

- grants;
- The current and expected political environment and public opinion;
- Meeting the mitigation goals with regards to changing conditions.

PC DEM will work with the Emergency Management Coordinator to review the Risk Assessment Section to determine if the current assessment should be updated or modified based on new information. This will be done during the regularly scheduled reviews of the Hazard Identification and Vulnerability Analysis and the Comprehensive Emergency Management Plan.

Additional reviews of this Plan will be required following disaster events and will not substitute for the annual meeting. Within ninety days following a significant disaster or an emergency event impacting the City, Emergency Management Coordinator will provide an assessment that captures any “success stories” and/or “lessons learned.” The assessment will detail direct and indirect damages to the City and its infrastructure, response and recovery costs, as part of the standard recovery procedures that use EMD Forms 129, 130, and 140. This process will help determine any new mitigation initiatives that should be incorporated into the Plan to avoid similar losses due to future hazard events. In this manner, recovery efforts and data will be used to analyze mitigation activities and spawn the development of new measures that better address any changed vulnerabilities or capabilities. Any updates to the Plan will be addressed at the annual November meeting.

As per 44 CFR 201.6, the City of Milton must re-submit the Plan to the State and FEMA with any updates every five years. This process will be coordinated by PC DEM through the Pierce County Hazard Mitigation Forum. In 2013 and every five years following at the Hazard Mitigation Forum, the City of Milton will submit the updated plan to PC DEM. PC DEM’s Mitigation and Recovery Program Manager will collect updates from the Region 5 Plan jurisdictions and submit them to the State EMD and FEMA.

## **Continued Public Involvement**

City of Milton is dedicated to continued public involvement and education in review and updates of the Plan. The City will retain copies of the Plan and will post it on the City of Milton website.<sup>1</sup> Announcements regarding the Plan’s adoption and the annual updates to the Plan will be advertised on the City of Milton website.

The three-tiered implementation method provides an opportunity for continuous public involvement. Public Education campaigns are a means of informing the public on updates and implementation activities. Further, prior to submitting the Plan to WA EMD and FEMA for the five year review, the City Administration and the Emergency Management Team will hold public information and comment meeting. These meetings will provide the public a forum for which it can express its concerns, opinions, or ideas about the City of Milton. This meeting will be advertised in the City of Milton through a variety of media, including the City of Milton official newspaper and a posting on the website.

The City of Milton will conduct a review on a yearly basis to ensure all elements of the mitigation plan are updated and accurate. Each of the 76 jurisdictions has been tasked with having to provide documentation on public involvement including a brief description for each public hearing held, a summary on attendance, any feedback received from the public and the an overall description of what was accomplished. Even further, the City of Milton will provide proof of their attempts for public involvement such as screenshots of websites including date ranges, flyers and other relevant material documenting the public involvement process. Lastly, the City of Milton will look for new innovative ways for public involvement.

## Endnotes

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<sup>1</sup><http://www.cityofmilton.net>

## **APPENDIX A**

# **REGION 5 ALL HAZARD MITIGATION PLAN 2015-2020 EDITION CITY OF MILTON**

### **Plan Adoption**

The “*Region 5 Hazard Mitigation Plan*” was adopted by the City of Milton’s City Council on XXX by resolution number XXX. The following page shows a copy of that resolution.

Milton Resolution Letter inserted here

Milton Resolution Letter inserted here

The plan was reviewed and approved as follows:

<b>AGENCY</b>	<b>REPRESENTATIVE</b>	<b>DATE</b>
Washington State Military Dept., Emergency Management Division	Tim Cook Hazard Mitigation Programs Manager	Approved—
FEMA Region X	Tamra Biasco Chief, Risk Analysis Branch Mitigation Division	Approved— February 2, 2015

FEMAs Pre-Approval and Approval letter follows below.

U.S. Department of Homeland Security  
FEMA Region X  
Federal Regional Center  
130 228th Street, SW  
Bothell, WA 98021-8627



**FEMA**

February 2, 2015

Mr. Tim Cook  
Hazard Mitigation Programs Manager  
Washington State Emergency Management Division  
Building 20, MS TA-20  
Camp Murray, Washington 98430-5122

Dear Mr. Cook:

As requested, the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) has completed a pre-adoption review of the *Region 5 Hazard Mitigation Plan*. The plan successfully contains the required criteria, excluding the adoption, for hazard mitigation plans, as outlined in 44 CFR Part 201. This letter serves as Region 10's commitment to approve the plan upon receiving documentation of its adoption by the participating jurisdictions.

The plan will not be formally approved by FEMA until it is adopted. Each jurisdiction is not eligible for mitigation project grants until the plan is formally approved by FEMA.

Please contact our Regional Mitigation Planning Manager, Kristen Meyers, at (425) 487-4543 with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tamra Biasco".

Tamra Biasco  
Chief, Risk Analysis Branch  
Mitigation Division

KM:bb

[www.fema.gov](http://www.fema.gov)

FEMA approval letter inserted here

FEMA approval letter inserted here

## **APPENDIX A**

# **REGION 5 HAZARD MITIGATION PLAN 2008-2013 EDITION CITY OF MILTON**

### **Plan Adoption**

The “*Region 5 Hazard Mitigation Plan*” was adopted by the City of Milton’s City Council on December 15, 2008, by resolution number 08-1758. The following page shows a copy of that resolution.

**CITY OF MILTON  
RESOLUTION NO. 08-1758**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
MILTON, WASHINGTON, ADOPTING THE CITY OF MILTON  
NATURAL HAZARD MITIGATION PLAN.**

**WHEREAS**, the City of Milton has participated with the Cities of Edgewood and Fife, the Fife School District, and Pierce County Fire District 8 (Edgewood) in the development of the City of Milton Natural Hazard Mitigation Plan; and

**WHEREAS**, the Federal Emergency Management Agency has mandated that all local and state governmental entities develop and submit for approval a Natural Hazard Mitigation Plan to address per-disaster planning issues; and

**WHEREAS**, The Natural Hazard Mitigation Plan is completed and ready for adoption by the City of Milton; and

**WHEREAS**, the Natural Hazard Mitigation Plan has been submitted and approved by Washington State Emergency Management and the Federal Emergency Management Agency; and

**WHEREAS**, the City of Milton has previously authorized the expenditure of \$6,000 to contract with Pierce County Emergency Management to aid in the development of Milton's Natural Hazard Mitigation Plan; and

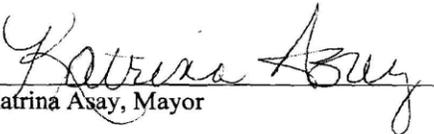
**WHEREAS**, the Milton City Council reviewed the Natural Hazard Mitigation Plan preparation process in a Council Study Session on May 8, 2006, and the final draft at a regular Council meeting on March 3, 2008; and

**WHEREAS**, the City of Milton could risk not receiving future disaster funding if the Natural Hazard Mitigation Plan is not adopted; **NOW, THEREFORE**,

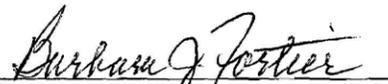
**THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON  
DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** That the City Council does hereby adopt the City of Milton Natural Hazard Mitigation Plan, attached as "Exhibit A" and incorporated by this reference as if set forth in full.

**PASSED AND APPROVED** this 15<sup>th</sup> day of December, 2008

  
Katrina Asay, Mayor

Attest:

  
Barbara J. Fortier, Deputy City Clerk

The plan was reviewed and approved as follows:

<b>AGENCY</b>	<b>REPRESENTATIVE</b>	<b>DATE</b>
FEMA Region X	Mark Carey Mitigation Division Director	Approved--

FEMA approval letter appears below:



**FEMA**

July 9, 2009

Mr. Steven C. Bailey, Director  
 Pierce County Department of Emergency Management  
 2501 South 35th Street  
 Tacoma, Washington 98409-7405

Dear Mr. Bailey:

On November 24, 2008, the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) approved the **Region 5 Hazard Mitigation Plan** as a multi-jurisdictional local plan as outlined in 44 CFR Part 201. With approval of this plan, the following entities are now eligible to apply for the Robert T. Stafford Disaster Relief and Emergency Assistance Act's hazard mitigation project grants through November 24, 2013:

Cities and Towns:	Fire Districts:	School Districts:	Utilities:
City of Buckley	Lakewood Fire Department (PCFD #2)	Carbonado SD	Clear Lake Water District
City of Dupont	Gig Harbor Fire & Medic One (PCFD #5)	Dieringer SD	Fruitland Mutual Water Company
City of Edgewood	Central Pierce Fire & Rescue (PCFD #6)	Eatonville SD	Graham Hill Mutual Water Company
City of Fife	PCFD #8	Fife SD	Lakeview Light and Power
City of Fircrest	PCFD #13	Franklin Pierce SD	Lakewood Water District
City of Gig Harbor	South Pierce Fire & Rescue (PCFD #15)	Orting SD	Mt. View-Edgewood Water Company
City of Lakewood	Key Peninsula Fire Department (PDFD #16)	Peninsula SD	Ohop Mutual Light Company
City of Milton	PCFD #18	Puyallup SD	Port of Tacoma
City of Orting	Graham Fire and Rescue (PCFD #21)	Steilacoom Historical SD	Summit Water and Supply Company
City of Tacoma	PCFD #23	Tacoma SD	Valley Water District
Town of Eatonville	PCFD #27	University Place SD	
Town of South Prairie		White River SD	
Town of Wilkeson		Pacific Lutheran University	

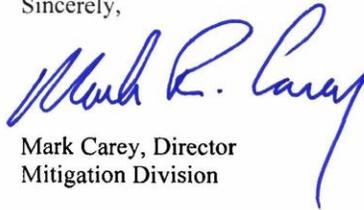
[www.fema.gov](http://www.fema.gov)

Mr. Bailey  
July 9, 2009  
Page 2

The list of approved jurisdictions has been updated to include the jurisdictions in italics above, which have recently adopted the Region 5 Hazard Mitigation Plan. To continue eligibility, the plan must be reviewed, revised as appropriate, and resubmitted within five years of the original approval date.

If you have questions regarding your plan's approval or FEMA's mitigation grant programs, please contact our State counterpart, Washington Emergency Management Division, which coordinates and administers these efforts for local entities.

Sincerely,



Mark Carey, Director  
Mitigation Division

cc: Mark Stewart, Washington Emergency Management Division

KM:bb

**APPENDIX B**

**REGION 5 ALL HAZARD MITIGATION PLAN  
2015-2020 EDITION  
CITY OF MILTON**

**Region 5 Hazard Mitigation Planning Team**

City of Milton

<b>NAME</b>	<b>TITLE</b>	<b>JURISDICTION-DEPARTMENT</b>
Jim Jaques	Assistant Chief	East Pierce Fire and Rescue

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**APPENDIX D**

**REGION 5 ALL HAZARD MITIGATION PLAN  
2015-2020 EDITION  
CITY OF MILTON**

## OVERVIEW

This appendix contains the spatial results from the Hazus Earthquake Scenario results showing the Essential Facilities for 90% functionality for Day 1 and Day 7 following an earthquake event based on three earthquakes scenarios. Information was based on ShakeMaps developed by U.S. Geological Survey for a 7.1M earthquake occurring on the Tacoma Fault, 7.2M earthquake on the Nisqually Fault and a 7.2M earthquake on the SeaTac Fault. There was a total of four Essential Facilities that were modeled; fire stations, police stations, schools and hospitals. Additional information can be found in the Risk Assessment Section of the Pierce County All Hazard Mitigation Plan.

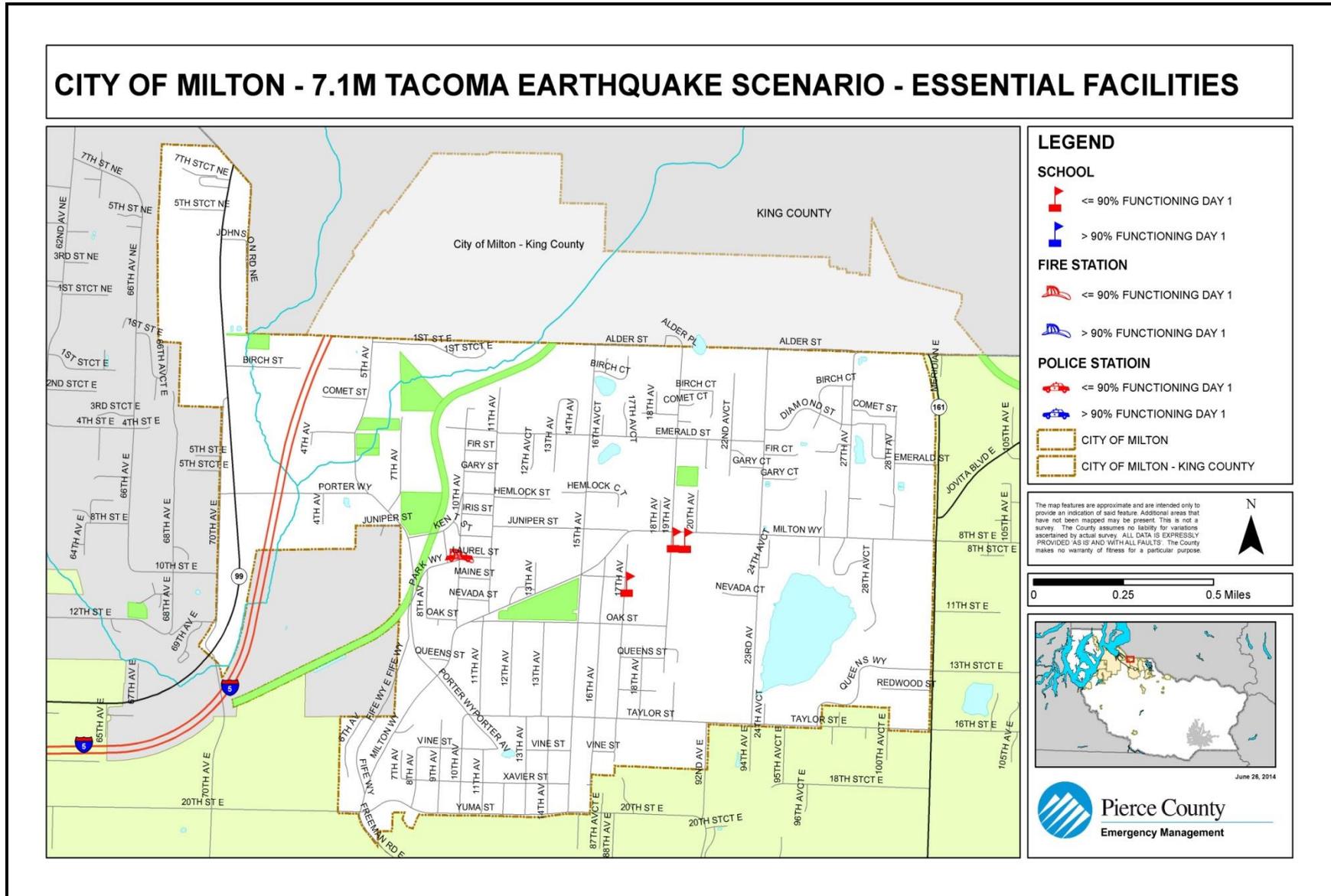
## Inherent Errors

As a special note to the Gig Harbor and Key Peninsula areas St. Anthony's Hospital is not identified on Maps D-6, D-7, D-15, D-16, D-24 or D-25 due to the recent construction of St. Anthony's Hospital and lack of data. With future updates of the Region 5 All Hazard Mitigation Plan, St. Anthony's Hospital will be included in the scenario analysis. If this information becomes available prior to the five-year update in 2020, revised analysis will be done and the revised maps will be distributed to the City of Gig Harbor, Gig Harbor Fire & Medic One and the Key Peninsula Fire Department.

It has been identified that the police station located to the west side of Orting is not in the correct location as seen on Maps: D-4, D-5, D-13, D-14, D-22 and D-23. The police department shares a building with the Fire District #18 at 401 Washington Ave S, which is located in the middle of town. As Hazus-MH is updated the police station will show a co-location with the fire station at this same location. If this information becomes available prior to the five-year update in 2020, revised analysis will be done and the revised maps will be distributed to the City of Orting and to Pierce County Fire District #18.

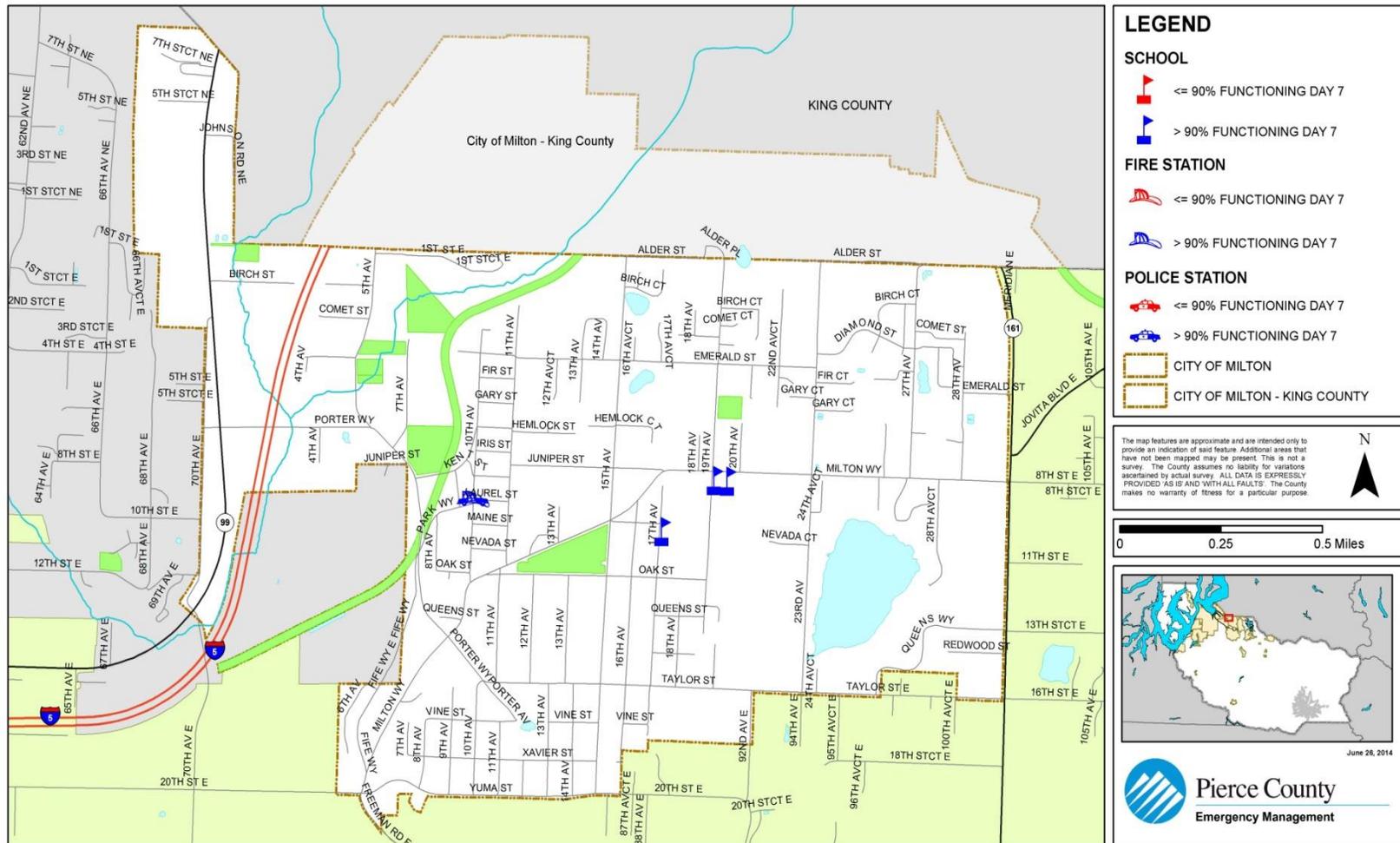
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Map D-1 City of Milton Tacoma Fault Scenario Essential Facilities Day 1 Map



