



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

**September 19, 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 Mayor. 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. Consent Agenda**

A. Minutes – Approval of the minutes of:

- i. 08-01-2016 Regular Meeting
- ii. 08-08-2016 Special Meeting
- iii. 09-06-2016 Special Meeting
- iv. 09-12-2016 Special Meeting/Council Retreat

B. Claims Approval:

- i. Approval of the checks/vouchers numbers 59996-60075 in the amount of \$848,602.10.

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.

- ii. Approval of the payroll disbursement of 9/5/2016 and related checks numbered 4024-4025, 59981-59995, and 60076 in the amount of \$269,212.59.

**6. Public Hearings**

- A. Ordinance – 2016 Budget Amendment #2
- B. Ordinance – Lodging Tax Code Update
- C. Ordinance – Storm Water Code Update

**7. Regular Agenda**

- A. Ordinance – 2016 Budget Amendment #2
- B. Ordinance – Lodging Tax Code Update
- C. Ordinance – Storm Water Code Update
- D. Ordinance – Park Impact Fee
- E. Bid Award – Low Impact Development Pervious Parking Project
- F. Bid Award – Low Impact Development Emerald Street Bioretention Project
- G. Contract Approval – Gray and Osborne – Decant Facility

**8. Council Reports**

**9. Director's Reports**

**10. Mayor's Report**

**11. Adjournment**

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**

**Regular Meeting**  
**Monday, August 1, 2016**  
**7:00 p.m.**

**CALL TO ORDER**

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

**ROLL CALL**

Present: Councilmembers Whalen, Bennest, Manley, Ott, Morton, and Johnson

**STAFF PRESENT**

Police Chief Hernandez, Finance Director Garrison, Interim Public Works Director Howlett, Surface Water Compliance Officer Carter, Director Tiedeman, and City Clerk Bolam

**ADDITIONS / DELETIONS**

Mayor Perry moved agenda item 7E to 7A.

At the request of Councilmember Morton, Mayor Perry added Item 7J, Election of Mayor Pro Tem.

**CITIZEN PARTICIPATION**

<b>Speaker</b>	<b>Comments</b>
Steve Whittaker	Requests that Council consider a sidewalk from 10 <sup>th</sup> Ave to the Interurban Trail for public safety.
Rob MacDonald	Apologizes for last time he spoke, and thanks Council and City for the signage that was installed. Mayor Perry clarified to Council regarding the newly installed signage.
Tom Boyle	Thanks for the quick action on the signage. Amazed at the discussion last meeting regarding the Pokemon phenomenon.

**APPOINTMENTS TO COMMITTEE**

- A. Lodging Tax Advisory Committee

Director Garrison explained the requirement for a committee.

**COUNCILMEMBER MANLEY MOVED, seconded by Councilmember Bennest,** to confirm the Mayor's appointment of the following five members to the Lodging Tax Advisory Committee for terms yet to be determined: Mayor Perry as Chair of the Committee, Maninder Khatkar, Karan Khatkar, Jack Chandler and April Balsley.

Speaker	Comments
Rob MacDonald	Agrees with Councilmember Morton's concern over two members of the same establishment being named to the Committee.

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

### **CONSENT AGENDA**

Approval of:

- A. Minutes – 07-18-2016 Regular Meeting
- B. Voucher and Payroll Approval
  - i. Approval of the checks/vouchers numbered 59701, and 59704-59769 in the amount of \$301,481.02.
  - ii. Approval of the payroll disbursement of 7/20/2016 and related checks numbered 4010-4012, 59693-59700, and 59702-59703 in the amount of \$217,988.21.

**COUNCILMEMBER MORTON MOVED, seconded by Councilmember Bennest,** to approve the Consent Agenda. **Passed 6/0.**

### **REGULAR MEETING**

- A. Contract Addendum – Black Diamond IT Services Agreement

Director Tiedeman explained the proposed addendum. He provided a brief update on the IT Department in general.

**COUNCILMEMBER MANLEY MOVED, seconded by Councilmember Bennest,** to approve the addendum to the existing IT Services contract with the City of Black Diamond, with an effective start date of August 1, 2016. **Passed 6/0.**

- B. Ordinance 1<sup>st</sup> Read – Transportation Impact Fees

Director Howlett explained the three parts included in this ordinance, and answered Council's questions. Discussion ensued.

Speaker	Comments
Rob MacDonald	It would be easier on a lot of individuals to wait until closing. It's hard to pay out before collecting any money from a sale. Some people are able to afford that, but many can't.

8:30pm Mayor Perry called a recess; 8:41pm called back to order.

C. Ordinance 1<sup>st</sup> Read – School Impact Fees

Director Howlett explained the proposed actions included with this ordinance, and answered Council's questions. Discussion ensued. Council requested that a school district representation come to explain the requested amounts.

Speaker	Comments
Rob MacDonald	Read from Section 7 (page 36), showing a contradiction

D. Project Acceptance – ADA Parking Lots

Director Howlett shared the completion of three ADA projects by slideshow.

**COUNCILMEMBER WHALEN MOVED**, seconded by Councilmember Bennest, to accept the ADA Compliance Project as complete and authorize the release of the retainage to the Contractor, pending proper releases from the State of Washington.

Speaker	Comments
Rob MacDonald	Wants to know if the designer is actually state-approved, citing spacing issues.

**Passed 6/0.**

E. Project Acceptance – Police Department Security Yard

Director Howlett and Chief Hernandez shared the completion of this project.

**COUNCILMEMBER MORTON MOVED**, seconded by Councilmember Ott, to accept the Police Station Security Improvements Project as complete and authorize the release of any retainage to the Contractor, subject to proper releases from the State of Washington.

**Passed 6/0.**

F. Personnel Policy Manual Update

Clerk Bolam explained the housekeeping updates necessary to line up with the recently-completed labor negotiations.

**COUNCILMEMBER WHALEN MOVED**, seconded by Councilmember Ott, to approve the updates to the Personnel Policies and Procedures Manual as presented. **Passed 6/0.**

G. Resolution – Exempt Personnel Policy Update

Clerk Bolam explained the same necessity for housekeeping updates.

**COUNCILMEMBER MORTON MOVED**, seconded by Councilmember Bennest, to adopt the attached Resolution amending the Exempt Employee Compensation Policy for clarification and to update the Severance Pay structure. **Passed 6/0.**

H. Stormwater Utility Analysis – Residential Properties

I. Stormwater Utility Analysis – Undeveloped Properties

Surface Water Compliance Officer Carter explained the recommended changes through a slide show and answered Council's questions. Discussion ensued.

J. Mayor Pro Tem Election

Councilmember Morton explained his desire to see a new Mayor Pro Tem elected. Clerk Bolam explained the nomination process.

Councilmember Whalen nominated Councilmember Johnson, who accepted the nomination.

Councilmember Morton nominated Councilmember Manley, who accepted the nomination.

Mayor Perry called for a roll call vote for each nominee, in order of nomination.

**COUNCILMEMBER WHALEN MOVED**, seconded by Councilmember Ott, to appoint Councilmember Johnson to the Mayor Pro Tem position. **The motion failed 3/3.**

**COUNCILMEMBER MORTON MOVED**, seconded by Councilmember Bennest, to appoint Councilmember Manley to the Mayor Pro Tem position. **The motion passed 4/2.**

**COUNCIL REPORTS**

Councilmember Whalen

- Experienced Milton's good reputation while out and about

Councilmember Bennest

- Expressed appreciation for Milton's city staff

Mayor Pro Tem Manley

- Observed citizens talking about road improvements on social media
- Questioned the practice of paying for certifications for employees
- A sidewalk in the 10<sup>th</sup> Ave/Interurban Trail vicinity is appropriate

Councilmember Ott

- Met some new residents, who commented on how great the Milton police department is

Councilmember Morton

- Reported on some great skate parks while on multi-state vacation – some are designed very well for both skateboards and bikes

Councilmember Johnson

- Would like to get the information out that abutting property owners are responsible for their ditches

- Participating in National Night Out, inviting people to join her for a walk, including dogs

### **STAFF REPORTS**

Director Howlett

- Provided an update on the Milton Way pedestrian improvement project

Chief Hernandez

- Shared a crime recap
- Getting lots of interest from potential laterals
- National Night Out coming – Officer Johnson in charge
- Mobile police app for smart phones coming

### **MAYOR'S REPORT**

- Clarified that the, while the park is closed at dusk, the sidewalk is not
- Experienced only respect from kids and adults playing Pokemon in the park
- Second car wash by the Event Committee was very successful
- Event Committee very organized this year
- Milton Days very full
- Thursday is the Grand Opening of 4Over print company
- PCCTA meeting this week
- Chamber lunch next week is about port traffic through Fife
- Follow up meeting regarding the lower ballfield name change – they've already started a 503, and there will be more on this – they are participating in Milton Days
- Great to see police officers seeking out employment with Milton
- Economic development is amping up
- Reminder to solidify your participation in the parade

### **ADJOURNMENT**

Adjourned at 10:45 p.m.

ATTEST:

\_\_\_\_\_  
Katie Bolam, City Clerk

\_\_\_\_\_  
Debra Perry, Mayor



**DRAFT CITY COUNCIL MINUTES**

**Special Meeting Monday,  
August 8, 2016 7:00 p.m.**

**CALL TO ORDER**

Mayor Perry called the Special Meeting to order at 7:05 p.m., and led the flag salute.

**ROLL CALL**

Present: Mayor Pro Tem Manley, Councilmembers Whalen, Bennest, Ott, Morton, and Johnson

**STAFF PRESENT**

Police Chief Hernandez, Finance Director Garrison, Interim Public Works Director Howlett, Sergeant Luckman, and City Clerk Bolam

**ADDITIONS / DELETIONS**

**CITIZEN PARTICIPATION**

<b>Speaker</b>	<b>Comments</b>
Steve Whitaker	Reporting regarding yard waste

**PRESENTATION** – Milton Police Department Mobile App

Chief Hernandez introduced Sergeant Luckman, who provided a presentation about the department’s new mobile app.

**PUBLIC HEARINGS**

A. Ordinance – Transportation Impact Fees Update

Director Howlett explained this item in brief.

Mayor Perry opened the Public Hearing at 7:21 p.m.

<b>Speaker</b>	<b>Comments</b>
Jacquelyn Whalen	Following up on comments made last week – as this ordinance reads, it seems to indicate that this applies only to SFR, even though it applies to every dwelling unit – please clarify

	Regarding the timing issue – hard time following the argument that this will benefit a homeowner – really about benefitting the developer
--	---

Mayor Perry closed the Public Hearing at 7:23 p.m.

**B. Ordinance – School Impact Fees Update**

Director Howlett explained this item in brief.

Mayor Perry opened the Public Hearing at 7:26 p.m.

<b>Speaker</b>	<b>Comments</b>
Jacquelyn Whalen	Page 21 of the packet – concern over the verbiage of SFR vs dwelling unit – does the Fife school district include duplexes in SFR or MFR? Page 22, similarly, dwelling unit or stand-alone house Hopes there's a representative from the school district as council requested.
Steve Whitaker	Concurs with Ms. Whalen's comments Would like to hear the justification for the drastic change and difference between SFR and MFR
MBA/Pierce County	Clerk read a letter received today into the record
Jacquelyn Whalen	Referring to the MBA flyer included in the packet, it says much about the growth of demands, but leaves off the growth in demand for services. Not commenting on the idea of a cap.

Mayor Perry closed the Public Hearing at 7:33 p.m.

**REGULAR MEETING**

**A. Ordinance – Transportation Impact Fees Update**

Mayor Perry invited management consultant Pete Lewis to address this item.

Mr. Lewis spoke to the deferral choices, explaining the benefit to the city of setting the deferral at the time of final inspection.

Director Howlett pointed out that the blank in the motion is to allow council to select the deferral choice.

Council comments and questions included:

- The administrative fee of \$250, which is not consistent with other jurisdictions. Finance Director Garrison explained the cost of filing liens.
- Opportunity to utilize the funds earlier when fee is required up front.
- The necessity to incentivize development is a real growth need.
- Without a strong transportation improvement fee, we can't improve the roads to improve the quality of lives of Milton's citizens.

Mr. Lewis explained the state mandate to allow for deferral. The choices don't include keeping it as is at the time of permit. Also, it's a tool for economic development, to incentivize development.

**COUNCILMEMBER OTT MOVED**, seconded by Councilmember Bennest, to approve the attached ordinance revising Chapter 16.85 of the Milton Municipal Code regarding Transportation Impact Fees and providing a mechanism for deferral of fee collection until final inspection.

Council expressed the desire to be fair to true costs, without concern over how it compares to neighboring jurisdictions.

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

**B. Ordinance – School Impact Fees Update**

Mayor Perry invited management consultant Pete Lewis to address this item.

Mr. Lewis spoke to the process by which school districts request impact fees and the authority of the council to agree or disagree. It is within the council's purview to accept whether or not there is justification for the requested amount.

Council comments and questions included:

- The fact that, in the past, this authority was not made clear.
- If the schools do not receive their request, do they not then go out to levy?
- Appreciation for the MBA/Pierce County letter.
- Unable to locate the Fife SD Capital Facilities Plan on the Fife schools' website.

Director Howlett pointed out that the blank in the motion is to allow council to select the deferral choice, and reminded council of the need to pass this portion by Sept 1.

**COUNCILMEMBER MORTON MOVED**, seconded by Councilmember Bennest, to approve the attached ordinance amending Section 13.42 of the Milton Municipal Code regarding School Impact Fees and providing a mechanism for deferral of fee collection until final inspection, with the fees of \$3,216 for single-family housing and \$1,755 for duplex/multi-family housing. **Passed 6/0.**

**C. Discussion – Park Impact Fees**

Director Howlett introduced this topic, explaining the difficulty as suggested earlier with comparing to other jurisdictions.

Council discussion included:

- Implementing the fee on just residential vs commercial, too
- Importance of interactive activities for all ages
- MRSC reports a wide range from \$250 - \$4500
- Photos of people having fun in parks sells the city
- History of discussion at the level of the Parks Board – falling far behind established level of service – Interurban Trail has helped bring it back
- Impact fees can only be used for system improvements and acquisitions
- Overall support for establishing this fee

**D. Authorization to Bargain with Fraternal Order of Police Lodge 27**

**COUNCILMEMBER WHALEN MOVED**, seconded by Councilmember Bennest, to authorize the Mayor to enter into contract negotiations with the Fraternal Order of Police, Lodge 27. **Passed 6/0.**

E. Resolution – IT Equipment Surplus and Resale Authorization

Chief Hernandez explained this request and the associated equipment.

**COUNCILMEMBER BENNEST MOVED**, seconded by Mayor Pro Tem Manley, to approve the attached Resolution declaring certain Police computer property as surplus and authorize transfer and sale of such property to City of Normandy Park. **Passed 6/0.**

F. Council Retreat Date

Mayor Perry and Chief Hernandez opened discussion regarding a potential Council retreat for September.

Discussion revealed support for a 4:30 pm start time on Monday, September 12, at a location to be determined.

G. Vacant Council Position #1

Mayor Perry opened the discussion. Council expressed support for an appointment process and for completion before the council retreat – set for a 6pm start time on Tuesday, September 6.

**COUNCIL REPORTS**

Councilmember Whalen

- No report

Councilmember Bennest

- Requested discussion or action on recycling bins in Milton

Councilmember Johnson

- Participated in National Night Out walk

Councilmember Morton

- Thanks to the Police Department for the new mobile app – great new tool
- Parks – staff does a great job doing what they can – just need a next step with funding and priority
- Anytime Fitness is open!

Councilmember Ott

- Thoughts and prayers with Councilwoman Zaroudny's family – she was a big part of the VFW and helped found the Milton Police Foundation

Mayor Pro Tem Manley

- Acknowledgment of Councilwoman Zaroudny's extensive community service – led a moment of silence
- Park impact fee of \$1600 would put Milton right at average among comparison cities
- Participated in National Night Out
- A dog park is worthwhile to discuss again

## **STAFF REPORTS**

Director Howlett

- Paving work beginning tomorrow on Yuma from 7<sup>th</sup>-15<sup>th</sup> for gas line
- Chamber lunch this week related to port traffic

Chief Hernandez

- Annexation discussions are happening

## **MAYOR'S REPORT**

- Councilwoman Zaroudny's passing has brought extreme sadness – the services are at the Sumner Cemetery at 1pm Friday, August 12, followed by a celebration service from 2-4pm at Dave's.
- Scheduled short power outage on Milton Way only affecting three houses – they've been notified – there will be a few more similar outages related to the pedestrian improvement project.
- Attended the 4Over Super Trade Printer Grand Opening
- Staff had a Milton Days meeting to finalize details – well-prepared earlier than ever before.
- Need members for the Civil Service board – Chief Hernandez expounded on this.
- Councilwoman Zaroudny was the chair of the Arts Commission and the History Board for many years, and she started the chalk art contest – looking for help for this year's contest.

## **ADJOURNMENT**

Adjourned at 10:00 p.m.

---

Debra Perry, Mayor

ATTEST:

---

Katie Bolam, City Clerk



**DRAFT CITY COUNCIL MINUTES**

---

**Special Meeting**  
**Tuesday, September 6, 2016**  
**6:00 p.m.**

**CALL TO ORDER**

Mayor Perry called the Special Meeting to order at 6:00 p.m., and led the flag salute.

**ROLL CALL**

Present: Mayor Pro Tem Manley, Councilmembers Whalen, Bennest, Ott, Morton, and Johnson; newly elected Councilman Boyle joined council after taking the Oath of Office

**STAFF PRESENT**

Police Chief Hernandez, Finance Director Garrison, Interim Public Works Director Howlett, Surface Water Compliance Officer Carter, and City Clerk Bolam

**INTERVIEWS TO FILL COUNCIL VACANCY FOR POSITION #1**

Council elected to have Mayor Perry ask the questions, and allow 10 minutes for each candidate. Interviews were conducted in the following order, coinciding with the date/time that applications were received by the City.

Steve Whittaker  
Mary Tompkins  
Tom Boyle  
Steve Williams  
Jim Heddlesten  
Leonard Sanderson  
Shanna Styron

**APPOINTMENT OF NEW COUNCIL MEMBER**

Mayor Perry asked Council if they prefer nomination or straight motion method; Council chose nomination process.

Mayor opened the floor to nominations.

Councilmember Whalen nominated Tom Boyle.  
Councilmember Bennest nominated Steve Whittaker.

Mayor Perry closed the floor to nominations.

Mayor Perry asked for a roll call for the first nominee, Tom Boyle. **The vote was in favor 6/0.**

### **OATH OF OFFICE**

Mayor Perry thanked all the candidates, encouraging those not elected to volunteer for one of the city's several committees.

Newly elected Councilman Boyle took the Oath of Office and immediately joined council for the remainder of the meeting.

Recess called from 7:34-7:40pm.

### **ADDITIONS / DELETIONS**

None.

### **CITIZEN PARTICIPATION**

<b>Speaker</b>	<b>Comments</b>
Nate & Carley Styron	Wanted to add to what they shared the last time speaking to council in order to share who Carson was – read letter from 7 <sup>th</sup> grade teacher when he was awarded Student of the Year
Kim Roscoe	Fife resident/FME Sports/Milton schools – in support of council reaching out to Park Board and considering renaming the park – shared research regarding Fife's Colburn Park – seen a lot of courage here and encouraged Milton council to never belittle members of the public coming forward – Mayor Perry asked Councilwoman Roscoe what prompted such a statement – Councilwoman Roscoe stated that she is a vocal member of the FME community and wished to speak up
Ashley Fuchs and son	Following up on petition previously filed with the city – acknowledged the fields are run down but they want to make them better with money raised – thanked mayor for 7/20 meeting and apologized for any unintended appearance of aggression – the booth/dunk tank at Milton Days was a great success raising support and awareness – asked two questions: <ul style="list-style-type: none"><li>• What is the number of signatures needed for this petition? Mayor Perry answered that there is no specific number, it is just a matter of showing taxpayer support.</li><li>• On that note, can we request this topic be added to an upcoming agenda? Mayor Perry answered that it is up to Council.</li></ul>
Nate Styron	Questioned why, in the July 18 minutes, council said that the time was not right for renaming the ball field. Council granted Mayor Perry the permission to speak freely, and she provided an historical perspective on the topic of memorializing things and places in Milton, the understanding of Carson's philosophy, the

	<p>poor condition of the field in question, and the belief that what they have started is just the foundation of a much bigger movement.</p> <p>Councilman Bennest explained that Council must look at the overall picture, including that the city has already put much money into the field, that there are big issues with it, as it is sinking.</p>
Steve Russell, Auburn, WA	<p>Great opportunity for council to educate the kids in the audience, and challenged the fact that government has to act slow, saying he thinks things can act quickly for the right reasons. The family is well aware of the park, but as Carson's word is Determination, they are determined to keep that park. They want to raise the funds to give back to the community that has given to them. It would have been easy for Carson's family to walk away – they mobilized these kids to do something right now. This community can make it happen.</p>
Scott Earle	<p>Current president of FME Little League – just like council dedicating time/passion to the city, Little League is closely knit and dedicated to the community – understands there are a lot of issues with the field, the complexity of it – perhaps there can be a feasibility committee created toward this – bigger than just this issue – supporting our kids – utilizing this terrible tragedy to motivate and impact generations of kids – civic action doesn't always go somewhere, but hopes to see it happen here.</p> <p>Mayor Pro Tem Manley shared how the passion he sees is similar to what it took for him to start Little League in Milton with no funds and few people – this is not just being passed on by – it is being considered.</p>

Mayor Perry closed Citizen Participation at 8:17pm

Councilmembers took turns reiterating appreciation for the efforts and passion to come to council and work toward this goal. They stated that there are processes that must be followed, and the seeming slow-going is important. They requested that people please give them time, that they are not ignoring the people or the issue.

**CONSENT AGENDA**

Approval of:

A. Voucher and Payroll Approval

- i. Approval of the checks/vouchers numbers 59770-59771, 59786-59859, 59864-59897, 59904-59980 in the amount of \$1,249,384.16
- ii. Approval of the payroll disbursement of 4818-4821, 59772-59785, 4022-4023, 59860-59863, 59898-59903 for August 19<sup>th</sup> in the amount of \$423,198.61.

B. Contract Amendment – Rate Increase from SCORE

**COUNCILMEMBER JOHNSON MOVED**, seconded by Councilmember Whalen, to approve the Consent Agenda. **Passed 7/0.**

Recess called from 8:23-8:43 pm.

**PUBLIC HEARING**

A. Ordinance – Park Impact Fees

Director Howlett spoke to both items 9A and 10A, providing a brief explanation of the ordinance proposed and referring to a handout table.

At 8:47 pm, Mayor Perry opened the Public Hearing.

<b>Speaker</b>	<b>Comments</b>
Kim Roscoe	Fife resident – current parks budget is less than \$200,000 for 2016 – as a neighboring city, thank you for the excellent parks – Milton Days has been our family’s staple – kids played on Lower Ballfields – many hours on the Interurban Trail – if I were a citizen, I would support this – my only question would be how much might be projected in revenue
Nate Styron	Supports this Park Impact Fee
Jacquelyn Whalen	Supports this Park Impact Fee – wonders if commercial development might be included – Director Howlett answered that most cities do not apply the fee to commercial development, but some do and council can choose to.

At 8:53 pm, Mayor Perry closed the public hearing.

**REGULAR MEETING**

A. Ordinance – Park Impact Fees

Director Howlett answered Council questions, and some discussion ensued, including much about including commercial development. Managing Consultant Pete Lewis and Chief Hernandez spoke to the Parks Comprehensive Plan and the different mechanisms for implementing this Fee at the residential vs the commercial level.

Staff will bring back a more in-depth look at justifiable residential amounts and options for including commercial development.

B. Ordinance 1<sup>st</sup> Read – Stormwater Code Update

Compliance Officer Carter explained the proposed ordinance and planned public hearing and 2<sup>nd</sup> read for the next regular meeting. He addressed Council’s questions/comments.

<b>Speaker</b>	<b>Comments</b>
Jacquelyn Whalen	Glad to see tiered system – thinks it’s a fairer approach – maybe raising these numbers by \$2-3 would give a nod to the fact that these numbers haven’t changed in many years – reference definition of pervious surface – possible need to update references and thresholds of detention systems – regarding annexations, determination may be needed regarding billing those who don’t receive other utility bills

C. Ordinance 1<sup>st</sup> Read – Lodging Tax Update

Director Garrison explained the background and need for this proposed ordinance.

D. Informational Item – 2<sup>nd</sup> Quarter Financial Statements

Director Garrison explained the inclusion of these quarterly statements.

E. Ordinance 1<sup>st</sup> Read – Budget Amendment #2 for 2016

Director Garrison presented details included in the proposed budget amendment. Managing Consultant Lewis addressed the projects that are being completed under the city's well-planned budget. Council expressed appreciation for the confidence they have in this document.

F. Contract Approval – E.L Associates

Mayor Perry explained the role of Managing Consultant Lewis, and the morphing scope of work that he has and will take on.

**COUNCILMEMBER BENNEST MOVED**, seconded by Mayor Pro Tem Manley, to approve the proposed contract extending services with E.L. Associates, formerly Pete Lewis Consulting and Facilitating, Inc.

Council expressed appreciation for the work of this consultant.

**The motion was voted on and passed 7/0.**

G. Contract Approval – ILA with City of Fife for Building Inspector Services

Director Howlett explained the need for this agreement for planned and unplanned absences in our building department.

**COUNCILMEMBER WHALEN MOVED**, seconded by Councilmember Bennest, to authorize the Mayor to execute an Interlocal Agreement between the City of Milton and the City of Fife for Fife to provide back-up services as needed related to building inspection services, as outlined in the attached Interlocal Agreement. **Passed 7/0.**

**COUNCIL REPORTS**

Councilmember Boyle

- Attended Milton Days – what a great event
- Thank you for appointment to Council

Councilmember Johnson

- Requests the audio-minutes technology added to the agenda for considering in the budget (Chief Hernandez explained the opportunity being researched through cable franchise)

Councilmember Morton

- Milton Way pedestrian improvement project is looking good

Councilmember Ott

- Milton Days was a success – lots of volunteers were impressive
- Requested attention given to the BPA substation issue

Councilmember Whalen

- Referred to property owner who caused power outages last year due to taking trees down, asking for follow up

Councilmember Bennest

- Milton Days was amazing – thanks to the Event Committee

Mayor Pro Tem Manley

- Observed vactor truck accomplished quick, efficient work

### **STAFF REPORTS**

Director Garrison

- Annual audit has begun

Director Howlett

- Meeting with EES tomorrow
- Joint technical meeting regarding the SR167 and SR519 projects

### **MAYOR'S REPORT**

- Spoke to the handout report regarding the Iron Horse Trail initiative
- Interviewed with Jack Chandler on King5 news today regarding the 911 Memorial
- Homelessness strategy meeting last week among Mayors
- PCCTA meeting last week – Dr. Chen/TPCHD presented on Health in All Policies
- Key/Lock update around city hall
- Finance Committee vacancy – suggest Councilwoman Johnson

### **ADJOURNMENT**

Adjourned at 10:50 p.m.

ATTEST:

---

Debra Perry, Mayor

---

Katie Bolam, City Clerk



**DRAFT CITY COUNCIL MINUTES**

---

**Council Retreat**  
**Monday, September 12, 2016**  
**4:30 p.m.**  
**The Meridian at Stone Creek, 1111 S 376<sup>th</sup> St, Milton, WA**

**CALL TO ORDER**

The meeting was called to order at 4:30 pm.

**ROLL CALL**

Present: Mayor Pro Tem Manley, Councilmembers Whalen, Bennest, Morton, Johnson, and Boyle

Absent: Councilmember Ott

**STAFF PRESENT**

Police Chief Hernandez, Finance Director Garrison, Interim Public Works Director Howlett, Community & Economic Development Director Morales, Managing Consultant Lewis, and City Clerk Bolam

**ORDER OF BUSINESS**

The retreat was facilitated by Managing Consultant Pete Lewis, with presentations provided by senior staff. Council provided goals they'd like to see over the next two years.

**ADJOURNMENT**

Adjourned at 9:10 p.m.

---

Debra Perry, Mayor

ATTEST:

---

Katie Bolam, City Clerk





# CHECK REGISTER

City Of Milton  
MCAG #: 0590

09/07/2016 To: 09/19/2016

Time: 11:57:55 Date: 09/15/2016  
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
<b>5750</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>59996</b>	<b>KEVIN BYRD 4514 LLC</b>	<b>3,059.00</b>	<b>Refund 1/28/16 Payment</b>
					001 - 345 81 04 000 - Commercial/Indust. Developm	-1,209.00	Refund SEPA & Sit Development
					001 - 345 81 05 000 - Boundary Adjustment	458.00	Boundary Line Income Offset Against Refund
					001 - 345 89 00 000 - Other Plng & Development F	-2,308.00	Refund SEPA & Sit Development
<b>5751</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>59997</b>	<b>AHBL, INC</b>	<b>3,400.00</b>	<b>Planning Services</b>
					001 - 558 50 41 000 - Professional Services	3,400.00	On-Site Staffing
<b>5752</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>59998</b>	<b>ALPINE PRODUCTS INC.</b>	<b>502.80</b>	<b>Street Material; Street Material</b>
					101 - 542 30 31 000 - Office and Operating Supplie	181.33	White Paint
					101 - 542 30 31 000 - Office and Operating Supplie	321.47	White Paint
<b>5753</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>59999</b>	<b>BLT SERVICE</b>	<b>697.43</b>	<b>Street Cleaning</b>
					101 - 542 30 48 000 - Repairs and Maintenance	697.43	Street Cleaning
<b>5754</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60000</b>	<b>CHASE PAYMENTECH</b>	<b>2,084.18</b>	<b>Credit Card Processing</b>
					406 - 531 10 41 000 - Professional Services	416.84	Credit Card Processing
					401 - 533 10 41 000 - Professional Services	833.67	Credit Card Processing
					403 - 534 10 41 000 - Professional Services	833.67	Credit Card Processing
<b>5755</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60001</b>	<b>CIT TECHNOLOGY (QDS)</b>	<b>77.12</b>	<b>Copier Lease PD</b>
					107 - 521 20 45 000 - Operating Rentals and Lease	77.12	Copier Lease PD - Additional Amount Due
<b>5756</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60002</b>	<b>CODE PUBLISHING COMPANY</b>	<b>1,154.72</b>	<b>Code Update</b>
					001 - 511 30 41 000 - Offic'l Pub/Code Publishing	1,154.72	Code Update
<b>5757</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60003</b>	<b>DKS ASSOCIATES</b>	<b>3,345.00</b>	<b>Consulting Services</b>
					401 - 533 10 41 000 - Professional Services	3,345.00	Energy Efficiency Consulting
<b>5758</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60004</b>	<b>DRIVESAVERS, INC</b>	<b>5,310.00</b>	<b>Professional Services</b>
					503 - 518 80 41 001 - Professional Services - IT	5,310.00	Data Recovery
<b>5759</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60005</b>	<b>EMPLOYMENT PUBLISHING</b>	<b>948.48</b>	<b>Advertising</b>
					001 - 513 10 41 002 - Advertising	948.48	Employment Advertising
<b>5760</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60006</b>	<b>FERGUSON ENTERPRISES, INC. #1539</b>	<b>1,602.58</b>	<b>Water Material; Water Material; Water Material</b>
					403 - 534 50 31 000 - Office and Operating Supplie	1,171.95	Brass Fittings
					403 - 534 50 35 000 - Small Tools and Equipment	140.93	Hole Saw
					403 - 534 50 35 000 - Small Tools and Equipment	289.70	Hole Saw
<b>5761</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60007</b>	<b>FIFE SERVICE &amp; TOWING</b>	<b>170.94</b>	<b>Towing Service</b>
					501 - 548 30 41 000 - Professional Services	170.94	#42 Towing Service
<b>5762</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60008</b>	<b>GENERAL PACIFIC, INC.</b>	<b>3,866.20</b>	<b>Electric Material</b>
					402 - 594 33 63 082 - Capital Expenditures - Milto	3,866.20	Switch
<b>5763</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60009</b>	<b>GOVERNMENTJOBS.COM, INC.</b>	<b>1,378.44</b>	<b>Software License</b>
					001 - 517 60 49 002 - Misc Exp - Dues & Members	1,378.44	Performance Evaluation Software License
<b>5764</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60010</b>	<b>J. THAYER COMPANY</b>	<b>554.66</b>	<b>Central Store Office Supplies</b>
					001 - 518 50 31 000 - Office Supplies - Central Sto	554.66	Folders, Binders, Toner & Storage Boxes
<b>5765</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60011</b>	<b>KIMBALL MIDWEST</b>	<b>850.93</b>	<b>Fleet Material; Fleet Material</b>
					501 - 548 30 31 000 - Office & Operating Supplies	330.33	Push Button & Nipples
					501 - 548 30 31 000 - Office & Operating Supplies	520.60	Washers, Bolts & Fittings
<b>5766</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60012</b>	<b>LARSCO, INC</b>	<b>158.52</b>	<b>Fleet Material</b>

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

09/07/2016 To: 09/19/2016

Time: 11:57:55 Date: 09/15/2016  
Page: 2

Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		501 - 548 30 31 000		Office & Operating Supplies	158.52	Fuses, Volt Tester & Colored Tape
<b>5767</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60013 LEADSONLINE</b>	<b>1,428.00</b>	<b>Police System Renewal</b>
		107 - 521 20 41 001		Professional Services - IT	1,428.00	Investigation System Service Package Renewal
<b>5768</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60014 NATIONAL BARRICADE CO., LLC</b>	<b>295.87</b>	<b>PW Material</b>
		406 - 531 30 31 000		Operating Supplies	98.63	Signs
		403 - 534 50 31 000		Office and Operating Supplie	98.62	Signs
		101 - 542 30 31 000		Office and Operating Supplie	98.62	Signs
<b>5769</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60015 NAVIA BENEFIT SOLUTIONS</b>	<b>50.00</b>	<b>FSA Admin Fee</b>
		001 - 517 30 49 000		FSA Plan Fees	50.00	FSA Administrative Fee
<b>5770</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60016 NAVIA BENEFIT SOLUTIONS</b>	<b>50.00</b>	<b>FSA Claims</b>
		631 - 586 00 00 008		Discovery Benefits	50.00	FSA Claims
<b>5771</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60017 NEWS TRIBUNE, THE</b>	<b>2,359.88</b>	<b>Legal Notice; Legal Notice</b>
		001 - 511 60 41 002		Advertising	112.78	Meeting 9/6
		001 - 513 10 41 002		Advertising	96.70	Ordinance 16-1898, 1899
		001 - 513 10 41 002		Advertising	53.82	Meeting 8/8
		001 - 513 10 41 002		Advertising	66.64	Meeting 8/8
		001 - 513 10 41 002		Advertising	37.74	Meeting 9/6
		001 - 513 10 41 002		Advertising	43.10	Ordinance 1898, 1899 Correction
		001 - 513 10 41 002		Advertising	64.54	Meeting 9/6
		001 - 513 10 41 002		Advertising	59.18	Traffic Impact Fees & School Fee
		001 - 513 10 41 002		Advertising	75.26	Meeting 7/11
		001 - 513 10 41 002		Advertising	837.43	Bids Stormwater LID Retrofit Project
		001 - 513 10 41 002		Advertising	837.43	Bids Stormwater LID Retrofit Project
		107 - 521 20 41 002		Advertising	75.26	Ordinance 16-1897
<b>5772</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60018 NORTHWEST CUSTOM APPAREL</b>	<b>1,087.44</b>	<b>PW Material</b>
		406 - 531 30 20 002		Uniforms	362.48	Safety Vest & Tee Shirts
		403 - 534 50 20 002		Uniforms	362.48	Safety Vest & Tee Shirts
		101 - 542 30 20 002		Uniforms	362.48	Safety Vest & Tee Shirts
<b>5773</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60019 PIERCE CO BUDGET &amp; FINANCE</b>	<b>191.97</b>	<b>Crime Victims</b>
		001 - 586 12 00 000		Crime Victims Comp Fund	191.97	Crime Victims
<b>5774</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60020 PIERCE COUNTY COMMUNITY NEWSPAPER GROUP</b>	<b>1,800.00</b>	<b>Monthly Mailing Service; Monthly Mailing Service; Monthly Mailing Service</b>
		001 - 513 10 41 002		Advertising	600.00	Monthly Mailing Service
		001 - 513 10 41 002		Advertising	600.00	Monthly Mailing Service
		001 - 513 10 41 002		Advertising	600.00	Monthly Mailing Service
<b>5775</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60021 PIERCE COUNTY SEWER</b>	<b>197.08</b>	<b>Sewer; Sewer; Sewer; Sewer; Sewer</b>
		001 - 518 30 47 000		Public Utility Service	43.51	Sewer
		107 - 521 20 47 000		Utilities	34.08	Sewer
		401 - 533 50 47 000		Public Utility Services	31.24	Sewer
		001 - 569 00 47 000		Public Utilities-SC	34.07	Sewer

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

09/07/2016 To: 09/19/2016

Time: 11:57:55 Date: 09/15/2016  
Page: 3

Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 575 50 47 000 - Public Utilities Services			18.88	Sewer
		001 - 576 80 47 000 - Public Utility Service			35.30	Sewer
<b>5776</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60022 PROGLASS, INC.</b>	<b>2,524.58</b>	<b>Electric Material</b>
		401 - 533 50 31 000 - Operating Supplies			2,524.58	Secondary Groundsleeve
<b>5777</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60023 PRS GROUP, INC</b>	<b>1,356.60</b>	<b>PW Material; PW Material; PW Material</b>
		406 - 531 30 47 000 - Public Utility Services			450.50	Disposal Fee
		406 - 531 30 47 000 - Public Utility Services			366.35	Disposal Fee
		406 - 531 30 47 000 - Public Utility Services			539.75	Disposal Fee
<b>5778</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60024 PUGET SOUND REGIONAL COUNCIL</b>	<b>2,220.00</b>	<b>2017 Dues</b>
		001 - 513 10 49 001 - Misc/Dues & Memberships			2,220.00	2017 Dues
<b>5779</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60025 CITY OF PUYALLUP</b>	<b>206,106.09</b>	<b>Court Services; Jail Services; Jail Services; Jail Services; Jail Services; Jail Services; Annual Court Contract Service Fee</b>
		001 - 512 50 41 000 - Professional Services			6,987.09	Court Services - 2nd Qtr 2016
		001 - 512 50 41 000 - Professional Services			187,674.00	Annual Court Contract Service Fee
		107 - 523 60 51 000 - Intergov. Jail Services			-130.00	Jail Services Overbilled - Jan 2016
		107 - 523 60 51 000 - Intergov. Jail Services			130.00	Jail Services Additional - Feb 2016
		107 - 523 60 51 000 - Intergov. Jail Services			1,140.00	Jail Services Additional - March 2016
		107 - 523 60 51 000 - Intergov. Jail Services			975.00	Jail Services Additional - March 2016
		107 - 523 60 51 000 - Intergov. Jail Services			715.00	Jail Services Additional - April 2016
		107 - 523 60 51 000 - Intergov. Jail Services			8,615.00	Jail Services - June 2016
<b>5780</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60026 ROB REED</b>	<b>8.10</b>	<b>Mileage Reimbursement</b>
		503 - 518 80 43 000 - Travel			8.10	Mileage Reimbursement IT - Reed
<b>5781</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60027 SEATTLE PUMP AND EQUIPMENT CO</b>	<b>634.74</b>	<b>Fleet Material</b>
		501 - 548 30 34 000 - Parts			634.74	#41 Flex Hose
<b>5782</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60028 STANDARD PARTS CORPORATION (NAPA)</b>	<b>150.98</b>	<b>Fleet Material; Fleet Material</b>
		501 - 548 30 31 000 - Office & Operating Supplies			94.72	Oil & Windshield Wash
		501 - 548 30 31 000 - Office & Operating Supplies			56.26	Fuses & Wire
<b>5783</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60029 TACOMA POWER</b>	<b>70,000.00</b>	<b>Electric Dept</b>
		402 - 594 33 63 110 - 20th Ave Interconnect			70,000.00	Install Recloser Work
<b>5784</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60030 SUSAN E. TIMM</b>	<b>25.87</b>	<b>Mileage Reimbursement</b>
		001 - 518 90 49 000 - Misc/Other Exp			25.87	CAEC Training Class Mileage - Timm
<b>5785</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60031 UNIFIRST CORPORATION</b>	<b>260.82</b>	<b>Uniforms; Uniforms</b>
		001 - 518 30 20 002 - Uniforms			9.04	Uniforms
		406 - 531 30 20 002 - Uniforms			23.50	Uniforms
		401 - 533 50 20 002 - Uniforms			87.50	Uniforms
		403 - 534 50 20 002 - Uniforms			7.95	Uniforms
		403 - 534 50 20 002 - Uniforms			75.00	Uniforms
		101 - 542 30 20 002 - Uniforms			30.75	Uniforms
		501 - 548 30 20 002 - Uniforms			18.04	Uniforms
		001 - 576 80 20 002 - Uniforms			9.04	Uniforms
<b>5786</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60032 US BANK ACCOUNTABILITIES</b>	<b>66.55</b>	<b>Copier Lease</b>
		107 - 521 20 45 000 - Operating Rentals and Lease			66.55	PD Clerk Copier Lease

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

09/07/2016 To: 09/19/2016

Time: 11:57:55 Date: 09/15/2016  
Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
<b>5787</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60033</b>	<b>TREASURY DIV.-MONEY CENTE US BANK N.A. - CUSTODY TREASURY</b>	<b>36.00</b>	<b>Safekeeping Fees</b>
					001 - 514 20 49 000 - Miscellaneous	36.00	Safekeeping Fees
<b>5788</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60034</b>	<b>UTILITIES UNDERGROUND LOC CENT</b>	<b>70.84</b>	<b>Monthly Locates</b>
					401 - 533 50 41 000 - Professional Services	35.42	Monthly Locates
					403 - 534 50 41 000 - Professional Services	35.42	Monthly Locates
<b>5789</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60035</b>	<b>WA STATE TREASURER</b>	<b>12,074.20</b>	<b>Court Remittance &amp; Bldg Code</b>
					001 - 586 00 00 001 - Building Code Fee	27.00	Building Code Fees
					001 - 586 00 00 003 - Misc Non-Expenditure	6.61	Court Remittance
					001 - 586 83 00 000 - Trama/Auto Theft/Brain Inju	1,005.49	Court Remittance
					001 - 586 88 00 000 - State General Fund 54 (PSE)	86.87	Court Remittance
					001 - 586 89 00 000 - Death Investigation Account	270.70	Court Remittance
					001 - 586 91 00 000 - State General Fund 40 (PSE)	5,504.38	Court Remittance
					001 - 586 92 00 000 - State General Fund 50 (PSE)	2,967.16	Court Remittance
					001 - 586 96 00 000 - Lab Blood/Breath	2.75	Court Remittance
					001 - 586 97 00 000 - JIS	2,048.76	Court Remittance
					001 - 586 99 00 000 - School Zone Safety	154.48	Court Remittance
<b>5790</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60036</b>	<b>WASHINGTON TRACTOR</b>	<b>1,912.15</b>	<b>Fleet Material</b>
					501 - 548 30 34 000 - Parts	1,912.15	#47 Bearings
<b>5791</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60037</b>	<b>WATER MANAGEMENT LABORATORIES</b>	<b>449.00</b>	<b>Water Testing; Water Testing</b>
					406 - 531 30 41 000 - Professional Services	220.00	Surface Water Testing Surprise Lake
					403 - 534 51 41 000 - Professional Services	229.00	Water Testing
<b>5792</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>60038</b>	<b>WESTERN MACHINE WORKS, INC</b>	<b>281.05</b>	<b>Fleet Material</b>
					501 - 548 30 34 000 - Parts	281.05	#47 Mower Access Door Rods
<b>5793</b>	<b>09/12/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60039</b>	<b>XPRESS BILL PAY ACCOUNTS PAYABLE</b>	<b>887.15</b>	<b>Online Web Payment Services</b>
					406 - 531 10 41 000 - Professional Services	292.76	Online Web Payment Services Fee
					401 - 533 10 41 000 - Professional Services	301.63	Online Web Payment Services Fee
					403 - 534 10 41 000 - Professional Services	292.76	Online Web Payment Services Fee
<b>5799</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>60040</b>	<b>GOLLEHON JEREMY APPLETON NATHAN</b>	<b>190.98</b>	<b>Refund inactive customer credit balance</b>
					406 - 343 10 00 000 - Storm Drainage Fees	-91.44	
					401 - 343 30 00 000 - Electric Sales	-11.55	
					403 - 343 40 10 000 - Water Sales	-87.99	
<b>5800</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>60041</b>	<b>EDGEWOOD PROPERTY DEVELOPMENT LLC</b>	<b>110.61</b>	<b>Refund inactive customer credit balance</b>
					403 - 343 40 10 000 - Water Sales	-110.61	
<b>5801</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>60042</b>	<b>MICHAEL &amp; ELIZABETH HARDIN</b>	<b>24.27</b>	<b>Refund inactive customer credit balance</b>
					401 - 343 30 00 000 - Electric Sales	-24.27	
<b>5802</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>60043</b>	<b>TOM L HARPER JR</b>	<b>78.78</b>	<b>Refund inactive customer credit balance</b>
					406 - 343 10 00 000 - Storm Drainage Fees	-8.65	
					401 - 343 30 00 000 - Electric Sales	-15.35	
					403 - 343 40 10 000 - Water Sales	-54.78	

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

09/07/2016 To: 09/19/2016

Time: 11:57:55 Date: 09/15/2016  
Page: 5

Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
<b>5803</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>60044 DENNIS &amp; AMY LOCKE</b>	<b>103.30</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-42.53	
		401 - 343 30 00 000 - Electric Sales			-8.52	
		403 - 343 40 10 000 - Water Sales			-67.25	
		401 - 369 91 00 401 - Misc Revenue			15.00	
<b>5804</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60045 MILTON CITY OF</b>	<b>185.00</b>	<b>Refund Inactive Customer Credit Balance - Acct 13100 Dylan Benkert</b>
		401 - 343 30 00 000 - Electric Sales			-185.00	
<b>5805</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>60046 ROCKS IN THE BAY LLC</b>	<b>167.32</b>	<b>Refund inactive customer credit balance</b>
		403 - 343 40 10 000 - Water Sales			-167.32	
<b>5806</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>60047 SAGER HOMES</b>	<b>128.03</b>	<b>Refund inactive customer credit balance</b>
		401 - 343 30 00 000 - Electric Sales			-28.03	
		403 - 343 40 10 000 - Water Sales			-100.00	
<b>5807</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>60048 DAVID TOWNSEND</b>	<b>434.38</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-155.41	
		401 - 343 30 00 000 - Electric Sales			-50.65	
		403 - 343 40 10 000 - Water Sales			-243.32	
		401 - 369 91 00 401 - Misc Revenue			15.00	
<b>5808</b>	<b>09/15/2016</b>	<b>Claims</b>	<b>1</b>	<b>60049 DONNA TOWNSEND</b>	<b>104.72</b>	<b>Refund inactive customer credit balance; Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-14.98	
		406 - 343 10 00 000 - Storm Drainage Fees			-32.07	
		401 - 343 30 00 000 - Electric Sales			26.09	
		401 - 343 30 00 000 - Electric Sales			-14.22	
		403 - 343 40 10 000 - Water Sales			-18.83	
		403 - 343 40 10 000 - Water Sales			-50.71	
<b>5809</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60050 SANDRA ALLEN</b>	<b>4,000.00</b>	<b>Judge Services</b>
		001 - 512 50 41 000 - Professional Services			4,000.00	Monthly Judge Services
<b>5810</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60051 ALP INDUSTRIES</b>	<b>26.09</b>	<b>Water Material</b>
		403 - 534 51 31 000 - Office and Operating Supplie			26.09	Tool Box Cables
<b>5811</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60052 BIG JOHN'S TROPIES INC</b>	<b>13.51</b>	<b>Name Plates</b>
		001 - 511 60 49 000 - Miscellaneous			13.51	Name Plate - Boyle
<b>5812</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60053 COBALT STORAGE</b>	<b>135.00</b>	<b>Archive Storage</b>
		001 - 518 50 45 000 - Operating Leases			135.00	Archive Storage
<b>5813</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60054 COLUMBIA BANK</b>	<b>3,618.24</b>	<b>Service Charges</b>
		001 - 512 50 41 000 - Professional Services			33.08	Service Charges
		001 - 514 20 41 000 - Professional Services			90.00	Service Charges
		406 - 531 10 41 000 - Professional Services			699.04	Service Charges
		401 - 533 10 41 000 - Professional Services			1,398.06	Service Charges
		403 - 534 10 41 000 - Professional Services			1,398.06	Service Charges
<b>5814</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60055 COMCAST BUSINESS</b>	<b>1,525.23</b>	<b>Phone &amp; Internet</b>
		001 - 513 10 42 000 - Communication			76.26	Phones & Internet
		001 - 514 20 42 000 - Communication			76.26	Phones & Internet
		001 - 518 30 42 000 - Communication			38.13	Phones & Internet
		001 - 518 90 42 000 - Communication			38.13	Phones & Internet
		107 - 521 20 42 000 - Communication			228.78	Phones & Internet
		406 - 531 10 42 000 - Communication			152.52	Phones & Internet
		401 - 533 10 42 000 - Communications			335.55	Phones & Internet
		403 - 534 10 42 000 - Communication			350.80	Phones & Internet

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

09/07/2016 To: 09/19/2016

Time: 11:57:55 Date: 09/15/2016  
Page: 6

Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		101 - 542 30 42 000		Communication	76.26	Phones & Internet
		501 - 548 30 42 000		Communications	38.13	Phones & Internet
		001 - 558 50 42 000		Communications	38.13	Phones & Internet
		001 - 558 60 42 000		Communication	38.13	Phones & Internet
		001 - 576 80 42 000		Communication	38.15	Phones & Internet
<b>5815</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60056 COPY WRIGHTS INC</b>	<b>51.36</b>	<b>Business Cards</b>
		001 - 558 60 49 003		Misc/Outside Printing	51.36	Business Cards - Hatch
<b>5816</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60057 JOSE &amp; BOBBIE DE LA CRUZ</b>	<b>250.00</b>	<b>Building Rental Deposit Refund</b>
		001 - 586 00 00 002		Refund Facility Deposit	250.00	Building Rental Deposit Refund
<b>5817</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60058 DESTINY SOFTWARE, INC</b>	<b>6,570.00</b>	<b>Software</b>
		503 - 518 80 41 001		Professional Services - IT	6,570.00	Annual Renewal Hosted Services
<b>5818</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60059 GATEWAY SERVICES</b>	<b>5.00</b>	<b>Web Payments Services</b>
		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
<b>5819</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60060 GC SYSTEMS INC</b>	<b>56.89</b>	<b>Water Material</b>
		403 - 534 51 31 000		Office and Operating Supplie	56.89	Fittings Water Treatment Plant
<b>5820</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60061 HACH COMPANY</b>	<b>499.78</b>	<b>Water Material</b>
		403 - 534 51 31 000		Office and Operating Supplie	499.78	Water Testing Supplies
<b>5821</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60062 MILTON CITY OF</b>	<b>41,666.17</b>	<b>City Utility Tax</b>
		406 - 531 10 44 001		Utility Taxes	6,511.35	City Utility Tax
		401 - 533 10 44 001		Utility Tax	15,540.35	City Utility Tax
		403 - 534 10 44 001		Utility Tax	19,614.47	City Utility Tax
<b>5822</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60063 NORTHSTAR CHEMICAL</b>	<b>5,251.20</b>	<b>Water Material</b>
		403 - 534 51 31 000		Office and Operating Supplie	5,251.20	Sodium Hydroxide
<b>5823</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60064 KAYLEE OLSON</b>	<b>250.00</b>	<b>Rental Deposit Refund</b>
		001 - 586 00 00 002		Refund Facility Deposit	250.00	Rental Deposit Refund
<b>5824</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>E60065 DEBRA PERRY</b>	<b>40.00</b>	<b>Mayor Supplies</b>
		406 - 531 10 31 000		Office and Operating Supplie	40.00	Vases & Christmas Ornaments
<b>5825</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60066 PRS GROUP, INC</b>	<b>1,618.40</b>	<b>Stormwater Material; Stormwater Material; Stormwater Material</b>
		406 - 531 30 47 000		Public Utility Services	372.30	Sludge Disposal
		406 - 531 30 47 000		Public Utility Services	550.80	Sludge Disposal
		406 - 531 30 47 000		Public Utility Services	695.30	Sludge Disposal
<b>5826</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60067 RODARTE CONSTRUCTION INC.</b>	<b>390,896.71</b>	<b>Milton Way Ped Imp Estimate #3</b>
		310 - 595 30 63 082		Milton Way Ped Improv	390,896.71	Milton Way Ped Imp Estimate #3
<b>5827</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60068 RWC GROUP</b>	<b>105.45</b>	<b>Fleet Material</b>
		501 - 548 30 34 000		Parts	105.45	#49 Backup Lights & Alarm
<b>5828</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60069 RYAN HERCO PRODUCTS CORP</b>	<b>245.11</b>	<b>Water Material; Water Material</b>
		403 - 534 51 31 000		Office and Operating Supplie	121.01	PVC Fittings
		403 - 534 51 31 000		Office and Operating Supplie	124.10	PVC Fittings
<b>5829</b>	<b>09/16/2016</b>	<b>Claims</b>	<b>1</b>	<b>60070 UNIFIRST CORPORATION</b>	<b>259.45</b>	<b>Uniforms; Uniforms</b>
		001 - 518 30 20 002		Uniforms	9.04	Uniforms
		406 - 531 30 20 002		Uniforms	23.50	Uniforms
		401 - 533 50 20 002		Uniforms	86.24	Uniforms





**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** September 19, 2016  
**Re:** Public Hearing 2016 Budget Amendment #2

---

**ATTACHMENTS:** See Item 7A

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing

---

**Discussion:**

The 2016 Budget was adopted with Ordinance No. 1884-15 on December 7, 2015. The Budget was amended with Ordinance No. 1894-16 on April 5, 2016.

This Amendment allows for an increase in the Ending Fund Balance for the General Fund and makes the statement for the work being done in the City. The proposed adjustments are itemized in the Proposed Budget Changes Report. This proposal was before Council at the meeting on September 6<sup>th</sup> for review and a first reading of the Ordinance.

This is the opportunity for the Public to comment and make their wishes known to Council.



**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** September 19, 2016  
**Re:** Public Hearing for Lodging Tax Regulations

---

**ATTACHMENTS:** See Item 7B

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

---

**Issue:** Amending the Lodging Tax Regulations in Chapter 3.17 Milton Municipal Code to include a “special excise tax” of two percent that shall apply to all charges made for the furnishing of lodging that is subject to the tax at establishments with 59 or fewer rooms/units that are located within the King County portion of the City.

This is the opportunity for the Public to comment on this addition to Milton Municipal Code.



**To:** Mayor Perry and City Council Members  
**From:** Mark Howlett, Interim Public Works Director  
 Jamie Carter, Stormwater Compliance Inspector  
**Date:** September 19, 2016  
**Re:** **Public Hearing – Residential and Undeveloped Parcel Stormwater Billing**

---

**ATTACHMENTS:** See Item 7C

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

---

**Issue:** Analysis of the stormwater fee audit performed for the City has revealed that the current system of collection is unnecessarily complicated. The fact that Stormwater is not billed based on consumption, like water and power, further complicates the analysis and confuses some customers.

Assessing residential customers and undeveloped parcels according to the current code is problematic in two ways:

- The cost/benefit for someone to analyze almost every residential and undeveloped property in town is a loss for the City. Even though much of the information is provided by the rate audit that has been performed, just the act of implementing all of the changes in billing that the audit exposed would require a full time employee for a period of years.
- It led to increases in billing statements up to 6-fold for some residential customers.

**Discussion:** A more uniform method of calculation will make the City of Milton more consistent with other municipalities, be more cost-effective to administer, and be simpler for customers to understand. To that end staff recommends using a base rate of \$15.50 and implementing a tiered system for residential customers and charging undeveloped parcels, defined as lots with less than 750 square feet of impervious surface, annually.

**Recommendation:**

- All single family residences and duplexes will be grouped into one of three tiers. Each tier will represent a higher percentage of impervious area in relation to overall size of the lot or parcel.
- Charge a base rate of \$15.50 and escalate each tier by \$10.00.
- Adopt new code language that collects the \$5.10 monthly rate for an undeveloped parcel in Milton on an annual basis. Also, define undeveloped parcel as a parcel with less than 750 square feet of impervious surface.