Map D-2 City of Milton Tacoma Fault Scenario Essential Facilities Day 7 Map

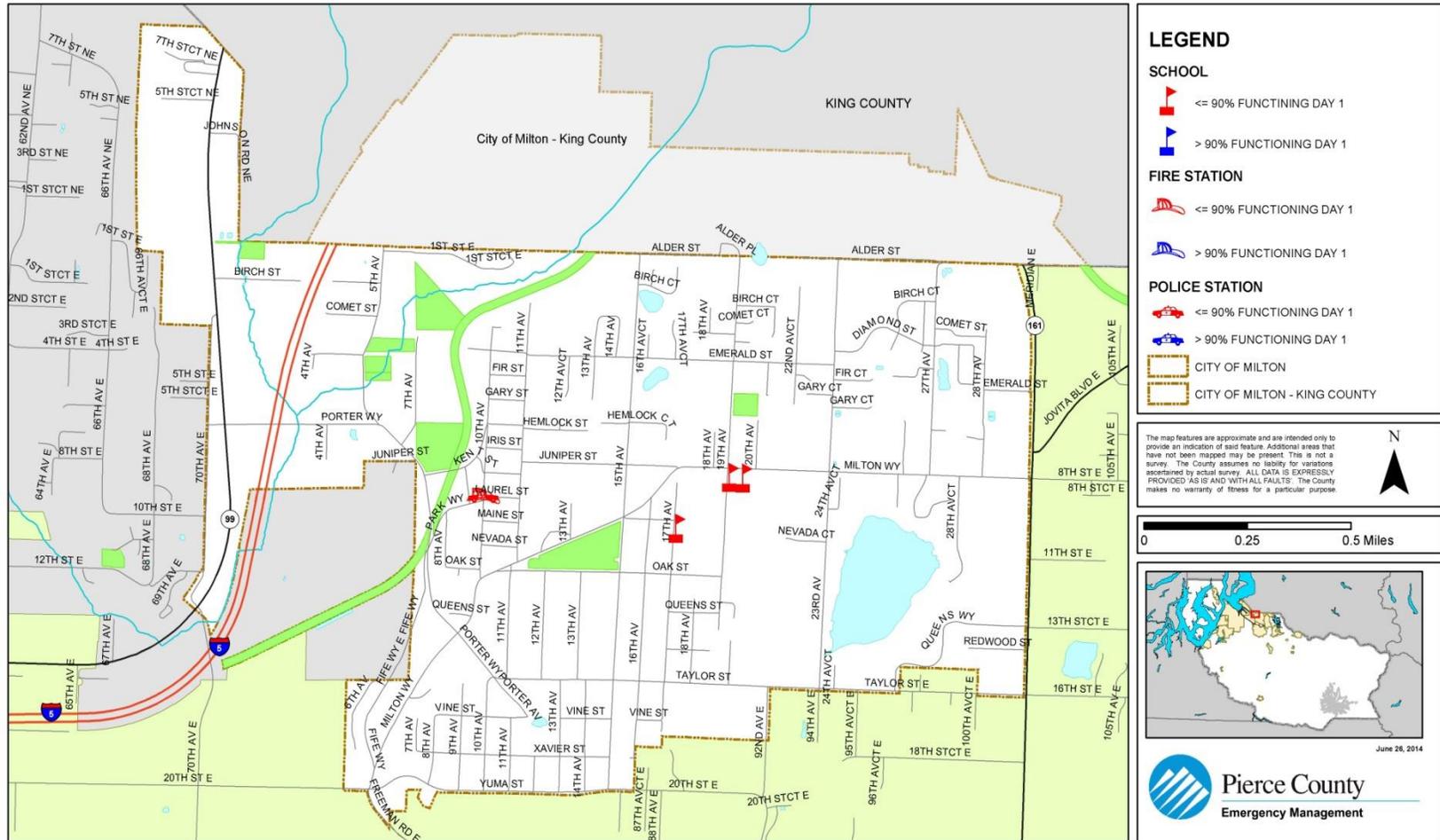
# CITY OF MILTON - 7.1M TACOMA EARTHQUAKE SCENARIO - ESSENTIAL FACILITIES



APPENDIX D-4

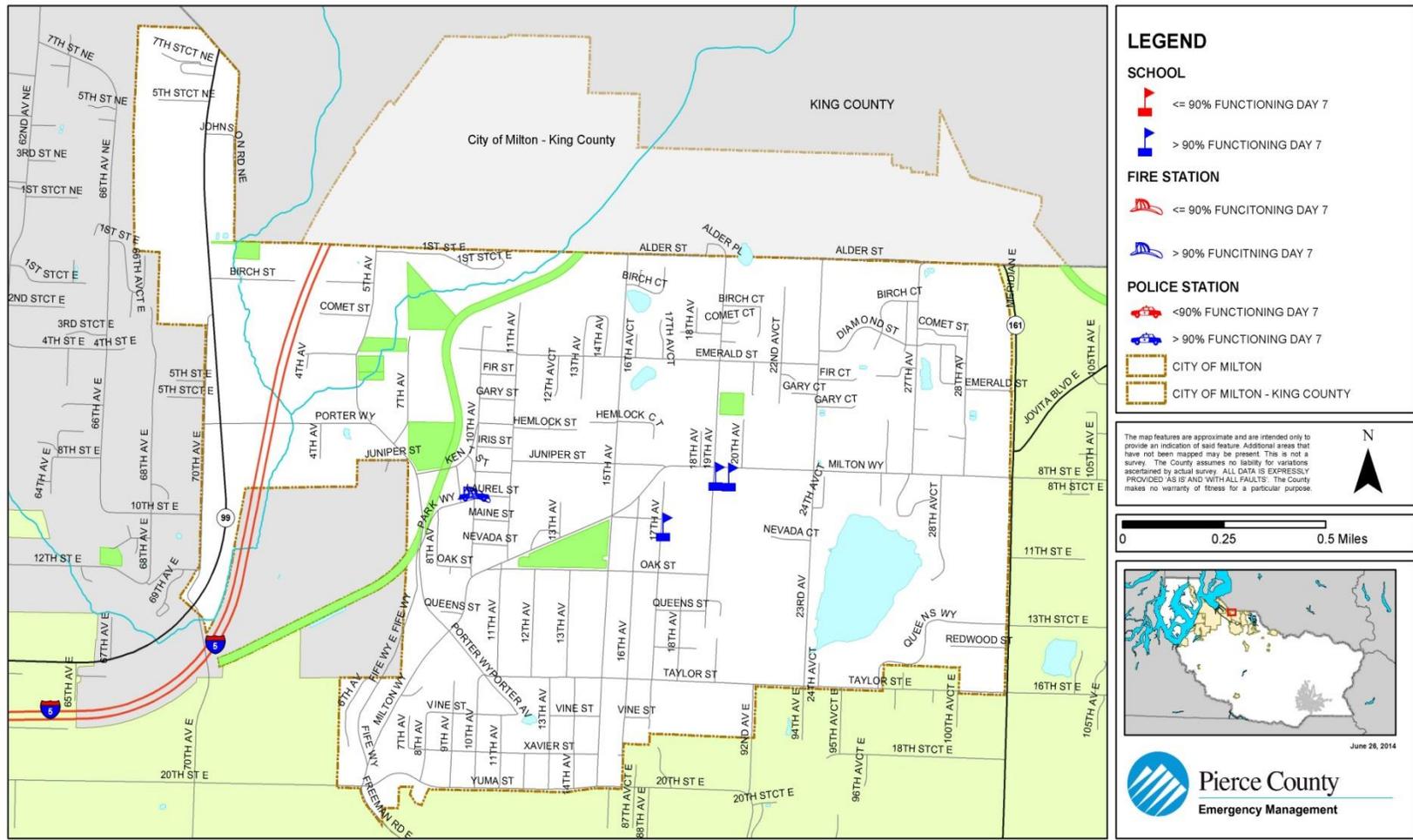
Map D-3 City of Milton Nisqually Fault Scenario Essential Facilities Day 1 Map

# CITY OF MILTON - 7.2M NISQUALLY EARTHQUAKE SCENARIO - ESSENTIAL FACILITIES



Map D-4 City of Milton Nisqually Fault Scenario Essential Facilities Day 7 Map

# CITY OF MILTON - 7.2M NISQUALLY EARTHQUAKE SCENARIO - ESSENTIAL FACILITIES



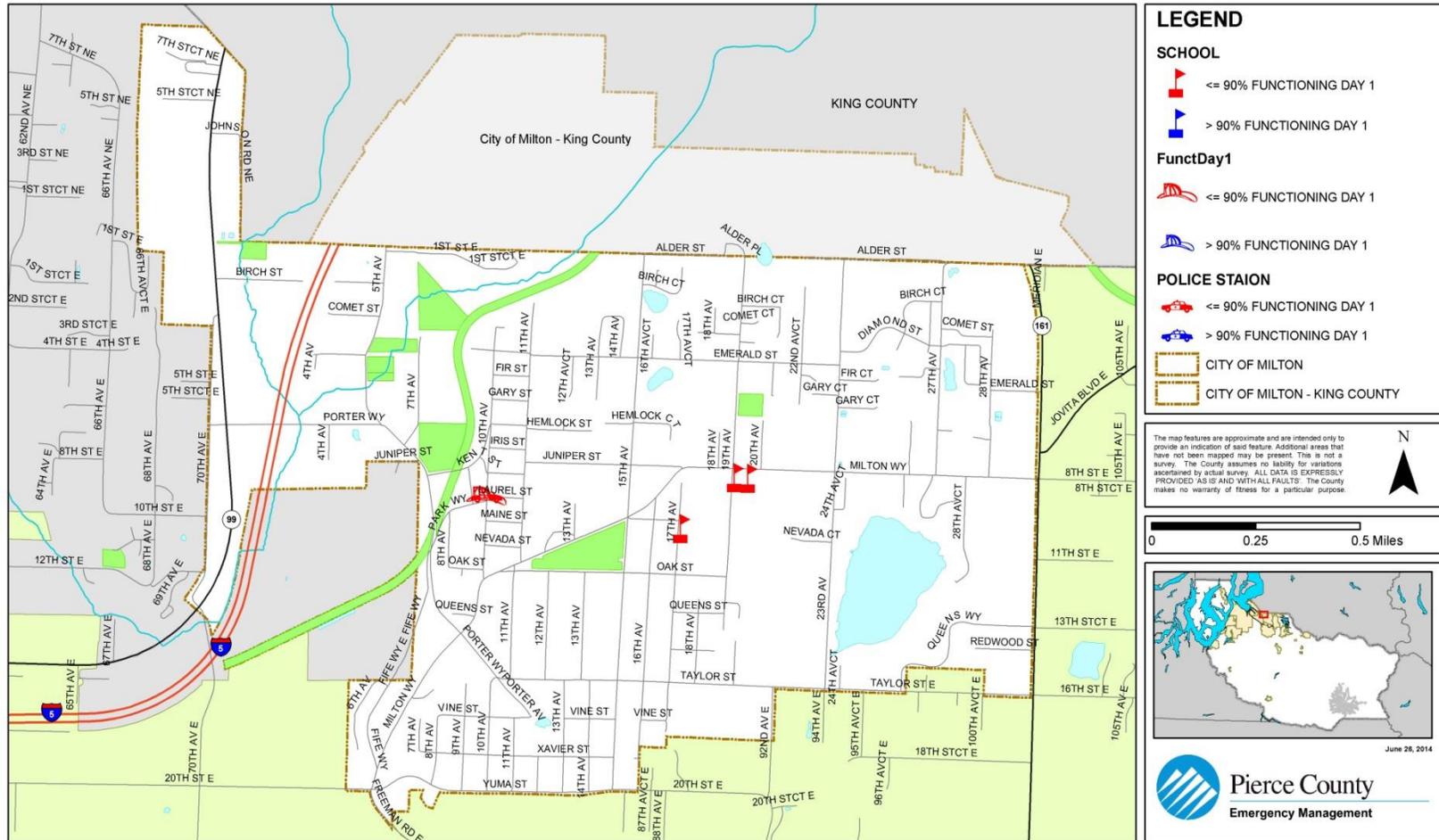
APPENDIX D-6

REGION 5 ALL HAZARD MITIGATION PLAN – 2015-2020 EDITION

CITY OF MILTON ADDENDUM

Map D-5 City of Milton SEATAC Fault Scenario Essential Facilities Day 1 Map

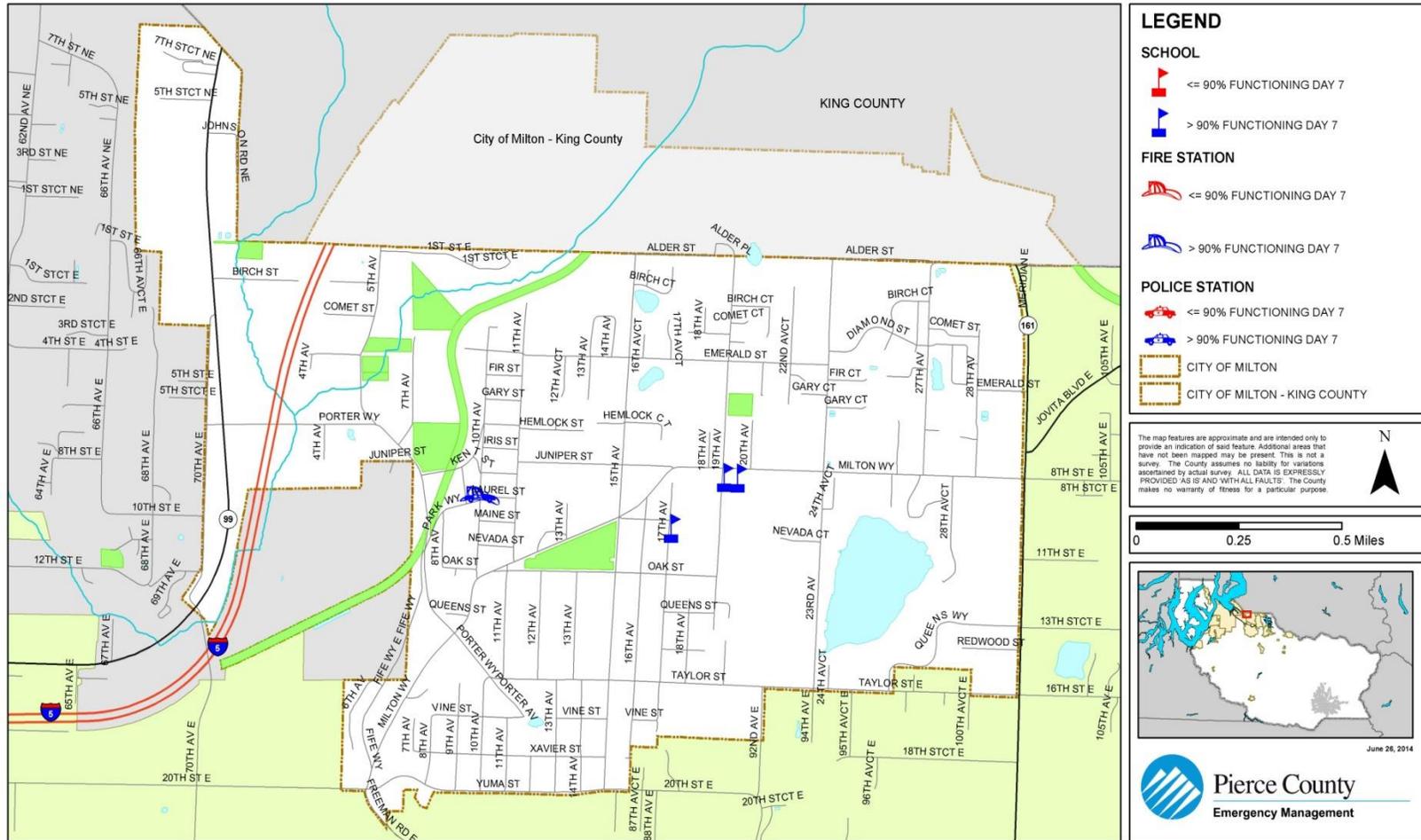
# CITY OF MILTON - 7.2M SEATAC EARTHQUAKE SCENARIO - ESSENTIAL FACILITIES



APPENDIX D-7

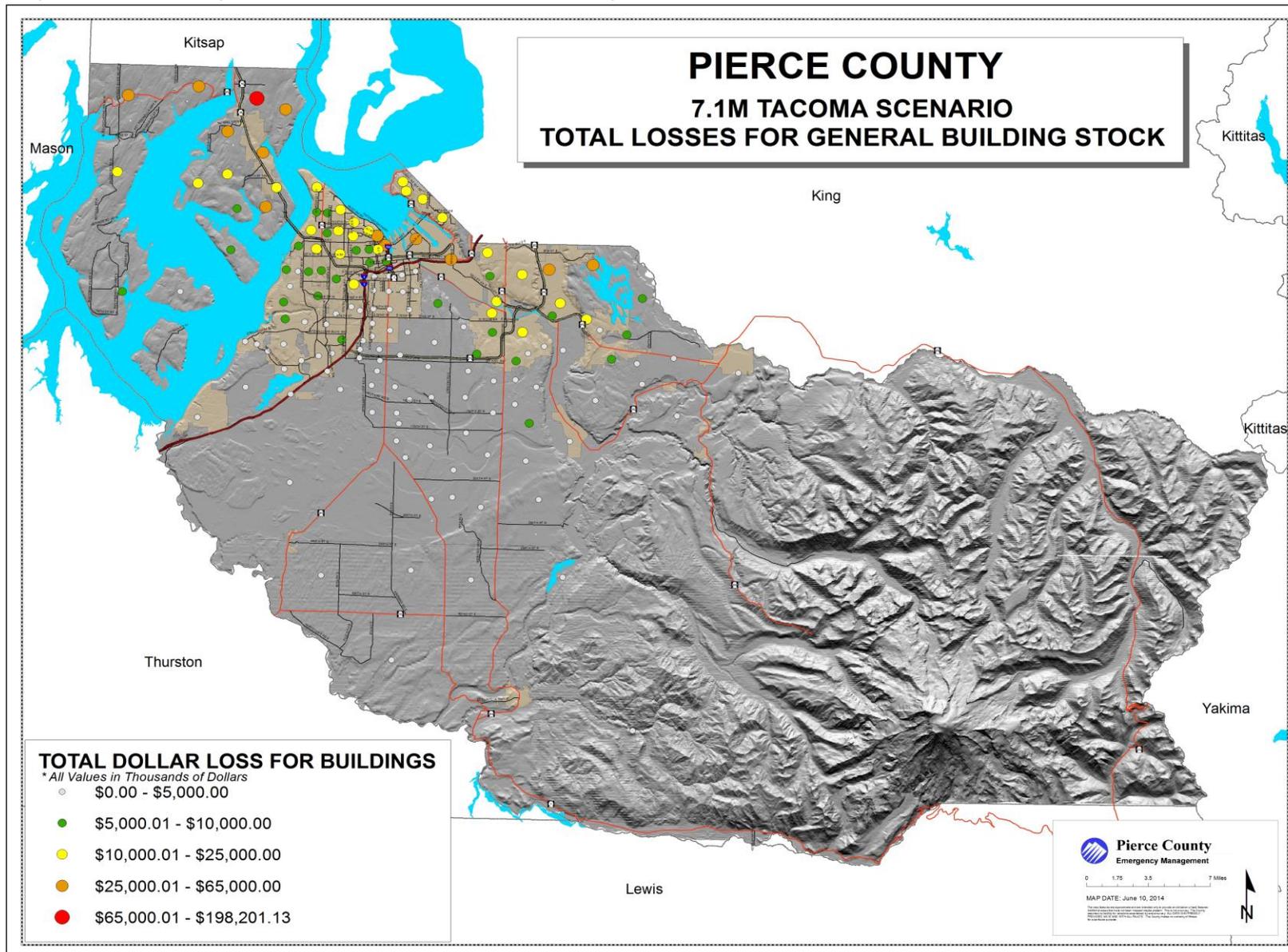
Map D-3 City of Milton SEATAC Fault Scenario Essential Facilities Day 7 Map

# CITY OF MILTON - 7.2M SEATAC EARTHQUAKE SCENARIO - ESSENTIAL FACILITIES

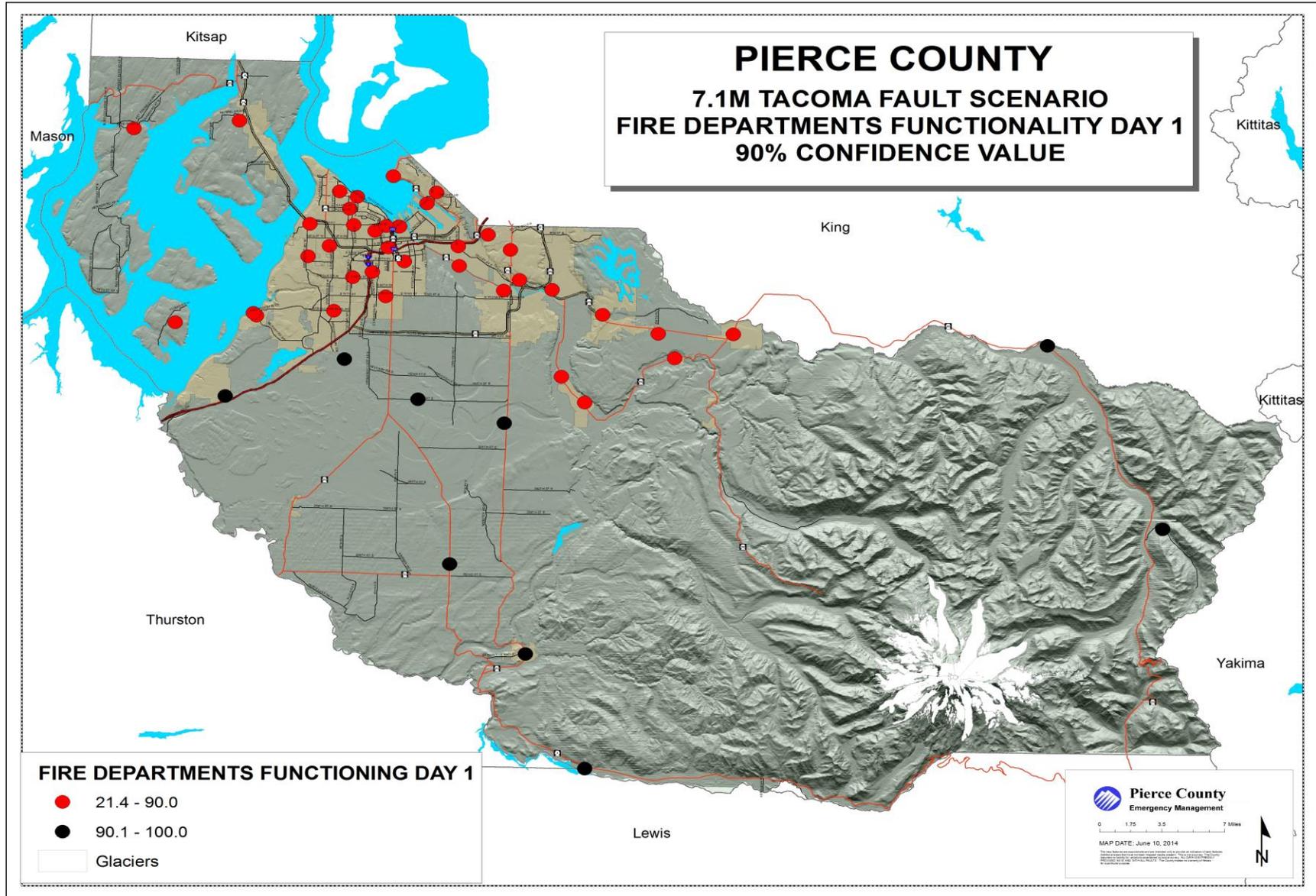


APPENDIX D-8

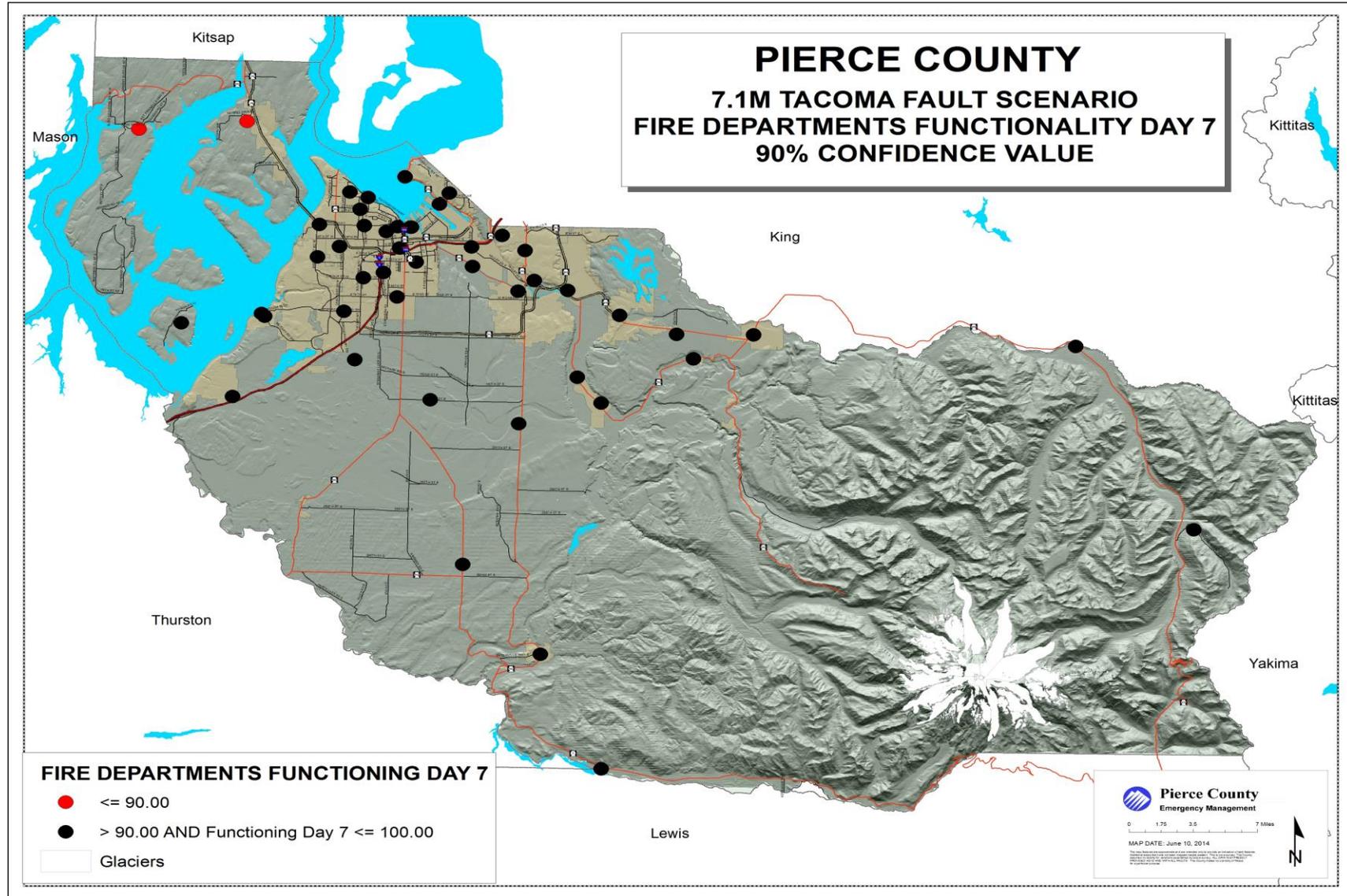
Map D-7 Pierce County Tacoma Fault Scenario Total Losses Map