Tier	Percent of Impervious	Monthly Rate
	<750 sq. ft. total	\$5.10
1	0-40%	\$15.50
2	41-70%	\$25.50
3	71% +	\$35.50

The purpose of this public hearing is to allow citizens the opportunity to express opinions on this topic.



**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** September 19, 2016  
**Re:** **Ordinance 2<sup>nd</sup> Read/Adopt – 2016 Budget Amendment #2**

---

**ATTACHMENTS:** Budget Amendment Ordinance  
Exhibit A  
Exhibit B  
Itemized Report of Proposed Budget Changes

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing

**Recommended Action:** I move to accept this as the second reading of this second budget amendment for fiscal year 2016 and adopt the Ordinance with Exhibits A & B.

**Fiscal Impact/Source of Funds:** Outlined in the Proposed Budget Changes document

---

**Discussion:** This Budget Amendment was brought before Council at their regular meeting on September 6, 2016 for a first reading. A Public Hearing was held earlier in the Agenda of this meeting, allowing the opportunity for the Citizens to express their comments and concerns.

This Budget Amendment reflects the work being done in the City and speaks highly of the diligence of City Staff. The original 2016 Budget was adopted with Ordinance No. 1884-15 on December 7, 2015 and was amended with Ordinance No. 1894-16 on April 5, 2016.

The proposed adjustments in this second amendment are:

- Increasing General Fund Revenue to accept additional funding from: Tax Revenue (Local Sales Tax, Zoo/Park Tax, Electric Utility Tax, Sewer Utility Tax, Gambling Excise Tax); Misc. Permits/Other Events; Charges for services (to include Development Charges, Plan Review Fees and Interfund Rentals); Fines and Penalties; Misc. Revenue (to include Interest Income and WCIA Grants).
- Changing General Fund Expenditures to appropriate for changes in: Salaries and Benefits (in part due to the IBEW Contract and in part due to changes in where employees are spending their time vs. where it was anticipated that they would be spending their time); IT appropriations for internal services provided by the IT department (we continue to refine the allocations to better reflect the actual cost for internal services, these charges are based on employee FTE's and on the actual equipment and the purpose the equipment is serving); Court Expenses (increasing for anticipated additional costs); Legal Services changed to better define the type of services that are being utilized; Supplies for staff to work with as they provide service (some of these are basic office supplies some are required operating supplies); Professional Services (these are services

that are required to assist City Staff with project specific information); and Repairs and Maintenance (Staff has been tasked with getting projects done and keeping City equipment at optimal levels for productive use of time. Some of the expenses have been anticipated and some have come up as the work gets done.)

- Increasing the Budgeted Interfund Transfer to the Street Department (with Staff being tasked to track their time on their time cards, it has brought a more accurate accounting of where time is being spent and this year the Streets have been a major focus. This has resulted in the need for additional Street Funding.)
- Increasing the Street Fund contribution from the General Fund and changing the Inter-fund transfer to show clearly that it is coming from REET funding, rather than flowing it through the Capital Improvement Fund, as has been done in the past.
- Increasing the Street Fund appropriations for: Wages and Benefit (more time has been spent on Street projects and less on Water and Stormwater); Supplies (more supplies are needed to do the projects that are being done); IT Services (service cost is based in part on FTE's and in part on Equipment that Staff uses, as more staff time is spent working on Streets more IT services are accounted for in time and equipment); Operating Leases and Equipment Repairs (as more projects are done, more equipment is utilized, including from the other departments, also the space rents were adjusted with the appraisal performed identifying the current market value of commercial space).
- Increasing Revenue for the Strategic Reserve Fund: Investment interest is up from the anticipated level. This change increases revenue for the funds that have money in Investment Accounts.
- The Criminal Justice Fund is showing increases in Revenue from: Collections of Animal Licenses; Alarm Permits; Grants from the Criminal Justice Training Commission and the Traffic Safety Commission; adjusting State Shared Revenue; Charges for Services (minor changes, moving some of these Court collected fees over to this fund from the General Fund); Insurance Recoveries (these are carried over from 2015, with the funding not being received until after the first of the new year).
- The Criminal Justice Fund is increasing some appropriations for: purchasing equipment covered by Grants; additional IT equipment required for the change to South Sound 911; IT Internal Services (additional equipment and time required for required upgrades and allocated costs for the FTE's and equipment being serviced by the IT Department); Repairs and Maintenance for equipment; Dues and Memberships; Jail Services; Council approved increase in Dispatch Services and Animal Control Service costs.
- Accepting increases in collections of REET I & II Taxes and interest on investments.
- Accepting increases in collections of Traffic Impact Fees and interest on investments.
- Accepting anticipated increases in Revenue for the Electric Utility Fund. Increased: Electrical permit activity; collections on Electricity Sales, Interfund Rentals (the Electric Utility owns the Public Works Shops and leases space to the other Utility Funds, the rent was adjusted with the appraisal on Commercial lease rates); and Penalties (due in part to the dedicated efforts of staff to collect old past due accounts); Investment earnings.
- Changes in the Electric Utility Fund appropriations for: increases in Wages and Benefits; IT services; Communications; Utility Taxes (as revenue increases so do Utility Taxes); Dues and Memberships; the cost of electricity purchased from BPA; the cost of providing the energy efficiency incentives (these incentives are paid primarily by BPA); Operating Tools and Equipment; increased contributions to the Capital Fund and the Asset Replacement Fund.
- Accepting anticipated increases in Water Utility Fund collections for: Reimbursable Services and Materials; Penalties; Investment earnings; and the issuance of Certificates of Water Availability.
- Changes in the Water Utility Fund appropriations for: Wages (Administration increased and Operations decreased, as more operations time has been being spent on Street projects);

Uniforms; Small tools and equipment; Communications; Travel; Insurance (reduced anticipated expenses); Repairs; Dues and Training; Operating Rentals and Leases increased due to the change in appropriate rental charges; Equipment Repairs increased over the original appropriation; System Repairs for Water Quality increased over anticipated appropriation; and identifying the contributions to Capital Improvements and Asset Replacement Funds.

- Accepting anticipated increase in Stormwater Utility fund revenue for: Clear & Grade Permits; Fees for Service and Interest on Investments. The Capital Fund for Stormwater has increases in Revenue for the anticipated Grants from the Flood Control Zone Funding.
- Changes in appropriations for the Stormwater Utility Fund for: Wages and Benefits; (Administration increased and Operations decreased, as more time has been being spent on Street projects); IT Services; Advertising; Communications; Travel; reduced Insurance expenses; Repairs; Training; Small Assets IT; Operating Rents and Leases (changes in the amount charged as a result of the appraisal that was done identifying appropriate rent for commercial facilities); Environmental services; reduction of debt service as the Vector Truck was paid off early this year; and changes to the amount contributed to Asset Replacement Fund. The Capital Fund had additional appropriations for the Council approved purchase of the property on 5<sup>th</sup> and for the retrofit project.
- The Vehicle Repair and Maintenance Fund (Internal Service Fund) has additional anticipated revenue for parts to repair equipment. Anticipated changes in appropriations for: Wages and Benefits; Uniforms; reduction for not purchasing the equipment that was in the original budget; allocation for IT Services; Communications; and Travel; increases in the cost of outsourcing Repairs.
- Changes in anticipated Revenue for the Information Technology Internal Service Fund (based on where time is being spent and services are being provided; more internally than externally this year). Changes in allocations for Wages and Benefits; Small Tools; Insurance costs; and Repairs and Maintenance.
- The changes in the anticipated Revenues and appropriated Expenditures result in changes to the Ending Fund Balances for those Funds with changes.

This list may not have covered every change, the intent is to provide information that will identify the majority of the changes and is an attempt to provide answers prior to the questions. Please do not hesitate to contact me if you have additional questions.

CITY OF MILTON, WASHINGTON

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

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, MAKING CERTAIN FINDINGS OF FACT AND AMENDING THE 2016 BUDGET ADOPTED WITH ORDINANCE NO. 1884-15 ON DECEMBER 7, 2015; AND AMENDED WITH ORDINANCE NO. 1894-16 ON APRIL 5, 2016 PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

---

WHEREAS, the Milton City Council adopted the 2016 Budget with Ordinance No. 1884-15 on December, 7, 2015; and

WHEREAS, the Milton City Council amended the 2016 Budget with Ordinance No. 1894-16 on April 5, 2016; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Milton to make adjustments to the 2016 Budget in order to accept additional revenue, and to allocate funding for the additional expenditures in 2016; and

WHEREAS, the City Council had authorized additional staffing and changes in Salaries as required in the IBEW Contract; and

WHEREAS, these changes result in changes to the ending fund balances for 2016; and

WHEREAS, the City held a Public Hearing to take public testimony on September 19, 2016 and considered the public input offered at the public hearing before taking action to approve the proposed budget changes,

NOW, THEREFORE,

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

Section 1. The above stated recitals are hereby adopted as the council's findings and reasons for the adoption of this ordinance.

Section 2. The 2016 Budget, as adopted in Ordinance 1884-15 and amended in Ordinance 1894-16 is hereby amended as set forth in Exhibit A, attached hereto.

Section 3. The 2016 approved Staffing and Wage and Salary Schedule is changed as set forth in Exhibit B, attached hereto.

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 five (5) days after passage and publication of an approved summary thereof consisting of the title.

Passed by the Milton City Council the 19th day of September, 2016, and approved by the Mayor, the 19th day of September, 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 19th day of September, 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:

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, MAKING CERTAIN FINDINGS OF FACT AND AMENDING THE 2016 BUDGET ADOPTED WITH ORDINANCE NO. 1884-15 ON DECEMBER 7, 2015; AND AMENDED WITH ORDINANCE NO. 1894-16 ON APRIL 5, 2016 PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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

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

---

Katie Bolam, CITY CLERK

2016 Budget Amendment - Exhibit A

<b>City of Milton Summary 2016 Adopted Budget</b>	<b>Amendment #2</b>			
<b>Fund</b>	<b>Beginning Fund Balance</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Ending Fund Balance</b>
General Fund	\$ 577,209	\$ 4,522,235	\$ 4,561,954	\$ 537,490
Asset Replacement Fund	\$ 261,235	\$ 1,500	\$ 106,000	\$ 156,735
Strategic Reserve Fund	\$ 259,671	\$ 2,500	\$ -	\$ 262,171
Drug Seizure Fund	\$ 11,261	\$ 5,000	\$ 14,000	\$ 2,261
Criminal Justice Fund	\$ 122	\$ 2,832,846	\$ 2,763,125	\$ 69,843
Community Events Fund	\$ 10,716	\$ 28,500	\$ 18,500	\$ 20,716
Reserve Officer's Fund	\$ 3,735	\$ 500	\$ 4,000	\$ 235
<b>Total General Funds</b>	<b>\$ 1,123,949</b>	<b>\$ 7,393,081</b>	<b>\$ 7,467,579</b>	<b>\$ 1,049,451</b>
<b>Street Fund</b>	<b>\$ 53,714</b>	<b>\$ 484,900</b>	<b>\$ 533,238</b>	<b>\$ 5,376</b>
<b>Municipal Improvements REET 1</b>	<b>\$ 169,230</b>	<b>\$ 144,600</b>	<b>\$ 230,500</b>	<b>\$ 83,330</b>
<b>Municipal Projects REET 2</b>	<b>\$ 80,435</b>	<b>\$ 144,350</b>	<b>\$ 145,500</b>	<b>\$ 79,285</b>
<b>Traffic Impact Fee Fund</b>	<b>\$ 113,985</b>	<b>\$ 75,350</b>	<b>\$ 140,000</b>	<b>\$ 49,335</b>
Capital Improvement Fund	\$ 62,010	\$ 1,670,100	\$ 1,695,430	\$ 36,680
Capital Improvement Reserve	\$ 261,235	\$ 1,500	\$ -	\$ 262,735
<b>Total Capital Improvmt Fund</b>	<b>\$ 323,245</b>	<b>\$ 1,671,600</b>	<b>\$ 1,695,430</b>	<b>\$ 299,415</b>
Electric Utility Fund	\$ 2,306,341	\$ 4,798,620	\$ 5,757,093	\$ 1,347,868
Capital Improvement Fund	\$ 2,118,290	\$ 324,100	\$ 389,000	\$ 2,053,390
Asset Replacement Fund	\$ 240,000	\$ 133,600	\$ 175,000	\$ 198,600
<b>Total Electric Funds</b>	<b>\$ 4,664,631</b>	<b>\$ 5,256,320</b>	<b>\$ 6,321,093</b>	<b>\$ 3,599,858</b>
Water Utility Fund	\$ 1,002,477	\$ 2,336,500	\$ 2,248,866	\$ 1,090,111
Capital Improvement Fund	\$ 2,190,748	\$ 160,600	\$ 121,000	\$ 2,230,348
Asset Replacement Fund	\$ 200,000	\$ 65,400	\$ 165,000	\$ 100,400
<b>Total Water Funds</b>	<b>\$ 3,393,225</b>	<b>\$ 2,562,500</b>	<b>\$ 2,534,866</b>	<b>\$ 3,420,859</b>
Storm Water Fund	\$ 833,402	\$ 929,000	\$ 1,171,464	\$ 590,938
Storm Water / Capital Fund	\$ 767,023	\$ 795,373	\$ 1,094,200	\$ 468,196
Asset Replacement Fund	\$ 60,000	\$ 27,800	\$ -	\$ 87,800
<b>Total Storm Water Funds</b>	<b>\$ 1,660,424</b>	<b>\$ 1,752,173</b>	<b>\$ 2,265,664</b>	<b>\$ 1,146,933</b>
<b>Vehicle R&amp;M Fund</b>	<b>\$ 1,092</b>	<b>\$ 269,300</b>	<b>\$ 247,002</b>	<b>\$ 23,390</b>
<b>Information Technology</b>	<b>\$ (14,218)</b>	<b>\$ 358,005</b>	<b>\$ 300,000</b>	<b>\$ 43,787</b>
<b>Trust / Suspense Funds</b>	<b>\$ 32,288</b>	<b>\$ 125,000</b>	<b>\$ 125,400</b>	<b>\$ 31,888</b>
<b>Municipal Court Trust Fund</b>	<b>\$ 13,061</b>	<b>\$ 500,000</b>	<b>\$ 511,000</b>	<b>\$ 2,061</b>
	<b>\$ 11,615,062</b>	<b>\$ 20,737,179</b>	<b>\$ 22,517,272</b>	<b>\$ 9,834,969</b>

\*Rounded to the nearest dollar

**Monthly Wage Scale**  
Effective January 1, 2016

IBEW @2% effective 7/1/16

Full Time Employees	2016 Proposed FTE	IBEW Grade	2016 Proposed FTE					2016 FTE	effective 7/1/16				
			STEP A	STEP B	STEP C	STEP D	STEP E		STEP A	STEP B	STEP C	STEP D	STEP E
Parks & Facilities Worker	-	12	\$ 3,307	\$ 3,496	\$ 3,675	\$ 3,858	\$ 4,049	-	\$ 3,373	\$ 3,566	\$ 3,749	\$ 3,935	\$ 4,130
Deputy City Clerk	1.00												
Finance Technician I	3.00												
Maintenance Worker I	3.75	13	\$ 3,496	\$ 3,675	\$ 3,858	\$ 4,049	\$ 4,251	3.75	\$ 3,565	\$ 3,749	\$ 3,935	\$ 4,130	\$ 4,336
Meter Reader	1.00												
Police Clerk	1.00							1.00					
PW Field Administrative Assistant	1.00							1.00					
Admin - Deputy Clerk								1.00					
Finance Tech 1								3.00					
Meter Technician		14	\$ 3,675	\$ 3,858	\$ 4,049	\$ 4,251	\$ 4,467	1.00	\$ 3,749	\$ 3,935	\$ 4,130	\$ 4,336	\$ 4,556
PW Administrative Assistant	1.00							1.00					
IT System Support Specialist	1.00							1.00					
Sr Admin Asst/Permit Tech w/License	1.00							1.00					
Mechanic	1.00												
Maintenance II - Parks/Facilities	1.00	16	\$ 4,049	\$ 4,251	\$ 4,467	\$ 4,687	\$ 4,918	1.00	\$ 4,130	\$ 4,336	\$ 4,556	\$ 4,781	\$ 5,017
Maintenance Worker II	2.00							2.00					
Electric Equipment Operator	1.00	17	\$ 4,251	\$ 4,467	\$ 4,687	\$ 4,918	\$ 5,167		\$ 4,336	\$ 4,556	\$ 4,781	\$ 5,016	\$ 5,270
Mechanic								1.00					
Building Insp/Code Enforcement	-	18						-	\$ -	\$ -	\$ -	\$ -	\$ -
IT Systems Administrator	1.00	18	\$ 4,467	\$ 4,687	\$ 4,918	\$ 5,167	\$ 5,425	1.00	\$ 4,556	\$ 4,781	\$ 5,016	\$ 5,270	\$ 5,534
Line Equipment Operator								1.00					
Maintenance III - Lead	1.00	19	\$ 4,687	\$ 4,918	\$ 5,167	\$ 5,425	\$ 5,696	1.00	\$ 4,781	\$ 5,016	\$ 5,270	\$ 5,534	\$ 5,810
Utility Maintenance III/Water Treatment	1.00							1.00					
Journey Elec Lineman	3.00							2.00					
Utility Supervisor	1.00	23	\$ 5,696	\$ 5,982	\$ 6,279	\$ 6,595	\$ 6,925	1.00	\$ 5,810	\$ 6,102	\$ 6,405	\$ 6,727	\$ 7,064
Building Official	1.00							1.00					
Journey Electric Lineman, Lead		24	\$ 7,271					1.00	\$ 7,416				
Electrical Foreman Supervisor	1.00	26	\$ 6,595	\$ 6,925	\$ 7,274	\$ 7,634	\$ 8,015	1.00	\$ 6,727	\$ 7,064	\$ 7,419	\$ 7,786	\$ 8,175
<b>Uniformed Personnel</b>			<b>Academy</b>	<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>		<b>Academy</b>	<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>
Police Officer	9.00		\$ 4,712	\$ 4,947	\$ 5,195	\$ 5,453	\$ 5,728	8.00	\$ 4,712	\$ 4,947	\$ 5,195	\$ 5,453	\$ 5,728
Code Enforcement Officer	1.00		\$ 4,712	\$ 4,947	\$ 5,195	\$ 5,453	\$ 5,728	1.00	\$ 4,712	\$ 4,947	\$ 5,195	\$ 5,453	\$ 5,728
Police Sergeant	3.00		\$ -	\$ 6,304	\$ 6,619	\$ 6,950	\$ 7,298	3.00	\$ -	\$ 6,304	\$ 6,619	\$ 6,950	\$ 7,298
Detective	1.00		\$ 4,712	\$ 4,947	\$ 5,195	\$ 5,453	\$ 5,728	1.00	\$ 4,712	\$ 4,947	\$ 5,195	\$ 5,453	\$ 5,728
<b>Exempt Positions - Directors</b>			<b>2015 Salary Range</b>						<b>2015 Salary Range</b>				
Finance Director	1.00		\$ 75,600	-----	-----	-----	\$ 104,990	1.00	\$ 75,600	-----	-----	-----	\$ 104,990
City Clerk	1.00		\$ 66,990	\$ 70,340	\$ 73,856	\$ 77,549	\$ 81,427	1.00	\$ 66,990	\$ 70,340	\$ 73,856	\$ 77,549	\$ 81,427
Public Works Director			\$ 75,600	-----	-----	-----	\$ 104,990		\$ 75,600	-----	-----	-----	\$ 104,990
IT Director	1.00		\$ 75,600	-----	-----	-----	\$ 104,990	1.00	\$ 75,600	-----	-----	-----	\$ 104,990
Police Chief	1.00		\$ 75,600	-----	-----	-----	\$ 104,990	1.00	\$ 75,600	-----	-----	-----	\$ 104,990
Community Development Director	1.00		\$ 72,000	-----	-----	-----	\$ 104,990	1.00	\$ 72,000	-----	-----	-----	\$ 104,990
<b>Other Exempt Personnel</b>			<b>2015 Salary Range</b>						<b>2015 Salary Range</b>				
Senior Planner	-		\$ 66,990	\$ 70,340	\$ 73,856	\$ 77,549	\$ 82,241	-	\$ 66,990	\$ 70,340	\$ 73,856	\$ 77,549	\$ 82,241
Accounting Supervisor	-		\$ 66,990	\$ 70,340	\$ 73,856	\$ 77,549	\$ 82,241	-	\$ 66,990	\$ 70,340	\$ 73,856	\$ 77,549	\$ 82,241
Community Service Officer								1.00	\$ 44,400	-----	-----	-----	\$ 51,012
Engineer	1.00		\$ 68,400	-----	-----	-----	\$ 92,400	1.00	\$ 68,400	-----	-----	-----	\$ 92,400
Storm Water Compliance Officer	1.00		\$ 66,990	\$ 70,340	\$ 73,856	\$ 77,549	\$ 82,241	1.00	\$ 66,990	\$ 70,340	\$ 73,856	\$ 77,549	\$ 82,241
P W Superintendent & Project Engineer	1.00		\$ 68,400	-----	-----	-----	\$ 92,400	1.00	\$ 68,400	-----	-----	-----	\$ 92,400
<b>Part-Time Employees</b>													
Senior Program Coordinator	0							0					
Civil Service Secretary	150 hrs		\$ 15.65	-----	-----	-----	-----	150 hrs	\$ 15.65	-----	-----	-----	-----
Clerical Pool	1,500 hrs		\$ 13.00	-----	-----	-----	\$ 18.00	1,500 hrs	85 % of Scale for the position				
Seasonal Public Works Crew	2780 hrs		\$ 11.00	-----	-----	-----	\$ 13.00	2780 hrs					
<b>Elected Officials (Non FTE)</b>													
Mayor	1												
Council	7												

<b>FTE Summary</b>	<b>2015</b>	2014	2013	2012	2011	2010	2009
Total Regular FTE's	49.75	41	40	42	41.25	47	51.5
Total Part-Time FTE's	2						

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 1

001 General Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 10 00 001 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 001 BFB - Unreserved	577,209.36	577,209.36	0.00	100.0%
<b>308 Beginning Balances</b>	<b>577,209.36</b>	<b>577,209.36</b>	<b>0.00</b>	<b>100.0%</b>
<b>310 Taxes</b>				
311 10 00 001 Property Tax - Pierce	1,320,774.00	1,320,774.00	0.00	100.0%
311 10 01 001 Property Tax - King	162,072.00	162,072.00	0.00	100.0%
311 10 02 001 Parks Levy - King	2,600.00	2,600.00	0.00	100.0%
313 11 00 001 Local Sales Tax	805,000.00	820,000.00	15,000.00	101.9%
313 17 10 001 Zoo/Park Sales Tax	33,000.00	54,300.00	21,300.00	164.5%
316 41 00 000 Electric Utility Tax	253,800.00	283,000.00	29,200.00	111.5%
316 42 00 000 Water Utility Tax	191,700.00	191,700.00	0.00	100.0%
316 43 00 000 Gas Utility Tax	100,000.00	100,000.00	0.00	100.0%
316 44 00 000 Sewer Utility Tax	92,000.00	102,600.00	10,600.00	111.5%
316 46 00 000 Cable TV Tax	135,000.00	135,000.00	0.00	100.0%
316 47 00 000 Telephone Utility Tax	205,000.00	205,000.00	0.00	100.0%
316 48 00 000 Surface Wtr Utility Tax	75,600.00	75,600.00	0.00	100.0%
316 49 00 000 Solid Waste Utility Tax	58,000.00	58,000.00	0.00	100.0%
316 81 00 000 Gambling Excise Tax	23,000.00	25,200.00	2,200.00	109.6%
318 12 00 000 Parking Tax	400.00	400.00	0.00	100.0%
<b>310 Taxes</b>	<b>3,457,946.00</b>	<b>3,536,246.00</b>	<b>78,300.00</b>	<b>102.3%</b>
<b>320 Licenses &amp; Permits</b>				
321 99 00 000 Master Business License	43,000.00	43,000.00	0.00	100.0%
321 99 10 000 Home Occupation Permits	200.00	200.00	0.00	100.0%
322 10 00 000 Building Permits	150,000.00	150,000.00	0.00	100.0%
322 10 01 000 Demo Permits	1,000.00	1,000.00	0.00	100.0%
322 10 02 000 Sign Permits	3,000.00	3,000.00	0.00	100.0%
322 10 04 000 Plumbing & Mech Permits	30,000.00	30,000.00	0.00	100.0%
322 10 05 000 Fire Alarm Permits	5,000.00	5,000.00	0.00	100.0%
322 10 05 001 Fire Sprinkler	4,000.00	4,000.00	0.00	100.0%
322 10 05 002 Fire Protection	0.00	0.00	0.00	0.0%
322 90 20 000 Misc. Permits, Other Events	0.00	250.00	250.00	0.0%
<b>320 Licenses &amp; Permits</b>	<b>236,200.00</b>	<b>236,450.00</b>	<b>250.00</b>	<b>100.1%</b>

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 2

001 General Fund

Revenues	Original	Proposed	Difference	%	Remarks
<b>330 State Generated Revenues</b>					
333 97 06 000 Homeland Security/Pierce	0.00	0.00	0.00	0.0%	
334 04 20 000 WA Dept Of Commerce-GMA	0.00	0.00	0.00	0.0%	
336 00 99 000 Streamlined Mitigation -State	95,000.00	95,000.00	0.00	100.0%	
<b>330 State Generated Revenues</b>	<b>95,000.00</b>	<b>95,000.00</b>	<b>0.00</b>	<b>100.0%</b>	
<b>340 Charges For Services</b>					
341 33 02 000 Warrant Costs	8,000.00	8,000.00	0.00	100.0%	
341 33 03 000 Def. Pros. Admin.	500.00	500.00	0.00	100.0%	
341 33 06 000 IT Time Pay Fee	3,000.00	3,000.00	0.00	100.0%	
341 62 00 000 Copies-Muni/Dist Court	100.00	100.00	0.00	100.0%	
341 81 00 000 Photocopies	500.00	500.00	0.00	100.0%	
342 33 00 000 Adult Probation Svcs	10,000.00	10,000.00	0.00	100.0%	
342 33 00 001 Recrd Check Fee	35,000.00	35,000.00	0.00	100.0%	
342 33 00 002 Sentence Compliance Monitoring	35,000.00	35,000.00	0.00	100.0%	
342 33 00 003 Conviction Fee	800.00	800.00	0.00	100.0%	
342 37 00 000 Booking Fees	1,000.00	0.00	(1,000.00)	0.0%	Moved to Criminal Justice Fund
342 40 00 000 Inspection Fees	0.00	99.00	99.00	0.0%	
344 10 00 001 Labor Chgs For Repairs	0.00	700.00	700.00	0.0%	
344 10 00 002 Parts And Equipment	0.00	300.00	300.00	0.0%	
345 81 01 000 Subdivision Fees	4,000.00	4,000.00	0.00	100.0%	
345 81 02 000 Variances, Conditional Use	0.00	900.00	900.00	0.0%	
345 81 04 000 Commercial/Indust. Developmen	2,000.00	5,000.00	3,000.00	250.0%	
345 81 05 000 Boundary Adjustment	500.00	1,800.00	1,300.00	360.0%	
345 81 06 000 Pre-App Meetings	2,500.00	2,500.00	0.00	100.0%	
345 81 09 000 Stormwater Rev. Residential	2,000.00	2,000.00	0.00	100.0%	
345 83 10 000 Plan Review	60,000.00	75,000.00	15,000.00	125.0%	
345 83 20 000 Plan Check-Land Use	0.00	0.00	0.00	0.0%	
345 89 00 000 Other Plng & Development Fees	25,000.00	25,000.00	0.00	100.0%	
362 50 01 001 Interfund Rental	13,680.00	30,000.00	16,320.00	219.3%	
<b>340 Charges For Services</b>	<b>203,580.00</b>	<b>240,199.00</b>	<b>36,619.00</b>	<b>118.0%</b>	
<b>350 Fines &amp; Forfeitures</b>					
352 30 00 000 Mandatory Ins. Admin Cost	4,000.00	4,000.00	0.00	100.0%	
353 10 00 000 Traffic Infraction Penalties	102,000.00	112,000.00	10,000.00	109.8%	
353 70 00 000 LOCAL/JIS ACCNT	200.00	700.00	500.00	350.0%	
354 00 00 000 Disabled Parking Penalty	2,500.00	2,500.00	0.00	100.0%	
355 20 00 000 DUI Penalties	10,000.00	10,000.00	0.00	100.0%	

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 3

### 001 General Fund

Revenues	Original	Proposed	Difference	Remarks
<b>350 Fines &amp; Forfeitures</b>				
355 80 00 000 Criminal Traffic Penalties	18,000.00	18,000.00	0.00	100.0%
356 50 00 000 Investigative Fund Assessments	4,500.00	4,500.00	0.00	100.0%
356 90 00 000 Other Non-Traffic Penalties	4,500.00	4,500.00	0.00	100.0%
356 90 00 001 Criminal Non-Traffic Penalties	500.00	500.00	0.00	100.0%
357 33 00 000 Public Defender Fees	3,000.00	3,000.00	0.00	100.0%
357 35 00 000 Court Interpreter Cost	400.00	400.00	0.00	100.0%
357 37 00 000 Court Cost Recouped	400.00	400.00	0.00	100.0%
359 10 00 000 Penalties	2,500.00	2,500.00	0.00	100.0%
<b>350 Fines &amp; Forfeitures</b>	<b>152,500.00</b>	<b>163,000.00</b>	<b>10,500.00</b>	<b>106.9%</b>
<b>360 Misc Revenues</b>				
361 10 00 001 Investment Interest	500.00	2,100.00	1,600.00	420.0%
361 30 00 000 Gain (Loss) on Investments	0.00	0.00	0.00	0.0%
361 40 01 001 Interest Local Sales	8,500.00	12,500.00	4,000.00	147.1%
361 40 03 001 Interest-Court	8,200.00	8,200.00	0.00	100.0%
362 40 00 000 Facility Rental	29,000.00	19,000.00	(10,000.00)	65.5%
362 40 00 001 Fire Dept Lease	0.00	100.00	100.00	0.0%
367 00 00 001 WCIA Grants	2,750.00	6,000.00	3,250.00	218.2%
367 17 00 000 Donations - Wellness	0.00	600.00	600.00	0.0%
367 58 60 000 Planning Contributions For SEP <sup>A</sup>	5,000.00	5,000.00	0.00	100.0%
367 76 00 000 Donations - Parks	204.00	250.00	46.00	122.5%
369 10 00 000 Sale Of Surplus Equipment	1,600.00	1,600.00	0.00	100.0%
369 10 00 001 Sale Of Scrap And Junk/ Surplus	0.00	0.00	0.00	0.0%
369 40 00 000 Judgements & Settlements	0.00	0.00	0.00	0.0%
369 80 00 000 Cash Over/Short	0.00	0.00	0.00	0.0%
369 81 01 000 Cash Over/Short - Court	0.00	0.00	0.00	0.0%
369 91 00 000 Miscellaneous Revenue	0.00	5,000.00	5,000.00	0.0%
<b>360 Misc Revenues</b>	<b>55,754.00</b>	<b>60,350.00</b>	<b>4,596.00</b>	<b>108.2%</b>
<b>380 Non Revenues</b>				
386 00 00 001 Building Code Fees	450.00	450.00	0.00	100.0%
386 00 00 002 Facility Rental Deposits	12,000.00	12,000.00	0.00	100.0%
386 00 00 003 Misc. Non-Revenue	2,000.00	2,500.00	500.00	125.0%
386 00 00 004 State Sales Tax Collected	0.00	400.00	400.00	0.0%
386 12 00 000 Warrant Costs Crime Victims	3,000.00	3,000.00	0.00	100.0%
386 83 00 000 Legis. Assmnt	17,000.00	17,000.00	0.00	100.0%
386 88 00 000 State General Fund 54 (PSEA)	1,500.00	1,500.00	0.00	100.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 4

001 General Fund

Revenues	Original	Proposed	Difference	Remarks
<b>380 Non Revenues</b>				
386 89 00 000 Hwy Safety Acct	1,500.00	3,600.00	2,100.00	240.0%
386 91 00 000 State General Fund 40 (PSEA)	80,000.00	80,000.00	0.00	100.0%
386 92 00 000 State General Fund 50 (PSEA)	40,000.00	42,000.00	2,000.00	105.0%
386 96 00 000 Fee Bld/Breath	200.00	240.00	40.00	120.0%
386 97 00 000 Local JIS	25,000.00	25,000.00	0.00	100.0%
386 99 00 000 School Safety Speeding	1,300.00	3,300.00	2,000.00	253.8%
<b>380 Non Revenues</b>	<b>183,950.00</b>	<b>190,990.00</b>	<b>7,040.00</b>	<b>103.8%</b>
<b>397 Interfund Transfers</b>				
397 40 10 001 Transfer IN - 401	0.00	0.00	0.00	0.0%
397 40 30 001 Transfer IN - 403	0.00	0.00	0.00	0.0%
397 40 60 001 Transfer IN - 406	0.00	0.00	0.00	0.0%
<b>397 Interfund Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>398</b>				
398 20 00 000 Insur Recovery	0.00	0.00	0.00	0.0%
<b>398</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Revenues:</b>	<b>4,962,139.36</b>	<b>5,099,444.36</b>	<b>137,305.00</b>	<b>102.8%</b>

Expenditures	Original	Proposed	Difference	Remarks
<b>511 City Council</b>				
511 30 41 000 Offc'l Pub/Code Publishing	6,000.00	6,000.00	0.00	100.0%
511 60 10 000 Salaries and Wages	10,800.00	11,600.00	800.00	107.4%
511 60 20 000 Personnel Benefits	900.00	1,000.00	100.00	111.1%
511 60 31 000 Operating Supplies	500.00	700.00	200.00	140.0%
511 60 41 000 Professional Services	3,500.00	3,500.00	0.00	100.0%
511 60 41 002 Advertising	2,000.00	1,800.00	(200.00)	90.0%
511 60 42 000 Communication	0.00	0.00	0.00	0.0%
511 60 43 000 Travel	3,500.00	3,500.00	0.00	100.0%
511 60 46 000 Insurance	0.00	0.00	0.00	0.0%
511 60 49 000 Miscellaneous	1,000.00	1,000.00	0.00	100.0%
511 60 49 001 Misc/Dues & Memberships	0.00	0.00	0.00	0.0%
511 60 49 002 Misc/Trng.Registrations	2,500.00	2,500.00	0.00	100.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 5

### 001 General Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>511 City Council</b>				
511 60 49 003 Misc/Outside Printing	400.00	400.00	0.00	100.0%
511 City Council	31,100.00	32,000.00	900.00	102.9%
<b>512 Judicial</b>				
512 50 41 000 Professional Services	60,000.00	67,000.00	7,000.00	111.7%
512 50 43 000 Judge's Travel	250.00	250.00	0.00	100.0%
512 50 49 001 Misc/Dues & Memberships	650.00	650.00	0.00	100.0%
512 50 49 002 Misc/Trng, Registrations	750.00	750.00	0.00	100.0%
512 50 51 000 Intergov't Services	189,600.00	215,100.00	25,500.00	113.4%
512 Judicial	251,250.00	283,750.00	32,500.00	112.9%
<b>513 Mayor &amp; Executive Offices</b>				
513 10 10 000 Salaries and Wages	64,000.00	51,000.00	(13,000.00)	79.7%
513 10 20 000 Personnel Benefits	28,600.00	34,000.00	5,400.00	118.9%
513 10 31 000 Office and Operating Supplies	2,500.00	2,500.00	0.00	100.0%
513 10 32 000 Fuel	500.00	500.00	0.00	100.0%
513 10 35 000 Small Tools & Equipment	2,000.00	2,000.00	0.00	100.0%
513 10 36 000 Small Assets/IT	2,000.00	2,000.00	0.00	100.0%
513 10 41 000 Other Services and Charges	10,000.00	10,000.00	0.00	100.0%
513 10 41 001 Professional Services - IT	4,000.00	12,315.00	8,315.00	307.9%
513 10 41 002 Advertising	3,600.00	3,600.00	0.00	100.0%
513 10 42 000 Communication	2,800.00	2,800.00	0.00	100.0%
513 10 43 000 Travel	5,000.00	8,000.00	3,000.00	160.0%
513 10 45 000 Operating Rentals and Leases	800.00	800.00	0.00	100.0%
513 10 48 000 Repairs and Maintenance	1,000.00	1,000.00	0.00	100.0%
513 10 48 001 Vehicle Repairs and Maintenance	3,000.00	6,000.00	3,000.00	200.0%
513 10 49 000 Miscellaneous	200.00	200.00	0.00	100.0%
513 10 49 001 Misc/Dues & Memberships	700.00	700.00	0.00	100.0%
513 10 49 002 Misc/Trng, Registrations	2,000.00	3,000.00	1,000.00	150.0%
513 10 49 003 Misc/Outside Printing	1,000.00	1,000.00	0.00	100.0%
513 Mayor & Executive Offices	133,700.00	141,415.00	7,715.00	105.8%
<b>514 Administration &amp; Finance</b>				
514 20 10 000 Salaries and Wages	48,000.00	22,600.00	(25,400.00)	47.1%
514 20 10 002 Overtime	0.00	1,000.00	1,000.00	0.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 6

001 General Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>514 Administration &amp; Finance</b>				
514 20 10 003 Temp/PT Salary	0.00	0.00	0.00	0.0%
514 20 20 000 Personnel Benefits	23,000.00	10,400.00	(12,600.00)	45.2%
514 20 31 000 Office and Operating Supplies	1,000.00	1,000.00	0.00	100.0%
514 20 32 000 Fuel	0.00	0.00	0.00	0.0%
514 20 35 000 Small Tools and Equipment	200.00	200.00	0.00	100.0%
514 20 36 000 Small Assets / IT	0.00	0.00	0.00	0.0%
514 20 41 000 Professional Services	11,000.00	12,000.00	1,000.00	109.1%
514 20 41 001 Professional Services - IT	4,000.00	11,682.00	7,682.00	292.1%
514 20 41 002 Advertising	200.00	200.00	0.00	100.0%
514 20 42 000 Communication	1,400.00	1,400.00	0.00	100.0%
514 20 43 000 Travel	1,800.00	1,800.00	0.00	100.0%
514 20 45 000 Operating Rentals and Leases	400.00	400.00	0.00	100.0%
514 20 46 000 Insurance	0.00	0.00	0.00	0.0%
514 20 48 000 Repairs and Maintenance	500.00	500.00	0.00	100.0%
514 20 49 000 Miscellaneous	500.00	500.00	0.00	100.0%
514 20 49 001 Misc/Dues & Memberships	200.00	200.00	0.00	100.0%
514 20 49 002 Misc/Trng,Registrations	2,000.00	2,000.00	0.00	100.0%
514 20 49 003 Misc/Outside Printing	700.00	700.00	0.00	100.0%
514 20 51 000 Prof Services-State Auditor	22,000.00	22,000.00	0.00	100.0%
514 40 51 000 Election And Voter Costs	15,000.00	15,000.00	0.00	100.0%
<b>514 Administration &amp; Finance</b>	<b>131,900.00</b>	<b>103,582.00</b>	<b>(28,318.00)</b>	<b>78.5%</b>
<b>515 Legal Services</b>				
515 30 41 000 City Attorney	80,000.00	45,000.00	(35,000.00)	56.3%
515 30 41 001 Labor Attorney	10,000.00	35,000.00	25,000.00	350.0%
515 30 41 002 Land Use Attorney	0.00	10,000.00	10,000.00	0.0%
<b>515 Legal Services</b>	<b>90,000.00</b>	<b>90,000.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>517 Other Admin &amp; Personnel</b>				
517 20 20 008 LEOFF-Long Term Care Premiui	0.00	0.00	0.00	0.0%
517 30 49 000 FSA Plan Fees	200.00	700.00	500.00	350.0%
517 60 41 000 L&I Claims Research	0.00	0.00	0.00	0.0%
517 60 49 002 Misc Exp - Dues & Memberships	8,000.00	500.00	(7,500.00)	6.3%
517 78 20 004 Unemployment Benefits	16,000.00	16,000.00	0.00	100.0%
517 90 10 000 Potential Salary Cash-Out	0.00	0.00	0.00	0.0%
517 90 20 000 Personnel Benefits	0.00	0.00	0.00	0.0%
517 90 31 000 Supplies - Employee Wellness	1,200.00	1,200.00	0.00	100.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 7

001 General Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>517 Other Admin &amp; Personnel</b>				
517 90 31 001 Employee Recognition	120.00	120.00	0.00	100.0%
517 90 35 000 Small Tools -Employee Wellness	0.00	0.00	0.00	0.0%
517 90 36 000 Small Assets/IT	0.00	0.00	0.00	0.0%
517 90 41 000 Prof Svcs	0.00	0.00	0.00	0.0%
517 90 41 002 Employment Advertising	0.00	0.00	0.00	0.0%
517 90 43 000 Travel - Employee Wellness	800.00	800.00	0.00	100.0%
517 90 49 000 Misc Exp - Employee Wellness	0.00	0.00	0.00	0.0%
<b>517 Other Admin &amp; Personnel</b>	<b>26,320.00</b>	<b>19,320.00</b>	<b>(7,000.00)</b>	<b>73.4%</b>
<b>518 Central Services</b>				
518 30 10 000 Salaries and Wages - Facilities	67,000.00	80,500.00	13,500.00	120.1%
518 30 10 002 Overtime	0.00	500.00	500.00	0.0%
518 30 10 003 Temp/Seasonal Staff	0.00	0.00	0.00	0.0%
518 30 10 005 On Call Pay	4,000.00	4,000.00	0.00	100.0%
518 30 20 000 Personnel Benefits	36,000.00	18,000.00	(18,000.00)	50.0%
518 30 20 002 Uniforms	500.00	500.00	0.00	100.0%
518 30 20 003 Seasonal Work Benefits	0.00	500.00	500.00	0.0%
518 30 31 000 Operating Supplies	6,000.00	15,000.00	9,000.00	250.0%
518 30 32 000 Operating Supplies/Fuel	1,000.00	1,000.00	0.00	100.0%
518 30 35 000 Small Tools and Equipment	500.00	5,000.00	4,500.00	*****
518 30 35 001 Machinery and Equipment	1,000.00	1,000.00	0.00	100.0%
518 30 36 000 Facilities Maintenance - Cell Pho	0.00	0.00	0.00	0.0%
518 30 41 000 Professional Services	0.00	4,200.00	4,200.00	0.0%
518 30 41 001 Professional Servcies - IT	2,000.00	5,586.00	3,586.00	279.3%
518 30 42 000 Communication	500.00	1,650.00	1,150.00	330.0%
518 30 43 000 Travel	0.00	100.00	100.00	0.0%
518 30 45 000 Operating Rentals and Leases	925.00	925.00	0.00	100.0%
518 30 45 009 Interfund Rental	0.00	0.00	0.00	0.0%
518 30 47 000 Public Utility Service	500.00	1,300.00	800.00	260.0%
518 30 48 000 Repairs & Maintenance	12,000.00	14,000.00	2,000.00	116.7%
518 30 48 001 Vehicle R&M	500.00	500.00	0.00	100.0%
518 30 48 002 Building Repair & Maint	25,000.00	12,000.00	(13,000.00)	48.0%
<b>001 Facilities</b>	<b>157,425.00</b>	<b>166,261.00</b>	<b>8,836.00</b>	<b>105.6%</b>
518 50 31 000 Office Supplies - Central Stores	1,500.00	5,000.00	3,500.00	333.3%
518 50 35 000 Small Tools and Equipment	0.00	100.00	100.00	0.0%
518 50 41 002 Advertising	0.00	0.00	0.00	0.0%
518 50 45 000 Operating Leases	2,250.00	2,250.00	0.00	100.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 8

001 General Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>518 Central Services</b>				
518 50 47 000 Utilities	0.00	0.00	0.00	0.0%
518 50 48 001 Repair & Maintenance - Vehicles	0.00	0.00	0.00	0.0%
518 50 49 000 Misc/Other Exp	0.00	0.00	0.00	0.0%
518 50 49 001 Misc/Dues & Memberships	7,000.00	8,000.00	1,000.00	114.3%
518 50 49 002 Misc/Trng, Registrations	500.00	500.00	0.00	100.0%
518 61 00 000 Claims - Judgements & Settlement	0.00	1,800.00	1,800.00	0.0%
518 70 49 003 Misc/Outside Printing	0.00	0.00	0.00	0.0%
518 80 36 000 Small Assets/IT	0.00	0.00	0.00	0.0%
518 80 41 000 Prof Svcs -	0.00	0.00	0.00	0.0%
518 80 42 000 Communications - Citywide	2,000.00	2,000.00	0.00	100.0%
519 00 46 000 Insurance - Risk Management	31,400.00	31,400.00	0.00	100.0%
<b>002 Central Stores</b>	<b>44,650.00</b>	<b>51,050.00</b>	<b>6,400.00</b>	<b>114.3%</b>
518 90 10 000 Salaries and Wages - Engineering	24,100.00	30,000.00	5,900.00	124.5%
518 90 20 000 Personnel Benefits	6,600.00	11,500.00	4,900.00	174.2%
518 90 20 002 Uniforms	0.00	1,600.00	1,600.00	0.0%
518 90 20 008 Employee Contribution Medical	0.00	0.00	0.00	0.0%
518 90 31 000 Office and Operating Supplies	500.00	1,200.00	700.00	240.0%
518 90 32 000 Fuel	150.00	150.00	0.00	100.0%
518 90 35 000 Small Tools and Equipment	150.00	150.00	0.00	100.0%
518 90 36 000 Small Assets/IT	0.00	0.00	0.00	0.0%
518 90 41 002 Advertising	500.00	500.00	0.00	100.0%
518 90 42 000 Communication	250.00	700.00	450.00	280.0%
518 90 43 000 Travel	1,500.00	500.00	(1,000.00)	33.3%
518 90 45 000 Operating Rentals and Leases	0.00	100.00	100.00	0.0%
518 90 48 000 Repairs and Maintenance	0.00	100.00	100.00	0.0%
518 90 49 000 Misc/Other Exp	500.00	500.00	0.00	100.0%
518 90 49 001 Misc/Dues & Memberships	0.00	500.00	500.00	0.0%
518 90 49 002 Misc/Trng, Registrations	500.00	500.00	0.00	100.0%
<b>003 Engineering</b>	<b>34,750.00</b>	<b>48,000.00</b>	<b>13,250.00</b>	<b>138.1%</b>
<b>518 Central Services</b>	<b>236,825.00</b>	<b>265,311.00</b>	<b>28,486.00</b>	<b>112.0%</b>
<b>553 Conservation</b>				
553 60 51 000 Noxious Weed Assessment	500.00	500.00	0.00	100.0%
<b>553 Conservation</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>100.0%</b>

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 9

001 General Fund

Expenditures	Original	Proposed	Difference		Remarks
<b>554 Nuisance Control</b>					
554 90 51 000 Storm Water Assessment	2,050.00	2,050.00	0.00	100.0%	
554 90 52 000 Conserv Dist Assessment	350.00	350.00	0.00	100.0%	
<b>554 Nuisance Control</b>	<b>2,400.00</b>	<b>2,400.00</b>	<b>0.00</b>	<b>100.0%</b>	
<b>558 Planning &amp; Community Devel</b>					
558 50 10 000 Salaries and Wages	111,500.00	124,000.00	12,500.00	111.2%	
558 50 10 002 Overtime	0.00	10,000.00	10,000.00	0.0%	
558 50 20 000 Personnel Benefits	47,000.00	53,600.00	6,600.00	114.0%	
558 50 20 002 Uniforms	200.00	200.00	0.00	100.0%	
558 50 20 004 Unemployment Benefits	0.00	0.00	0.00	0.0%	
558 50 20 008 Employee Contribution Medical	0.00	0.00	0.00	0.0%	
558 50 31 000 Office and Operating Supplies	400.00	1,400.00	1,000.00	350.0%	
558 50 32 000 Fuel	350.00	650.00	300.00	185.7%	
558 50 35 000 Small Tools and Equipment	1,800.00	1,800.00	0.00	100.0%	
558 50 36 000 Small Assets/IT	0.00	0.00	0.00	0.0%	
558 50 41 000 Professional Services	30,000.00	15,000.00	(15,000.00)	50.0%	
558 50 41 001 Professional Services - IT	8,750.00	9,236.00	486.00	105.6%	
558 50 41 002 Advertising	500.00	1,600.00	1,100.00	320.0%	
558 50 42 000 Communications	1,000.00	1,300.00	300.00	130.0%	
558 50 43 000 Travel	1,500.00	1,500.00	0.00	100.0%	
558 50 45 000 Operating Rentals and Leases	0.00	200.00	200.00	0.0%	
558 50 46 000 Insurance	300.00	0.00	(300.00)	0.0%	Nothing split to this department
558 50 47 000 Public Utility Services	703.00	1,000.00	297.00	142.2%	
558 50 48 000 Repairs and Maintenance	422.00	422.00	0.00	100.0%	
558 50 48 001 Vehicle Repairs & Maintenance	750.00	2,500.00	1,750.00	333.3%	
558 50 49 000 Miscellaneous	500.00	100.00	(400.00)	20.0%	
558 50 49 001 Misc/Dues & Memberships	450.00	200.00	(250.00)	44.4%	
558 50 49 002 Misc/Trng, Registrations	1,450.00	1,450.00	0.00	100.0%	
<b>001 Building</b>	<b>207,575.00</b>	<b>226,158.00</b>	<b>18,583.00</b>	<b>109.0%</b>	
558 60 10 000 Salaries And Wages	48,500.00	35,500.00	(13,000.00)	73.2%	
558 60 20 000 Personnel Benefits	19,300.00	17,100.00	(2,200.00)	88.6%	
558 60 31 000 Operating Supplies	350.00	1,600.00	1,250.00	457.1%	
558 60 32 000 Fuel	0.00	100.00	100.00	0.0%	
558 60 35 000 Small Tools and Equipment	200.00	800.00	600.00	400.0%	
558 60 36 000 Small Assets/IT	0.00	300.00	300.00	0.0%	
558 60 41 000 Professional Services	60,000.00	80,000.00	20,000.00	133.3%	
558 60 41 001 Professional Services - IT	8,750.00	9,236.00	486.00	105.6%	

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 10

001 General Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>558 Planning &amp; Community Devel</b>				
558 60 41 002 Advertising	500.00	500.00	0.00	100.0%
558 60 42 000 Communication	1,000.00	1,000.00	0.00	100.0%
558 60 43 000 Travel	250.00	600.00	350.00	240.0%
558 60 45 000 Operating Rentals and Leases	100.00	200.00	100.00	200.0%
558 60 47 000 Public Utilities	650.00	700.00	50.00	107.7%
558 60 48 000 Repairs and Maintenance	200.00	200.00	0.00	100.0%
558 60 49 000 Miscellaneous	0.00	1,500.00	1,500.00	0.0%
558 60 49 001 Misc/Dues & Memberships	3,000.00	1,500.00	(1,500.00)	50.0%
558 60 49 002 Misc/Trng, Registrations	500.00	600.00	100.00	120.0%
558 60 49 003 Misc/Outside Printing	100.00	200.00	100.00	200.0%
<b>002 Planning</b>	<b>143,400.00</b>	<b>151,636.00</b>	<b>8,236.00</b>	<b>105.7%</b>
<b>558 Planning &amp; Community Devel</b>	<b>350,975.00</b>	<b>377,794.00</b>	<b>26,819.00</b>	<b>107.6%</b>
<b>569 Senior Services</b>				
569 00 31 000 Supplies -	0.00	0.00	0.00	0.0%
569 00 42 000 Communication-SC	500.00	100.00	(400.00)	20.0%
569 00 47 000 Public Utilities-SC	7,500.00	9,500.00	2,000.00	126.7%
569 00 48 000 Repair & Maint -	0.00	0.00	0.00	0.0%
569 00 49 000 Misc/Other Exp -	500.00	600.00	100.00	120.0%
<b>569 Senior Services</b>	<b>8,500.00</b>	<b>10,200.00</b>	<b>1,700.00</b>	<b>120.0%</b>
<b>575 Cultural &amp; Recreational Fac</b>				
575 50 10 000 Salaries & Wages	24,000.00	9,500.00	(14,500.00)	39.6%
575 50 10 002 Overtime -	0.00	1,200.00	1,200.00	0.0%
575 50 10 005 On call pay	0.00	1,800.00	1,800.00	0.0%
575 50 20 000 Personnel Benefits -	14,500.00	8,200.00	(6,300.00)	56.6%
575 50 31 000 Supplies -	200.00	200.00	0.00	100.0%
575 50 42 000 Communication -	50.00	50.00	0.00	100.0%
575 50 47 000 Public Utilities Services	1,125.00	1,125.00	0.00	100.0%
575 50 48 000 Repair & Maint -	1,000.00	1,000.00	0.00	100.0%
575 50 49 000 Misc/Other Exp -	0.00	0.00	0.00	0.0%
<b>575 Cultural &amp; Recreational Fac</b>	<b>40,875.00</b>	<b>23,075.00</b>	<b>(17,800.00)</b>	<b>56.5%</b>

576 Park Facilities

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 11

001 General Fund

Expenditures	Original	Proposed	Difference		Remarks
<b>576 Park Facilities</b>					
576 80 10 000 Salaries and Wages	78,000.00	96,000.00	18,000.00	123.1%	
576 80 10 002 Overtime and Other Wages	0.00	3,000.00	3,000.00	0.0%	
576 80 10 003 Temp/Seasonal	0.00	0.00	0.00	0.0%	
576 80 20 000 Personnel Benefits	35,000.00	20,000.00	(15,000.00)	57.1%	
576 80 20 002 Uniforms	850.00	850.00	0.00	100.0%	
576 80 20 003 Seasonal Benefits	0.00	1,000.00	1,000.00	0.0%	
576 80 31 000 Operating Supplies	5,000.00	7,600.00	2,600.00	152.0%	
576 80 32 000 Fuel	2,500.00	2,000.00	(500.00)	80.0%	
576 80 35 000 Small Tools and Equipment	2,000.00	3,500.00	1,500.00	175.0%	
576 80 36 000 Park Facilities - Cell Phone	0.00	0.00	0.00	0.0%	
576 80 41 000 Professional Services	1,000.00	300.00	(700.00)	30.0%	
576 80 41 001 Professional Services - IT	2,000.00	6,258.00	4,258.00	312.9%	
576 80 41 002 Advertising	0.00	0.00	0.00	0.0%	
576 80 42 000 Communication	950.00	1,200.00	250.00	126.3%	
576 80 43 000 Travel	0.00	100.00	100.00	0.0%	
576 80 45 000 Operating Rentals and Leases	2,000.00	2,600.00	600.00	130.0%	
576 80 45 009 Interfund Rental	5,400.00	0.00	(5,400.00)	0.0%	Combine with Operating Rentals and Leases
576 80 47 000 Public Utility Service	16,250.00	17,500.00	1,250.00	107.7%	
576 80 48 000 Repair & Maintenance	20,000.00	20,000.00	0.00	100.0%	
576 80 48 001 Equipment Repair & Maintenan	20,000.00	40,000.00	20,000.00	200.0%	
576 80 49 000 Misc/Other Expense	500.00	100.00	(400.00)	20.0%	
576 80 49 002 Misc/Trng, Registrations	1,000.00	100.00	(900.00)	10.0%	
<b>576 Park Facilities</b>	<b>192,450.00</b>	<b>222,108.00</b>	<b>29,658.00</b>	<b>115.4%</b>	
<b>580 Non Expenditures</b>					
581 20 00 001 Interfund Loan-Principal	24,700.00	24,700.00	0.00	100.0%	
586 00 00 001 Building Code Fee	450.00	450.00	0.00	100.0%	
586 00 00 002 Refund Facility Deposit	12,000.00	12,000.00	0.00	100.0%	
586 00 00 003 Misc Non-Expenditure	2,000.00	3,000.00	1,000.00	150.0%	
586 00 00 004 Sales Tax Paid To State Gen	0.00	0.00	0.00	0.0%	
586 00 10 000 State Sales Tax Paid	0.00	0.00	0.00	0.0%	
586 00 51 000 Liquor Board Tax Remit	0.00	0.00	0.00	0.0%	
586 12 00 000 Crime Victims Comp Fund	3,000.00	3,000.00	0.00	100.0%	
586 83 00 000 Trama/Auto Theft/Brain Injury	17,000.00	17,000.00	0.00	100.0%	
586 88 00 000 State General Fund 54 (PSEA	1,500.00	1,500.00	0.00	100.0%	
586 89 00 000 Death Investigation Account	1,500.00	4,500.00	3,000.00	300.0%	
586 91 00 000 State General Fund 40 (PSEA	80,000.00	80,000.00	0.00	100.0%	
586 92 00 000 State General Fund 50 (PSEA	40,000.00	40,000.00	0.00	100.0%	