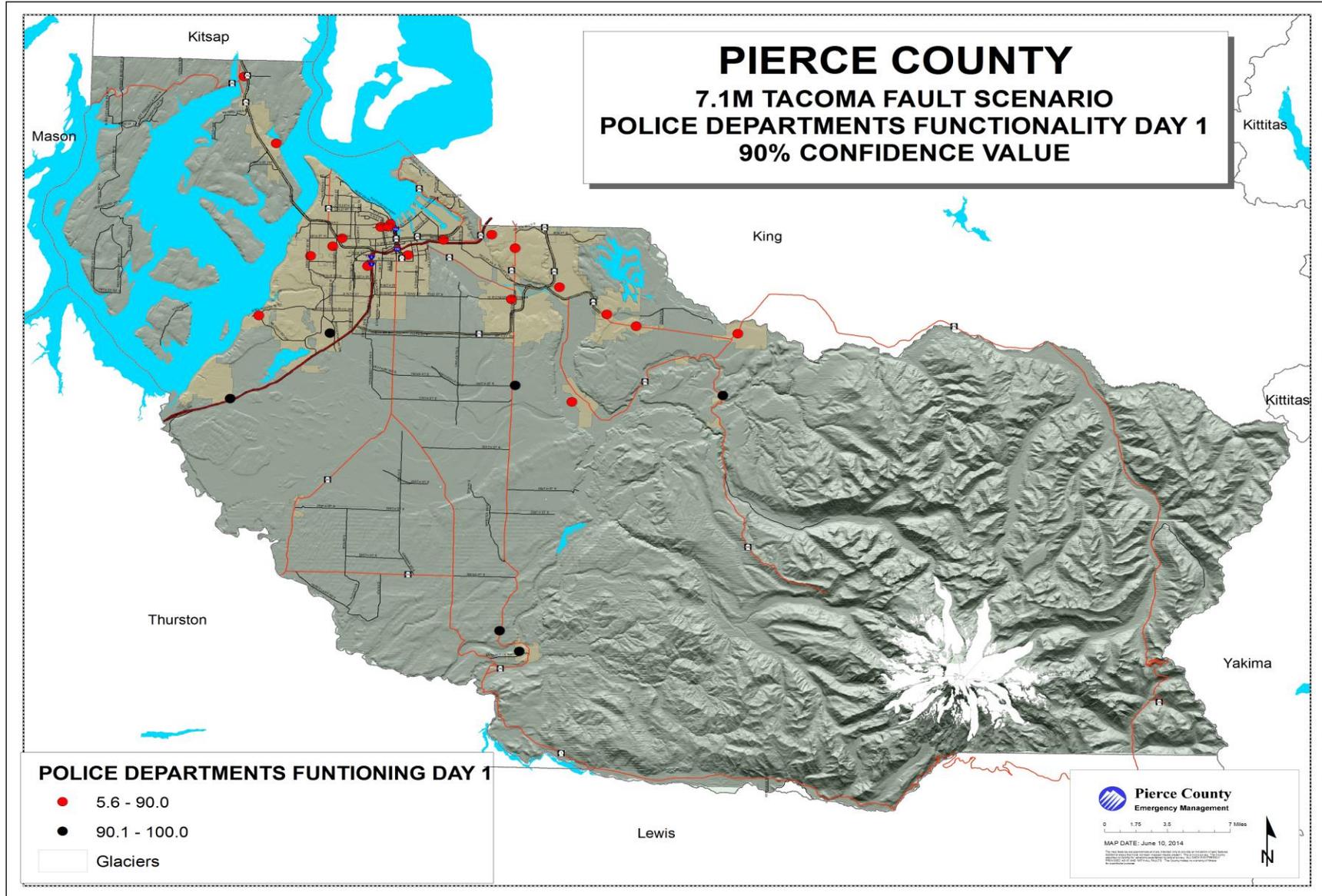
Map D-8 Pierce County Tacoma Fault Scenario Fire Department Functionality Day 1 Map



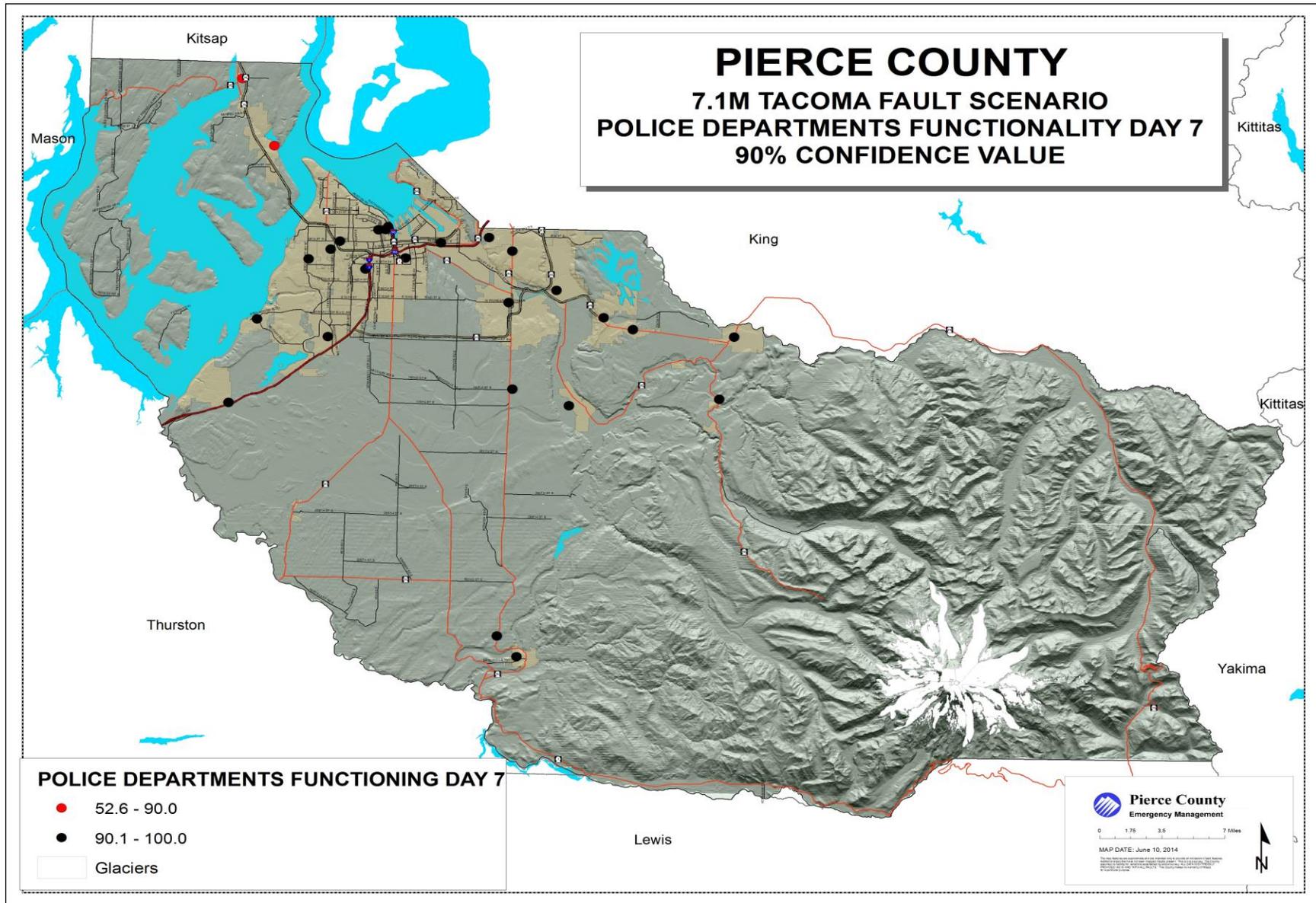
Map D-9 Pierce County Tacoma Fault Scenario Fire Department Functionality Day 7 Map



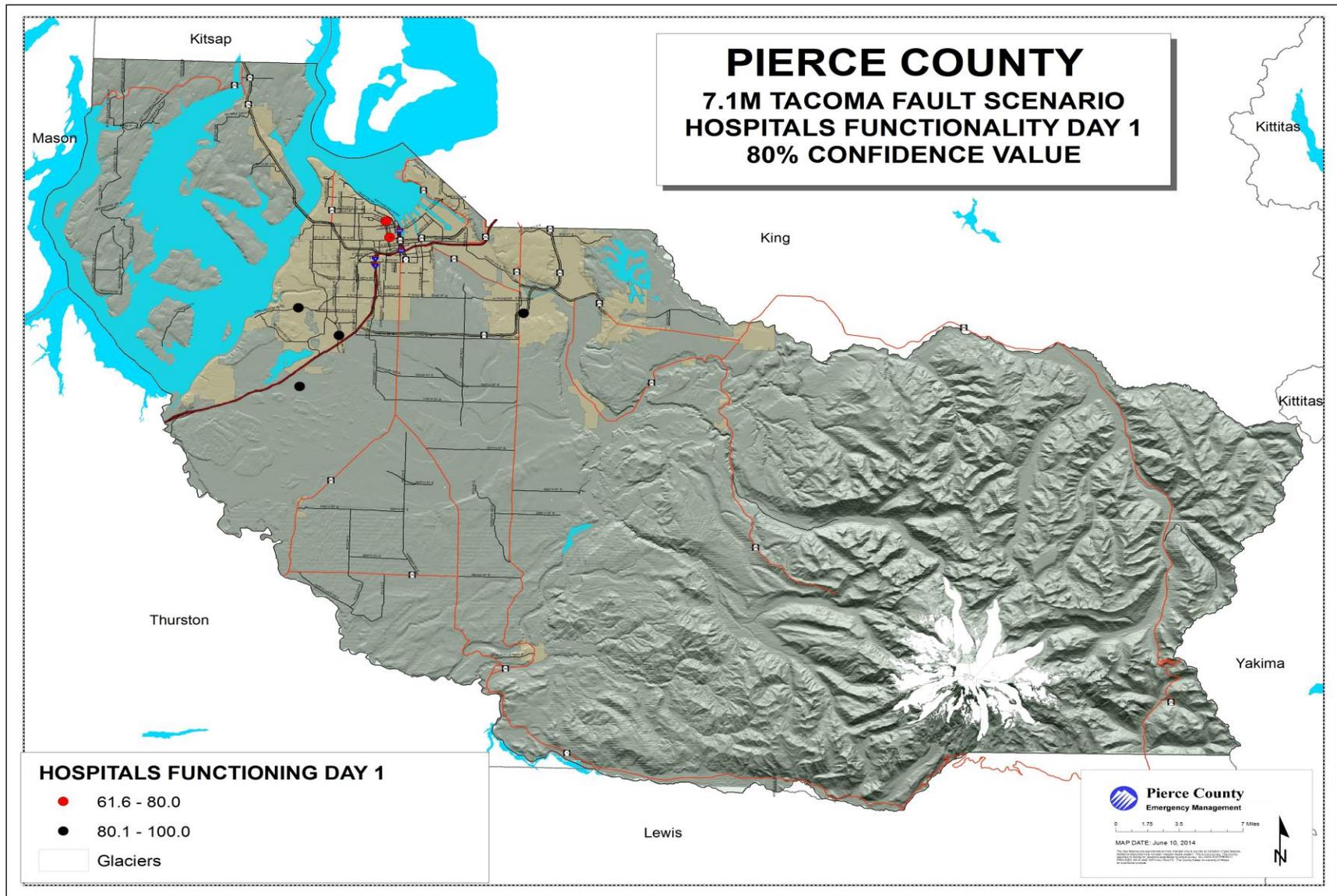
Map D-10 Pierce County Tacoma Fault Scenario Police Department Functionality Day 1<sup>1</sup>



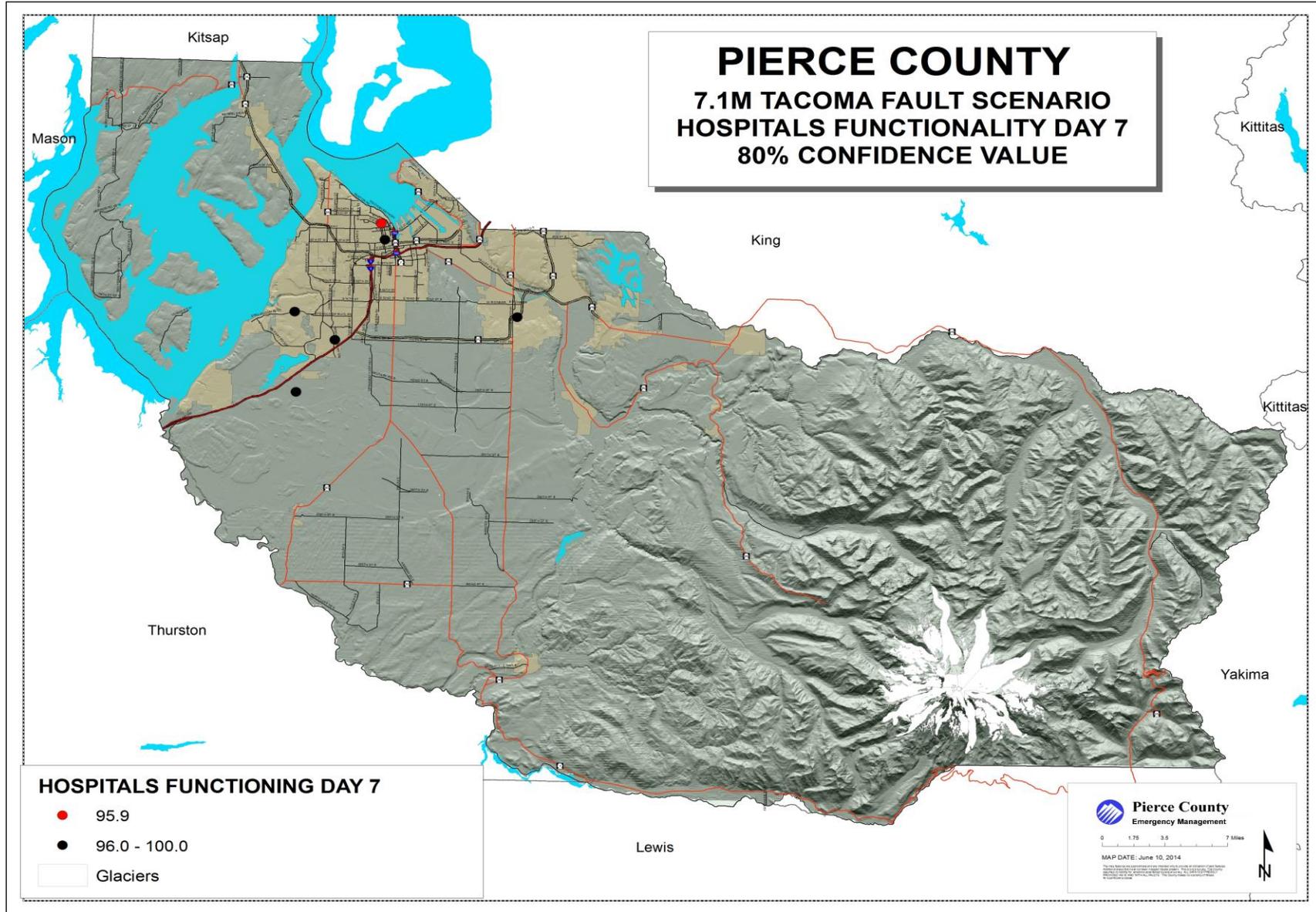
Map D-11 Pierce County Tacoma Fault Scenario Police Department Functionality Day 7 Map<sup>2</sup>



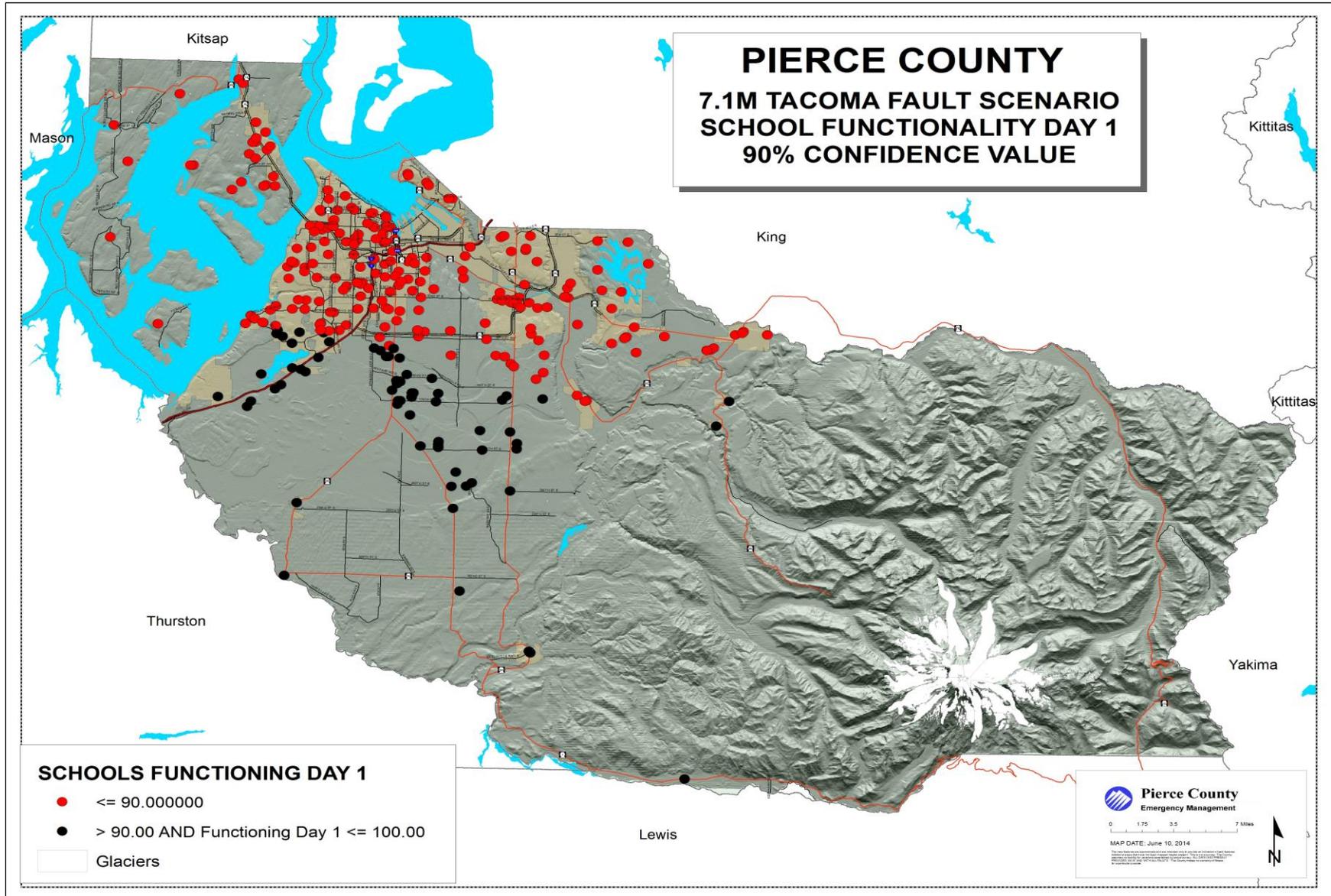
Map D-12 Pierce County Tacoma Fault Scenario Hospitals Functionality Day 1 Map<sup>3</sup>



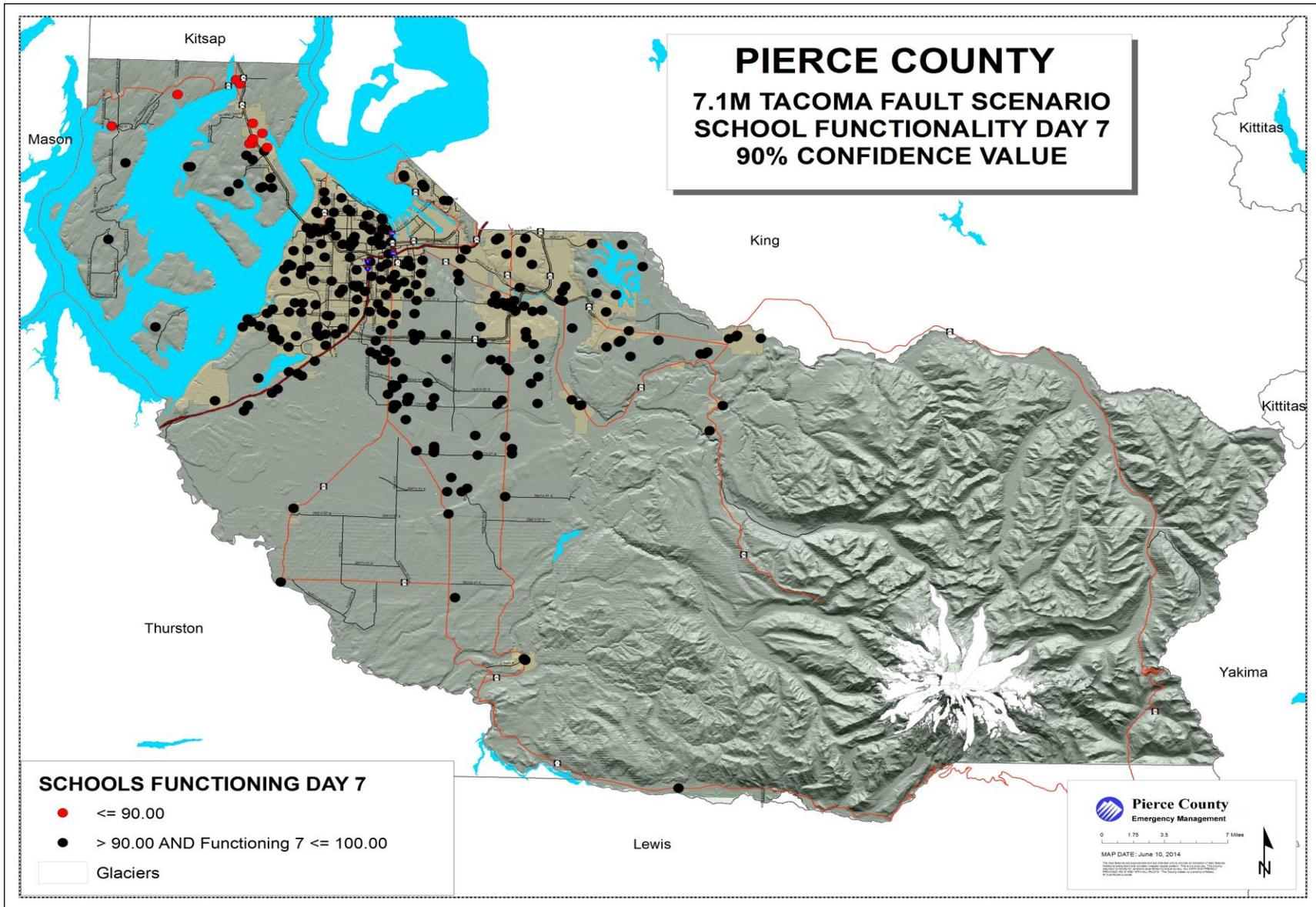
Map D-13 Pierce County Tacoma Fault Scenario Hospitals Functionality Day 7 Map<sup>4</sup>