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 12

### 001 General Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>580 Non Expenditures</b>				
586 96 00 000 Lab Blood/Breath	200.00	300.00	100.00	150.0%
586 97 00 000 JIS	25,000.00	25,000.00	0.00	100.0%
586 99 00 000 School Zone Safety	1,300.00	3,000.00	1,700.00	230.8%
588 80 00 000 Prior Year Correction	0.00	0.00	0.00	0.0%
589 00 00 001 4Q 2014 L& I	0.00	0.00	0.00	0.0%
589 00 00 002 Refund of Revenues	0.00	0.00	0.00	0.0%
589 00 00 999 Payroll Clearing	50,000.00	75,000.00	25,000.00	150.0%
589 99 00 099 Expenditure Offset	0.00	0.00	0.00	0.0%
<b>580 Non Expenditures</b>	<b>258,650.00</b>	<b>289,450.00</b>	<b>30,800.00</b>	<b>111.9%</b>
<b>591 Debt Service</b>				
592 21 82 001 Interfund Loan-Interest	113.00	113.00	0.00	100.0%
<b>591 Debt Service</b>	<b>113.00</b>	<b>113.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>594 Capital Expenditures</b>				
594 19 64 000 Capital Expense - technology	0.00	0.00	0.00	0.0%
<b>594 Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>597 Interfund Transfers</b>				
597 00 00 002 Transfer To 002	0.00	0.00	0.00	0.0%
597 01 07 001 Transfer to Fund 107	2,523,936.00	2,433,936.00	(90,000.00)	96.4%
597 10 10 001 Transfer to Fund 101	200,960.00	212,000.00	11,040.00	105.5%
597 11 60 001 Transfer to Fund 116	7,000.00	7,000.00	0.00	100.0%
597 31 00 001 Transfer To Capital Improvemen	40,000.00	40,000.00	0.00	100.0%
597 50 10 001 Transfer Out - Vehicle R&M	0.00	0.00	0.00	0.0%
597 50 30 001 Transfers-Out To IT Fund	8,000.00	8,000.00	0.00	100.0%
597 50 48 001 Transfer Out - Vehicle R&M	0.00	0.00	0.00	0.0%
<b>597 Interfund Transfers</b>	<b>2,779,896.00</b>	<b>2,700,936.00</b>	<b>(78,960.00)</b>	<b>97.2%</b>
<b>999 Ending Balance</b>				
508 10 00 001 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 001 Fund Balance-Unreserved	426,685.36	537,490.36	110,805.00	126.0%
<b>999 Ending Balance</b>	<b>426,685.36</b>	<b>537,490.36</b>	<b>110,805.00</b>	<b>126.0%</b>

# 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 13

001 General Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>Fund Expenditures:</b>	<b>4,962,139.36</b>	<b>5,099,444.36</b>	<b>137,305.00</b>	<b>102.8%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 14

002 Fire/EMS

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 80 00 002 Estimated Beginning Balance	0.00	0.00	0.00	0.0%
308 Beginning Balances	0.00	0.00	0.00	0.0%
<b>397 Interfund Transfers</b>				
397 00 00 001 Transfer To 001	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 15

### 004 General Fund Asset Replacement Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 80 00 004 Estimated Beginning Balance	261,235.00	261,235.00	0.00	100.0%
308 Beginning Balances	261,235.00	261,235.00	0.00	100.0%
<b>360 Misc Revenues</b>				
361 10 00 004 Investment Interest	1,500.00	1,500.00	0.00	100.0%
361 40 00 107 Other Interest CJ Interfund Loan	0.00	0.00	0.00	0.0%
360 Misc Revenues	1,500.00	1,500.00	0.00	100.0%
<b>380 Non Revenues</b>				
381 20 00 107 Interfund Loan Repayment CJ	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
<b>397 Interfund Transfers</b>				
397 10 30 004 Transfer In - From Strategic Rese	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>262,735.00</b>	<b>262,735.00</b>	<b>0.00</b>	<b>100.0%</b>
Expenditures	Original	Proposed	Difference	Remarks
<b>580 Non Expenditures</b>				
581 10 00 107 Interfund Loan Disbursements CJ	106,000.00	106,000.00	0.00	100.0%
580 Non Expenditures	106,000.00	106,000.00	0.00	100.0%
<b>999 Ending Balance</b>				
508 80 00 004 Ending Balance	156,735.00	156,735.00	0.00	100.0%
999 Ending Balance	156,735.00	156,735.00	0.00	100.0%
<b>Fund Expenditures:</b>	<b>262,735.00</b>	<b>262,735.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 16

### 101 Street Fund

Revenues	Original	Proposed	Difference		Remarks
<b>308 Beginning Balances</b>					
308 10 00 101 BFB - Reserved	0.00	0.00	0.00	0.0%	
308 80 00 101 BFB - Unreserved	53,714.25	53,714.25	0.00	100.0%	
308 Beginning Balances	53,714.25	53,714.25	0.00	100.0%	
<b>320 Licenses &amp; Permits</b>					
322 40 10 000 Street Permits	2,000.00	3,000.00	1,000.00	150.0%	
320 Licenses & Permits	2,000.00	3,000.00	1,000.00	150.0%	
<b>330 State Generated Revenues</b>					
336 00 71 000 Multimodal Transportation	0.00	10,400.00	10,400.00	0.0%	
336 00 87 000 MVFT - City Streets	154,650.00	159,000.00	4,350.00	102.8%	
330 State Generated Revenues	154,650.00	169,400.00	14,750.00	109.5%	
<b>340 Charges For Services</b>					
341 70 00 000 Maps & Publications	500.00	500.00	0.00	100.0%	
340 Charges For Services	500.00	500.00	0.00	100.0%	
<b>360 Misc Revenues</b>					
361 10 00 101 Investment Interest	0.00	0.00	0.00	0.0%	
369 91 00 101 Misc Revenue	0.00	0.00	0.00	0.0%	
360 Misc Revenues	0.00	0.00	0.00	0.0%	
<b>397 Interfund Transfers</b>					
397 00 01 101 Contrib. From General Fund	200,960.00	212,000.00	11,040.00	105.5%	
397 01 31 101 Transfer In From REET	0.00	100,000.00	100,000.00	0.0%	
397 03 10 101 Transfer In - Cap Imprv	100,000.00	0.00	(100,000.00)	0.0%	Switch to have this REET transfer straight from REET rather than to Capital Improvements and then to Streets
397 Interfund Transfers	300,960.00	312,000.00	11,040.00	103.7%	
<b>Fund Revenues:</b>	<b>511,824.25</b>	<b>538,614.25</b>	<b>26,790.00</b>	<b>105.2%</b>	

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 17

### 101 Street Fund

Expenditures	Original	Proposed	Difference		Remarks
<b>542 Streets - Maintenance</b>					
542 30 10 000 Salaries and Wages	172,000.00	200,000.00	28,000.00	116.3%	
542 30 10 002 Overtime	0.00	5,000.00	5,000.00	0.0%	
542 30 10 003 Seasonal/Temp	0.00	0.00	0.00	0.0%	
542 30 10 005 On Call Pay	5,000.00	5,000.00	0.00	100.0%	
542 30 20 000 Personnel Benefits	82,000.00	62,400.00	(19,600.00)	76.1%	
542 30 20 002 Uniforms	1,550.00	1,550.00	0.00	100.0%	
542 30 31 000 Office and Operating Supplies	20,400.00	28,800.00	8,400.00	141.2%	
542 30 32 000 Operating Supplies/Fuel	4,000.00	4,000.00	0.00	100.0%	
542 30 35 000 Small Tools and Equipment	5,000.00	5,000.00	0.00	100.0%	
542 30 36 000 Small Assets/IT	0.00	0.00	0.00	0.0%	
542 30 41 001 Professional Services - IT	0.00	15,217.00	15,217.00	0.0%	
542 30 42 000 Communication	2,050.00	2,050.00	0.00	100.0%	
542 30 43 000 Travel	0.00	300.00	300.00	0.0%	
542 30 45 000 Operating Rentals and Leases	1,000.00	10,200.00	9,200.00	*****%	
542 30 45 009 Interfund Rent	6,500.00	0.00	(6,500.00)	0.0%	Combine with Operating Rentals and Leases
542 30 47 000 Utilities	29,500.00	29,500.00	0.00	100.0%	
542 30 48 000 Repairs and Maintenance	25,000.00	25,000.00	0.00	100.0%	
542 30 48 001 Equipment Repair & Maint	15,000.00	30,000.00	15,000.00	200.0%	
542 30 48 004 Street Sign Retrofit Program	7,500.00	2,500.00	(5,000.00)	33.3%	
542 30 49 000 Misc/Other Exp	500.00	500.00	0.00	100.0%	
542 90 41 000 Professional Services	10,000.00	1,000.00	(9,000.00)	10.0%	
542 90 41 002 Advertising	100.00	100.00	0.00	100.0%	
542 90 46 000 Insurance	17,000.00	9,200.00	(7,800.00)	54.1%	
542 90 49 001 Misc/Dues & Memb	500.00	500.00	0.00	100.0%	
542 90 49 002 Misc/Trng, Registrations	1,000.00	1,000.00	0.00	100.0%	
542 90 49 003 Misc/Outside Printing	195.00	195.00	0.00	100.0%	
<b>542 Streets - Maintenance</b>	<b>405,795.00</b>	<b>439,012.00</b>	<b>33,217.00</b>	<b>108.2%</b>	
<b>591 Debt Service</b>					
591 95 78 000 Debt Service Principal	88,200.00	88,200.00	0.00	100.0%	
592 95 83 001 Debt Service Interest	6,026.00	6,026.00	0.00	100.0%	
<b>591 Debt Service</b>	<b>94,226.00</b>	<b>94,226.00</b>	<b>0.00</b>	<b>100.0%</b>	
<b>597 Interfund Transfers</b>					
597 50 10 101 Transfers-Out - To Vehicle Repai	0.00	0.00	0.00	0.0%	

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 18

101 Street Fund

Expenditures	Original	Proposed	Difference	Remarks
<hr/>				
597 Interfund Transfers				
<hr/>				
597 Interfund Transfers	0.00	0.00	0.00	0.0%
<hr/>				
999 Ending Balance				
<hr/>				
508 10 00 101 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 101 Fund Balance-Unreserved	11,803.25	5,376.25	(6,427.00)	45.5%
999 Ending Balance	11,803.25	5,376.25	(6,427.00)	45.5%
<hr/>				
<b>Fund Expenditures:</b>	<b>511,824.25</b>	<b>538,614.25</b>	<b>26,790.00</b>	<b>105.2%</b>
<hr/>				
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 19

### 103 Strategic Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
----------	----------	----------	------------	---------

### 308 Beginning Balances

308 10 00 103 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 103 BFB - Unreserved	259,671.40	259,671.40	0.00	100.0%
308 Beginning Balances	259,671.40	259,671.40	0.00	100.0%

### 360 Misc Revenues

361 10 00 103 Investment Interest	1,500.00	2,500.00	1,000.00	166.7%
360 Misc Revenues	1,500.00	2,500.00	1,000.00	166.7%

<b>Fund Revenues:</b>	<b>261,171.40</b>	<b>262,171.40</b>	<b>1,000.00</b>	<b>100.4%</b>
-----------------------	-------------------	-------------------	-----------------	---------------

Expenditures	Original	Proposed	Difference	Remarks
--------------	----------	----------	------------	---------

### 514 Administration & Finance

514 20 41 103 Service Fees	0.00	0.00	0.00	0.0%
514 Administration & Finance	0.00	0.00	0.00	0.0%

### 597 Interfund Transfers

597 00 01 103 Transfer to General Fund	0.00	0.00	0.00	0.0%
597 00 40 103 Transfers-Out - Asset Replaceme	0.00	0.00	0.00	0.0%
597 31 40 103 Transfers-Out - Capital Improver	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

### 999 Ending Balance

508 10 00 103 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 103 Fund Balance-Unreserved	261,171.40	262,171.40	1,000.00	100.4%
999 Ending Balance	261,171.40	262,171.40	1,000.00	100.4%

<b>Fund Expenditures:</b>	<b>261,171.40</b>	<b>262,171.40</b>	<b>1,000.00</b>	<b>100.4%</b>
---------------------------	-------------------	-------------------	-----------------	---------------

<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>
-------------------------------	-------------	-------------

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 20

### 105 Drug Seizure Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 10 00 105 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 105 BFB - Unreserved	11,260.65	11,260.65	0.00	100.0%
<b>308 Beginning Balances</b>	<b>11,260.65</b>	<b>11,260.65</b>	<b>0.00</b>	<b>100.0%</b>
<b>360 Misc Revenues</b>				
361 10 00 105 Investment Interest	0.00	0.00	0.00	0.0%
369 30 00 000 Confiscated and Forfeited Prop	5,000.00	5,000.00	0.00	100.0%
<b>360 Misc Revenues</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Revenues:</b>	<b>16,260.65</b>	<b>16,260.65</b>	<b>0.00</b>	<b>100.0%</b>

Expenditures	Original	Proposed	Difference	Remarks
<b>521 Law Enforcement</b>				
521 80 10 002 Overtime	0.00	0.00	0.00	0.0%
521 80 20 000 Personnel Benefits	0.00	0.00	0.00	0.0%
521 80 31 000 Operating Supplies	5,000.00	1,500.00	(3,500.00)	30.0%
521 80 35 000 Small Tools & Equipment	4,300.00	1,000.00	(3,300.00)	23.3%
521 80 35 001 Machinery & Equipment	1,200.00	200.00	(1,000.00)	16.7%
521 80 35 003 Bike Equipment	0.00	7,000.00	7,000.00	0.0%
521 80 41 000 Professional Services	0.00	700.00	700.00	0.0%
521 80 49 000 Misc/Other Expenses	0.00	50.00	50.00	0.0%
521 80 49 001 Dues & Memberships	0.00	50.00	50.00	0.0%
521 80 49 002 Training & Registrations	3,000.00	3,000.00	0.00	100.0%
521 80 52 000 State 10% Confiscated Prop	500.00	500.00	0.00	100.0%
<b>521 Law Enforcement</b>	<b>14,000.00</b>	<b>14,000.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>999 Ending Balance</b>				
508 10 00 105 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 105 Fund Balance-Unreserved	2,260.65	2,260.65	0.00	100.0%
<b>999 Ending Balance</b>	<b>2,260.65</b>	<b>2,260.65</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Expenditures:</b>	<b>16,260.65</b>	<b>16,260.65</b>	<b>0.00</b>	<b>100.0%</b>

# 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 21

---

105 Drug Seizure Fund

---

<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>
-------------------------------	-------------	-------------

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 22

### 107 Criminal Justice Fund

Revenues	Original	Proposed	Difference	Remarks
----------	----------	----------	------------	---------

#### 308 Beginning Balances

308 10 00 107 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 107 BFB - Unreserved	121.55	121.55	0.00	100.0%
308 Beginning Balances	121.55	121.55	0.00	100.0%

#### 310 Taxes

313 71 00 000 Local Criminal Justice	120,600.00	120,600.00	0.00	100.0%
310 Taxes	120,600.00	120,600.00	0.00	100.0%

#### 320 Licenses & Permits

322 30 00 000 Animal Permits	2,900.00	3,200.00	300.00	110.3%
322 90 00 000 Weapon Permits	500.00	500.00	0.00	100.0%
322 90 10 000 Alarm Permits	300.00	330.00	30.00	110.0%
320 Licenses & Permits	3,700.00	4,030.00	330.00	108.9%

#### 330 State Generated Revenues

331 16 60 000 DOJ Bulletproof Vest	880.00	880.00	0.00	100.0%
331 16 70 000 DOJ COPS	0.00	0.00	0.00	0.0%
333 20 60 000 WSTC - Federal	0.00	10,000.00	10,000.00	0.0%
334 01 10 000 State Grant - C J T C	0.00	3,500.00	3,500.00	0.0%
334 03 50 000 Traffic Safety Commission	0.00	0.00	0.00	0.0%
336 06 21 000 CJ-Violent Crimes/Population	2,700.00	2,700.00	0.00	100.0%
336 06 26 000 CJ-Special Programs	7,150.00	7,150.00	0.00	100.0%
336 06 51 000 CJ-DUI/Cities	1,300.00	1,300.00	0.00	100.0%
336 06 94 000 Liquor Excise Tax	32,700.00	69,100.00	36,400.00	211.3%
336 06 95 000 Liquor Board Profits	63,500.00	32,900.00	(30,600.00)	51.8%
337 21 00 000 Reimb/PD Patrol Emphasis	0.00	0.00	0.00	0.0%
330 State Generated Revenues	108,230.00	127,530.00	19,300.00	117.8%

#### 340 Charges For Services

341 95 00 000 Legal Services	200.00	400.00	200.00	200.0%
342 10 00 000 PD Misc Rev, Incl Witness Fees	100.00	100.00	0.00	100.0%
342 10 01 000 False Alarm Fees	200.00	200.00	0.00	100.0%
342 10 02 000 LE Services - Fingerprinting	300.00	300.00	0.00	100.0%
342 10 10 000 PD Fees, Other	0.00	0.00	0.00	0.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 23

### 107 Criminal Justice Fund

Revenues	Original	Proposed	Difference		Remarks
<b>340 Charges For Services</b>					
342 36 00 000 Hsng/Mntr Prsnr	1,500.00	1,500.00	0.00	100.0%	
342 37 00 107 Booking Fees	0.00	800.00	800.00	0.0%	
342 50 00 000 DUI Emerg Resp	9,100.00	9,100.00	0.00	100.0%	
345 23 00 107 Animal Control Fines	100.00	100.00	0.00	100.0%	
347 90 00 107 Other Fees & Charges	500.00	350.00	(150.00)	70.0%	
<b>340 Charges For Services</b>	<b>12,000.00</b>	<b>12,850.00</b>	<b>850.00</b>	<b>107.1%</b>	
<b>350 Fines &amp; Forfeitures</b>					
342 10 00 003 Court LE Services	700.00	700.00	0.00	100.0%	
<b>350 Fines &amp; Forfeitures</b>	<b>700.00</b>	<b>700.00</b>	<b>0.00</b>	<b>100.0%</b>	
<b>360 Misc Revenues</b>					
361 10 00 107 Investment Interest	200.00	0.00	(200.00)	0.0%	No investments to earn interest
367 10 00 000 Donations - Police Dept	0.00	0.00	0.00	0.0%	
369 10 00 107 Sale Of Scrap And Junk	200.00	400.00	200.00	200.0%	
369 30 00 107 Confiscated And Forfeited Prope:	0.00	0.00	0.00	0.0%	
369 91 00 107 Other Misc	0.00	2,000.00	2,000.00	0.0%	
<b>360 Misc Revenues</b>	<b>400.00</b>	<b>2,400.00</b>	<b>2,000.00</b>	<b>600.0%</b>	
<b>380 Non Revenues</b>					
381 10 00 107 Interfund Loans Proceeds	106,000.00	106,000.00	0.00	100.0%	
386 21 00 000 State Share Gun Permits	300.00	300.00	0.00	100.0%	
389 00 00 000 Clearing Account	1,500.00	1,500.00	0.00	100.0%	
<b>380 Non Revenues</b>	<b>107,800.00</b>	<b>107,800.00</b>	<b>0.00</b>	<b>100.0%</b>	
<b>390 Other Revenues</b>					
398 20 00 107 Insurance Recovery	0.00	23,000.00	23,000.00	0.0%	
<b>390 Other Revenues</b>	<b>0.00</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>0.0%</b>	
<b>397 Interfund Transfers</b>					
397 00 10 107 Transfer IN from 001	2,523,936.00	2,433,936.00	(90,000.00)	96.4%	

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 24

107 Criminal Justice Fund

Revenues	Original	Proposed	Difference	Remarks
----------	----------	----------	------------	---------

397 Interfund Transfers

397 Interfund Transfers	2,523,936.00	2,433,936.00	(90,000.00)	96.4%
-------------------------	--------------	--------------	-------------	-------

<b>Fund Revenues:</b>	<b>2,877,487.55</b>	<b>2,832,967.55</b>	<b>(44,520.00)</b>	<b>98.5%</b>
-----------------------	---------------------	---------------------	--------------------	--------------

Expenditures	Original	Proposed	Difference	Remarks
--------------	----------	----------	------------	---------

521 Law Enforcement

521 20 10 000 Salaries and Wages	1,248,000.00	1,228,500.00	(19,500.00)	98.4%	
521 20 10 002 Overtime	50,000.00	50,000.00	0.00	100.0%	
521 20 20 000 Personnel Benefits	570,500.00	481,000.00	(89,500.00)	84.3%	
521 20 20 002 Uniforms	5,000.00	10,000.00	5,000.00	200.0%	
521 20 20 008 Employee Contribution Medical	0.00	0.00	0.00	0.0%	
521 20 31 000 Office and Operating Supplies	15,000.00	15,000.00	0.00	100.0%	
521 20 31 001 Ammunition	8,000.00	8,000.00	0.00	100.0%	
521 20 31 003 Crt Dir Work Crew -Supplies	0.00	0.00	0.00	0.0%	
521 20 32 000 Fuel	37,000.00	37,000.00	0.00	100.0%	
521 20 35 000 Small Tools and Equipment	20,000.00	20,000.00	0.00	100.0%	
521 20 35 001 Firearms	5,000.00	5,000.00	0.00	100.0%	
521 20 35 002 Equip Purchase - WASPC	0.00	10,000.00	10,000.00	0.0%	Grants
521 20 35 003 Equip - Bicycles	2,000.00	0.00	(2,000.00)	0.0%	Utilized Drug Fund for these expenses
521 20 35 004 Vehicle Purchase	106,000.00	111,850.00	5,850.00	105.5%	
521 20 36 000 Small Assets/IT	18,000.00	32,500.00	14,500.00	180.6%	
521 20 41 000 Professional Services	20,000.00	20,000.00	0.00	100.0%	
521 20 41 001 Professional Services - IT	45,000.00	96,796.00	51,796.00	215.1%	
521 20 41 002 Advertising	500.00	500.00	0.00	100.0%	
521 20 42 000 Communication	20,000.00	20,000.00	0.00	100.0%	
521 20 42 001 Radio Communications - Service	0.00	0.00	0.00	0.0%	Cancel - didn't sign contract
521 20 43 000 Travel	5,000.00	5,000.00	0.00	100.0%	
521 20 45 000 Operating Rentals and Leases	5,000.00	5,000.00	0.00	100.0%	
521 20 46 000 Insurance	60,400.00	53,800.00	(6,600.00)	89.1%	
521 20 47 000 Utilities	11,000.00	11,000.00	0.00	100.0%	
521 20 48 000 Repairs and Maintenance	1,500.00	5,000.00	3,500.00	333.3%	
521 20 48 001 Vehicle Repairs and Maintenance	40,000.00	60,000.00	20,000.00	150.0%	
521 20 48 002 Facility Repairs and Maintenance	4,000.00	4,000.00	0.00	100.0%	
521 20 48 004 Installation, Repair & Maintenance	0.00	0.00	0.00	0.0%	
521 20 49 000 Miscellaneous	200.00	200.00	0.00	100.0%	
521 20 49 001 Misc/Dues & Memberships	1,600.00	6,100.00	4,500.00	381.3%	
521 20 49 003 Misc/Outside Printing	200.00	600.00	400.00	300.0%	

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 25

### 107 Criminal Justice Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>521 Law Enforcement</b>				
521 20 51 000 Intergov Services	4,000.00	5,500.00	1,500.00	137.5%
521 30 31 000 Crime Prevention Supplies	500.00	500.00	0.00	100.0%
521 40 49 002 Misc/Trng, Registrations	13,200.00	13,200.00	0.00	100.0%
521 50 49 003 Misc/Outside Printing	0.00	0.00	0.00	0.0%
521 80 31 001 Property & Evidence Supplies	0.00	0.00	0.00	0.0%
<b>521 Law Enforcement</b>	<b>2,316,600.00</b>	<b>2,316,046.00</b>	<b>(554.00)</b>	<b>100.0%</b>
<b>523 Jail Costs</b>				
523 20 31 000 Court Work Crew Supplies	200.00	200.00	0.00	100.0%
523 60 41 000 Electronic Home Monitoring	0.00	0.00	0.00	0.0%
523 60 51 000 Intergov. Jail Services	120,000.00	145,000.00	25,000.00	120.8%
<b>523 Jail Costs</b>	<b>120,200.00</b>	<b>145,200.00</b>	<b>25,000.00</b>	<b>120.8%</b>
<b>525 Emergency Services</b>				
525 10 51 107 Intergov Services	0.00	0.00	0.00	0.0%
525 60 51 107 PC Emerg Mgmt Contract	0.00	0.00	0.00	0.0%
<b>525 Emergency Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>528 Comm/Alarms/Dispatch</b>				
528 00 51 000 Intergov't Svcs-Dispatch	150,000.00	169,352.50	19,352.50	112.9%
<b>528 Comm/Alarms/Dispatch</b>	<b>150,000.00</b>	<b>169,352.50</b>	<b>19,352.50</b>	<b>112.9%</b>
<b>554 Nuisance Control</b>				
554 30 51 107 Animal Control	34,000.00	38,000.00	4,000.00	111.8%
<b>554 Nuisance Control</b>	<b>34,000.00</b>	<b>38,000.00</b>	<b>4,000.00</b>	<b>111.8%</b>
<b>580 Non Expenditures</b>				
581 20 00 107 Interfund Loan Principal	58,700.00	58,700.00	0.00	100.0%
586 00 51 107 Liquor Board Tax To Pierce Cou:	0.00	0.00	0.00	0.0%
589 00 00 000 Clearing Account	1,800.00	1,800.00	0.00	100.0%
<b>580 Non Expenditures</b>	<b>60,500.00</b>	<b>60,500.00</b>	<b>0.00</b>	<b>100.0%</b>

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 26

107 Criminal Justice Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>591 Debt Service</b>				
591 21 78 000 LOCAL Financing-Principal	32,700.00	32,700.00	0.00	100.0%
592 21 81 000 LOCAL Financing-Interest	193.00	193.00	0.00	100.0%
592 21 82 107 Interfund Loan Interest	1,133.00	1,133.00	0.00	100.0%
<b>591 Debt Service</b>	<b>34,026.00</b>	<b>34,026.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>597 Interfund Transfers</b>				
597 50 30 107 Transfers-Out To IT Fund	0.00	0.00	0.00	0.0%
<b>597 Interfund Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>999 Ending Balance</b>				
508 10 00 107 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 107 Fund Balance-Unreserved	162,161.55	69,843.05	(92,318.50)	43.1%
<b>999 Ending Balance</b>	<b>162,161.55</b>	<b>69,843.05</b>	<b>(92,318.50)</b>	<b>43.1%</b>
<b>Fund Expenditures:</b>	<b>2,877,487.55</b>	<b>2,832,967.55</b>	<b>(44,520.00)</b>	<b>98.5%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 27

### 116 Community Events Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 10 00 116 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 116 BFB - Unreserved	10,715.62	10,715.62	0.00	100.0%
308 Beginning Balances	10,715.62	10,715.62	0.00	100.0%
<b>340 Charges For Services</b>				
341 70 10 000 T-Shirt Sales/Milton Days	0.00	0.00	0.00	0.0%
347 90 10 000 Milton Days-Vendor Fee	7,000.00	7,000.00	0.00	100.0%
347 90 20 000 Fall Bazaar-Vendor Fee	2,000.00	2,000.00	0.00	100.0%
340 Charges For Services	9,000.00	9,000.00	0.00	100.0%
<b>360 Misc Revenues</b>				
367 00 10 000 Donations - Milton Days	10,500.00	10,500.00	0.00	100.0%
367 00 20 000 Donations - Fall Bazaar	1,000.00	1,000.00	0.00	100.0%
367 00 30 000 Donations - Tree Lighting	1,000.00	1,000.00	0.00	100.0%
360 Misc Revenues	12,500.00	12,500.00	0.00	100.0%
<b>380 Non Revenues</b>				
386 00 00 000 State Sales Tax Collected	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
<b>397 Interfund Transfers</b>				
397 00 01 116 Transfer IN from 001	7,000.00	7,000.00	0.00	100.0%
397 Interfund Transfers	7,000.00	7,000.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>39,215.62</b>	<b>39,215.62</b>	<b>0.00</b>	<b>100.0%</b>

Expenditures	Original	Proposed	Difference	Remarks
<b>573 Spectator &amp; Community Events</b>				
573 91 10 000 Milton Days Salaries & Wages	0.00	0.00	0.00	0.0%
573 91 10 002 Milton Days - Overtime	2,000.00	2,000.00	0.00	100.0%
573 91 20 002 Milton Days - OT Benefits	0.00	0.00	0.00	0.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 28

116 Community Events Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>573 Spectator &amp; Community Events</b>				
573 91 31 000 Milton Days - Supplies	1,200.00	1,200.00	0.00	100.0%
573 91 32 000 Milton Days - Fuel	100.00	100.00	0.00	100.0%
573 91 41 000 Milton Days - Prof Svcs	9,000.00	9,000.00	0.00	100.0%
573 91 41 002 Milton Days - Advertising	750.00	750.00	0.00	100.0%
573 91 45 000 Milton Days - Rentals	1,500.00	1,500.00	0.00	100.0%
573 91 49 000 Milton Days - Misc Exp	1,200.00	1,200.00	0.00	100.0%
573 92 10 002 Fall Bazaar - Overtime	1,000.00	1,000.00	0.00	100.0%
573 92 20 000 Fall Bazaar - Benefits	0.00	0.00	0.00	0.0%
573 92 31 000 Fall Bazaar - Supplies	300.00	300.00	0.00	100.0%
573 92 41 000 Fall Bazaar - Prof Svcs	500.00	500.00	0.00	100.0%
573 92 41 002 Fall Bazaar - Advertising	100.00	100.00	0.00	100.0%
573 92 45 000 Fall Bazaar - Rentals	250.00	250.00	0.00	100.0%
573 92 49 000 Fall Bazaar - Misc Exp	0.00	0.00	0.00	0.0%
573 93 10 000 Tree Lighting - Salaries	0.00	0.00	0.00	0.0%
573 93 10 002 Tree Lighting - Overtime	300.00	300.00	0.00	100.0%
573 93 20 000 Tree Lighting - Benefits	0.00	0.00	0.00	0.0%
573 93 31 000 Tree Lighting - Supplies	200.00	200.00	0.00	100.0%
573 93 41 000 Tree Lighting - Prof Svcs	100.00	100.00	0.00	100.0%
573 93 49 000 Tree Lighting - Misc Exp	0.00	0.00	0.00	0.0%
<b>573 Spectator &amp; Community Events</b>	<b>18,500.00</b>	<b>18,500.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>580 Non Expenditures</b>				
586 00 00 116 Sales Tax paid to State	0.00	0.00	0.00	0.0%
<b>580 Non Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>999 Ending Balance</b>				
508 10 00 116 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 116 Fund Balance-Unreserved	20,715.62	20,715.62	0.00	100.0%
<b>999 Ending Balance</b>	<b>20,715.62</b>	<b>20,715.62</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Expenditures:</b>	<b>39,215.62</b>	<b>39,215.62</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 29

118 Reserve Officer Fund

Revenues	Original	Proposed	Difference	Remarks
----------	----------	----------	------------	---------

308 Beginning Balances

308 10 00 118 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 118 BFB - Unreserved	3,735.49	3,735.49	0.00	100.0%
<b>308 Beginning Balances</b>	<b>3,735.49</b>	<b>3,735.49</b>	<b>0.00</b>	<b>100.0%</b>

360 Misc Revenues

367 00 00 000 Police Reserve Donations	500.00	500.00	0.00	100.0%
<b>360 Misc Revenues</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>100.0%</b>

**Fund Revenues: 4,235.49 4,235.49 0.00 100.0%**

Expenditures	Original	Proposed	Difference	Remarks
--------------	----------	----------	------------	---------

521 Law Enforcement

521 23 31 000 Supplies	1,200.00	1,200.00	0.00	100.0%
521 23 35 000 Small Tools & Equipment	1,000.00	1,000.00	0.00	100.0%
521 23 42 000 Communications	900.00	900.00	0.00	100.0%
521 23 43 000 Law Enforcement - Travel	0.00	0.00	0.00	0.0%
521 23 49 000 Miscellaneous	900.00	900.00	0.00	100.0%
<b>521 Law Enforcement</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>100.0%</b>

999 Ending Balance

508 10 00 118 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 118 Fund Balance-Unreserved	235.49	235.49	0.00	100.0%
<b>999 Ending Balance</b>	<b>235.49</b>	<b>235.49</b>	<b>0.00</b>	<b>100.0%</b>

**Fund Expenditures: 4,235.49 4,235.49 0.00 100.0%**

**Fund Excess/(Deficit): 0.00 0.00**

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 30

### 130 Municipal Improvement Fund (REET 1)

Revenues	Original	Proposed	Difference		Remarks
<b>308 Beginning Balances</b>					
308 10 00 130 BFB - Reserved	0.00	0.00	0.00	0.0%	
308 80 00 130 BFB - Unreserved	169,229.71	169,229.71	0.00	100.0%	
308 Beginning Balances	169,229.71	169,229.71	0.00	100.0%	
<b>310 Taxes</b>					
318 34 01 000 REET1 -	75,000.00	132,000.00	57,000.00	176.0%	
318 34 02 000 REET1 -	12,000.00	12,000.00	0.00	100.0%	
310 Taxes	87,000.00	144,000.00	57,000.00	165.5%	
<b>360 Misc Revenues</b>					
361 10 00 130 Investment Interest	200.00	600.00	400.00	300.0%	
360 Misc Revenues	200.00	600.00	400.00	300.0%	
<b>Fund Revenues:</b>	<b>256,429.71</b>	<b>313,829.71</b>	<b>57,400.00</b>	<b>122.4%</b>	
<b>Expenditures</b>					
<b>597 Interfund Transfers</b>					
597 01 01 130 Contrib to Street Project	0.00	0.00	0.00	0.0%	Transfer for Maintenance must be from REET 2 Fund 131
597 03 10 130 Contrib to Capital Projects	230,500.00	230,500.00	0.00	100.0%	
597 Interfund Transfers	230,500.00	230,500.00	0.00	100.0%	
<b>999 Ending Balance</b>					
508 10 00 130 Fund Balance-Reserved	0.00	0.00	0.00	0.0%	
508 80 00 130 Fund Balance-Unreserved	25,929.71	83,329.71	57,400.00	321.4%	
999 Ending Balance	25,929.71	83,329.71	57,400.00	321.4%	
<b>Fund Expenditures:</b>	<b>256,429.71</b>	<b>313,829.71</b>	<b>57,400.00</b>	<b>122.4%</b>	
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>			

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 31

### 131 Municipal Project Fund (REET 2)

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 10 00 131 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 131 BFB - Unreserved	80,434.75	80,434.75	0.00	100.0%
308 Beginning Balances	80,434.75	80,434.75	0.00	100.0%
<b>310 Taxes</b>				
318 35 01 000 REET2 -	75,000.00	132,000.00	57,000.00	176.0%
318 35 02 000 REET2 -	12,000.00	12,000.00	0.00	100.0%
310 Taxes	87,000.00	144,000.00	57,000.00	165.5%
<b>360 Misc Revenues</b>				
361 10 00 131 Investment Interest	175.00	350.00	175.00	200.0%
360 Misc Revenues	175.00	350.00	175.00	200.0%
<b>Fund Revenues:</b>	<b>167,609.75</b>	<b>224,784.75</b>	<b>57,175.00</b>	<b>134.1%</b>
Expenditures	Original	Proposed	Difference	Remarks
<b>597 Interfund Transfers</b>				
597 00 01 131 Transfer Out - Gen'l Fund	0.00	0.00	0.00	0.0%
597 01 01 131 Transfer Out - Streets	0.00	100,000.00	100,000.00	0.0%
597 03 10 131 Transfer Out - Capital Projects	145,500.00	45,500.00	(100,000.00)	31.3%
597 Interfund Transfers	145,500.00	145,500.00	0.00	100.0%
<b>999 Ending Balance</b>				
508 10 00 131 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 131 Fund Balance-Unreserved	22,109.75	79,284.75	57,175.00	358.6%
999 Ending Balance	22,109.75	79,284.75	57,175.00	358.6%
<b>Fund Expenditures:</b>	<b>167,609.75</b>	<b>224,784.75</b>	<b>57,175.00</b>	<b>134.1%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 32

### 140 Traffic Impact Fee Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 10 00 140 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 140 BFB - Unreserved	113,985.26	113,985.26	0.00	100.0%
308 Beginning Balances	113,985.26	113,985.26	0.00	100.0%
<b>340 Charges For Services</b>				
345 85 00 000 Transportation Impact Fees	60,000.00	75,000.00	15,000.00	125.0%
340 Charges For Services	60,000.00	75,000.00	15,000.00	125.0%
<b>360 Misc Revenues</b>				
361 10 00 140 Investment Interest	150.00	350.00	200.00	233.3%
360 Misc Revenues	150.00	350.00	200.00	233.3%
<b>Fund Revenues:</b>	<b>174,135.26</b>	<b>189,335.26</b>	<b>15,200.00</b>	<b>108.7%</b>
Expenditures	Original	Proposed	Difference	Remarks
<b>597 Interfund Transfers</b>				
597 03 10 140 Transfers-Out - Capital Projects	140,000.00	140,000.00	0.00	100.0%
597 Interfund Transfers	140,000.00	140,000.00	0.00	100.0%
<b>999 Ending Balance</b>				
508 10 00 140 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 140 Fund Balance-Unreserved	34,135.26	49,335.26	15,200.00	144.5%
999 Ending Balance	34,135.26	49,335.26	15,200.00	144.5%
<b>Fund Expenditures:</b>	<b>174,135.26</b>	<b>189,335.26</b>	<b>15,200.00</b>	<b>108.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 33

### 310 Capital Improvement Fund

Revenues	Original	Proposed	Difference	Remarks
----------	----------	----------	------------	---------

#### 308 Beginning Balances

308 10 00 310 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 310 BFB - Unreserved	62,010.42	62,010.42	0.00	100.0%
<b>308 Beginning Balances</b>	<b>62,010.42</b>	<b>62,010.42</b>	<b>0.00</b>	<b>100.0%</b>

#### 330 State Generated Revenues

333 00 00 002 Direct Federal Grants	0.00	0.00	0.00	0.0%
333 20 01 000 Federal Indirect-DOT	0.00	0.00	0.00	0.0%
333 20 20 082 Milton Way Ped Improv Grant	617,140.00	617,140.00	0.00	100.0%
334 00 10 104 Interurban Trail - Legislative Gra	392,850.00	392,850.00	0.00	100.0%
334 00 10 106 Police Compound - Legislative G	36,860.00	36,860.00	0.00	100.0%
<b>330 State Generated Revenues</b>	<b>1,046,850.00</b>	<b>1,046,850.00</b>	<b>0.00</b>	<b>100.0%</b>

#### 360 Misc Revenues

361 10 00 310 Investment Earnings	0.00	250.00	250.00	0.0%
368 10 00 082 Special Assessments - Capital	167,000.00	167,000.00	0.00	100.0%
<b>360 Misc Revenues</b>	<b>167,000.00</b>	<b>167,250.00</b>	<b>250.00</b>	<b>100.1%</b>

#### 397 Interfund Transfers

397 00 01 310 Transfer In From General Fund	40,000.00	40,000.00	0.00	100.0%
397 01 30 310 Transfer in REET Improvements	230,500.00	230,500.00	0.00	100.0%
397 01 31 310 Transfer in REET Projects	145,500.00	45,500.00	(100,000.00)	31.3%
397 01 40 310 Transfer In Traffic Impact Fees	140,000.00	140,000.00	0.00	100.0%
<b>397 Interfund Transfers</b>	<b>556,000.00</b>	<b>456,000.00</b>	<b>(100,000.00)</b>	<b>82.0%</b>

**Fund Revenues: 1,831,860.42 1,732,110.42 (99,750.00) 94.6%**

Expenditures	Original	Proposed	Difference	Remarks
--------------	----------	----------	------------	---------

#### 594 Capital Expenditures

594 18 62 105 City Hall & Public Works Roof I	5,000.00	5,000.00	0.00	100.0%
594 21 61 106 Police Compound	50,000.00	50,000.00	0.00	100.0%
594 75 63 084 Activity Center Project	3,000.00	3,000.00	0.00	100.0%
594 76 62 000 Landscaping City Hall	10,000.00	10,000.00	0.00	100.0%
594 76 62 104 Trailhead Improvements	405,000.00	405,000.00	0.00	100.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 34

### 310 Capital Improvement Fund

Expenditures	Original	Proposed	Difference		Remarks
<b>594 Capital Expenditures</b>					
594 76 63 067 ADA Bathroom In Community P	0.00	5,000.00	5,000.00	0.0%	
594 76 63 109 ADA Parking Project At Parks	115,000.00	86,000.00	(29,000.00)	74.8%	
594 76 63 113 Community Park Upper Trail Loc	0.00	0.00	0.00	0.0%	
595 30 63 082 Milton Way Ped Improv	1,105,230.00	1,105,230.00	0.00	100.0%	
595 42 63 107 Street Sign Retrofit	10,000.00	10,000.00	0.00	100.0%	
595 42 63 108 Oak Street Repair Project	16,200.00	16,200.00	0.00	100.0%	
<b>594 Capital Expenditures</b>	<b>1,719,430.00</b>	<b>1,695,430.00</b>	<b>(24,000.00)</b>	<b>98.6%</b>	
<b>597 Interfund Transfers</b>					
597 10 10 310 Transfers-Out -	100,000.00	0.00	(100,000.00)	0.0%	Switching to transfer funding staight from REET Funds to Streets rather than into Capital and then out to Streets.
<b>597 Interfund Transfers</b>	<b>100,000.00</b>	<b>0.00</b>	<b>(100,000.00)</b>	<b>0.0%</b>	
<b>999 Ending Balance</b>					
508 10 00 310 Fund Balance-Reserved	0.00	0.00	0.00	0.0%	
508 80 00 310 Fund Balance-Unreserved	12,430.42	36,680.42	24,250.00	295.1%	
<b>999 Ending Balance</b>	<b>12,430.42</b>	<b>36,680.42</b>	<b>24,250.00</b>	<b>295.1%</b>	
<b>Fund Expenditures:</b>	<b>1,831,860.42</b>	<b>1,732,110.42</b>	<b>(99,750.00)</b>	<b>94.6%</b>	
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>			

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 35

### 314 Capital Improvement Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
----------	----------	----------	------------	---------

### 308 Beginning Balances

308 80 00 314 Estimated Beginning Balance	261,235.00	261,235.00	0.00	100.0%
308 Beginning Balances	261,235.00	261,235.00	0.00	100.0%

### 360 Misc Revenues

361 10 00 314 Investment Interest	1,500.00	1,500.00	0.00	100.0%
360 Misc Revenues	1,500.00	1,500.00	0.00	100.0%

### 397 Interfund Transfers

397 10 30 314 Transfer In - From Strategic Rese	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

<b>Fund Revenues:</b>	<b>262,735.00</b>	<b>262,735.00</b>	<b>0.00</b>	<b>100.0%</b>
-----------------------	-------------------	-------------------	-------------	---------------

Expenditures	Original	Proposed	Difference	Remarks
--------------	----------	----------	------------	---------

### 999 Ending Balance

508 80 00 314 Ending Balance	262,735.00	262,735.00	0.00	100.0%
999 Ending Balance	262,735.00	262,735.00	0.00	100.0%

<b>Fund Expenditures:</b>	<b>262,735.00</b>	<b>262,735.00</b>	<b>0.00</b>	<b>100.0%</b>
---------------------------	-------------------	-------------------	-------------	---------------

<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		
-------------------------------	-------------	-------------	--	--

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 36

### 401 Electric Utility Operations Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 10 00 401 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 401 BFB - Unreserved	2,306,341.30	2,306,341.30	0.00	100.0%
<b>308 Beginning Balances</b>	<b>2,306,341.30</b>	<b>2,306,341.30</b>	<b>0.00</b>	<b>100.0%</b>
<b>320 Licenses &amp; Permits</b>				
322 12 00 000 Electrical Permits	1,000.00	2,600.00	1,600.00	260.0%
<b>320 Licenses &amp; Permits</b>	<b>1,000.00</b>	<b>2,600.00</b>	<b>1,600.00</b>	<b>260.0%</b>
<b>330 State Generated Revenues</b>				
334 03 10 096 State Grant - Dept Of Ecology	0.00	0.00	0.00	0.0%
334 04 20 101 Dept Of Commerce LED St L	0.00	0.00	0.00	0.0%
<b>330 State Generated Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>340 Charges For Services</b>				
343 30 00 000 Electric Sales	4,230,000.00	4,400,600.00	170,600.00	104.0%
343 30 30 000 LABOR	0.00	0.00	0.00	0.0%
343 30 40 000 Sale Of Parts	0.00	0.00	0.00	0.0%
343 39 00 000 Connection Charges	6,000.00	6,000.00	0.00	100.0%
362 50 01 401 Interfund Rental	27,000.00	37,500.00	10,500.00	138.9%
<b>340 Charges For Services</b>	<b>4,263,000.00</b>	<b>4,444,100.00</b>	<b>181,100.00</b>	<b>104.2%</b>
<b>350 Fines &amp; Forfeitures</b>				
359 31 00 000 Penalties	54,000.00	97,600.00	43,600.00	180.7%
<b>350 Fines &amp; Forfeitures</b>	<b>54,000.00</b>	<b>97,600.00</b>	<b>43,600.00</b>	<b>180.7%</b>
<b>360 Misc Revenues</b>				
361 10 00 401 Investment Earnings	16,000.00	25,700.00	9,700.00	160.6%
361 40 00 401 Interfund Loan Interest	120.00	120.00	0.00	100.0%
362 10 00 401 EQUIPMENT	0.00	0.00	0.00	0.0%
362 50 00 401 Pole Rental Agreements	32,000.00	32,000.00	0.00	100.0%
367 01 00 000 BPA Incentive	155,000.00	155,000.00	0.00	100.0%
369 10 00 401 Sale Of Scrap	1,800.00	1,800.00	0.00	100.0%
369 91 00 401 Misc Revenue	15,000.00	15,000.00	0.00	100.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 37

### 401 Electric Utility Operations Fund

Revenues	Original	Proposed	Difference	Remarks
<b>360 Misc Revenues</b>				
360 Misc Revenues	219,920.00	229,620.00	9,700.00	104.4%
<b>380 Non Revenues</b>				
381 20 00 000 Interfund Loan Repayment	24,700.00	24,700.00	0.00	100.0%
380 Non Revenues	24,700.00	24,700.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>6,868,961.30</b>	<b>7,104,961.30</b>	<b>236,000.00</b>	<b>103.4%</b>

Expenditures	Original	Proposed	Difference	Remarks
<b>533 Electric Utility</b>				
533 10 10 000 Salaries and Wages	130,900.00	144,400.00	13,500.00	110.3%
533 10 10 002 Overtime	0.00	2,000.00	2,000.00	0.0%
533 10 10 005 On Call Pay	0.00	0.00	0.00	0.0%
533 10 20 000 Personnel Benefits	62,800.00	62,200.00	(600.00)	99.0%
533 10 20 002 Uniforms	0.00	0.00	0.00	0.0%
533 10 20 008 Employee Contributions Medical	0.00	0.00	0.00	0.0%
533 10 31 000 Office and Operating Supplies	2,500.00	2,800.00	300.00	112.0%
533 10 32 000 Fuel	0.00	0.00	0.00	0.0%
533 10 35 000 Small Tools and Equipment	100.00	300.00	200.00	300.0%
533 10 36 000 Small Assets/IT	0.00	0.00	0.00	0.0%
533 10 41 000 Professional Services	80,000.00	80,000.00	0.00	100.0%
533 10 41 001 Professional Services - IT	16,000.00	21,341.00	5,341.00	133.4%
533 10 41 002 Advertising	1,000.00	1,000.00	0.00	100.0%
533 10 42 000 Communications	6,500.00	8,300.00	1,800.00	127.7%
533 10 43 000 Travel	1,000.00	1,500.00	500.00	150.0%
533 10 44 000 Taxes & Assessments	0.00	0.00	0.00	0.0%
533 10 44 001 Utility Tax	253,800.00	275,100.00	21,300.00	108.4%
533 10 44 002 Elect Excise Tax	162,600.00	174,400.00	11,800.00	107.3%
533 10 45 000 Operating Rentals and Leases	23,000.00	10,000.00	(13,000.00)	43.5%
533 10 45 009 Interfund Rent	5,820.00	0.00	(5,820.00)	0.0% Combine with Operating Rentals& Leases
533 10 46 000 Insurance	29,700.00	29,700.00	0.00	100.0%
533 10 48 000 Repairs and Maintenance	500.00	3,000.00	2,500.00	600.0%
533 10 49 000 Misc/Other Exp	5,000.00	2,500.00	(2,500.00)	50.0%
533 10 49 001 Misc/Dues & Memberships	5,000.00	10,200.00	5,200.00	204.0%
533 10 49 002 Misc/Trng, Registrations	3,000.00	1,200.00	(1,800.00)	40.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 38

### 401 Electric Utility Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>533 Electric Utility</b>				
533 10 49 003 Misc/Outside Printing	25,260.00	25,260.00	0.00	100.0%
001 Administration	814,480.00	855,201.00	40,721.00	105.0%
533 50 10 000 Salaries and Wages	502,800.00	515,000.00	12,200.00	102.4%
533 50 10 002 Overtime	30,000.00	40,000.00	10,000.00	133.3%
533 50 10 005 On Call Pay	28,000.00	28,000.00	0.00	100.0%
533 50 20 000 Personnel Benefits	210,500.00	211,600.00	1,100.00	100.5%
533 50 20 002 Uniforms	10,000.00	10,000.00	0.00	100.0%
533 50 20 008 Employee Contribution Medical	0.00	0.00	0.00	0.0%
533 50 31 000 Operating Supplies	120,000.00	120,000.00	0.00	100.0%
533 50 32 000 Fuel	12,000.00	12,000.00	0.00	100.0%
533 50 33 000 BPA-Electricity for Resale	2,700,000.00	2,900,000.00	200,000.00	107.4%
533 50 33 006 BPA Reimbursement/Incentives	30,000.00	38,000.00	8,000.00	126.7%
533 50 34 000 Supplies for Resale,etc	5,000.00	5,000.00	0.00	100.0%
533 50 35 000 Small Tools and Equipment	10,000.00	13,000.00	3,000.00	130.0%
533 50 35 001 Machinery and Equipment	281,000.00	291,400.00	10,400.00	103.7%
533 50 36 000 Small Assets/IT	0.00	4,000.00	4,000.00	0.0%
533 50 41 000 Professional Services	62,000.00	62,000.00	0.00	100.0%
533 50 41 001 Professional Services - IT	16,000.00	21,342.00	5,342.00	133.4%
533 50 41 002 Advertising	0.00	300.00	300.00	0.0%
533 50 41 006 BPA Incentive Program Admin	0.00	0.00	0.00	0.0%
533 50 42 000 Communication	7,500.00	2,500.00	(5,000.00)	33.3%
533 50 43 000 Travel	1,800.00	2,300.00	500.00	127.8%
533 50 45 000 Operating Rentals And Leases	8,000.00	11,700.00	3,700.00	146.3%
533 50 47 000 Public Utility Services	17,000.00	17,000.00	0.00	100.0%
533 50 48 000 Repairs and Maintenance	77,000.00	77,000.00	0.00	100.0%
533 50 48 001 Vehicle R&M	40,000.00	40,000.00	0.00	100.0%
533 50 48 002 Building R & M	35,000.00	35,000.00	0.00	100.0%
533 50 49 000 Misc/Other Exp	0.00	3,000.00	3,000.00	0.0%
533 50 49 001 Misc/Dues & Memberships	0.00	0.00	0.00	0.0%
533 50 49 002 Misc/Trng, Registrations	1,250.00	1,250.00	0.00	100.0%
533 50 49 003 Misc/Outside Printing	0.00	300.00	300.00	0.0%
002 Operations	4,204,850.00	4,461,692.00	256,842.00	106.1%
<b>533 Electric Utility</b>	<b>5,019,330.00</b>	<b>5,316,893.00</b>	<b>297,563.00</b>	<b>105.9%</b>
<b>594 Capital Expenditures</b>				
594 31 63 088 Milton Way Overlay	0.00	0.00	0.00	0.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 39

### 401 Electric Utility Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>594 Capital Expenditures</b>				
594 33 63 096 LED Lighting Project	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
<b>597 Interfund Transfers</b>				
597 40 20 401 Transfers-Out - Capital Improver	296,100.00	308,100.00	12,000.00	104.1%
597 40 90 401 Transfers-Out - Asset Replaceme	126,900.00	132,100.00	5,200.00	104.1%
597 50 10 401 Transfers-Out - Equipment Repai	0.00	0.00	0.00	0.0%
597 50 30 401 Transfers-Out To IT Fund	0.00	0.00	0.00	0.0%
597 Interfund Transfers	423,000.00	440,200.00	17,200.00	104.1%
<b>999 Ending Balance</b>				
508 10 00 401 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 401 Fund Balance-Unreserved	1,426,631.30	1,347,868.30	(78,763.00)	94.5%
999 Ending Balance	1,426,631.30	1,347,868.30	(78,763.00)	94.5%
<b>Fund Expenditures:</b>	<b>6,868,961.30</b>	<b>7,104,961.30</b>	<b>236,000.00</b>	<b>103.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 40

### 402 Electric Capital Improvement Fund

Revenues	Original	Proposed	Difference	Remarks
----------	----------	----------	------------	---------

#### 308 Beginning Balances

308 80 00 402 Estimated Beginning Balance	2,118,290.00	2,118,290.00	0.00	100.0%
308 Beginning Balances	2,118,290.00	2,118,290.00	0.00	100.0%

#### 360 Misc Revenues

361 10 00 402 Investment Interest	16,000.00	16,000.00	0.00	100.0%
360 Misc Revenues	16,000.00	16,000.00	0.00	100.0%

#### 370 Capital Contributions

379 00 00 402 System Development Charges	0.00	0.00	0.00	0.0%
370 Capital Contributions	0.00	0.00	0.00	0.0%

#### 397 Interfund Transfers

397 40 10 402 Transfer In - Operations	296,100.00	308,100.00	12,000.00	104.1%
397 Interfund Transfers	296,100.00	308,100.00	12,000.00	104.1%

<b>Fund Revenues:</b>	<b>2,430,390.00</b>	<b>2,442,390.00</b>	<b>12,000.00</b>	<b>100.5%</b>
-----------------------	---------------------	---------------------	------------------	---------------

Expenditures	Original	Proposed	Difference	Remarks
--------------	----------	----------	------------	---------

#### 594 Capital Expenditures

594 33 63 082 Capital Expenditures - Milton W:	269,000.00	269,000.00	0.00	100.0%
594 33 63 095 Curtailment Project	0.00	10,000.00	10,000.00	0.0%
594 33 63 110 20th Ave Interconnect	110,000.00	110,000.00	0.00	100.0%
594 Capital Expenditures	379,000.00	389,000.00	10,000.00	102.6%

#### 999 Ending Balance

508 80 00 402 Ending Balance	2,051,390.00	2,053,390.00	2,000.00	100.1%
999 Ending Balance	2,051,390.00	2,053,390.00	2,000.00	100.1%

<b>Fund Expenditures:</b>	<b>2,430,390.00</b>	<b>2,442,390.00</b>	<b>12,000.00</b>	<b>100.5%</b>
---------------------------	---------------------	---------------------	------------------	---------------

# 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 41

---

402 Electric Capital Improvement Fund

---

<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>
-------------------------------	-------------	-------------