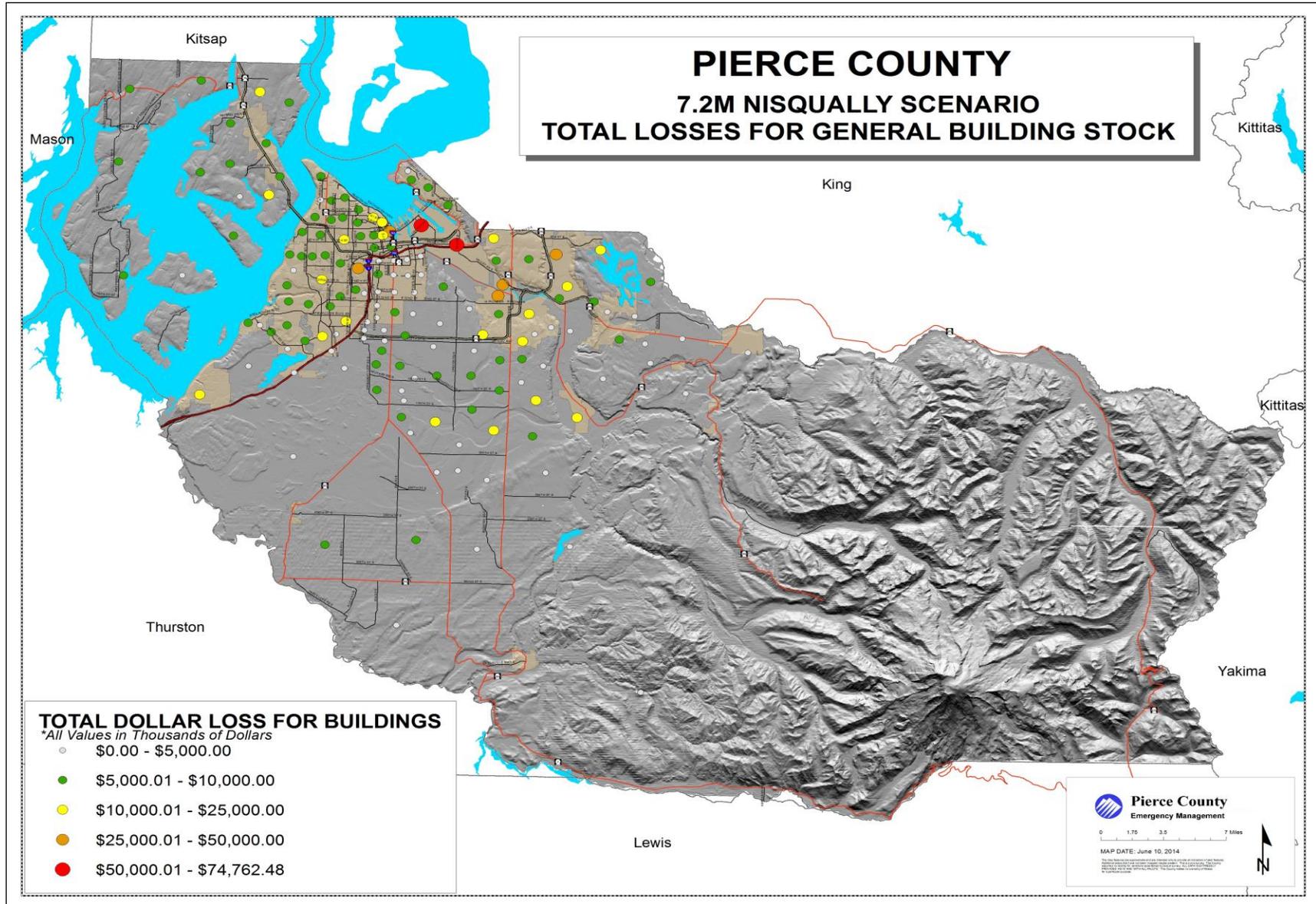
Map D-14 Pierce County Tacoma Fault Scenario School Functionality Day 1 Map



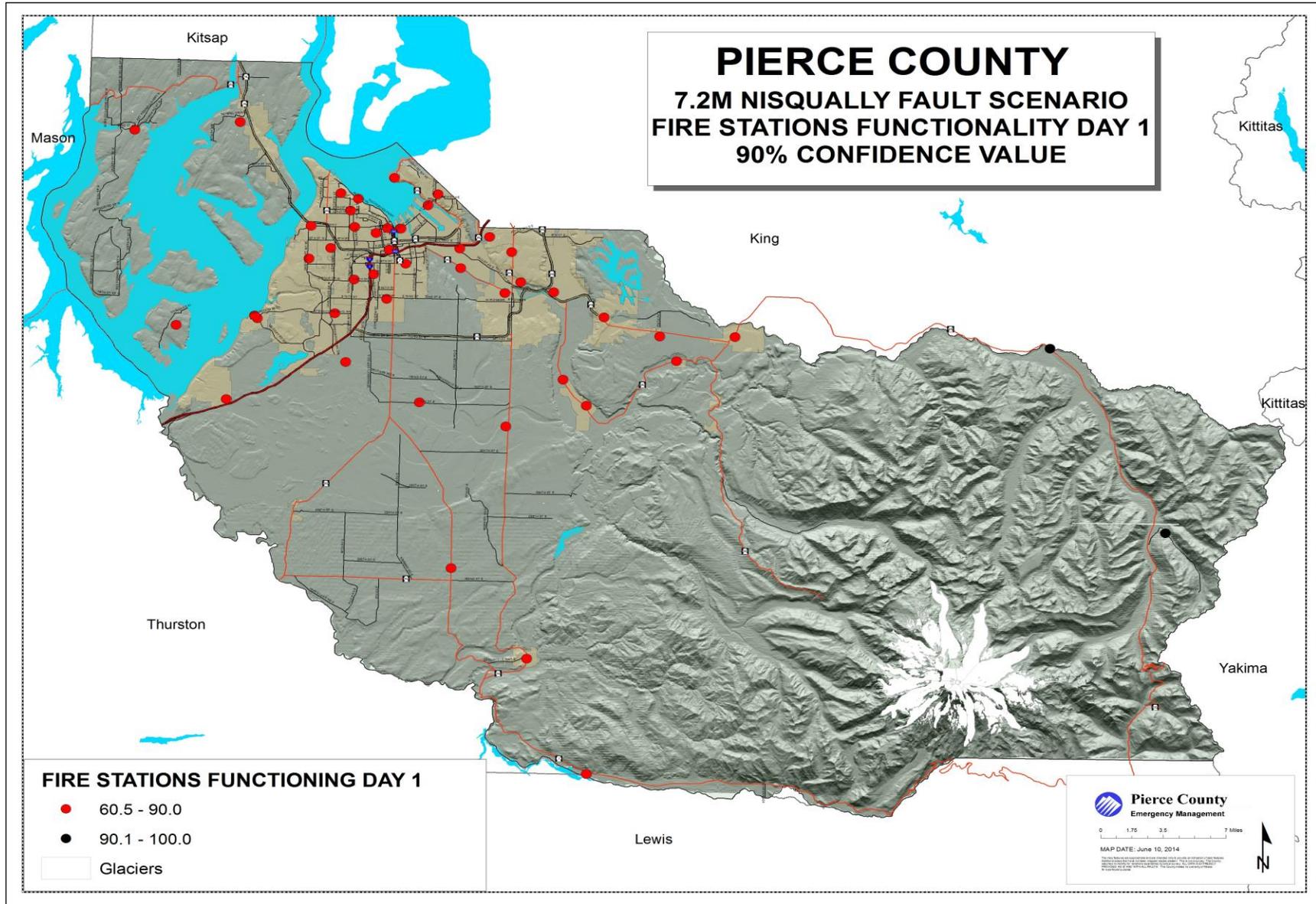
Map D-15 Pierce County Tacoma Fault Scenario School Functionality Day 7 Map



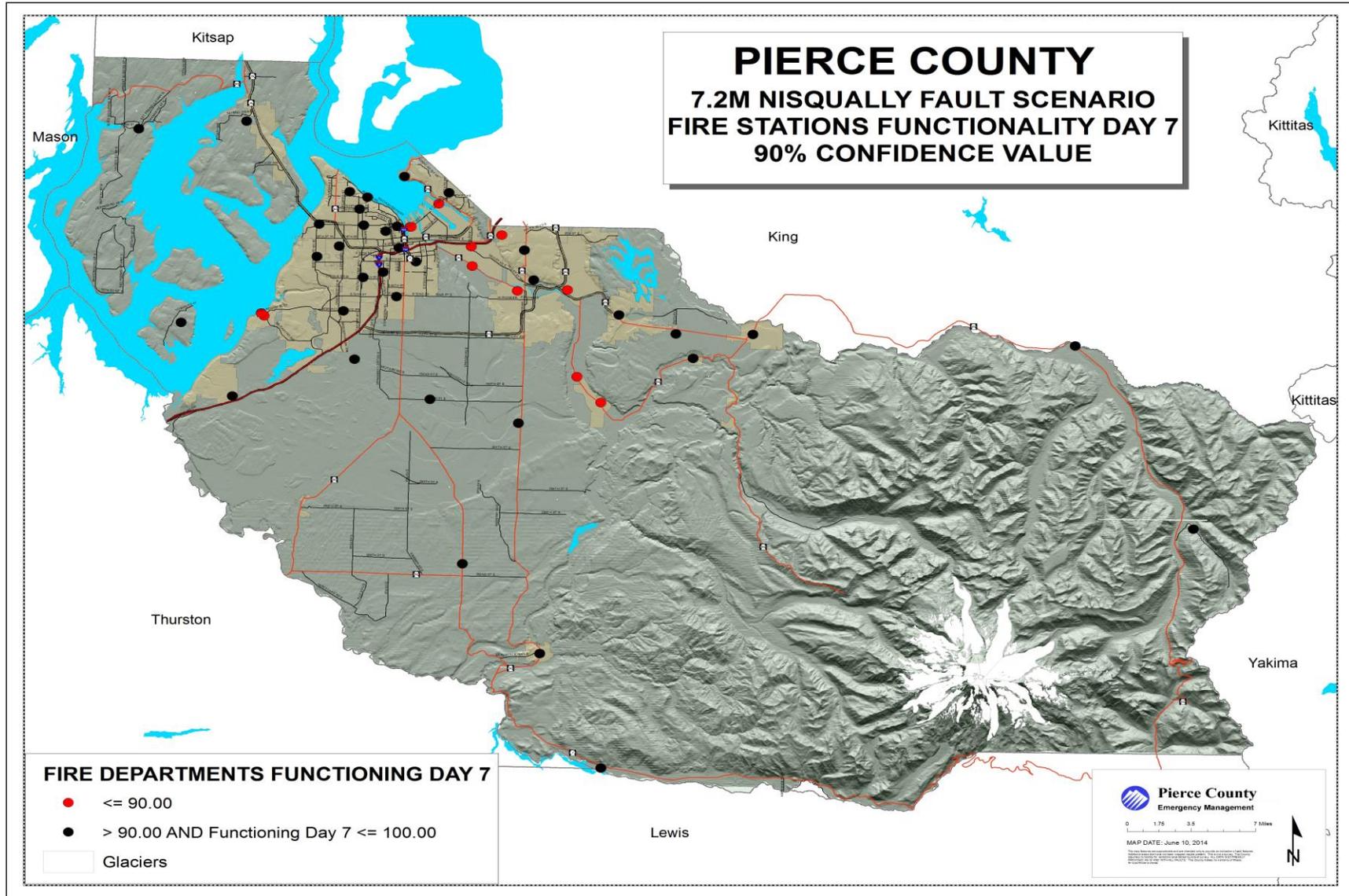
Map D-16 Pierce County Nisqually Fault Scenario Total Losses Map



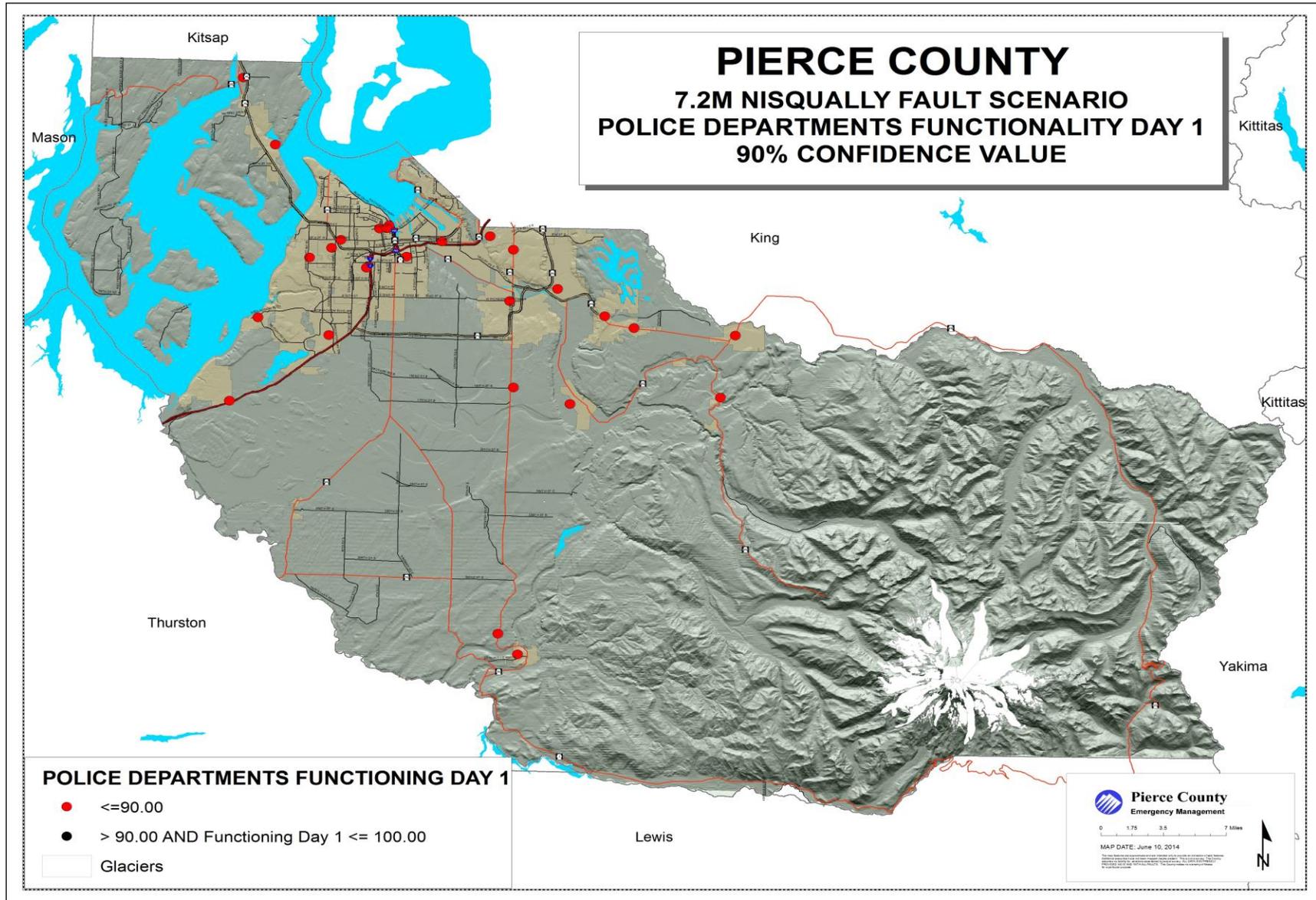
Map D-17 Pierce County Nisqually Fault Scenario Fire Stations Functionality Day 1 Map



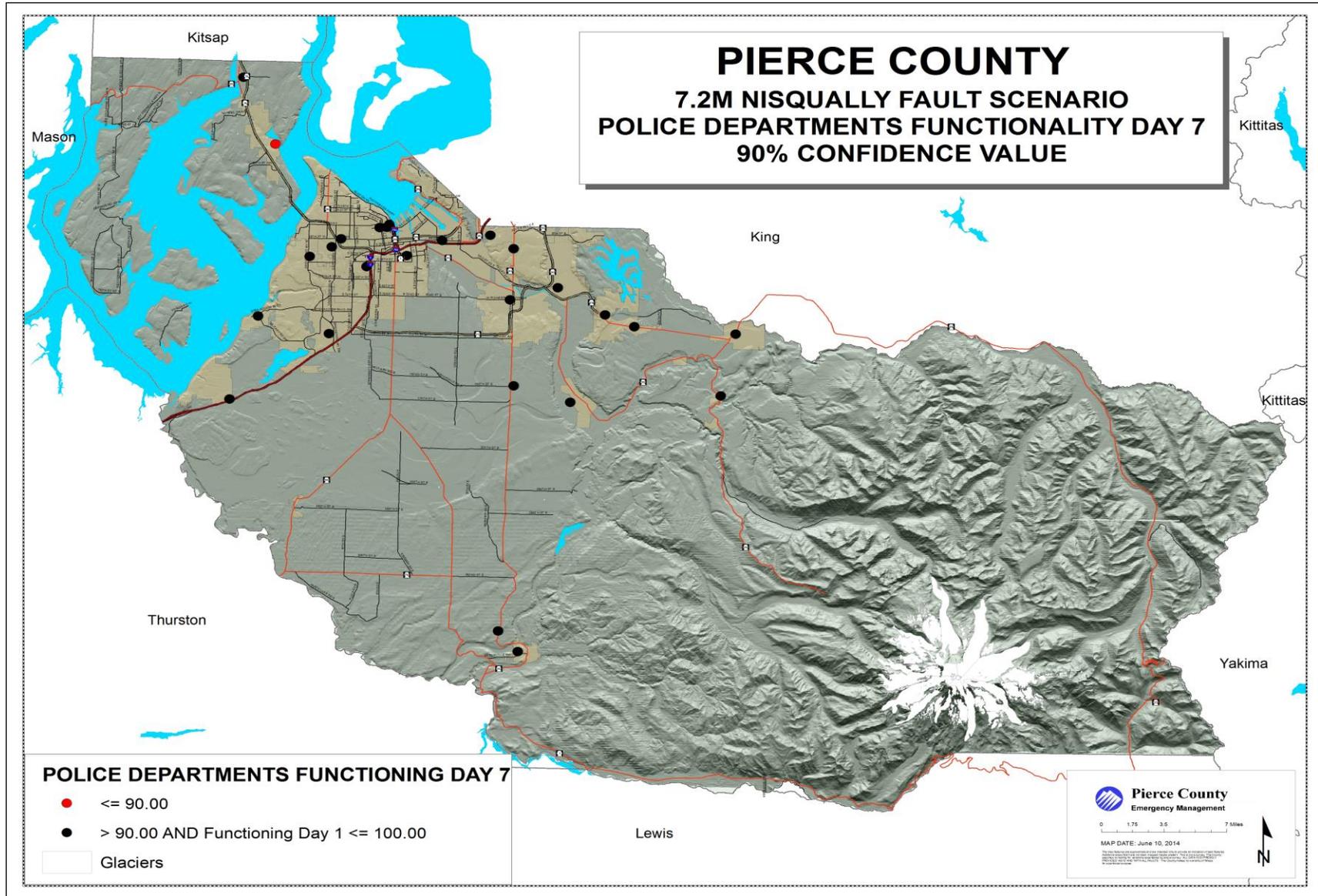
Map D-18 Pierce County Nisqually Fault Scenario Fire Stations Functionality Day 7 Map



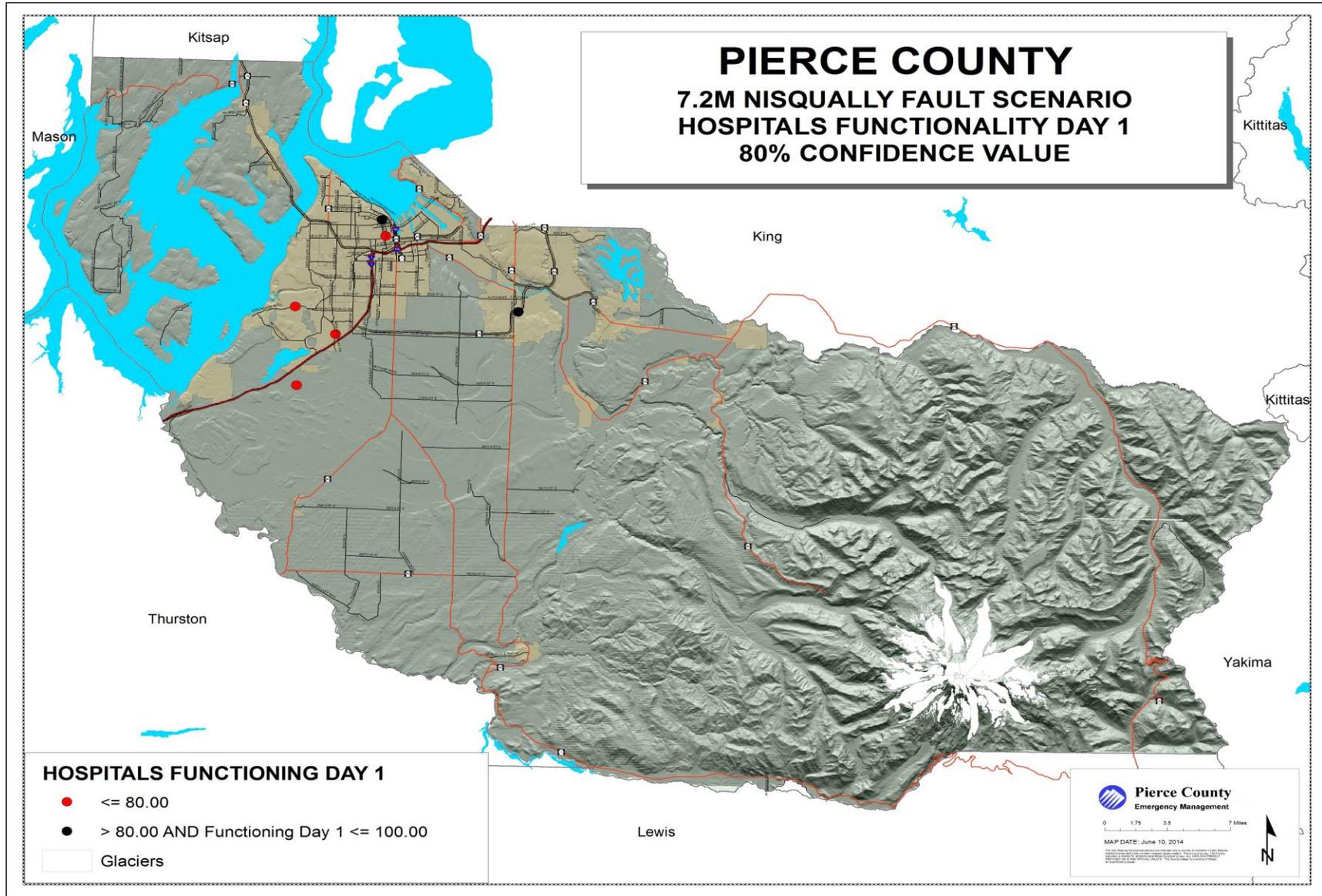
Map D-19 Pierce County Nisqually Fault Scenario Police Departments Functionality Day 1 Map<sup>5</sup>