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 42

### 403 Water Utility Operations Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 10 00 403 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 403 BFB - Unreserved	1,002,476.82	1,002,476.82	0.00	100.0%
308 Beginning Balances	1,002,476.82	1,002,476.82	0.00	100.0%
<b>320 Licenses &amp; Permits</b>				
322 13 00 000 Water Permit	800.00	10,200.00	9,400.00	*****%
320 Licenses & Permits	800.00	10,200.00	9,400.00	*****%
<b>340 Charges For Services</b>				
341 70 00 403 Reimbursable Materials	1,000.00	1,500.00	500.00	150.0%
343 40 10 000 Water Sales	2,130,000.00	2,130,000.00	0.00	100.0%
343 40 17 000 Reimbursable Personnel	1,000.00	2,500.00	1,500.00	250.0%
343 40 20 000 Well Constr Reserve Fees	10,000.00	10,000.00	0.00	100.0%
343 40 30 000 Tank Storage Reserve Fees	11,000.00	11,000.00	0.00	100.0%
343 49 00 000 Connection Charges	24,000.00	24,000.00	0.00	100.0%
340 Charges For Services	2,177,000.00	2,179,000.00	2,000.00	100.1%
<b>350 Fines &amp; Forfeitures</b>				
359 90 00 000 Penalties	40,000.00	55,600.00	15,600.00	139.0%
350 Fines & Forfeitures	40,000.00	55,600.00	15,600.00	139.0%
<b>360 Misc Revenues</b>				
361 10 00 403 Investment Earnings	2,000.00	7,000.00	5,000.00	350.0%
362 10 01 403 Meter Rental	100.00	200.00	100.00	200.0%
362 50 00 403 Reservoir Antenna Rentals	43,000.00	43,000.00	0.00	100.0%
362 91 00 000 Cert. Wtr Avail In Town	3,000.00	6,000.00	3,000.00	200.0%
362 92 00 000 Cert. Wtr Avail Out Town	2,000.00	30,000.00	28,000.00	*****%
369 91 00 403 Miscellaneous Water Revenue	5,500.00	5,500.00	0.00	100.0%
360 Misc Revenues	55,600.00	91,700.00	36,100.00	164.9%
<b>Fund Revenues:</b>	<b>3,275,876.82</b>	<b>3,338,976.82</b>	<b>63,100.00</b>	<b>101.9%</b>

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 43

### 403 Water Utility Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>534 Water Utility</b>				
534 10 10 000 Salaries and Wages	130,900.00	144,500.00	13,600.00	110.4%
534 10 10 002 Overtime	0.00	1,000.00	1,000.00	0.0%
534 10 10 005 On Call Pay	0.00	0.00	0.00	0.0%
534 10 20 000 Personnel Benefits	62,800.00	57,500.00	(5,300.00)	91.6%
534 10 20 002 Uniforms	0.00	500.00	500.00	0.0%
534 10 20 008 Employee Contribution Medical	0.00	0.00	0.00	0.0%
534 10 31 000 Office and Operating Supplies	2,500.00	2,500.00	0.00	100.0%
534 10 32 000 Fuel	100.00	100.00	0.00	100.0%
534 10 35 000 Small Tools and Equipment	100.00	500.00	400.00	500.0%
534 10 36 000 Small Assets/IT	0.00	0.00	0.00	0.0%
534 10 41 000 Professional Services	58,000.00	58,000.00	0.00	100.0%
534 10 41 001 Professional Services - IT	16,000.00	16,482.00	482.00	103.0%
534 10 42 000 Communication	6,500.00	8,300.00	1,800.00	127.7%
534 10 43 000 Travel	500.00	1,000.00	500.00	200.0%
534 10 44 000 Taxes & Assessments	500.00	500.00	0.00	100.0%
534 10 44 001 Utility Tax	191,700.00	191,700.00	0.00	100.0%
534 10 44 002 Water Excise Tax	107,117.00	107,117.00	0.00	100.0%
534 10 45 000 Operating Rentals and Leases	2,000.00	2,200.00	200.00	110.0%
534 10 46 000 Insurance	47,100.00	34,200.00	(12,900.00)	72.6%
534 10 48 000 Repairs and Maintenance	400.00	3,000.00	2,600.00	750.0%
534 10 49 000 Misc/Other Exp	12,500.00	12,500.00	0.00	100.0%
534 10 49 001 Misc/Dues & Memberships	0.00	4,000.00	4,000.00	0.0%
534 10 49 002 Misc/Trng, Registrations	200.00	1,000.00	800.00	500.0%
534 10 49 003 Misc/Outside Printing	23,760.00	23,760.00	0.00	100.0%
<b>001 Administration</b>	<b>662,677.00</b>	<b>670,359.00</b>	<b>7,682.00</b>	<b>101.2%</b>
534 50 10 000 Salaries and Wages	380,000.00	311,700.00	(68,300.00)	82.0%
534 50 10 002 Overtime	20,000.00	20,000.00	0.00	100.0%
534 50 10 003 Temp/Seasonal	0.00	0.00	0.00	0.0%
534 50 10 005 On Call Pay	15,000.00	15,000.00	0.00	100.0%
534 50 20 000 Personnel Benefits	189,500.00	140,000.00	(49,500.00)	73.9%
534 50 20 002 Uniforms	4,500.00	4,500.00	0.00	100.0%
534 50 20 004 Unemployment Benefits	0.00	0.00	0.00	0.0%
534 50 28 000 Employee Contributions Medical	0.00	0.00	0.00	0.0%
534 50 31 000 Office and Operating Supplies	35,000.00	35,000.00	0.00	100.0%
534 50 32 000 Fuel	9,000.00	9,000.00	0.00	100.0%
534 50 33 000 Water For Resale	0.00	0.00	0.00	0.0%
534 50 35 000 Small Tools and Equipment	7,500.00	7,500.00	0.00	100.0%
534 50 35 001 Machinery & Equipment	31,000.00	31,000.00	0.00	100.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 44

### 403 Water Utility Operations Fund

Expenditures	Original	Proposed	Difference	%	Remarks
<b>534 Water Utility</b>					
534 50 36 000 Small Assets/IT	0.00	3,000.00	3,000.00	0.0%	
534 50 41 000 Professional Services	190,000.00	190,000.00	0.00	100.0%	
534 50 41 001 Professional Services - IT	18,500.00	16,482.00	(2,018.00)	89.1%	
534 50 41 002 Advertising	1,500.00	1,500.00	0.00	100.0%	
534 50 42 000 Communication	2,500.00	2,500.00	0.00	100.0%	
534 50 43 000 Travel	2,065.00	2,065.00	0.00	100.0%	
534 50 45 000 Operating Rentals and Leases	11,000.00	36,200.00	25,200.00	329.1%	
534 50 45 009 Interfund Rent	14,000.00	0.00	(14,000.00)	0.0%	Combine with Operating Rentals & Leases
534 50 46 000 Insurance	0.00	0.00	0.00	0.0%	
534 50 47 000 Public Utility Services	12,000.00	12,000.00	0.00	100.0%	
534 50 48 000 Repairs and Maintenance	30,000.00	30,000.00	0.00	100.0%	
534 50 48 001 Equipment Repair & Maintenan	45,000.00	70,000.00	25,000.00	155.6%	
534 50 48 003 Transfer to FUND 501	0.00	0.00	0.00	0.0%	
534 50 48 116 15th Ave Reservoir Exterior Pain	0.00	0.00	0.00	0.0%	
534 50 49 000 Misc/Other Exp	3,000.00	15,000.00	12,000.00	500.0%	
534 50 49 001 Misc/Dues & Memberships	6,600.00	6,600.00	0.00	100.0%	
534 50 49 002 Misc/Trng, Registrations	2,750.00	2,750.00	0.00	100.0%	
534 50 49 003 Misc/Outside Printing	0.00	0.00	0.00	0.0%	
534 50 51 000 Intergovt Professional Service	0.00	0.00	0.00	0.0%	
<b>002 Operations</b>	<b>1,030,415.00</b>	<b>961,797.00</b>	<b>(68,618.00)</b>	<b>93.3%</b>	
534 51 31 000 Office and Operating Supplies	60,000.00	60,000.00	0.00	100.0%	
534 51 32 000 Fuel	2,500.00	2,500.00	0.00	100.0%	
534 51 35 000 Small Tools and Equipment	3,000.00	3,000.00	0.00	100.0%	
534 51 35 001 Machinery & Equipment	17,500.00	17,500.00	0.00	100.0%	
534 51 41 000 Professional Services	15,000.00	15,000.00	0.00	100.0%	
534 51 42 000 Communication	800.00	800.00	0.00	100.0%	
534 51 43 000 Travel	100.00	350.00	250.00	350.0%	
534 51 47 001 Public Utility Services	84,000.00	84,000.00	0.00	100.0%	
534 51 48 000 Water Utilities - Repairs & Maint	0.00	7,600.00	7,600.00	0.0%	
534 51 48 001 Repairs And Maintenance - Vehic	15,000.00	15,000.00	0.00	100.0%	
534 51 49 001 Misc Dues & Memberships	0.00	0.00	0.00	0.0%	
534 51 49 002 Misc Training, Registrations	0.00	0.00	0.00	0.0%	
534 51 49 003 Printing	1,500.00	1,500.00	0.00	100.0%	
<b>003 Water Quality</b>	<b>199,400.00</b>	<b>207,250.00</b>	<b>7,850.00</b>	<b>103.9%</b>	
<b>534 Water Utility</b>	<b>1,892,492.00</b>	<b>1,839,406.00</b>	<b>(53,086.00)</b>	<b>97.2%</b>	

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 45

### 403 Water Utility Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>591 Debt Service</b>				
591 34 72 000 Revenue Bond-Principal	100,000.00	100,000.00	0.00	100.0%
591 34 78 000 LOCAL Financing-Principal	0.00	0.00	0.00	0.0%
592 34 81 000 LOCAL Financing-Interest	0.00	0.00	0.00	0.0%
592 34 83 000 Revenue Bond-Interest	96,460.00	96,460.00	0.00	100.0%
<b>591 Debt Service</b>	<b>196,460.00</b>	<b>196,460.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>594 Capital Expenditures</b>				
594 34 63 081 Test Drilling Project	0.00	0.00	0.00	0.0%
594 34 63 086 24th Street Water Main	0.00	0.00	0.00	0.0%
<b>594 Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>597 Interfund Transfers</b>				
597 40 30 503 Transfers-Out TO IT Fund	0.00	0.00	0.00	0.0%
597 40 40 403 Transfers-Out - Capital Improver	0.00	149,100.00	149,100.00	0.0%
597 40 50 403 Transfers-Out - Asset Replaceme	0.00	63,900.00	63,900.00	0.0%
597 50 10 403 Transfers-Out - Equipment Repai	0.00	0.00	0.00	0.0%
597 50 30 403 Transfers-Out To IT Fund	0.00	0.00	0.00	0.0%
<b>597 Interfund Transfers</b>	<b>0.00</b>	<b>213,000.00</b>	<b>213,000.00</b>	<b>0.0%</b>
<b>999 Ending Balance</b>				
508 10 00 403 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 403 Fund Balance-Unreserved	973,924.82	1,090,110.82	116,186.00	111.9%
<b>999 Ending Balance</b>	<b>973,924.82</b>	<b>1,090,110.82</b>	<b>116,186.00</b>	<b>111.9%</b>
<b>Fund Expenditures:</b>	<b>3,062,876.82</b>	<b>3,338,976.82</b>	<b>276,100.00</b>	<b>109.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>213,000.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 46

### 404 Water Capital Improvement Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 80 00 404 Estimated Beginning Balance	2,190,748.00	2,190,748.00	0.00	100.0%
308 Beginning Balances	2,190,748.00	2,190,748.00	0.00	100.0%
<b>360 Misc Revenues</b>				
361 10 00 404 Investment Interest	11,500.00	11,500.00	0.00	100.0%
360 Misc Revenues	11,500.00	11,500.00	0.00	100.0%
<b>370 Capital Contributions</b>				
379 00 00 404 System Development Charges	0.00	0.00	0.00	0.0%
370 Capital Contributions	0.00	0.00	0.00	0.0%
<b>397 Interfund Transfers</b>				
397 40 30 404 Transfer In From 403	0.00	149,100.00	149,100.00	0.0%
397 Interfund Transfers	0.00	149,100.00	149,100.00	0.0%
<b>Fund Revenues:</b>	<b>2,202,248.00</b>	<b>2,351,348.00</b>	<b>149,100.00</b>	<b>106.8%</b>
Expenditures	Original	Proposed	Difference	Remarks
<b>594 Capital Expenditures</b>				
594 34 63 082 Capital Expenditures Milton Way	21,000.00	21,000.00	0.00	100.0%
594 34 63 100 Well #10 Design Project	100,000.00	100,000.00	0.00	100.0%
594 Capital Expenditures	121,000.00	121,000.00	0.00	100.0%
<b>999 Ending Balance</b>				
508 80 00 404 Ending Balance	2,230,348.00	2,230,348.00	0.00	100.0%
999 Ending Balance	2,230,348.00	2,230,348.00	0.00	100.0%
<b>Fund Expenditures:</b>	<b>2,351,348.00</b>	<b>2,351,348.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(149,100.00)</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 47

### 405 Water Utility Asset Replacement Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 80 00 405 Estimated Beginning Balance	200,000.00	200,000.00	0.00	100.0%
308 Beginning Balances	200,000.00	200,000.00	0.00	100.0%
<b>360 Misc Revenues</b>				
361 10 00 405 Investment Interest	1,500.00	1,500.00	0.00	100.0%
360 Misc Revenues	1,500.00	1,500.00	0.00	100.0%
<b>397 Interfund Transfers</b>				
397 40 30 405 Transfer In From 403	0.00	63,900.00	63,900.00	0.0%
397 Interfund Transfers	0.00	63,900.00	63,900.00	0.0%
<b>Fund Revenues:</b>	<b>201,500.00</b>	<b>265,400.00</b>	<b>63,900.00</b>	<b>131.7%</b>
Expenditures	Original	Proposed	Difference	Remarks
<b>594 Capital Expenditures</b>				
594 33 64 405 Asset Replacement	165,000.00	165,000.00	0.00	100.0%
594 Capital Expenditures	165,000.00	165,000.00	0.00	100.0%
<b>999 Ending Balance</b>				
508 80 00 405 Ending Balance	100,400.00	100,400.00	0.00	100.0%
999 Ending Balance	100,400.00	100,400.00	0.00	100.0%
<b>Fund Expenditures:</b>	<b>265,400.00</b>	<b>265,400.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(63,900.00)</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 48

### 406 Stormwater Operations Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 10 00 406 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 406 BFB - Unreserved	833,401.65	833,401.65	0.00	100.0%
<b>308 Beginning Balances</b>	<b>833,401.65</b>	<b>833,401.65</b>	<b>0.00</b>	<b>100.0%</b>
<b>320 Licenses &amp; Permits</b>				
322 10 03 000 Clear/Grade Permit	0.00	2,500.00	2,500.00	0.0%
322 15 00 000 Storm Permits	0.00	0.00	0.00	0.0%
<b>320 Licenses &amp; Permits</b>	<b>0.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>0.0%</b>
<b>340 Charges For Services</b>				
342 40 00 406 Inspection Fees	1,000.00	1,000.00	0.00	100.0%
343 10 00 000 Storm Drainage Fees	840,000.00	908,300.00	68,300.00	108.1%
343 10 00 406 Storm Drainage Services	2,000.00	2,000.00	0.00	100.0%
345 83 10 406 Plan Review	2,000.00	2,000.00	0.00	100.0%
<b>340 Charges For Services</b>	<b>845,000.00</b>	<b>913,300.00</b>	<b>68,300.00</b>	<b>108.1%</b>
<b>350 Fines &amp; Forfeitures</b>				
359 90 00 406 Penalties	100.00	100.00	0.00	100.0%
<b>350 Fines &amp; Forfeitures</b>	<b>100.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>360 Misc Revenues</b>				
361 10 00 406 Investment Earnings	2,000.00	3,100.00	1,100.00	155.0%
362 10 00 406 Equipment And Vehicles Rentals	10,000.00	10,000.00	0.00	100.0%
369 91 00 406 Misc Stormwater Revenue	0.00	0.00	0.00	0.0%
<b>360 Misc Revenues</b>	<b>12,000.00</b>	<b>13,100.00</b>	<b>1,100.00</b>	<b>109.2%</b>
<b>Fund Revenues:</b>	<b>1,690,501.65</b>	<b>1,762,401.65</b>	<b>71,900.00</b>	<b>104.3%</b>

Expenditures	Original	Proposed	Difference	Remarks
<b>531 Stormwater Utility</b>				
531 10 10 000 Salaries and Wages	81,000.00	101,800.00	20,800.00	125.7%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 49

406 Stormwater Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>531 Stormwater Utility</b>				
531 10 10 002 Overtime	0.00	1,000.00	1,000.00	0.0%
531 10 20 000 Personnel Benefits	38,000.00	50,000.00	12,000.00	131.6%
531 10 31 000 Office and Operating Supplies	5,500.00	5,500.00	0.00	100.0%
531 10 32 000 Fuel	1,500.00	1,500.00	0.00	100.0%
531 10 35 000 Small Tools and Minor Equip	500.00	500.00	0.00	100.0%
531 10 35 001 Machinery and Equipment	0.00	0.00	0.00	0.0%
531 10 36 000 Small Assets/IT	0.00	0.00	0.00	0.0%
531 10 41 000 Professional Services	95,600.00	95,600.00	0.00	100.0%
531 10 41 001 Professional Services - IT	11,000.00	13,757.00	2,757.00	125.1%
531 10 41 002 Advertising	0.00	600.00	600.00	0.0%
531 10 42 000 Communication	1,500.00	3,200.00	1,700.00	213.3%
531 10 43 000 Travel	500.00	900.00	400.00	180.0%
531 10 44 000 Taxes & Assessments	0.00	0.00	0.00	0.0%
531 10 44 001 Utility Taxes	75,600.00	75,600.00	0.00	100.0%
531 10 44 002 Excise Tax	12,600.00	12,600.00	0.00	100.0%
531 10 45 000 Operating Rentals and Leases	1,000.00	1,000.00	0.00	100.0%
531 10 46 000 Insurance	15,110.00	12,300.00	(2,810.00)	81.4%
531 10 48 000 Repairs and Maintenance	500.00	950.00	450.00	190.0%
531 10 48 001 Repairs and Maintenance - Vehic	0.00	0.00	0.00	0.0%
531 10 48 002 Bldg Repair & Maintenance	0.00	0.00	0.00	0.0%
531 10 49 000 Misc/Other Exp	9,500.00	9,500.00	0.00	100.0%
531 10 49 001 Misc/Dues & Memberships	7,500.00	11,200.00	3,700.00	149.3%
531 10 49 002 Misc/Trng, Registrations	500.00	1,400.00	900.00	280.0%
531 10 49 003 Misc/Outside Printing	10,000.00	10,000.00	0.00	100.0%
<b>001 Administration</b>	<b>367,410.00</b>	<b>408,907.00</b>	<b>41,497.00</b>	<b>111.3%</b>
531 30 10 000 Salaries & Wages	295,500.00	175,900.00	(119,600.00)	59.5%
531 30 10 002 Overtime	5,000.00	5,000.00	0.00	100.0%
531 30 10 003 Temp/Seasonal	0.00	0.00	0.00	0.0%
531 30 10 005 On Call Pay	5,000.00	5,000.00	0.00	100.0%
531 30 20 000 Personnel Benefits	139,500.00	74,500.00	(65,000.00)	53.4%
531 30 20 002 Uniforms	1,000.00	1,000.00	0.00	100.0%
531 30 20 004 Unemployment Benefits	0.00	0.00	0.00	0.0%
531 30 20 008 Employee Contribution Medical	0.00	0.00	0.00	0.0%
531 30 31 000 Operating Supplies	14,200.00	14,200.00	0.00	100.0%
531 30 32 000 Fuel	4,500.00	4,500.00	0.00	100.0%
531 30 35 000 Small Tools and Equipment	4,500.00	4,500.00	0.00	100.0%
531 30 35 001 Machinery and Equipment	30,750.00	30,750.00	0.00	100.0%
531 30 36 000 Small Assets/IT	0.00	4,000.00	4,000.00	0.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 50

### 406 Stormwater Operations Fund

Expenditures	Original	Proposed	Difference	%	Remarks
<b>531 Stormwater Utility</b>					
531 30 41 000 Professional Services	31,500.00	31,500.00	0.00	100.0%	
531 30 41 001 Professional Services - IT	13,500.00	13,757.00	257.00	101.9%	
531 30 41 002 Advertising	0.00	500.00	500.00	0.0%	
531 30 41 005 Engineering	0.00	0.00	0.00	0.0%	
531 30 42 000 Communication	1,350.00	2,000.00	650.00	148.1%	
531 30 43 000 Travel	500.00	500.00	0.00	100.0%	
531 30 45 000 Operating Rentals and Leases	5,000.00	18,100.00	13,100.00	362.0%	
531 30 45 009 Interfund Rentals	4,550.00	0.00	(4,550.00)	0.0%	Combine with Operating Rentals & Leases
531 30 47 000 Public Utility Services	5,550.00	5,550.00	0.00	100.0%	
531 30 48 000 Repairs and Maintenance	30,000.00	30,000.00	0.00	100.0%	
531 30 48 001 Vehicle Repair & Maint	65,000.00	65,000.00	0.00	100.0%	
531 30 48 002 Bldg R & M	0.00	0.00	0.00	0.0%	
531 30 49 000 Misc/Other Exp	3,300.00	13,200.00	9,900.00	400.0%	
531 30 49 002 Misc/Trng, Registrations	2,000.00	2,000.00	0.00	100.0%	
002 Operations	662,200.00	501,457.00	(160,743.00)	75.7%	
531 Stormwater Utility	1,029,610.00	910,364.00	(119,246.00)	88.4%	
<b>554 Nuisance Control</b>					
554 90 00 406 Environmental Services - Stormw	0.00	6,000.00	6,000.00	0.0%	
554 Nuisance Control	0.00	6,000.00	6,000.00	0.0%	
<b>591 Debt Service</b>					
591 31 78 000 LOCAL Financing-Principal	89,506.48	64,300.00	(25,206.48)	71.8%	
592 31 81 000 LOCAL Financing-Interest	7,801.88	600.00	(7,201.88)	7.7%	
591 Debt Service	97,308.36	64,900.00	(32,408.36)	66.7%	
<b>594 Capital Expenditures</b>					
594 31 63 083 5th Ave Stormwater Project	0.00	0.00	0.00	0.0%	
594 Capital Expenditures	0.00	0.00	0.00	0.0%	
<b>597 Interfund Transfers</b>					
597 00 01 406 Transfer OUT - Shared Costs	0.00	0.00	0.00	0.0%	
597 04 07 406 Transfer to FUND 407/Capital	162,900.00	162,900.00	0.00	100.0%	

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 51

406 Stormwater Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>597 Interfund Transfers</b>				
597 40 80 406 Transfers-Out -To Asset Replace:	23,767.00	27,300.00	3,533.00	114.9%
597 50 10 406 Transfers-Out - To Equipment Re	0.00	0.00	0.00	0.0%
597 50 30 406 Transfers-Out To IT Fund	0.00	0.00	0.00	0.0%
<b>597 Interfund Transfers</b>	<b>186,667.00</b>	<b>190,200.00</b>	<b>3,533.00</b>	<b>101.9%</b>
<b>999 Ending Balance</b>				
508 10 00 406 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 406 Fund Balance-Unreserved	376,916.29	590,937.65	214,021.36	156.8%
<b>999 Ending Balance</b>	<b>376,916.29</b>	<b>590,937.65</b>	<b>214,021.36</b>	<b>156.8%</b>
<b>Fund Expenditures:</b>	<b>1,690,501.65</b>	<b>1,762,401.65</b>	<b>71,900.00</b>	<b>104.3%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 52

### 407 Stormwater Capital Fund

Revenues	Original	Proposed	Difference	Remarks
----------	----------	----------	------------	---------

### 308 Beginning Balances

308 10 00 407 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 407 BFB - Unreserved	767,022.58	767,022.58	0.00	100.0%
<b>308 Beginning Balances</b>	<b>767,022.58</b>	<b>767,022.58</b>	<b>0.00</b>	<b>100.0%</b>

### 330 State Generated Revenues

334 03 10 000 Dept of Ecology	25,000.00	25,000.00	0.00	100.0%
334 03 10 083 Grant- Dept Of Ecology	0.00	0.00	0.00	0.0%
334 03 10 097 Department Of Ecology - Decant	150,000.00	150,000.00	0.00	100.0%
334 03 10 098 Department Of Ecology - Emeral	132,000.00	132,000.00	0.00	100.0%
334 03 10 099 Department Of Ecology - Perviot	273,000.00	273,000.00	0.00	100.0%
337 31 01 115 Pierce County FCZD Funding	0.00	16,047.00	16,047.00	0.0%
337 31 02 115 King County Flood Control	0.00	35,426.00	35,426.00	0.0%
<b>330 State Generated Revenues</b>	<b>580,000.00</b>	<b>631,473.00</b>	<b>51,473.00</b>	<b>108.9%</b>

### 360 Misc Revenues

361 10 00 407 Investment Earnings	1,000.00	1,000.00	0.00	100.0%
<b>360 Misc Revenues</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>100.0%</b>

### 397 Interfund Transfers

397 04 06 407 TRF fr Storm Water Fund	162,900.00	162,900.00	0.00	100.0%
<b>397 Interfund Transfers</b>	<b>162,900.00</b>	<b>162,900.00</b>	<b>0.00</b>	<b>100.0%</b>

<b>Fund Revenues:</b>	<b>1,510,922.58</b>	<b>1,562,395.58</b>	<b>51,473.00</b>	<b>103.4%</b>
-----------------------	---------------------	---------------------	------------------	---------------

Expenditures	Original	Proposed	Difference	Remarks
--------------	----------	----------	------------	---------

### 594 Capital Expenditures

594 31 61 115 Land Aquisition	0.00	80,000.00	80,000.00	0.0%
594 31 63 082 Capital Expenditures - Milton W:	166,000.00	166,000.00	0.00	100.0%
594 31 63 087 Stormwater Retrofit Project	0.00	1,200.00	1,200.00	0.0%
594 31 63 097 Decant Facility	200,000.00	200,000.00	0.00	100.0%
594 31 63 098 Emerald Street Bioretention/Bios	176,000.00	176,000.00	0.00	100.0%
594 31 63 099 Pervious Concrete Parking Lots	364,000.00	364,000.00	0.00	100.0%
595 31 63 085 Alder Street Storm Improv	0.00	0.00	0.00	0.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 53

407 Stormwater Capital Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>594 Capital Expenditures</b>				
595 31 63 111 11th Ave Pipe Installation (Desig	46,000.00	46,000.00	0.00	100.0%
595 31 63 112 Taylor St Pipe Installation (Desig	61,000.00	61,000.00	0.00	100.0%
594 Capital Expenditures	1,013,000.00	1,094,200.00	81,200.00	108.0%
<b>999 Ending Balance</b>				
508 10 00 407 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 407 Fund Balance-Unreserved	497,922.58	468,195.58	(29,727.00)	94.0%
999 Ending Balance	497,922.58	468,195.58	(29,727.00)	94.0%
<b>Fund Expenditures:</b>	<b>1,510,922.58</b>	<b>1,562,395.58</b>	<b>51,473.00</b>	<b>103.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 54

### 408 Stormwater Utility Asset Replacement Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 80 00 408 Estimated Beginning Balance	60,000.00	60,000.00	0.00	100.0%
308 Beginning Balances	60,000.00	60,000.00	0.00	100.0%
<b>360 Misc Revenues</b>				
361 10 00 408 Investment Interest	500.00	500.00	0.00	100.0%
360 Misc Revenues	500.00	500.00	0.00	100.0%
<b>397 Interfund Transfers</b>				
397 40 60 408 Transfer In - From Operations	23,767.00	27,300.00	3,533.00	114.9%
397 Interfund Transfers	23,767.00	27,300.00	3,533.00	114.9%
<b>Fund Revenues:</b>	<b>84,267.00</b>	<b>87,800.00</b>	<b>3,533.00</b>	<b>104.2%</b>
Expenditures	Original	Proposed	Difference	Remarks
<b>999 Ending Balance</b>				
508 80 00 408 Ending Balance	84,267.00	87,800.00	3,533.00	104.2%
999 Ending Balance	84,267.00	87,800.00	3,533.00	104.2%
<b>Fund Expenditures:</b>	<b>84,267.00</b>	<b>87,800.00</b>	<b>3,533.00</b>	<b>104.2%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 55