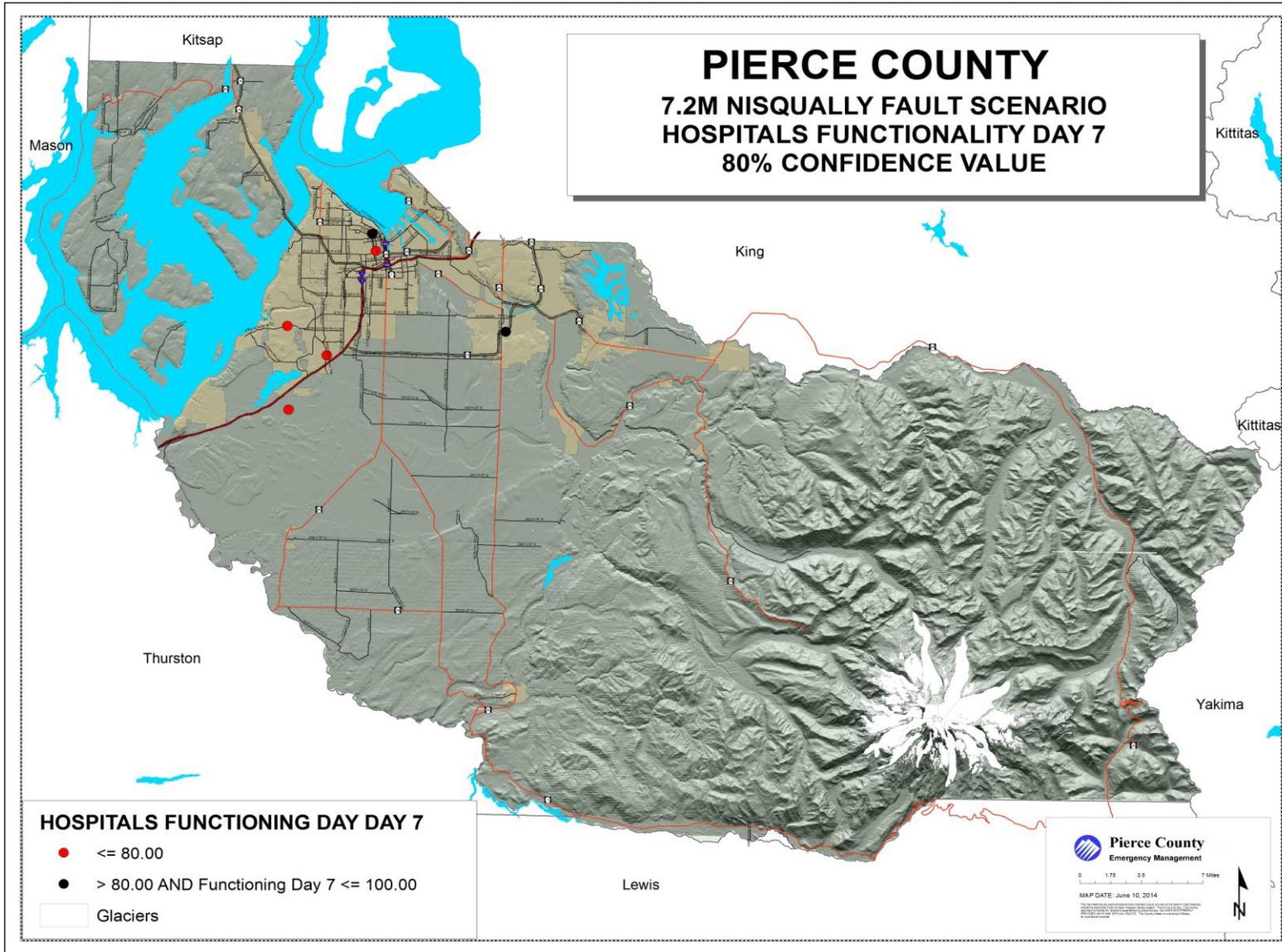
Map D-20 Pierce County Nisqually Fault Scenario Police Departments Functionality Day 7 Map<sup>6</sup>



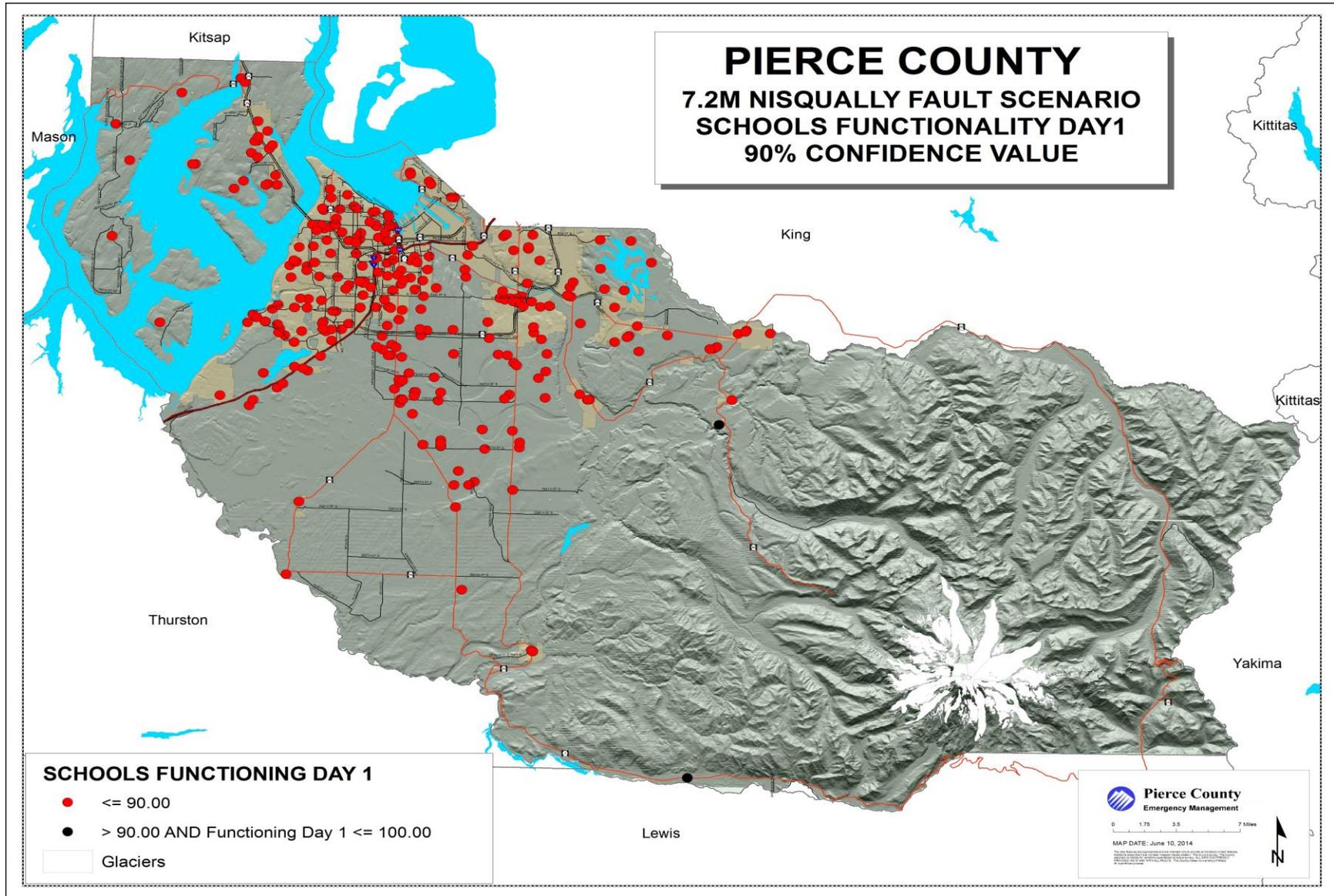
Map D-21 Pierce County Nisqually Fault Scenario Hospital Functionality Day 1 Map<sup>7</sup>



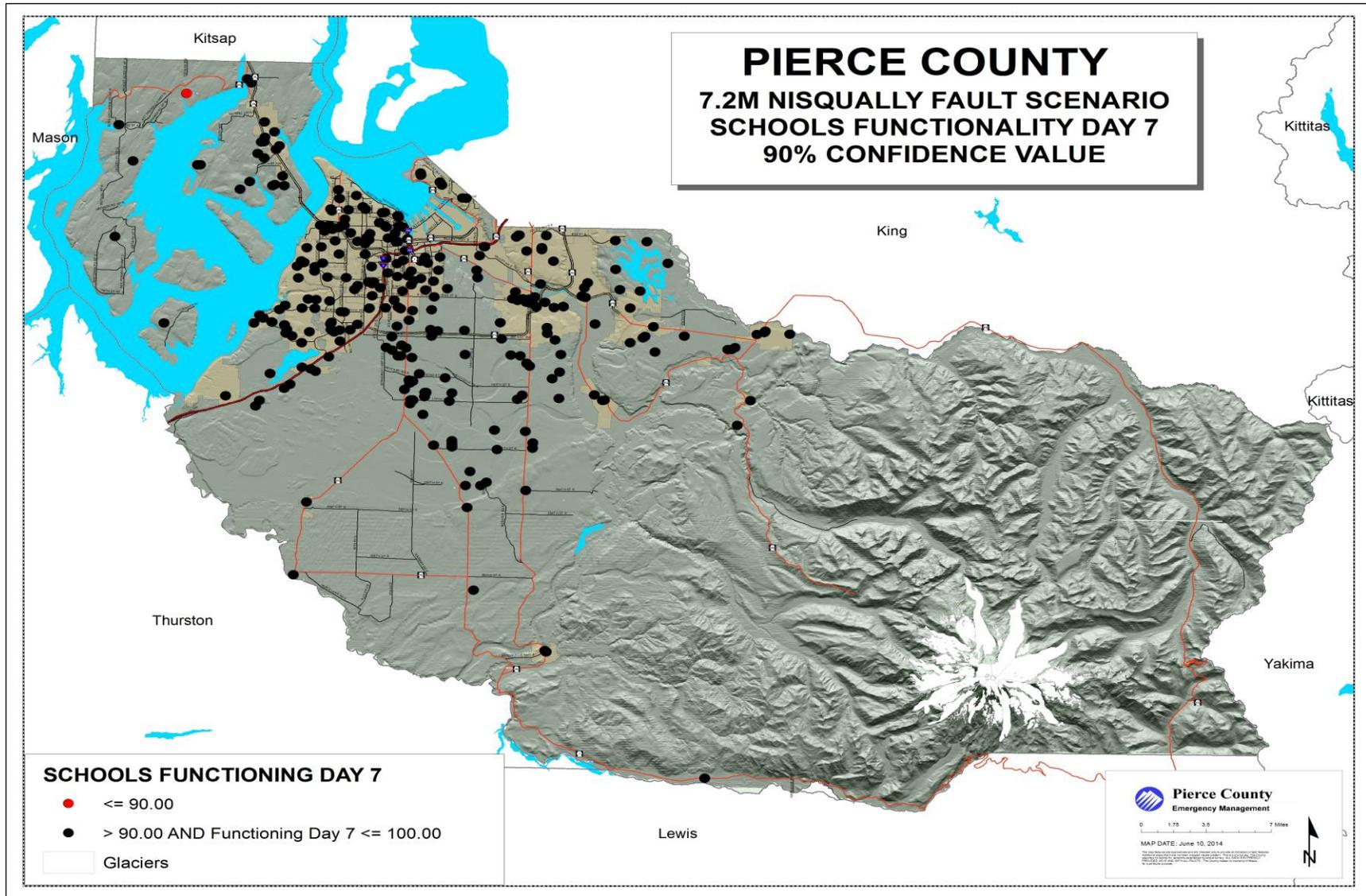
Map D-22 Pierce County Nisqually Fault Scenario Hospital Functionality Day 7 Map<sup>8</sup>



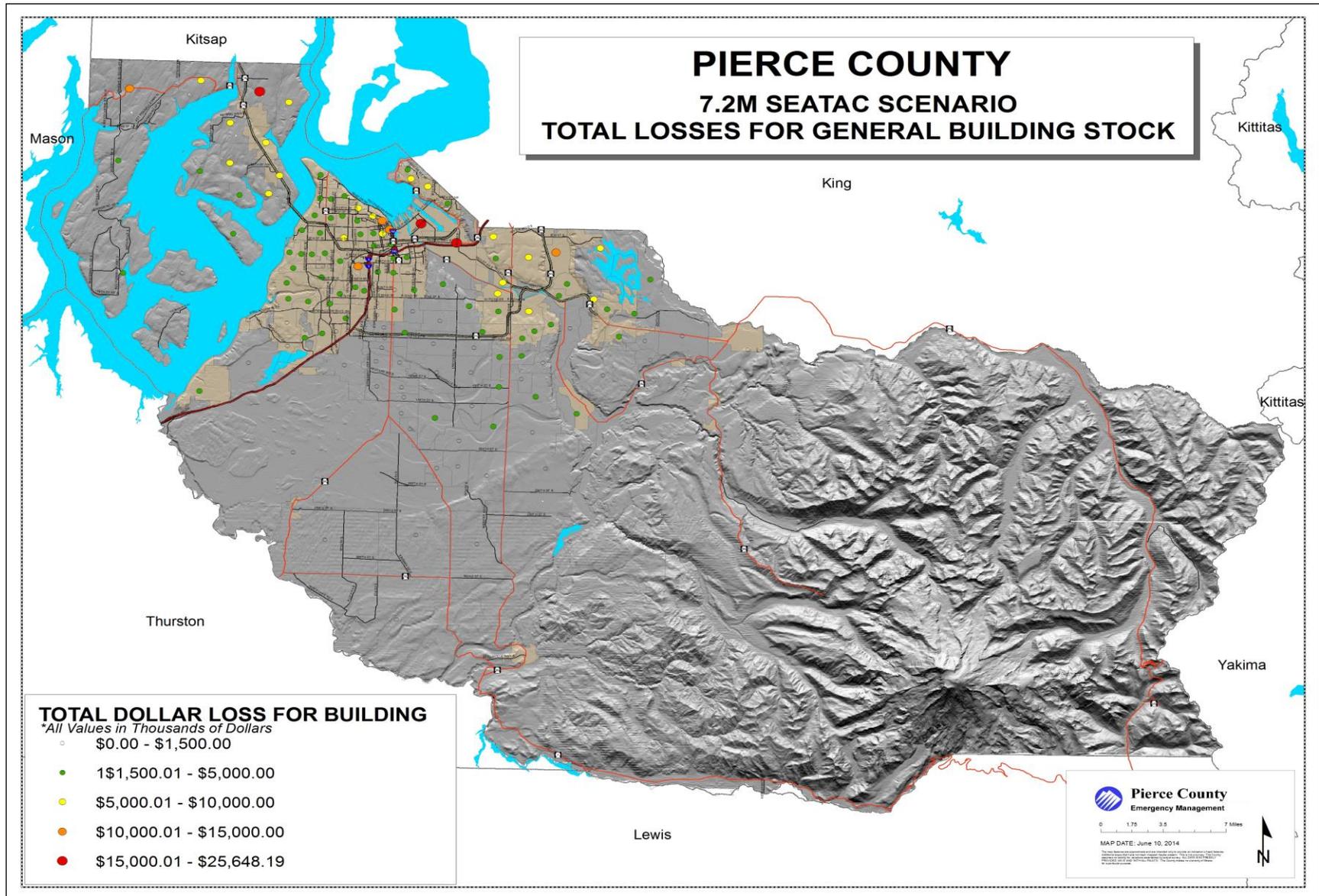
Map D-23 Pierce County Nisqually Fault Scenario Schools Functionality Day 1 Map



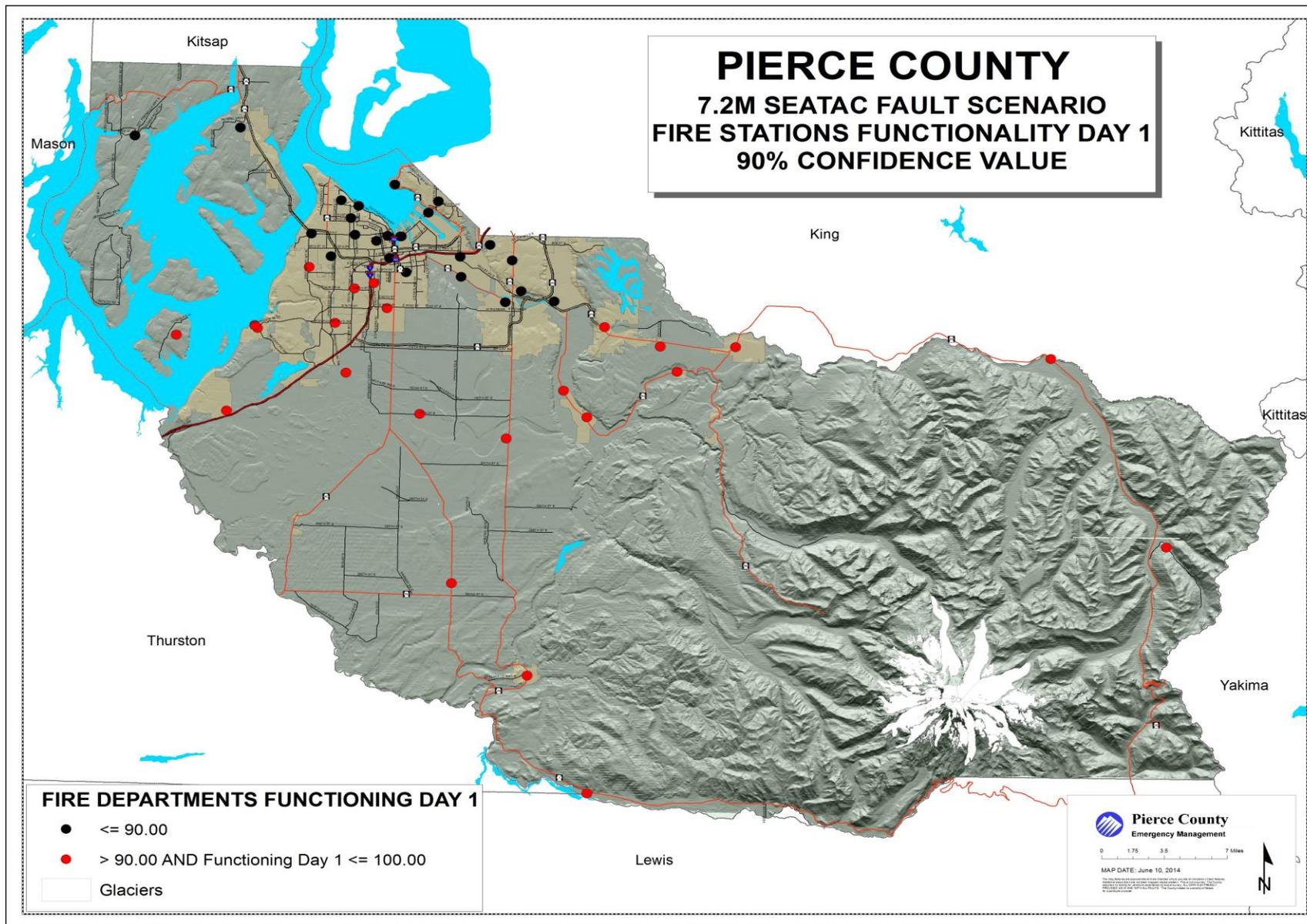
Map D-24 Pierce County Nisqually Fault Scenario Schools Functionality Day 7 Map



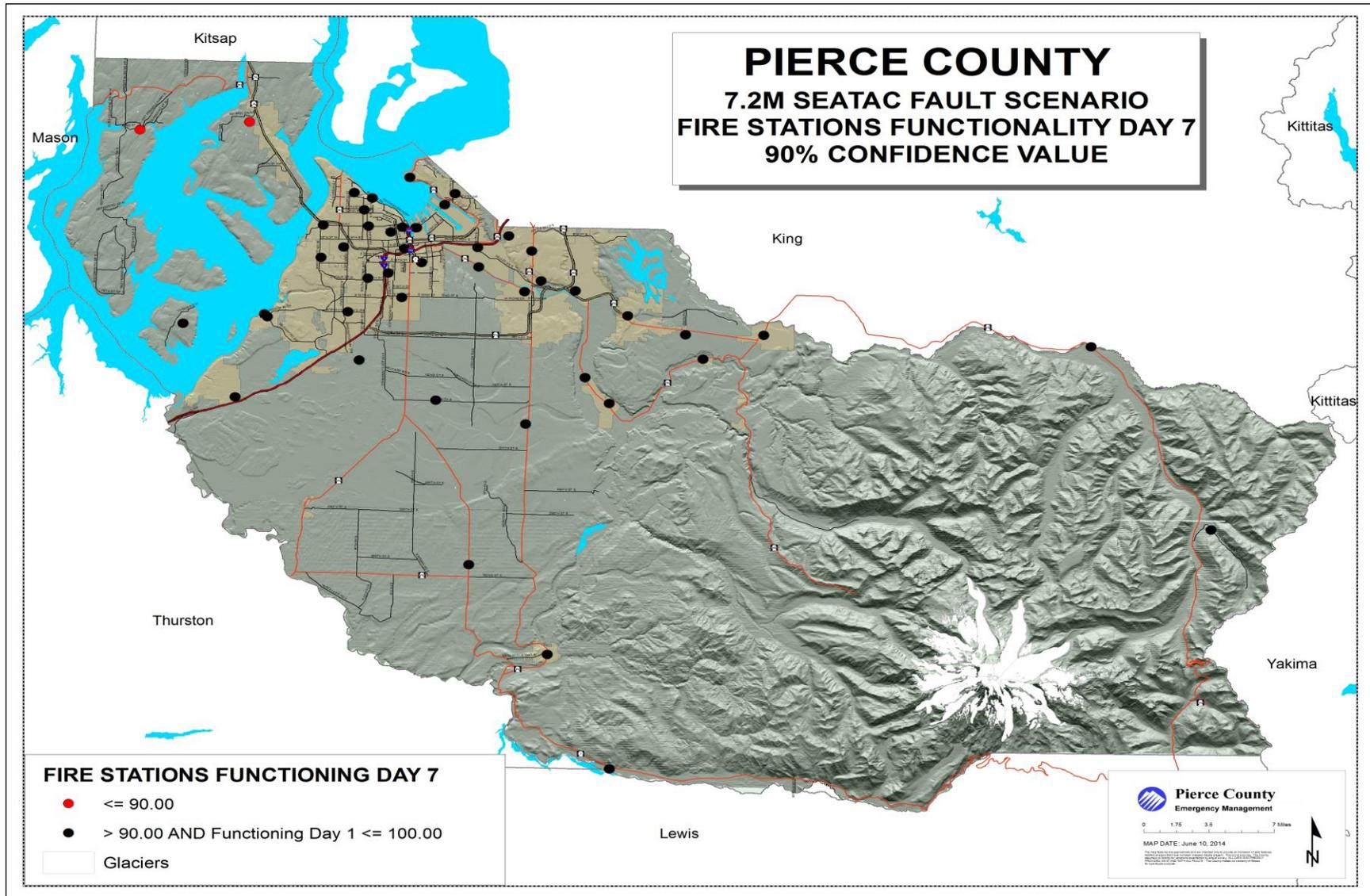
Map D-25 Pierce County SEATAC Fault Scenario Total Losses Map



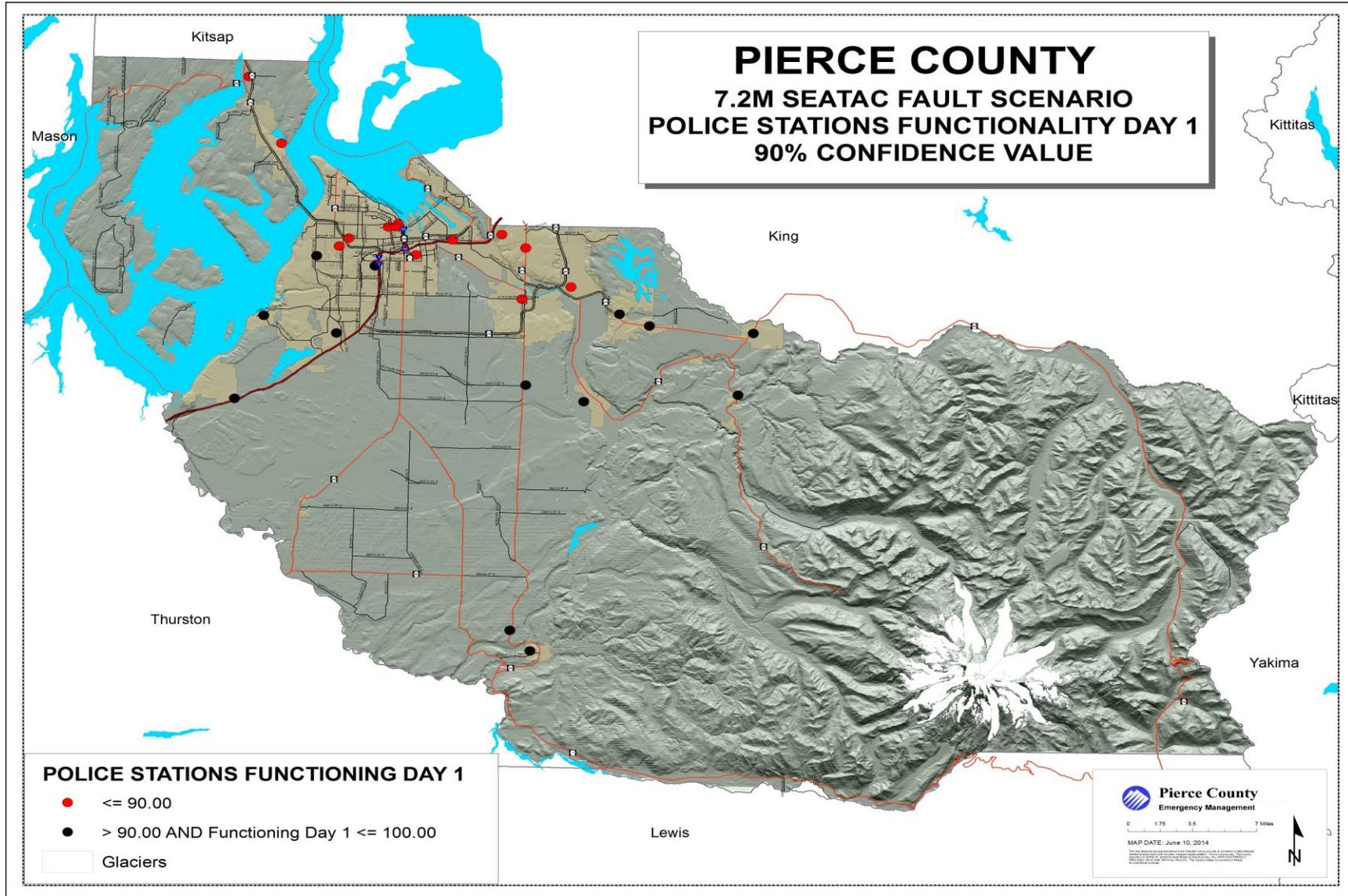
Map D-26 Pierce County SEATAC Fault Scenario Fire Stations Functionality Day 1 Map



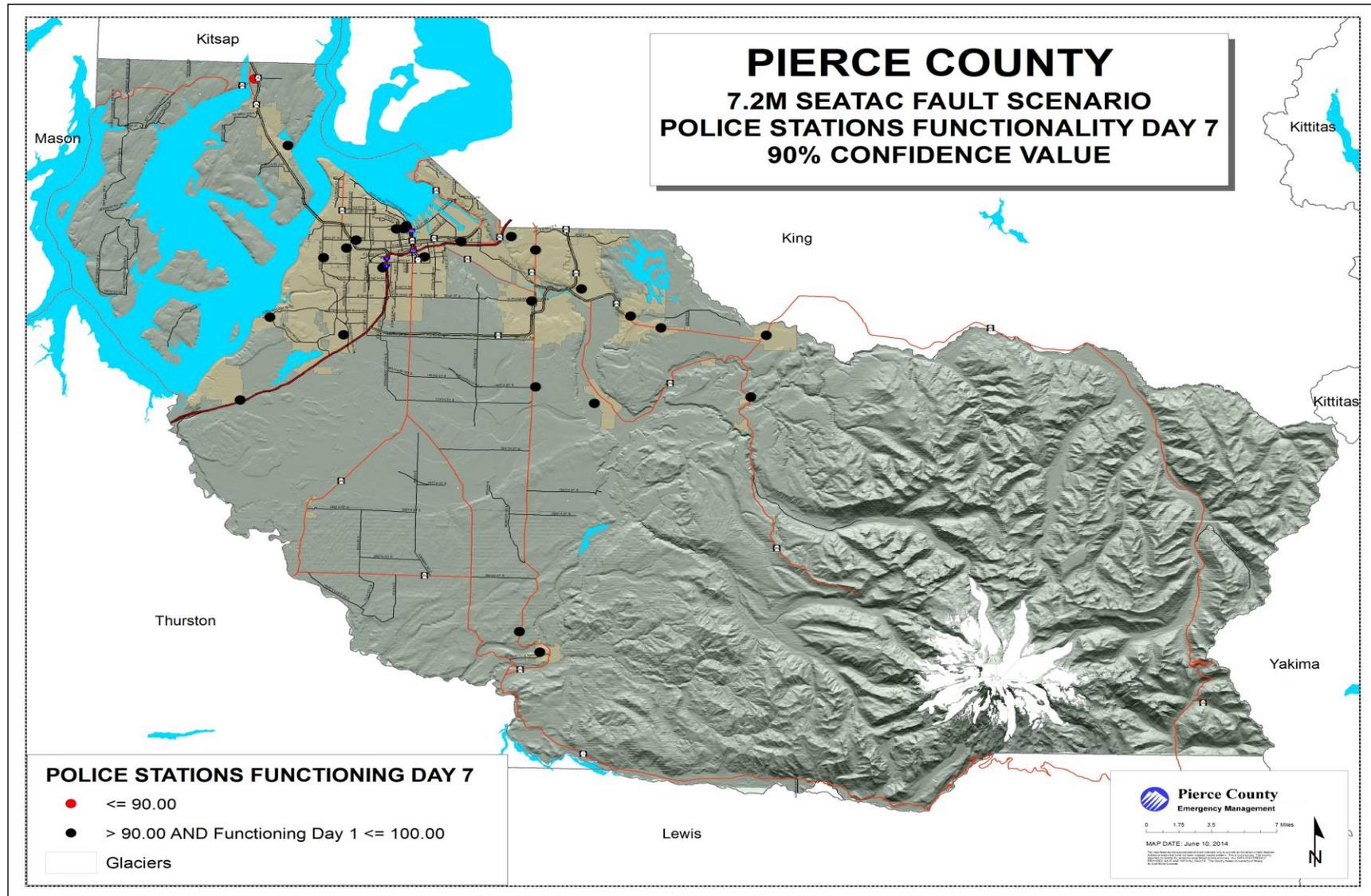
Map D-27 Pierce County SEATAC Fault Scenario Fire Stations Functionality Day 7 Map



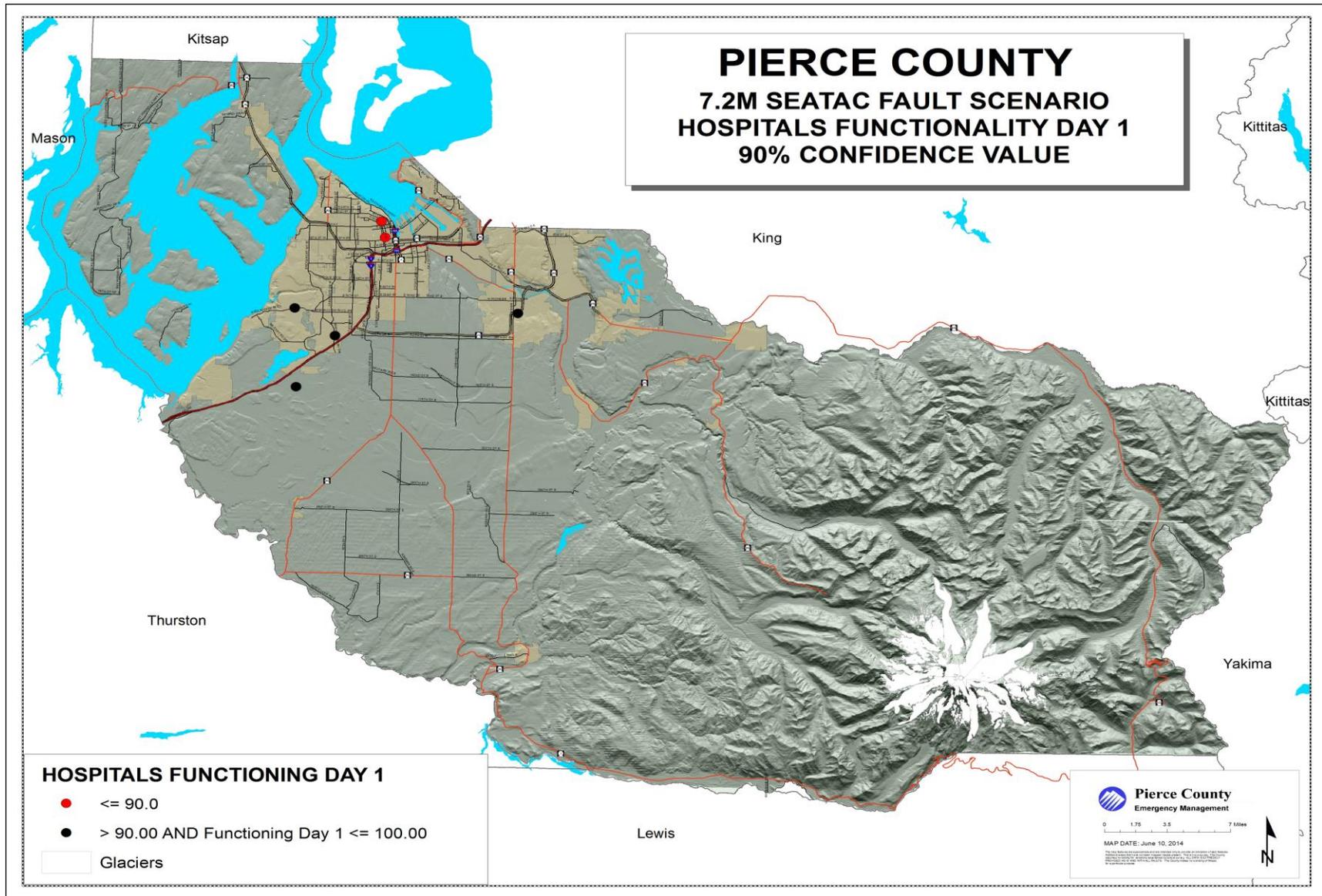
Map D-28 Pierce County SEATAC Fault Scenario Police Department Functionality Day 1 Map<sup>9</sup>



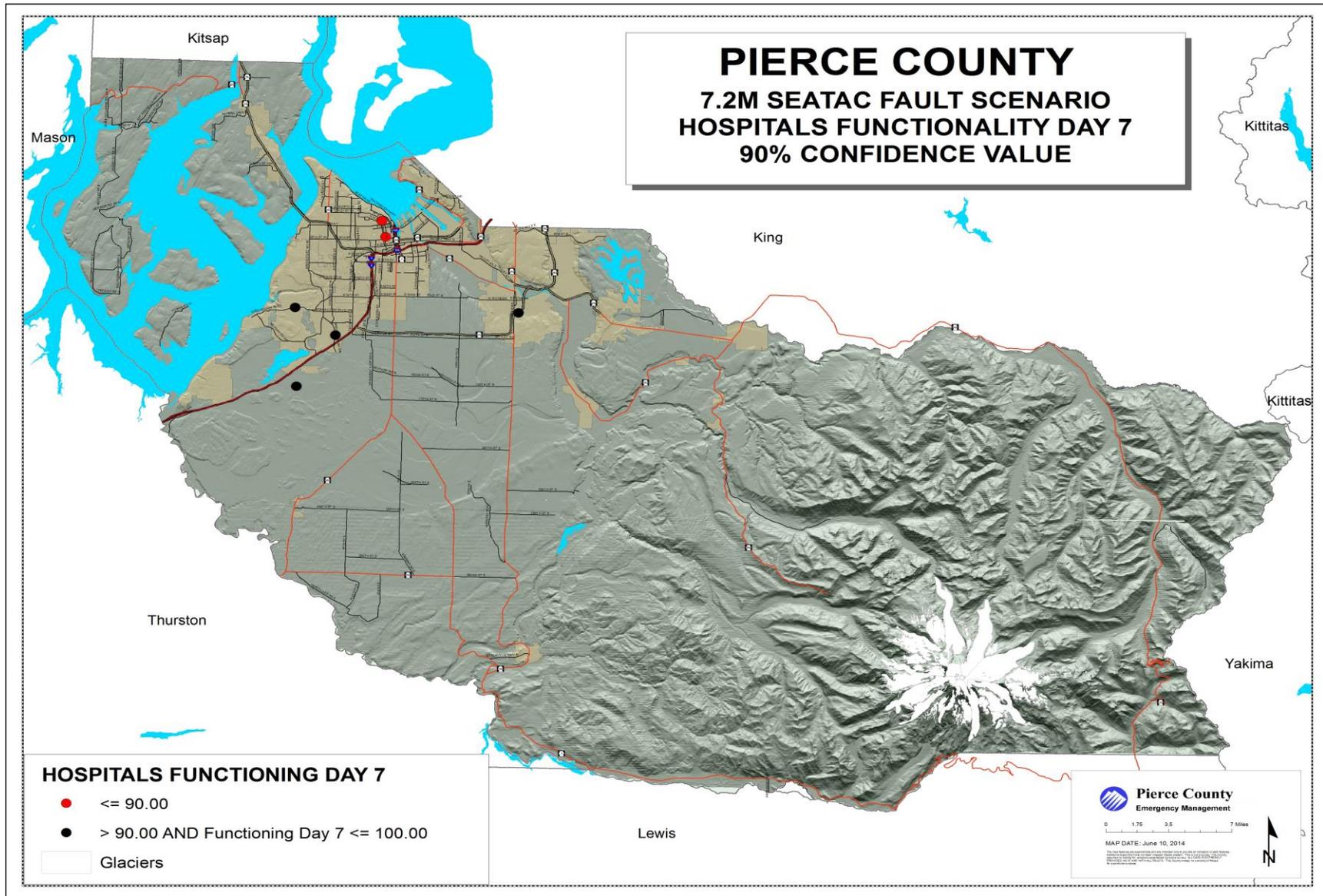
Map D-29 Pierce County SEATAC Fault Scenario Police Department Functionality Day 7 Map<sup>10</sup>



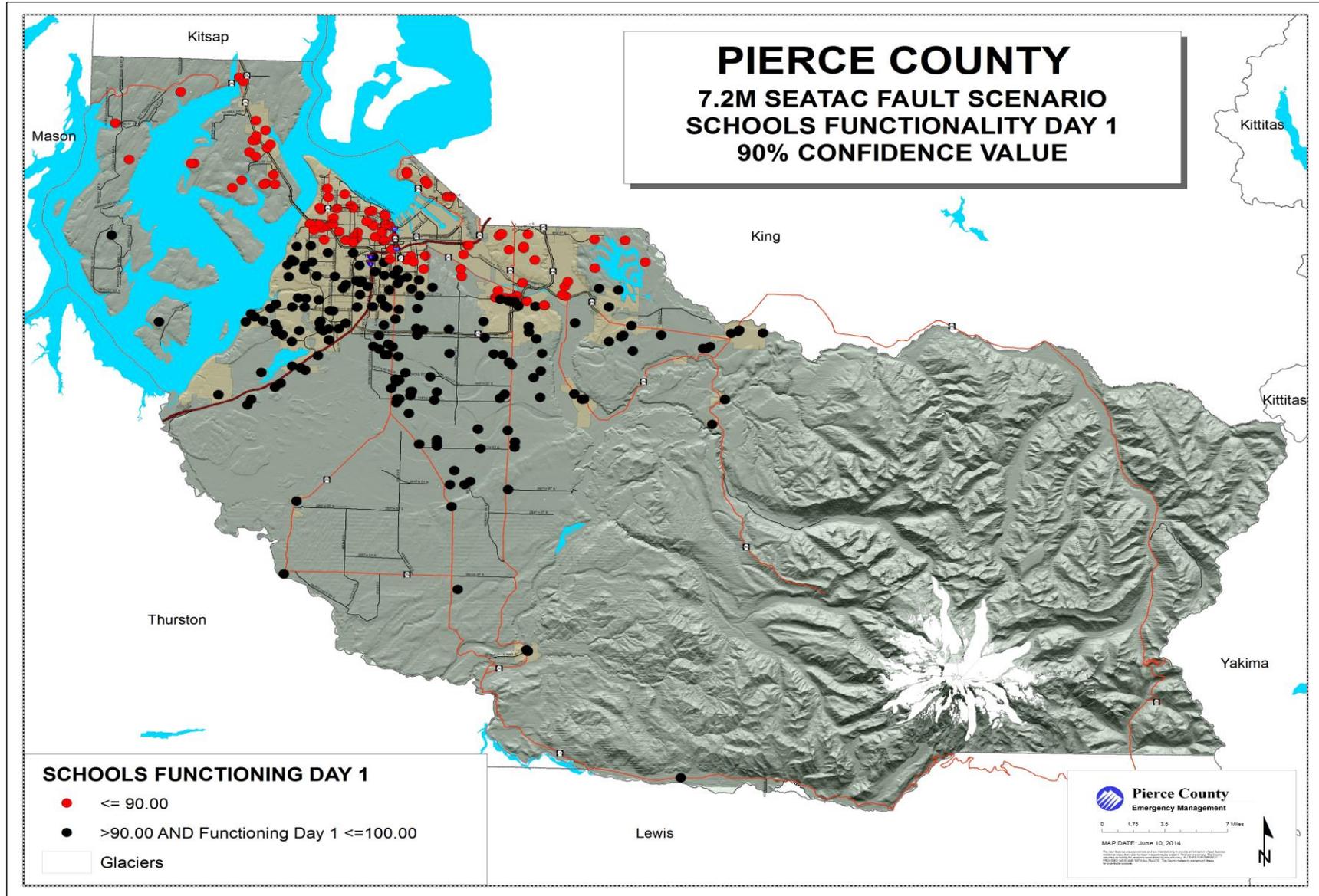
Map D-30 Pierce County SEATAC Fault Scenario Hospital Functionality Day 1 Map<sup>11</sup>



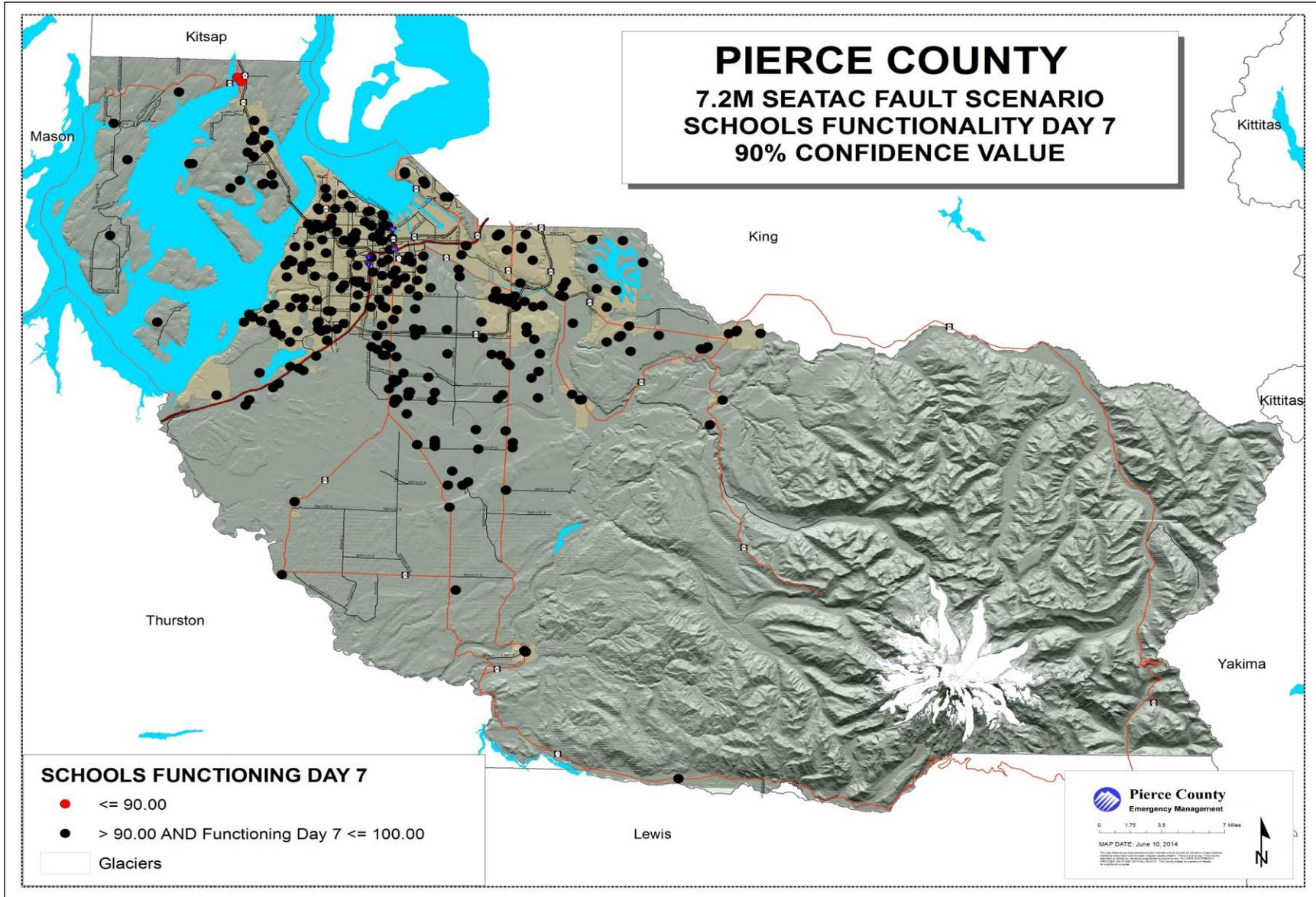
Map D-31 Pierce County SEATAC Fault Scenario Hospital Functionality Day 7 Map<sup>12</sup>



Map D-32 Pierce County SEATAC Fault Scenario Schools Functionality Day 1 Map



Map D-33 Pierce County SEATAC Fault Scenario Schools Functionality Day 7 Map



## Endnotes

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<sup>1</sup> Hazus has placed the police station location incorrectly for the City of Orting. It should be located in the middle of the city with Fire District #18 as they share the same building.

<sup>2</sup> Hazus has placed the police station location incorrectly for the City of Orting. It should be located in the middle of the city with Fire District #18 as they share the same building.

<sup>3</sup> St. Anthony's Hospital is not included on the map due to the recent construction of the hospital lack of data at the time the analysis was done.

<sup>4</sup> St. Anthony's Hospital is not included on the map due to the recent construction of the hospital lack of data at the time the analysis was done.

<sup>5</sup> Hazus has placed the police station location incorrectly for the City of Orting. It should be located in the middle of the city with Fire District #18 as they share the same building.

<sup>6</sup> Hazus has placed the police station location incorrectly for the City of Orting. It should be located in the middle of the city with Fire District #18 as they share the same building.

<sup>7</sup> St. Anthony's Hospital is not included on the map due to the recent construction of the hospital lack of data at the time the analysis was done.

<sup>8</sup> St. Anthony's Hospital is not included on the map due to the recent construction of the hospital lack of data at the time the analysis was done.

<sup>9</sup> Hazus has placed the police station location incorrectly for the City of Orting. It should be located in the middle of the city with Fire District #18 as they share the same building.

<sup>10</sup> Hazus has placed the police station location incorrectly for the City of Orting. It should be located in the middle of the city with Fire District #18 as they share the same building.

<sup>11</sup> St. Anthony's Hospital is not included on the map due to the recent construction of the hospital lack of data at the time the analysis was done.

<sup>12</sup> St. Anthony's Hospital is not included on the map due to the recent construction of the hospital lack of data at the time the analysis was done.



To: Mayor Perry and City Councilmembers  
From: Police Chief Hernandez  
Date: March 7, 2016  
Re: Contract Approval – Yakima County Jail Interlocal Agreement

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**ATTACHMENT:** Interlocal Agreement

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**TYPE OF ACTION:**

Information Only     Discussion     Action     Expenditure Required

**Recommendation/Action:**

“I move to authorize the Mayor to sign the attached Interlocal Agreement with Yakima County Jail for the purpose of establishing the terms and conditions pursuant to which the City will transfer custody of certain inmates to Yakima County Jail to be housed at Yakima County correctional facility.”

**Fiscal Impact/Source of Funds:** Jail costs to Yakima County Jail are expended on an as-needed basis and paid from the Criminal Justice fund of the General Fund. The daily cost range is \$48.75-\$54.75, vs. the daily rate of \$95 at our primary contract facility.

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**Issue:** Due to cost savings, the City of Milton would like to utilize Yakima County Jail for the long-term housing of inmates. This will free up jail space in our primary contract facility.

## AGREEMENT FOR INMATE HOUSING 2015

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THIS INTERLOCAL AGREEMENT FOR INMATE HOUSING (hereinafter "Agreement") is made and entered into by and between **Yakima County** (hereinafter the "County") and **the City of Milton** (hereinafter the "City").

WHEREAS, RCW Chapters 39.34 and RCW 70.48 authorize the City and the County to enter into a contract for inmate housing, and

WHEREAS, the City desires to transfer custody of certain of its inmates to the County to be housed in the County's corrections facilities during those inmates' confinement, and to compensate the County for housing such inmates, and

WHEREAS, the County desires to house inmates who would be otherwise in the City's custody on the terms agreed herein.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and promises contained herein, the parties hereto mutually agree as follows:

1. **Purpose.** The purpose and intent of this Agreement is to establish the terms under which the County will house City inmates during the calendar year 2015.

2. **Definitions.**

**Business day** means Monday through Friday excluding Yakima County standard holidays.

**Committing Court** means the court that issued the order or sentence that established the City's custody of a City Inmate.

**Detainer** – A legal order authorizing or commanding another agency a right to take custody of a person.

**City Inmate** means a person subject to City custody who is transferred to County custody under this Agreement

3. **General Provisions.** The County shall accept City Inmates according to the terms of this Agreement and shall provide housing, care, and custody of those City Inmates in the same manner as it provides housing, care and custody to its own inmates.

The County shall manage, maintain, and operate its corrections facilities in compliance with all applicable federal, state, and local laws and regulations.

4. **Right to Refuse or Return Inmate.** To the greatest extent permitted by law, the County shall have the right to refuse to accept a City Inmate or to return a City Inmate to the City, if the Inmate has a current illness or injury that is listed in **Attachment A - Medical Acceptability**. The County shall provide notice to the City at least one business day prior to transport.

5. **Inmate Transport. County Transported:** The County shall transport Inmates to and from the County's corrections facilities except when weather or other conditions beyond the County's control prevent transport. **Inmate transport dates will be determined by the amount of inmates the City has housed with the County.**

The County will pick up and drop off Inmates at a mutually agreed upon destination. In the event the City wishes the County to pick up and/or drop off a City Inmate at another detention or correction facility, the City shall notify the County of the location of the Inmate for pick up and/or drop off.

The City shall provide a written inmate transport list to the County the business day prior to transport. At the time of scheduling transport if possible, but no later than transport pickup, the City shall provide to the County the warrant or court order detaining or committing the Inmate, as well as any order that specifies the Inmate's next court date or sentence to confinement.

The City shall provide a complete copy of each Inmate's records in its possession to the County prior to transferring custody of the Inmate to the County. The County will not assume custody of any inmate without a warrant or court order that commits the Inmate to confinement.

**City Transported:** The City will provide the County a written transport list to the County the business day prior to delivery. At the time of delivery, the City shall provide the County the warrant or court order detaining or committing the inmate as well as any order that specifies the Inmate's next court date or sentence to confinement.

The City shall provide a complete copy of each Inmate's records in its possession to the County prior to transferring custody of the Inmate to the County. The County will not assume custody of any inmate without a warrant or court order that commits the Inmate to confinement.

**6. Inmate Records.** The City shall provide all medical records in its possession to the County's transport officers prior to the Inmate's departure from the City's detention or designated detention facility. In the event the Inmate is transported by the City, the City shall provide all medical records in its possession to the County's booking officer. In the event additional information is requested by the County regarding a particular Inmate, the County and City will mutually cooperate to provide the additional information needed.

**7. Inmate Property.** The County shall accept and transport Inmate property in accordance with **Attachment B – Property**, and shall be responsible only for inmate property actually delivered into County possession. The County shall hold and handle each Inmate's personal property in the same manner it holds and handles property of other County inmates. In the event a City Inmate is being transported from a City designated detention or correction facility, it will be the responsibility of the City to dispose of the Inmate's property not delivered and accepted into County possession. When returning Inmates to the City, the County shall transport Inmate property according to the provisions of Attachment B – Property, and it shall be the responsibility of the County to dispose of any of the Inmate's property not transported with the Inmate.

**8. Booking.** Inmates shall be booked pursuant the County's booking policies and procedures. Inmates transported by the City that are not acceptable at booking, will be the responsibility of the City to transport back to City.

Pursuant to RCW 70.48.130, and as part of the booking procedure, the Department of Corrections shall obtain general information concerning the Inmate's ability to pay for medical care, including insurance or other medical benefits or resources to which a City Inmate is entitled. The information is to be used for third party billing.

The County and City will attempt to develop a process at City detention facilities for pre-booking Inmates who are being transferred to the custody of the County.

**9. Classification.** Inmates shall be classified pursuant to the County's classification policies and procedures, and within the sole discretion and judgment of the County. The City shall provide information identified in **Attachment C – Classification**, of this Agreement.

**10. Housing.** Inmates shall be assigned to housing pursuant to the County's policies and procedures, and within the sole discretion and judgment of the County. Provided however, that generally, if a City Inmate's classification qualifies him/her to be housed in the Yakima County Corrections Center, and there is a bed available at the Yakima County Corrections Center, the Inmate shall be housed in the Yakima County Corrections Center. Exceptions to this general provision include circumstances such as: 1) No women are housed at the Yakima County Corrections Center; 2) Inmates assigned to certain work crews must be housed in the Main Jail or Annex; 3) Certain programs are available only to Inmates housed in the Main Jail or Annex; 4) Inmates who will be housed for less than one week will usually be housed in the Main Jail or Annex.

**11. Inmate Work Programs.** The County may assign Inmates to work programs such as inside and outside work crews, kitchen and facility duties, and other appropriate duties.

**12. Health Care.** The County shall provide in-facility medical care commonly associated with county corrections operations as guided by American Correctional Association or National Commission on Correctional Health Care standards.

Inmates shall be responsible for co-payment for health services according to County policy. The City shall not be responsible to the County for Inmate co-payments. No Inmate shall be denied necessary health care because of an inability to pay for health services.

The County shall notify the City's designee(s) via e-mail or fax if a City Inmate requires medical or dental treatment at an outside medical or health care facility. The City shall be responsible to promptly notify the County of any changes in its designee(s).

The City shall pay for all medical, mental health, dental or any other medical services that are required to care for the City's Inmates outside YCDOC facilities. Except, the County shall bear the expense of any such medical care necessitated by improper conduct of the County, or of its officers or agents.

The County shall notify the City as soon as reasonably possible before the Inmate receives medical and/or dental treatment outside of YCDOC facilities. The City acknowledges that such notice may not be reasonably possible prior to emergency care. Lack of prior notice shall not excuse the City from financial responsibility for related medical expenses, and shall not be a basis for imposing financial responsibility for related medical expenses on the County.

Outside medical expenses for Inmates housed for more than one jurisdiction shall be divided equally among those jurisdictions.

**13. Inmate Discipline.** The County shall discipline Inmates according to the same policies and procedures under which other County inmates are disciplined. However, nothing contained herein shall be construed to authorize the imposition of a type of discipline that would not be imposed on a comparable County inmate, up to and including the removal of earned early release credits as approved by the City.

**14. Removal from County Facilities.** Except for work programs or health care, and during emergencies, Inmates shall not be removed from County facilities without written authorization from the City or by the order of any court having jurisdiction. Other jurisdictions

may "borrow" a City Inmate only according to the provisions of **Attachment D – Borrowing**. In the event of the Inmate's emergency removal, the County shall notify the City by email or fax as soon as reasonably possible. No early release or alternative to incarceration, including furloughs, home detention, or work release shall be granted to any Inmate without written authorization by the committing court.

**15. Visitation.** The County shall provide scheduled visitation for attorneys, spouses, family and friends of Inmates. Such visitation may be accomplished as provided in Section 24 of this Agreement.

**16. Inmate-Attorney Communication.** Confidential telephones or visitation rooms shall be available to inmates to communicate with their attorneys.

**17. Inmate Accounts.** The County shall establish and maintain an account for each Inmate. The County shall ensure family members and others have a reasonable process to add funds to a City Inmate's account,

Upon returning custody of a City Inmate to the City, the County shall transfer the balance of that Inmate's account that is not subject to charges, to the Inmate or to the City in the form of a check or a debit card in the name of the Inmate.

In the event the County contracts with a company/business that furnishes technology for wireless inmate account crediting (such as Keefee or JPAY) the City may allow the County (or County's contracted representative) to install the equipment necessary for use of the system. The City shall not be financially responsible for any aspect of the system, including but not limited to installation or maintenance costs. The City shall not receive any compensation or profits for such a system.

**18. Detainers.** Inmates in a "Detainer" status shall be handled according to **Attachment E – Detainers**.

**19. Releases.** The City shall be responsible for computing and tracking all sentence time calculations, good time, court dates and release dates. Inmates will be released in accordance with **Attachment F – Inmate Release**.

The County shall not transfer custody of a City Inmate housed pursuant to this Agreement to any party other than the City, except as provided in this Agreement or as directed by the City.

**20. Escape.** If a City Inmate escapes County custody, the County shall notify the City as soon as reasonably possible. The County shall use all reasonable efforts to pursue and regain custody of escaped City Inmates, and shall assume all costs connected with the recapture of the City Inmate.

**21. Death.** If a City Inmate dies in County custody, the County shall notify the City as soon as reasonably possible. The Yakima County Coroner shall assume custody of the City Inmate's body. Unless another agency becomes responsible for investigation, YCDOC shall investigate and shall provide the City with a report of its investigation. The City may participate in the investigation. If another agency becomes responsible for investigation, YCDOC shall liaison or otherwise facilitate the City's communication with and receipt of reports from the other agency.

The City shall provide the County with written instructions regarding the disposition of the City Inmate's body. The City shall pay for all reasonable expenses for the preparation and shipment of the body. The City may request in writing that the County arrange for burial and all matters related or incidental thereto and the City shall be responsible for all costs associate with this

request. Except, the County shall bear such expenses necessitated by improper conduct of County, or its officers or agents.

**22. Reporting Requirements.** Ordinarily on business days, the County will deliver the following reports to the JAG, which will disseminate them to the City:

Here Now Report - a report detailing City inmates in YCDOC custody.

Housing Report – a report detailing which city inmates are housed at the Yakima County Corrections Center.

Custody Report – a report of total inmate populations confined at all YCDOC facilities. It includes current and historical safety and population data.

Special Housing Report – Identifies city inmates who are in special housing assignments.

**23. City’s Right of Inspection.** The City shall have the right, upon reasonable advance notice, to inspect County correction facilities where City Inmates are housed at reasonable times. During such inspections, the City may interview its Inmates and review its Inmates’ records. The City shall have no right to interview inmates housed for other jurisdictions or to review their medical records, unless it is properly authorized to do so by the inmate or the other jurisdiction.

**24. Technology.** The County and City may each permit the other continuous access to its computer database regarding all City Inmates housed by the County. This continuous access feature may be accomplished through a computer link between a computer(s) designated by the City and appropriate computer(s) of the County.

By separate mutual agreement, the County and City may provide video conference capabilities for personal visiting, professional visiting, pre-trial conferences, arraignments and other court and conferencing needs.

**Bed Rate.** In consideration of Yakima County’s commitment to house City Inmates, the City shall pay the County based on the Monthly Average Daily Population (MADP) sliding scale:

<i>Monthly Average Daily Population (MADP)</i>	<i>Daily Rate Per Inmate</i>
151 - above	\$48.75
126-150	\$49.75
101-125	\$50.75
76-100	\$51.75
51-75	\$52.75
26-50	\$53.75
0-25	\$54.75

The Bed Rate includes all in-facility medical, dental (if available), and mental health services. In the event an inmate requires out of facility medical, dental or mental health services, the City shall be responsible for the cost of the services.

The County shall not charge a booking fee in connection with housing the City's Inmates.

The City may purchase additional beds, as available, at the then- existing bed rate; however, the County shall have the right to refuse to accept custody of or house inmates in excess of the City's minimum bed commitment.

The Daily Fee for inmates housed for more than one jurisdiction shall be divided equally among those jurisdictions.

**25. Billing and Payment.** The County shall provide the City with monthly statements itemizing the name of each City Inmate, the number of days of housing, including the date and time booked into the County and date and time released from the County and itemization of any additional charges including a description of the service provided, date provided and reason for service.

The County shall provide said statement for each month on or about the 10<sup>th</sup> day of the following month. Payment shall be due to the County within (30) days from the billing date. The County may bill the City electronically. Payments not received by the 30<sup>th</sup> day shall bear interest at the rate of 1% per month until payment is received.

The Daily Fee for City Inmates housed for more than one jurisdiction shall be divided equally among those jurisdictions.

**26. Duration of Agreement.** The duration of this Agreement shall be from January 1, 2015, at 1200 A.M. and shall end at 11:59 P.M., on December 31 2015 unless otherwise terminated in accordance with Section 31 of this Agreement. This Agreement may be renewed for any successive period by written addendum under terms and conditions acceptable to the County and City.

**27. Independent Contractor.** In providing services under this Agreement, the County is an independent contractor and neither it nor its officers, nor its agents nor its employees are employees of the City for any purpose, including responsibility for any federal or state tax, industrial insurance, or Social Security liability. Neither shall the provision of services under this Agreement give rise to any claim of career service or civil service rights, which may accrue to an employee of the City under any applicable law, rule or regulation. Nothing in this Agreement is intended to create an interest in or give a benefit to third persons not signing as a party to this Agreement.

**28. Hold Harmless, Defense, and Indemnification.** The County shall hold harmless, defend, and indemnify the City, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to claims related to false arrest or detention, alleged mistreatment, injury, or death of any City Inmate, or loss or damage to City Inmate property while in County custody) that result from or arise out of the acts or omissions of County, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the County's services, duties, and obligations under this Agreement.

The City shall hold harmless, defend, and indemnify the County, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to claims related to false arrest or detention, alleged mistreatment, injury, or death of any City Inmate, or loss or damage to City Inmate property while in County custody) that result from or arise out of the acts or omissions of the City, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the City's services, duties, and obligations under this Agreement.

In the event the acts or omissions of the officials, officers, agents, and/or employees of both the City and the County in connection with or incidental to the performance or non-performance of the City's and or County's services, duties, and obligations under this Agreement are the subject of any liability claims by a third party, the City and County shall each be liable for its proportionate share of fault in any resulting suits, actions, claims, liability, damages, judgments, costs and expenses and for their own attorney's fees.

Nothing contained in this Section or this Agreement shall be construed to create a right in any third party to indemnification or defense.

The County and City hereby waive, as to each other only, their immunity from suit under industrial insurance, Title 51 RCW. This waiver of immunity was mutually negotiated by the parties hereto.

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

**29. Insurance.** The County and City shall provide each other with evidence of insurance coverage, in the form of a certificate or other competent evidence from an insurance provider, insurance pool, or of self-insurance sufficient to satisfy the obligations set forth in this Agreement.

The County and City shall each maintain throughout the term of this Agreement coverage in minimum liability limits of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate for its liability exposures, including comprehensive general liability, errors and omissions, auto liability and police professional liability. The insurance policy shall provide coverage on an occurrence basis.

**30. Termination.**

A. Mutual Agreement: This Agreement may be terminated by mutual written consent between the County and City with ninety (90) days written notice to the other party and to the State Office of Financial Management as required by RCW 70.48.090 stating the grounds for said termination and specifying plans for accommodating the affected City Inmates.

B. Imperiling Conditions: The City shall have the right to terminate this Agreement where: 1) conditions and/or circumstances at Yakima's facilities present an imminent risk of serious injury or death to the City's Inmates [Imperiling Conditions]; 2) the City has sent County written notice by certified mail, return receipt requested describing with reasonable specificity the Imperiling Conditions; and 3) the County has failed to cure the Imperiling Conditions within a reasonable period of time, which, unless the parties agree in writing to a longer period, shall be no more than 30 days after the County receives the City's notice. Termination under this provision shall be effective if and when: 1) after at least 30 days, the County has not cured the Imperiling Condition(s); and 2) the City has removed its Inmates; and 3) the City has given the

County formal written notice of final termination under this provision. After Termination under this provision the City shall have no further financial obligations under this Agreement.

C. **Material Breach:** Either party shall have the right to terminate this Agreement if: 1) the other party is in material breach of any term of this Agreement; 2) the terminating party has sent the breaching party written notice of its intent to terminate this Agreement under this section by certified mail, return receipt requested describing with reasonable specificity the basis for the termination; and 3) the breaching party has failed to cure the breach within ninety (90) days, unless the parties agree in writing to a longer cure period. Termination shall be effective upon and the City shall have no further financial obligations under this Agreement from the date of removal of its Inmates from the Yakima Facility or County's receipt of final notice that City is terminating the Agreement after the expiration of the cure period, whichever occurs last.

**31. Real or Personal Property.** It is not anticipated that any real or personal property will be acquired or purchased by the parties solely because of this Agreement.

**32. Equal Opportunity.** Neither party shall discriminate against any person on the grounds of race, creed, color, religion, national origin, sex, age, marital status, political affiliation or belief or the presence of any sensory, mental or physical handicap in violation of any applicable federal law, Washington State Law Against Discrimination (RCW chapter 49.60) or the Americans with Disabilities Act (42 USC 12110 et seq.). In the event of the violation of this provision, the other party may terminate this Agreement immediately.

**33. Assignment.** This Agreement, or any interest herein, or claim hereunder, shall not be assigned or transferred in whole or in part by the County to any other person or entity without the prior written consent of the City. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of County stated herein.

**34. Non-Waiver.** The failure of either party to insist upon strict performance of any provision of this Agreement or to exercise any right based upon a breach thereof or the acceptance of any performance during such breach shall not constitute a waiver of any right under this Agreement.

**35. Severability.** If any portion of this Agreement is changed per mutual Agreement or any portion is held invalid, the remainder of the Agreement shall remain in full force and effect.

**36. Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. Any actions, suit, or judicial or administrative proceeding for the enforcement of this Agreement shall be brought and tried in the Federal or Superior Court for the State of Washington in King County

**37. Approval and Filing.** Each party shall approve this Agreement by resolution, ordinance or otherwise pursuant to the laws of the governing body of each party. The attested signatures of the City, Manager or Mayor and the Yakima County Commissioners below shall constitute a presumption that such approval was properly obtained. A copy of this Agreement shall be filed with the Yakima County Auditor's Office pursuant to RCW 39.34.040.

**38. General Provisions.** Unless otherwise agreed in writing executed by both parties, on and after January 1, 2015, and so long as this Agreement remains in effect, this document constitutes the entire Agreement between the City and the County under which the County

houses City Inmates, and no other oral or written agreements between the parties shall affect this Agreement.

No changes or additions to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and executed by both parties.

The County shall not delegate its duties pertaining to housing City Inmates without the written consent of the City, which consent shall not be withheld unreasonably.

Any provision of this Agreement that is declared invalid or illegal shall in no way affect or invalidate any other provision.

In the event the County or City defaults on the performance of any terms of this Agreement and files a lawsuit, the prevailing party shall be entitled to an award of its reasonable attorney fees, costs and expenses.

This Agreement may be executed in any number of counterparts.

**39. Notices.** Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties to their addresses as follows:

TO CITY: Debra Perry, Mayor  
1000 Laurel St.  
Milton, WA 98354

TO COUNTY: Ed Campbell, Director  
Yakima County Department of Corrections  
111 North Front Street  
Yakima, WA 98901

Alternatively, to such other addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand - delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

	<p><b>CITY OF MILTON, WASHINGTON</b></p> <p>By: _____ Debra Perry, Mayor</p> <p>Date: _____</p> <p>Attest: By: _____ Katie Bolam, City Clerk</p>
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	Approved as to form:  By: _____ Greg Rubstello, City Attorney
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**ATTACHMENT A**  
**MEDICAL ACCEPTABILITY**

The County shall determine the medical and mental acceptability of inmates for transport using the following excluding criteria:

1. Blood or fluid present at an open wound site or bleeding from an open wound.
2. Signs of untreated broken bones or dislocated joints.
3. Any injury or illness requiring immediate or emergency medical treatment.
4. Unconsciousness.
5. Inmates unable to stand and walk under their own power.
6. Wheel chair bound individuals.
7. Signs of alcohol toxicity and signs of current or recent use of any intoxicants.
8. Signs of alcohol and/or drug withdrawal.
9. Bed bound individuals.
10. Individuals with attached IV or requiring IV medications.
11. Individuals requiring the use of oxygen tanks.
12. AMA (Against Medical Advice) from the hospital.
13. Individuals having had major invasive surgery within the last 72 hours. Non-invasive surgery such as oral surgery, laser-eye surgery and minor surgery may be evaluated on a case by case basis.
14. Post-operative persons who have follow up appointments within the next four weeks.
15. Wounds with drainage tubes attached.
16. Persons with permanent catheters.
17. Open and/or oozing bedsores.
18. Individuals requiring nebulizers who cannot obtain one.
19. Persons with Alzheimer's, dementia or other psychological conditions to the point where the inmate cannot perform activities of daily living ("ADL's") or who do not have the capacity to function safely within a correctional environment.
20. Persons who are diagnosed as developmentally delayed and who do not have the capacity to function safely within a correctional environment or who cannot perform ADL's.
21. Female inmates more than 5 months pregnant. Or any female inmate considered a high-risk pregnancy.
22. Persons undergoing chemotherapy and/or radiation treatment.
23. Persons undergoing dialysis.
24. Persons with the following untreated medical conditions:
  - a) Heart disease

- b) Seizures disorders
  - c) Insulin dependent diabetes
  - d) Cancer
  - e) Asthma
  - f) Psychosis
  - g) HIV Positive or AIDS
25. Persons who are HIV positive or have AIDS and are taking anti-viral medications.
  26. Persons taking Methadone, or Suboxone, a substitute for Methadone.
  27. Persons with suicidal ideations or gestures within the past 72 hours.
  28. Person, if prescribed, have not taken psychotropic medications for at least 72 hours.
  29. Persons who have attempted suicide within the last 30 days.
  30. Persons who have attempted suicide by overdose or ligature strangulation during current incarceration.
  31. Persons displaying current psychotic episode.
  32. Persons requiring CPAP machines as prescribed must be transported with the machine.

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## ATTACHMENT B

### PROPERTY

County transport personnel will only accept Inmate property as follows:

1. The property shall be sealed in a single property bag no larger than a common paper grocery bag.
2. Money, valuables, and medications shall be placed in a clear envelope and sealed within the Inmate's property bag.
3. Checks and documents (court, warrants, etc) shall be attached to the outside of the property bag.
4. The transporting officer shall account for the property bag and funds being transported. Yakima County Department of Corrections transport personnel will not accept or transport the following:
  - a) Backpacks, suitcases, etc.
  - b) Unpackaged food products or food products in packaging that has been opened.
  - c) Any type of weapon (includes pocketknives).
  - d) Liquids.
  - e) Any items that will not fit into the property bag.
  - f) Material deemed to be contraband.

Yakima County will limit property returned with the Inmate to the City according to these criteria.

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**ATTACHMENT C**  
**CLASSIFICATION**

The City shall supply the County with the following Classification related information, if it known to or in possession of the City:

1. If the City Inmate has been classified to a special housing unit and/or if the City Inmate has been classified as protective custody.
2. If the City Inmate is a violent offender or has displayed violent behavior during present or past incarcerations.
3. If the City Inmate is an escape risk.

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## ATTACHMENT D

### BORROWING

One contracting city may "borrow" another contracting city's inmate as follows:

1. If a City requests the transport of another contracting City's Inmate from the County the requesting City must notify each agency with rights to custody of the Inmate, and if each agency with rights to custody of the Inmate notifies the County in writing (e-mail) of its approval, the County shall provide the requested transport. The County will complete a custody transfer form that lists all outstanding detainers. The custody transfer paperwork will accompany the inmate.
2. Once custody of the City Inmate has been transferred to another agency, it is the responsibility of the requesting City to determine whether the City Inmate shall be returned to the custody of the County, and if so, the requesting City shall make all necessary and proper arrangements with the County and any agency with rights to custody of the Inmate, for the Inmate's return according to the terms of this agreement.
3. The County will not track the City Inmate once he or she has left the County's facility.
4. If the Inmate is returned to the custody of the County, the requesting City shall provide the County with sentencing/charge information. The City shall supply all pre-sentence, and post-sentence paperwork from agreeing agencies that authorized the borrowing of the Inmate. This will aid Yakima County in determining split billing and release dates.
5. If the agency requesting to borrow a City Inmate is not in the "Contracting Agency," the requesting agency will be responsible to make all transport arrangements including all legal paperwork for the transport with the City of jurisdiction.
6. The County will transport the City Inmate only to a King County city that also contracts with the County for Inmate housing.
7. Inmates transported by the City, cannot be borrowed out of YCDOC.

## ATTACHMENT E

**This attachment only applies to Inmates transported by the YCDOC.**

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### WARRANTS/OTHER COURT ORDERS/DETAINERS

1. The following shall apply to City Inmates who are subject to warrants from other jurisdictions or to other court orders for confinement or detainers. When receiving a City Inmate, the Transport Officers shall review all paperwork provided by the City for all grounds to hold the Inmate and ensure that this information is entered into the County's JMS and is routed to the Out of County Transport Section Office Specialist.
2. Prior to releasing a City Inmate, the County shall check the NCIC and WACIC systems to determine if the Inmate is subject to any valid warrants or other detainers.
  - a) If the Inmate is subject to a warrant that is limited to King County, YCDOC will, upon receiving written permission (e mail) from the City, transport the Inmate to the custodial agency for the jurisdiction that issued the warrant. However, Yakima County will not assume responsibility to serve any such warrants.
  - b) If the City Inmate is subject to a warrant from a western Washington jurisdiction outside King County, YCDOC will release the Inmate at the location determined by written (e mail) agreement of the YCDOC and the City under Section 5 of this Agreement.
  - c) If the City Inmate is subject to a warrant from an eastern Washington jurisdiction, YCDOC will send the Inmate to the custodial agency for that jurisdiction on the Mini-Chain.
  - d) If, upon return from YCDOC to the City, the Inmate is subject to a warrant that provides for statewide extradition, YCDOC will either transport the Inmate to the detention/correction facility in King County designated by the agency/jurisdiction that issued the warrant if it is in King County, or will send the Inmate to the agency/jurisdiction that issued the warrant on the Mini-Chain.
3. City Inmates who have or are subject to Immigration and Custom Enforcement (ICE) detainers shall be returned to the City, unless the County and City agree in writing (email) to some other course of action.

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## **ATTACHMENT F**

### **INMATE RELEASE**

County transport personnel will release City Inmates as follows:

1. Inside a staffed correction or detention facility (jail).
2. Inside a staffed police agency (sally port or other secured area).
3. Outside of a Law Enforcement Agency when agency personnel, telephone access, and weather protection (lobby areas) are available to the released Inmate.
4. The County does not transport on Mondays.
5. City Inmates for whom bail is posted, or who otherwise have a right to be released may, by signed written waiver, choose to remain in custody and return to City by the regularly scheduled transport, or to be released to a family member or friend, or to the streets of Yakima.
6. Inmates transported by City must be picked up at least 12-(twelve) hours prior to the inmate's scheduled release date and time. If the inmate is not picked up before the scheduled release time, the Inmate will be automatically scheduled to be transported, at the City's cost to include the addition of transport fees for all days served, on the next available transport to the City.



To: Mayor Perry and City Councilmembers  
From: Police Chief Tony Hernandez  
Date: March 7, 2016  
Re: Surplus Approval – Police Vehicles

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**ATTACHMENTS:** Resolution

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**TYPE OF ACTION:**

Information Only    Discussion    Action    Expenditure Required:

**Recommended Motion:** “I move to approve the attached Resolution authorizing the surplus of the identified Police Department vehicles.”

**Fiscal Impact/Source of Funds:** These two vehicles were involved in accidents and were replaced by insurance in 2015.

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**Issue:** In order to legally dispose of property that is obsolete, broken, and/or no longer deemed usable, the City Council must pass a Resolution declaring such property to be surplus.

**CITY OF MILTON**  
**RESOLUTION \_\_\_\_\_-16**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, DECLARING TWO DODGE CHARGERS TO BE SURPLUS AND AUTHORIZING THE DISPOSAL OF SAME.

**WHEREAS**, the City of Milton owns property described as a 2012 Dodge Charger, VIN # 2C3CDXAG7CH159138 and a 2014 Dodge Charger, VIN # 2C3CDXKT7EH371651; and

**WHEREAS**, the said 2012 and 2014 Dodge Chargers have been totaled and are of no functional value to the City, now therefore;

**THE CITY COUNCIL OF THE CITY OF MILTON HEREBY**  
**RESOLVES AS FOLLOWS:**

**Section 1.** The City Council of the City of Milton does hereby declare that the 2012 Dodge Charger, VIN # 2C3CDXAG7CH159138 and a 2014 Dodge Charger, VIN # 2C3CDXKT7EH371651 are surplus to the needs of the City. The City Council authorizes and directs the Police Chief to dispose of the same in a manner that will be to the best advantage to the City of Milton.

**PASSED AND APPROVED** at a regular meeting of the Council of the City of Milton, this 7<sup>th</sup> day of March, 2016.

\_\_\_\_\_  
DEBRA PERRY, MAYOR

ATTEST:

\_\_\_\_\_  
KATIE BOLAM, CITY CLERK



To: Mayor Perry and City Councilmembers  
From: Finance Director Garrison and City Clerk Bolam  
Date: March 7, 2016 Regular Meeting  
Re: Approval – Update to the City's Administrative Ethics Policy

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**ATTACHMENTS: A. Ethics Policy**

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Expenditure Required:

**Recommendation/Action:**

Vote on the motion from the February 1 meeting, moved by Councilmember Bennest and seconded by Councilmember Whalen, to approve the attached updated Ethics Policy as amended.

**Fiscal Impact/Source of Funds:** None.

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**Issue:** The City's Administrative Policies have been in place as a whole since 1998. Current staff is updating sections in accordance with current best practices and compliance with WCIA where applicable.

**Background:** City Council reviewed the proposed policy at its February 1, 2016 meeting.

There is a motion on the table from the February 1 meeting to approve the policy as amended during that meeting. The amendment is shown in red in Section 3 of the attached policy, replacing the words "City Manager" with "Mayor or his/her designee."

Before that motion was voted on, Council voted to postpone the matter to the February 16, 2016 meeting to receive clarification regarding section 5, political activities. At the February 16, 2016, the matter was again postponed to the March 7, 2016 meeting.

This packet contains the ethics policy which includes the proposed amendment from the February 1 meeting (Section 3). Therefore, the recommended motion above would approve this policy as amended by Council direction.



## CODE OF ETHICS POLICY

**EFFECTIVE DATE:** February 17, 2016

**SUPERCEDES:** Chapter 7.11, City of Milton Policies and Procedure Manual, November 16, 1998

### SCOPE

This Ethics Policy applies to all employees, commissions, and boards of the City of Milton to the extent not already addressed by RCW 42.23.020(2), a current collective bargaining agreement, or an existing public safety policy.

#### 1. CORE ETHICS POLICY

**POLICY:** The City of Milton upholds, promotes, and demands the highest standards of ethics from its employees for personal integrity, truthfulness, honesty, responsibility and fairness in carrying out their public duties. Employees must avoid any improprieties in their roles as public servants and must never use their City position or powers for personal gain or in breach of the public trust.

#### **GUIDELINES:**

##### 1. What ethical conduct is expected under this policy?

Ethical conduct includes, but is not limited to:

- Acting at all times in the best interests of the community we serve.
- Demonstrating excellence, integrity and responsibility in our work.
- Adhering to the laws of the United States, the state of Washington and the City of Milton.
- Providing honest, accurate, timely and complete information.
- Identifying problems and helping create solutions.
- Following City and department policies, procedures and rules.
- Reporting improper conduct.
- Keeping our co-workers safe from retaliation of any kind.
- Abstaining from decisions that could result in a direct benefit to the employee, a relative or co-habitant.

##### 2. What are the key expectations for employees to comply with this policy?

Employees of the City are expected to:

- Read and understand all employment policies.
- Follow appropriate ethical behaviors as specifically set forth in the employment policies.
- Seek guidance in resolving ethical issues or concerns from their supervisor, Department Director, Human Resources or the City Attorney.

- Report to their supervisor, Department Director or Human Resources any conduct by other City employees which may violate this Ethics Policy, any other employment policies or the City's Code.

**3. What are a supervisor's additional responsibilities for complying with this policy?**

A supervisor's additional responsibilities for complying with this policy include:

- Monitoring and ensuring compliance with this Ethics Policy or other employment policies or the City Code.
- Setting an example of exemplary ethical conduct.
- Dealing effectively with ethics concerns that arise in their area.
- Prohibiting retribution or retaliation against any employee who reports or supplies information about, or assists an investigation into, an ethics concern.

## 2. OUTSIDE EMPLOYMENT

**POLICY:** Employees may engage in paid outside employment, consulting work or self-employment only if the work does not compete with or create a conflict of interest with an employee's duty to the City. To the extent that this policy conflicts with an existing policy of the police department, its collective bargaining agreement or past practice, that policy, agreement or practice will control.

### GUIDELINES:

#### 1. When does outside employment "compete with" City employment?

Outside employment competes with an employee's duty to the City when the work requires an employee's conduct to be disruptive or damaging to the City and/or the City working environment.

Examples of work that may be viewed as competing with City employment include those that:

- May adversely affect job performance at the City, or an employee's ability to fulfill all job responsibilities at the City. Adverse effects may include but are not limited to poor job performance, fatigue or excessive absenteeism or tardiness.
- Interfere with an employee's ability to work his/her normal schedule at the City, or prevents the employee from being available for work beyond normal working hours, such as emergencies or peak work periods, and when such availability is a regular part of the employee's job.
- Interfere with responsibilities to the City as the primary employer.
- Involve performing services for customers that are normally performed by City employees. Require working for a competitor, a City grant and/or contract created by the employee, or self-employment that is in competition with the City.
- May require the use of City information, property, facilities and/or systems, such as phones, tools, equipment, etc.
- Involve assisting others in transactions with the City in which the employee has participated, or which has been under their official responsibility.

#### 2. What is a "conflict of interest"?

Outside employment creates a conflict of interest with an employee's duty to the City when an employee engages in activities for personal gain that compromises the employee's ability to represent the City's best interests.

Examples of activities that may create a conflict of interest include those that:

- Require the use or disclosure of confidential City information.
- Impair objectivity or independent judgment, or create an impression of conduct that violates the public trust.
- Involve activities which may appear to conflict with the City's Core Ethics policy and/or other related employment policies.
- Negatively impact the normal course of the employee's official duties.

#### 3. How does an employee obtain approval to engaging in outside employment?

The employee must provide his/her supervisor with a written request prior to beginning the employment. The notice should include the dates of employment; the potential employer or, if self-employment, the name of the business; the type of work to be performed; any potential problems the outside employment may cause with City employment; and any actual or perceived competition or conflicts of interest with City employment. The City shall have sole discretion to determine whether the request should be approved.

#### 4. How will the employee know his or her request has been approved?

The City will provide approval in writing. The City may also require a written agreement with the employee which outlines the type of work that has been approved, discusses any perceived conflict of interest as well as how it may be eliminated, and addresses any other conditions of approval.

Employees may not perform any outside employment during the hours they are on duty working for the City.

If an employee accepts outside employment, the City may request information about the employment at any time.

**5. Can an employee use City leave benefits for outside employment needs?**

Use of sick, FMLA or Catastrophic leave concurrent with outside employment must be approved by the City.

**6. Can a regular employee work for the City outside their regular job duties?**

Yes. However, the employee must obtain approval from Human Resources prior to engaging in such work.

### 3. CONFLICTS OF INTEREST

**POLICY:** Employees are expected to represent the City in a positive and ethical manner. Employees have an obligation to avoid conflicts of interest or any activity which would give the appearance of a conflict of interest.

#### GUIDELINES:

##### 1. What is a “conflict of interest”?

It is impossible to describe all of the situations that may cause or give the appearance of a conflict of interest. The following list is not intended to be exhaustive, but includes some of the clearer examples:

- Employees may not accept any employment relationship which competes with or creates a conflict of interest with a duty to the City.
- Accepting gifts, gratuities, loans, entertainment or other items of value from anyone with whom an employee regularly transacts City business, who has or seeks a contract with the City, or who desires other official action from the City.
- Giving, offering or promising anything of value to a customer, a potential customer, or a financial institution in connection with any transaction or business that the City may have with that customer, potential customer, or financial institution.
- Misusing confidential City information or disclosing such information to any individual who does not have a need to know the information.
- Using the City’s name, account or credit to purchase merchandise for personal use.  
Using City assets or labor for personal use.

##### 2. What should an employee do if he or she learns of a situation that is a conflict of interest or may appear to be a conflict of interest?

Any conflict or potential conflict of interest must be disclosed to an employee’s immediate supervisor, the Department Director or Human Resources as soon as possible.

##### 3. What if an employee is offered or receives a gift?

Any and all gifts received by a City employee at any time during the year should be given to the employee’s immediate supervisor or the Department Director with an explanation of the circumstances surrounding receipt of the gift. If possible, the supervisor or Department Director will return the gift to the sender with a written expression of thanks and an explanation of the City policy concerning gifts. A copy of the letter will be sent to the ~~Mayor or his/her designee.~~

Deleted: City Manager

If returning or refusing a gift would be impractical (such as food, flowers or plants), the supervisor will take the item to a recognized relief/assistance organization or make the item available for the enjoyment of all employees or members of the public in the employee’s work area. The supervisor will also send a thank you card to the person or company that provided the gift explaining what was done with the gift.

##### 4. Are there any situations when an employee may accept a gift?

Yes, under limited circumstances. Items of nominal value provided for advertising purposes such as pens, calendars, or items received at a conference, are acceptable. Employees should make every effort to use such items in the workplace instead of taking them home. In addition, meals may be purchased or provided for City employees at business meetings as long as there is a justifiable work-related purpose for the meeting.

#### 4. NEPOTISM

**POLICY:** To avoid the reality or appearance of improper influence or favoritism, two employees who are dating or are in the same immediate family may be employed by the City *unless* such employment would create a real or potential conflict of interest.

#### GUIDELINES:

**1. What relationships are included in this policy?**

For the purposes of this policy, relationships under this policy may include employees dating each other, the employee's spouse, domestic partner, child, domestic partner's children, mother, father, brother, sister, step family, aunt, uncle, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, grandparents and grandchildren, and grandparents and grandchildren of the spouse or member of the employee's household, other than roommates.

Each employee must inform his/her immediate supervisor or Department Director immediately if they enter into a relationship which may create a conflict of interest under this policy.

**2. What is a "conflict of interest"?**

A conflict of interest exists where the City has a compelling and essential need to avoid a business-related conflict of interest or the reality of appearance of improper influence or favor. A conflict of interest always exists under the following circumstances:

- Where one of the individuals would have authority (or practical power) to supervise, appoint, remove or discipline the other.
- Where one of the individuals would be responsible for leading, auditing, overseeing, or guiding the work of the other.

A conflict of interest may also exist in other situations such as where both employees would report to the same immediate supervisor.

**3. What if a reassignment, transfer or promotion would create a conflict of interest?**

The City will actively seek solutions to prevent a conflict and still allow the reassignment, transfer or promotion.

**4. What will happen if two City employees establish a relationship (as defined in this policy)?**

If a conflict or potential conflict exists due to the new relationship, the City will attempt to find a suitable accommodation to eliminate the conflict. If accommodations are not feasible, the employees will be given 30 calendar days to determine which of them will resign. If no decision is made during this time, the City reserves the right to make the decision.

## 5. POLITICAL ACTIVITIES

**POLICY:** Employees shall not use or authorize the use of City facilities, property or assets for working on campaigns for the election of any person to any office or for the promotion of, or opposition to, any ballot proposition, except as authorized by the provisions of RCW 42.17.130.

### GUIDELINES:

1. **What types of activities are prohibited under this policy?**  
City employees are prohibited from using their official position to unlawfully influence, interfere with, or affect the results of an election. Therefore, no employee or group of employees, while representing themselves as City employees, shall campaign for or against any political candidate or ballot measure, or endorse or oppose a political advertisement, broadcast, statement or campaign literature except as allowed by state and federal law. Nothing in this section prohibits a City employee from personally supporting or opposing any candidate for public office during off-duty hours.
2. **Can an employee display or distribute campaign paraphernalia at work?**  
No. Employees shall not display or distribute partisan literature, political buttons, stickers, banners, etc., during work hours or on City property or in City vehicles.
3. **May an employee testify as a private citizen at public hearings or meetings regarding issues affecting the City?**  
Yes. If the employee's testimony is given during non-work hours and the employee discloses that he or she is testifying as a private citizen and not a City employee.

## **6. SOLICITATION FOR CHARITIES AND NON-PROFIT FUND-RAISERS**

**POLICY:** Most forms of solicitation on City property or during work time are prohibited. The City may, in its sole discretion, make exceptions to this policy when it is determined to be in the best interest of the City (e.g., United Way fund drive).

### **GUIDELINES:**

#### **1. What is “solicitation”?**

“Solicitation” is the requesting of an employee’s time or resources for any cause, whether by an individual or group, and regardless of whether for financial or non-financial reasons. Solicitation may involve individuals or groups engaging in direct sales, recruitment, placing of signs and posters, and other activities resulting in the anticipated benefit of the individual or group.

#### **2. What types of solicitation may be allowed under this policy?**

Employees may solicit contributions to charitable or non-profit community, youth or educational fundraisers so long as it does not cause undue disruption of the work environment. The use of City facilities or equipment to solicit contributions (e.g., via bulletin board postings) requires prior authorization from the employee’s Department Director.

## 7. WHISTLEBLOWER PROTECTION

**POLICY:** Public employees have an obligation to assure that government in general, and their departments in particular, perform ethically, as well as efficiently and effectively. City employees are prohibited from engaging in improper governmental action and are encouraged to report suspicious, unethical or illegal conduct or any other suspected improper governmental action taken by other employees, supervisors or officers. Employees who make good faith reports of improper governmental action will be protected from intimidation or retaliation for making a report.

### GUIDELINES:

#### 1. Why does the City have a whistleblower program?

The whistleblower program holds City employees accountable for their actions. The policy also protects employees who make good faith reports of improper governmental action. And, most importantly, the program stops inappropriate and illegal governmental actions.

#### 2. What is “improper governmental action”?

Improper governmental action is any action taken by a City employee, supervisor, Department Director or officer that is:

- A violation of any federal, state or local law or rule;
- An abuse of authority;
- A gross waste of public funds (including use of public funds for private gain); or
- A substantial and specific danger to public health or safety.

Improper governmental action does not include personnel actions or decisions, disciplinary actions, violations of collective bargaining or civil service laws, or violations of labor agreements.

#### 3. Who can report improper governmental action?

Any employee working for the City may report suspected improper governmental actions through this Whistleblower program. This includes regular and temporary employees as well as elected officials.

#### 4. Is there any information that does not fall under the Whistleblower Protection Policy? Yes. This policy does not authorize disclosure where prohibited by law.

#### 5. How should an employee report suspected improper governmental action?

To report suspected improper governmental action, an employee should take the following steps:

- Submit a written report of the action to any Department Director, the City Attorney, Risk Manager or Human Resources Director. The report should describe the suspected improper governmental action, the name of the employee(s) involved, and when the action occurred. In cases of an emergency (an immediate risk of injury or damage to property), the matter should be immediately brought to the attention of one of these individuals, and followed by a written report.
- If an employee reports a suspected governmental action to the appropriate person and no action is taken, or the employee is not satisfied with the action taken, a report may then be made to the governmental agency responsible for investigating the improper action (see attached list of governmental agencies).

#### 6. Will the reporting employee's identity remain confidential?

Yes. The identity of a reporting employee shall be kept confidential to the extent possible under law, unless the employee authorizes the disclosure of his/her identity in writing.

**7. Can an employee be prohibited from filing a report of improper governmental action with another governmental agency?**

No. Direct or indirect interference or attempts to interfere with filing a report is prohibited.

**8. What actions will the City take if an employee reports improper governmental action?**

The City will conduct an investigation of the alleged suspicious, unethical or illegal conduct or other improper governmental action. If it is determined that improper governmental action did occur, the City will take appropriate action and immediately report known or suspected loss of public funds or assets, or other illegal activity to the state Auditor's office.

**9. What is "intimidation"?**

Intimidation occurs when a City employee, Department Director, supervisor or officer uses his or her official authority or influence to threaten or coerce an employee for the purpose of interfering with that employee's right to report improper governmental action.

**10. What is "retaliation"?**

Retaliation is inflicting injury on an employee by making adverse changes to employment status or to the terms and conditions of employment because the employee made a report of improper governmental action or was believed to have made a report of improper governmental action. Under this definition, retaliation can take many forms. Examples of retaliatory action include, but are not limited to, unwarranted disciplinary action, unsubstantiated poor performance evaluations, reduction in pay, denial of a promotion, unwarranted termination of employment, or harassment.

**11. What should an employee do if he or she is subjected to intimidation or retaliation?**

Employees should provide a written report of any suspected intimidation or retaliation along with the relief requested to a supervisor, Department Director or Human Resources.

**12. If an employee complains about retaliation but is not satisfied with the City's response, is there an appeal process?**

Yes. An employee is eligible to use the appeal process if the following conditions are met:

- The complaint of retaliation was made within 30 days of the alleged retaliatory action;
- The City did not respond within 30 days of the complaint or the employee received a response within 30 days but was not satisfied with the response.

**13. What is the appeal process?**

If the conditions outlined in this policy are met, the employee may request a hearing before a state administrative law judge. The request for hearing must be delivered to Human Resources or the Mayor's office within 15 days of receiving the response from the City or within 15 days of the last day on which the City could respond to the complaint of retaliation.

**14. Do supervisors and Department Directors have any additional responsibilities under this policy?**

Yes. As with any policy, supervisors and Department Directors are responsible for enforcement. Under this particular policy, supervisors and Department Directors are required to report any knowledge of improper governmental action to Human Resources including, but not limited to, a complaint received from an employee.

## **8. PENALTIES**

**POLICY:** Any employee who violates or fails to comply with this Ethics Code shall be subject to the following penalties:

**1. Disciplinary action.**

Any employee whose conduct, after an opportunity to be heard, is determined by the Mayor or his/her designee to be in violation of the Ethics Code may be subject to disciplinary action, including termination.

**2. Discharge**

Any appointed official who violates or fails to comply with any provision of the Ethics Code may be discharged by appointing authority.

**3. Voiding of contract or transaction**

Any contract or transaction which is the subject of an official act or action of the City in which there is a prohibited interest by the Ethics Code or which involves a violation of the Ethics Code shall be voidable at the option of the City Council.