### 409 Electric Utility Asset Replacement Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 80 00 409 Estimated Beginning Balance	240,000.00	240,000.00	0.00	100.0%
308 Beginning Balances	240,000.00	240,000.00	0.00	100.0%
<b>360 Misc Revenues</b>				
361 10 00 409 Investment Interest	1,500.00	1,500.00	0.00	100.0%
360 Misc Revenues	1,500.00	1,500.00	0.00	100.0%
<b>397 Interfund Transfers</b>				
397 40 10 409 Transfer In - From Operations	126,900.00	132,100.00	5,200.00	104.1%
397 Interfund Transfers	126,900.00	132,100.00	5,200.00	104.1%
<b>Fund Revenues:</b>	<b>368,400.00</b>	<b>373,600.00</b>	<b>5,200.00</b>	<b>101.4%</b>
Expenditures	Original	Proposed	Difference	Remarks
<b>594 Capital Expenditures</b>				
594 33 64 409 Asset Replacement	175,000.00	175,000.00	0.00	100.0%
594 Capital Expenditures	175,000.00	175,000.00	0.00	100.0%
<b>999 Ending Balance</b>				
508 80 00 409 Ending Balance	193,400.00	198,600.00	5,200.00	102.7%
999 Ending Balance	193,400.00	198,600.00	5,200.00	102.7%
<b>Fund Expenditures:</b>	<b>368,400.00</b>	<b>373,600.00</b>	<b>5,200.00</b>	<b>101.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 56

### 501 Vehicle Repair & Maintenance Fund

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 10 00 501 BFB - Reserved	0.00	0.00	0.00	0.0%
308 80 00 501 BFB - Unreserved	1,091.73	1,091.73	0.00	100.0%
<b>308 Beginning Balances</b>	<b>1,091.73</b>	<b>1,091.73</b>	<b>0.00</b>	<b>100.0%</b>
<b>340 Charges For Services</b>				
344 30 00 000 Labor	175,000.00	175,000.00	0.00	100.0%
344 40 00 000 Parts	75,000.00	94,300.00	19,300.00	125.7%
<b>340 Charges For Services</b>	<b>250,000.00</b>	<b>269,300.00</b>	<b>19,300.00</b>	<b>107.7%</b>
<b>397 Interfund Transfers</b>				
397 00 01 501 Transfer In - Gen'l Fund	0.00	0.00	0.00	0.0%
397 10 10 501 Transfer In - Streets	0.00	0.00	0.00	0.0%
397 40 10 501 Transfer In - Electric	0.00	0.00	0.00	0.0%
397 40 30 501 Transfer In From Water	0.00	0.00	0.00	0.0%
397 40 60 501 Transfer In - Storm	0.00	0.00	0.00	0.0%
<b>397 Interfund Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Revenues:</b>	<b>251,091.73</b>	<b>270,391.73</b>	<b>19,300.00</b>	<b>107.7%</b>

Expenditures	Original	Proposed	Difference	Remarks
<b>548 Municipal Vehicles/Equipment</b>				
548 30 10 000 Salaries & Wages	79,500.00	88,200.00	8,700.00	110.9%
548 30 10 002 Overtime	0.00	500.00	500.00	0.0%
548 30 20 000 Personnel Benefits	41,500.00	41,300.00	(200.00)	99.5%
548 30 20 002 Uniforms	0.00	2,000.00	2,000.00	0.0%
548 30 20 008 Employee Contribution Medical	0.00	0.00	0.00	0.0%
548 30 31 000 Office & Operating Supplies	10,000.00	10,000.00	0.00	100.0%
548 30 32 000 Fuel	1,200.00	1,200.00	0.00	100.0%
548 30 34 000 Parts	40,000.00	40,000.00	0.00	100.0%
548 30 35 000 Small Tools & Equipment	6,000.00	6,000.00	0.00	100.0%
548 30 35 001 Machinery & Equipment	50,551.22	2,000.00	(48,551.22)	4.0%
548 30 36 000 Small Tools - IT	0.00	0.00	0.00	0.0%
548 30 41 000 Professional Services	1,000.00	1,000.00	0.00	100.0%
548 30 41 001 Professional Services - IT	0.00	5,518.00	5,518.00	0.0%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 57

501 Vehicle Repair & Maintenance Fund

Expenditures	Original	Proposed	Difference	Remarks
<b>548 Municipal Vehicles/Equipment</b>				
548 30 42 000 Communications	0.00	800.00	800.00	0.0%
548 30 43 000 Travel	0.00	100.00	100.00	0.0%
548 30 45 000 Operating Rentals & Leases	200.00	200.00	0.00	100.0%
548 30 46 000 Insurance	84.00	84.00	0.00	100.0%
548 30 48 000 Repairs & Maintenance	16,000.00	48,000.00	32,000.00	300.0%
548 30 49 000 Miscellaneous	0.00	100.00	100.00	0.0%
548 Municipal Vehicles/Equipment	246,035.22	247,002.00	966.78	100.4%
<b>999 Ending Balance</b>				
508 10 00 501 Fund Balance-Reserved	0.00	0.00	0.00	0.0%
508 80 00 501 Fund Balance-Unreserved	5,056.51	23,389.73	18,333.22	462.6%
999 Ending Balance	5,056.51	23,389.73	18,333.22	462.6%
<b>Fund Expenditures:</b>	<b>251,091.73</b>	<b>270,391.73</b>	<b>19,300.00</b>	<b>107.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 58

### 503 Information Technology

Revenues	Original	Proposed	Difference	Remarks
----------	----------	----------	------------	---------

### 308 Beginning Balances

308 80 00 503 BFB - Unreserved	(14,218.32)	(14,218.32)	0.00	100.0%
308 Beginning Balances	(14,218.32)	(14,218.32)	0.00	100.0%

### 340 Charges For Services

341 81 00 503 IT Services (External)	144,000.00	75,000.00	(69,000.00)	52.1%
348 00 00 503 IT Services ( Internal)	151,000.00	275,005.00	124,005.00	182.1%
348 00 36 503 IT Equipment Internal	65,000.00	0.00	(65,000.00)	0.0% Included above
340 Charges For Services	360,000.00	350,005.00	(9,995.00)	97.2%

### 397 Interfund Transfers

397 00 10 503 Transfer In From 001	8,000.00	8,000.00	0.00	100.0%
397 01 07 503 Transfer In From 107	0.00	0.00	0.00	0.0%
397 40 10 503 Transfer IN From 401	0.00	0.00	0.00	0.0%
397 40 30 503 Transfer In From 403	0.00	0.00	0.00	0.0%
397 40 60 503 Transfer In From 406	0.00	0.00	0.00	0.0%
397 Interfund Transfers	8,000.00	8,000.00	0.00	100.0%

<b>Fund Revenues:</b>	<b>353,781.68</b>	<b>343,786.68</b>	<b>(9,995.00)</b>	<b>97.2%</b>
-----------------------	-------------------	-------------------	-------------------	--------------

Expenditures	Original	Proposed	Difference	Remarks
--------------	----------	----------	------------	---------

### 518 Central Services

518 80 10 000 Salaries & Wages	166,800.00	146,700.00	(20,100.00)	87.9%
518 80 10 002 Overtime	1,500.00	1,500.00	0.00	100.0%
518 80 20 000 Personnel Benefits	97,600.00	61,700.00	(35,900.00)	63.2%
518 80 31 000 Office & Operating Supplies	1,500.00	1,500.00	0.00	100.0%
518 80 35 000 Small Tools And Minor Equipme	2,000.00	2,000.00	0.00	100.0%
518 80 36 001 Small Tools - IT	2,500.00	3,700.00	1,200.00	148.0%
518 80 36 002 Equipment - IT	65,000.00	65,000.00	0.00	100.0%
518 80 41 001 Professional Services - IT	3,500.00	3,500.00	0.00	100.0%
518 80 41 503 Professional Services	2,500.00	2,500.00	0.00	100.0%
518 80 42 503 Communications	2,000.00	2,000.00	0.00	100.0%
518 80 43 000 Travel	1,500.00	1,500.00	0.00	100.0%
518 80 45 000 Operating Rentals & Leases	0.00	0.00	0.00	0.0%
518 80 46 000 Insurance	168.00	1,200.00	1,032.00	714.3%

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 59

503 Information Technology

Expenditures	Original	Proposed	Difference	Remarks
--------------	----------	----------	------------	---------

518 Central Services

518 80 48 000 Repairs & Maintenance	0.00	1,500.00	1,500.00	0.0%
518 80 48 002 Repairs & Maintenance - Bldg	0.00	200.00	200.00	0.0%
518 80 49 000 Miscellaneous	500.00	500.00	0.00	100.0%
518 80 49 002 Misc/Training Registrations	5,000.00	5,000.00	0.00	100.0%
518 80 49 003 Misc/Outside Printing	0.00	0.00	0.00	0.0%
518 80 49 004 Software Licenses/Subscriptions/	0.00	0.00	0.00	0.0%
518 Central Services	352,068.00	300,000.00	(52,068.00)	85.2%

999 Ending Balance

508 80 00 503 Ending Balance	1,713.68	43,786.68	42,073.00	*****%
999 Ending Balance	1,713.68	43,786.68	42,073.00	*****%

<b>Fund Expenditures:</b>	<b>353,781.68</b>	<b>343,786.68</b>	<b>(9,995.00)</b>	<b>97.2%</b>
---------------------------	-------------------	-------------------	-------------------	--------------

<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>
-------------------------------	-------------	-------------

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 60

### 631 Trust / Suspense Funds

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 80 00 631 BFB - Unreserved	32,288.44	32,288.44	0.00	100.0%
308 Beginning Balances	32,288.44	32,288.44	0.00	100.0%
<b>360 Misc Revenues</b>				
361 10 00 631 Investment Interest	0.00	0.00	0.00	0.0%
360 Misc Revenues	0.00	0.00	0.00	0.0%
<b>380 Non Revenues</b>				
386 00 00 005 Deposits	100,000.00	100,000.00	0.00	100.0%
386 00 00 006 Credit Card Fraud Issues	0.00	0.00	0.00	0.0%
386 00 00 007 Wellness Programs	5,000.00	5,000.00	0.00	100.0%
386 00 00 008 Discovery Benefits	10,000.00	20,000.00	10,000.00	200.0%
380 Non Revenues	115,000.00	125,000.00	10,000.00	108.7%
<b>Fund Revenues:</b>	<b>147,288.44</b>	<b>157,288.44</b>	<b>10,000.00</b>	<b>106.8%</b>
<b>Expenditures</b>				
<b>580 Non Expenditures</b>				
586 00 00 005 Using Deposit	100,000.00	100,000.00	0.00	100.0%
586 00 00 006 Credit Card Fraud Issues	0.00	400.00	400.00	0.0%
586 00 00 007 Wellness Programs	5,000.00	5,000.00	0.00	100.0%
586 00 00 008 Discovery Benefits	10,000.00	20,000.00	10,000.00	200.0%
580 Non Expenditures	115,000.00	125,400.00	10,400.00	109.0%
<b>999 Ending Balance</b>				
508 80 00 631 EFB - Unreserved	32,288.44	31,888.44	(400.00)	98.8%
999 Ending Balance	32,288.44	31,888.44	(400.00)	98.8%
<b>Fund Expenditures:</b>	<b>147,288.44</b>	<b>157,288.44</b>	<b>10,000.00</b>	<b>106.8%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 15:17:04 Date: 08/30/2016  
Page: 61

632 Muni Court

Revenues	Original	Proposed	Difference	Remarks
<b>308 Beginning Balances</b>				
308 80 00 000 Beginning Balance	13,061.40	13,061.40	0.00	100.0%
308 Beginning Balances	13,061.40	13,061.40	0.00	100.0%
<b>380 Non Revenues</b>				
386 00 00 632 Agency Type Deposits (XX)	500,000.00	500,000.00	0.00	100.0%
380 Non Revenues	500,000.00	500,000.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>513,061.40</b>	<b>513,061.40</b>	<b>0.00</b>	<b>100.0%</b>
Expenditures	Original	Proposed	Difference	Remarks
<b>580 Non Expenditures</b>				
586 00 00 632 Agency Type Disbursements - Ot	511,000.00	511,000.00	0.00	100.0%
580 Non Expenditures	511,000.00	511,000.00	0.00	100.0%
<b>999 Ending Balance</b>				
508 80 00 632 Ending Balance	2,061.40	2,061.40	0.00	100.0%
999 Ending Balance	2,061.40	2,061.40	0.00	100.0%
<b>Fund Expenditures:</b>	<b>513,061.40</b>	<b>513,061.40</b>	<b>0.00</b>	<b>100.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2016 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

### Fund Totals

Time: 15:17:04 Date: 08/30/2016  
Page: 62

Fund	Revenues				Expenditures			
	Original	Proposed	Difference		Original	Proposed	Difference	
001 General Fund	4,962,139.36	5,099,444.36	137,305.00	102.8%	4,962,139.36	5,099,444.36	137,305.00	102.8%
002 Fire/EMS	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
004 General Fund Asset Replacement Fu	262,735.00	262,735.00	0.00	100.0%	262,735.00	262,735.00	0.00	100.0%
101 Street Fund	511,824.25	538,614.25	26,790.00	105.2%	511,824.25	538,614.25	26,790.00	105.2%
103 Strategic Reserve Fund	261,171.40	262,171.40	1,000.00	100.4%	261,171.40	262,171.40	1,000.00	100.4%
105 Drug Seizure Fund	16,260.65	16,260.65	0.00	100.0%	16,260.65	16,260.65	0.00	100.0%
107 Criminal Justice Fund	2,877,487.55	2,832,967.55	(44,520.00)	98.5%	2,877,487.55	2,832,967.55	(44,520.00)	98.5%
116 Community Events Fund	39,215.62	39,215.62	0.00	100.0%	39,215.62	39,215.62	0.00	100.0%
118 Reserve Officer Fund	4,235.49	4,235.49	0.00	100.0%	4,235.49	4,235.49	0.00	100.0%
130 Municipal Improvement Fund (REE)	256,429.71	313,829.71	57,400.00	122.4%	256,429.71	313,829.71	57,400.00	122.4%
131 Municipal Project Fund (REET 2)	167,609.75	224,784.75	57,175.00	134.1%	167,609.75	224,784.75	57,175.00	134.1%
140 Traffic Impact Fee Fund	174,135.26	189,335.26	15,200.00	108.7%	174,135.26	189,335.26	15,200.00	108.7%
310 Capital Improvement Fund	1,831,860.42	1,732,110.42	(99,750.00)	94.6%	1,831,860.42	1,732,110.42	(99,750.00)	94.6%
314 Capital Improvement Reserve Fund	262,735.00	262,735.00	0.00	100.0%	262,735.00	262,735.00	0.00	100.0%
401 Electric Utility Operations Fund	6,868,961.30	7,104,961.30	236,000.00	103.4%	6,868,961.30	7,104,961.30	236,000.00	103.4%
402 Electric Capital Improvement Fund	2,430,390.00	2,442,390.00	12,000.00	100.5%	2,430,390.00	2,442,390.00	12,000.00	100.5%
403 Water Utility Operations Fund	3,275,876.82	3,338,976.82	63,100.00	101.9%	3,062,876.82	3,338,976.82	276,100.00	109.0%
404 Water Capital Improvement Fund	2,202,248.00	2,351,348.00	149,100.00	106.8%	2,351,348.00	2,351,348.00	0.00	100.0%
405 Water Utility Asset Replacement Fu	201,500.00	265,400.00	63,900.00	131.7%	265,400.00	265,400.00	0.00	100.0%
406 Stormwater Operations Fund	1,690,501.65	1,762,401.65	71,900.00	104.3%	1,690,501.65	1,762,401.65	71,900.00	104.3%
407 Stormwater Capital Fund	1,510,922.58	1,562,395.58	51,473.00	103.4%	1,510,922.58	1,562,395.58	51,473.00	103.4%
408 Stormwater Utility Asset Replaceme	84,267.00	87,800.00	3,533.00	104.2%	84,267.00	87,800.00	3,533.00	104.2%
409 Electric Utility Asset Replacement F	368,400.00	373,600.00	5,200.00	101.4%	368,400.00	373,600.00	5,200.00	101.4%
501 Vehicle Repair & Maintenance Func	251,091.73	270,391.73	19,300.00	107.7%	251,091.73	270,391.73	19,300.00	107.7%
503 Information Technology	353,781.68	343,786.68	(9,995.00)	97.2%	353,781.68	343,786.68	(9,995.00)	97.2%
631 Trust / Suspense Funds	147,288.44	157,288.44	10,000.00	106.8%	147,288.44	157,288.44	10,000.00	106.8%
632 Muni Court	513,061.40	513,061.40	0.00	100.0%	513,061.40	513,061.40	0.00	100.0%
<b>Excess/(Deficit):</b>	<b>31,526,130.06</b>	<b>32,352,241.06</b>	<b>826,111.00</b>	<b>102.6%</b>	<b>31,526,130.06</b>	<b>32,352,241.06</b>	<b>826,111.00</b>	<b>102.6%</b>



**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** September 19, 2016  
**Re:** Ordinance 2<sup>nd</sup> Read/Adopt – Lodging Tax Code Update

---

**ATTACHMENTS:** Ordinance

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommendation/Action:** I move to accept this as the second reading of this Ordinance amending Chapter 3.17 of the Municipal Code and adopt it.

**Fiscal Impact/Source of Funds:** With this code amendment, there is an opportunity for new revenue for the City of Milton, if there are any businesses that fall into the category that the tax applies to. The date for the tax to take effect could be as early as January 1, 2017 with the first distribution from the State Department of Revenue to the City of Milton the last day of March 2017.

---

**Issue:** Amending the Lodging Tax Regulations in Chapter 3.17 Milton Municipal Code to include a “special excise tax” of two percent that shall apply to all charges made for the furnishing of lodging that is subject to the tax at establishments with 59 or fewer rooms/units that are located within the King County portion of the City”.

**Discussion:** This allows for the City of Milton to receive this tax that is allowed by State Statute, rather than another jurisdiction (County or State). This was brought before the Council at the Regular Meeting on August 1, 2016 and again on September 6, 2016. The Lodging Tax Advisory Committee was appointed and the information was distributed to them for review. The Lodging Tax Advisory Committee had 45 days to review the proposed changes and make comments prior to Council taking action. No comments were received from the Lodging Tax Advisory Committee.

This is a second reading of this Ordinance. A Public Hearing was held earlier in the meeting providing an opportunity for citizens to address Council with comments or concerns.

CITY OF MILTON, WASHINGTON

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

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, AMENDING CHAPTER 13.17 OF MILTON MUNICIPAL CODE; TO INCLUDE A SPECIAL LODGING EXCISE TAX; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

---

WHEREAS, the City of Milton adopted Lodging Tax Ordinance No. 1858 in January, 2015; and

WHEREAS, the proposed changes to the lodging tax were submitted to the Lodging Tax Advisory Committee on August 5, 2016, at least 45 days prior to adoption of the proposed changes by the City Council; and

WHEREAS, the Lodging Tax Advisory Committee reviewed the proposed changes to Milton Municipal Code on Lodging Tax during this 45-day review period and provided no recommendations, and after consideration the City Council believes the proposed changes are in the public interest and compliant with the requirements of the statutory authorization for the proposed changes;

NOW, THEREFORE,

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

Section 1. Milton Municipal Code Chapter 3.17 is amended as follows (additions shown by underline and deletions by strikeout):

**3.17.010 Imposition of tax.**

There is hereby levied a lodging excise tax of two percent under RCW 67.28.180 that shall apply to all charges made for the furnishing of lodging within the Pierce County portion of the city only, collection of which shall begin as soon as possible pursuant to State Department of Revenue requirements, but not later than July 1, 2016, upon the sale of or charge made for the furnishing of lodging by a hotel, rooming house, tourist court, motel, trailer camp, and the granting of any similar license to use real property, as distinguished from the renting or leasing of real property. (Ord. 1893 § 1, 2016; Ord. 1858 § 1, 2015).

There is further levied a special excise tax of two percent under RCW 67.28.181 that shall apply to all charges made for the furnishing of lodging that is subject to tax under chapter 82.08 RCW at establishments with 59 or fewer rooms/units that are located within the King County portion of the city only, collection of which shall begin as soon as possible pursuant to State Department of Revenue requirements.

### **3.17.020 Exceptions.**

A. For the purposes of this chapter, it shall be presumed that the occupancy of real property for a continuous period of one month or more constitutes a rental or lease of real property and not a mere license to use or to enjoy the same.

B. The taxes levied under this chapter shall not apply to emergency lodging provided for homeless persons for a period of less than 30 consecutive days under a shelter voucher program administered by a city, town, or county, or their respective agencies, and groups providing emergency food and shelter services. (Ord. 1858 § 1, 2015).

### **3.17.030 Independent operation.**

To the extent permissible under state law, the taxes levied in this chapter shall be in addition to any license fee or any other tax imposed or levied under any law or any other ordinance of the city. (Ord. 1858 § 1, 2015).

### **3.17.040 Definitions.**

A. The definitions in this section shall apply throughout this chapter unless the context clearly requires otherwise:

1. “Tourism” means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.

2. “Tourism promotion” means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.

3. “Tourism-related facility” means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.

4. “Tourist” means a person who travels from a place of residence to a different town, city, county, state or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

B. The definitions of “selling price,” “seller,” “buyer,” and all other definitions applicable to this chapter shall be as defined in Chapters 82.08 and 67.28 RCW, and subsequent amendments thereto. (Ord. 1858 § 1, 2015).

#### **3.17.050 Lodging tax fund.**

A. Pursuant to Chapter 67.28 RCW, a special fund to be known as the lodging tax fund is hereby established and all taxes collected under this chapter shall be credited to this special fund.

B. All revenue collected under this chapter shall be used solely for the purpose of paying all or any part of the cost of tourism promotion, acquisition of tourism-related facilities, or operation of tourism-related facilities or for other purposes as authorized in Chapter 67.28 RCW, or as it is hereafter amended. (Ord. 1858 § 1, 2015).

### **3.17.060 Administration.**

The State Department of Revenue is designated as the agent of the city for the purposes of collection of the lodging tax and the special excise tax and for administrative procedures applicable thereto. All rules, regulations, and procedures adopted by the State Department of Revenue for the administration of the collection of lodging tax and special excise tax on behalf of the city are adopted by reference. (Ord. 1858 § 1, 2015).

3.17.070 Deduction from sales tax.

Pursuant to RCW 67.28.1801, the lodging excise tax collected under RCW 67.28.180 shall be deducted from the amount of retail sales tax the seller would otherwise be required to collect and pay to the Department of Revenue under Chapter 82.08 RCW. (Ord. 1858 § 1, 2015).

3.17.080 Violator deemed principal.

Any person who directly or indirectly performs or omits to perform any act in violation of this chapter, or aids or abets the same, or directly or indirectly counsels, encourages, commands, or otherwise induces another to commit such violation is a principal under the terms of this chapter and may be proceeded against as such. (Ord. 1858 § 1, 2015).

3.17.090 Penalty.

It is unlawful for any person, firm, or corporation to violate or fail to comply with any of the provisions of this chapter. Every person convicted of a violation of any provision of this chapter shall be guilty of a serious crime, which is a gross misdemeanor. Each day of violation shall be considered a separate offense. (Ord. 1858 § 1, 2015).

### **3.17.100 Annual report.**

Pursuant to RCW 67.28.8001, or as otherwise provided by Chapter 67.28 RCW, the city shall submit a report to the State Department of Community, Trade, and Economic Development about the rate of lodging tax imposed and about revenue received and projects and activities funded with lodging tax revenue. (Ord. 1858 § 1, 2015).

### **3.17.110 Lodging tax advisory committee.**

A. There is hereby established a lodging tax advisory committee, consisting of five members appointed by the city council, to serve and perform for the city of Milton the functions prescribed for the committee in Chapter 67.28 RCW. The membership of said committee shall be reviewed annually by the city council.

B. The committee membership shall include:

1. At least two members who are representatives of businesses required to collect tax under this chapter; and

2. At least two members who are persons involved in activities authorized to be funded by revenue received under this chapter; provided, that persons who are eligible for appointment under subsection (B)(1) of this section are not eligible for appointment under this subsection (B)(2). Persons who are eligible for appointment under this subsection (B)(2) are not eligible for appointment under subsection (B)(1) of this subsection; and

3. One member shall be an elected official of the city who shall serve as chair of the committee.

C. Organizations representing businesses required to collect tax under this chapter, organizations involved in activities authorized to be funded by revenue received under this chapter, and local agencies involved in tourism promotion may submit recommendations for membership on the committee.

D. The number of members who are representatives of businesses required to collect tax under this chapter shall equal the number of members who are involved in activities authorized to be funded by revenue received under this chapter.

F. The city shall submit to the committee for review and comment proposals for any new taxes authorized under Chapter 67.28 RCW, or for increases in the rate of a tax imposed under this chapter, or for the repeal of an exemption from a tax imposed under this chapter, or for a change in the use of revenue received under this chapter. The submission shall occur at least 45 days before final action on or passage of the proposal by the city council.

G. The committee shall submit comments on the proposal in a timely manner to the city council through the mayor or designee. The comments shall include an analysis of the extent to which the proposal will accommodate activities for tourists or increase tourism, and the extent to which the proposal will affect the long-term stability of the fund created under this chapter. Failure of the committee to submit comments before final action on or passage of the proposal shall not prevent the city council from acting on the proposal. The city council is not required to submit an amended proposal to the committee. (Ord. 1864 § 1, 2015).

#### Section 2. 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 3. 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. \_\_\_\_\_

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

of the City of Milton, Washington

---

On the 19th day of September, 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:

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, AMENDING CHAPTER 13.17 OF MILTON MUNICIPAL CODE; TO INCLUDE A SPECIAL LODGING EXCISE TAX; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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:** Mark Howlett, Interim Public Works Director  
Jamie Carter, Stormwater Compliance Inspector  
**Date:** September 19, 2016  
**Re:** **Ordinance 2<sup>nd</sup> Read/Adopt – Residential and Undeveloped Parcel Stormwater Billing**

---

**ATTACHMENTS:** Ordinance

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommended Action:** I move to approve the attached ordinance Revising Chapter 13.26 of Milton Municipal Code to change the way residential and undeveloped parcels are billed for stormwater in the City.

**Fiscal Impact:** When the audit is completed and all parcels are being billed according to this proposed code, the storm water utility will see significant increase. Specifics of that increase will be brought back to council when all calculations are completed, as well as a CIP and business model with personnel.

---

**Issue:** Analysis of the stormwater fee audit performed for the City has revealed that the current system of collection is unnecessarily complicated. The fact that Stormwater is not billed based on consumption, like water and power, further complicates the analysis and confuses some customers.

Assessing residential customers and undeveloped parcels according to the current code is problematic in two ways:

- The cost/benefit for someone to analyze almost every residential and undeveloped property in town is a loss for the City. Even though much of the information is provided by the rate audit that has been performed, just the act of implementing all of the changes in billing that the audit exposed would require a full time employee for a period of years.
- It led to increases in billing statements up to 6-fold for some residential customers.

**Discussion:** A more uniform method of calculation will make the City of Milton more consistent with other municipalities, be more cost-effective to administer, and be simpler for customers to understand. To that end staff recommends using a base rate of \$15.50 and implementing a tiered system for residential customers and charging undeveloped parcels, defined as lots with less than 750 square feet of impervious surface, annually.

**Recommendation:**

- All single family residences and duplexes will be grouped into one of three tiers. Each tier will represent a higher percentage of impervious area in relation to overall size of the lot or parcel.

- Charge a base rate of \$15.50 and escalate each tier by \$10.00.

Tier	Percent of Impervious	Suggested Rate
	<750 sq. ft. total	\$5.10
1	0-40%	\$15.50
2	41-70%	\$25.50
3	71% +	\$35.50

- Adopt new code language that collects the \$5.10 monthly rate for an undeveloped parcel in Milton on an annual basis. Also, define undeveloped parcel as a parcel with less than 750 square feet of impervious surface.

**CITY OF MILTON  
ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON; AMENDING SECTION 13.26.090 OF THE MILTON MUNICIPAL CODE MODIFYING THE CHARGES FOR STORM DRAINAGE FEES; PROVIDING FOR RATIFICATION; SEVERABILITY; AN EFFECTIVE DATE; AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

---

WHEREAS, charging all residential properties for stormwater based on percentage of the lot that is covered with impervious area more closely captures the hydraulic impact of a parcel of land; and,

WHEREAS, the definition of undeveloped parcel needs to be established and codified; and

WHEREAS, the process and expense of collecting a monthly charge for undeveloped parcels on a monthly basis for the stormwater utility is arduous and not-cost-effective; NOW THEREFORE,

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

Section 1. That the following Section of Chapter 13.26 STORM DRAINAGE OF SURFACE WATER – UTILITY, MANAGEMENT AND MAINTENANCE is amended as follows (additions shown by underline and deletions shown by strikeout):

**13.26.090 Charges.**

The following utility charges are established for all parcels of real property within the city:

A. Developed Commercial and Industrial Parcels. The storm drainage utility monthly service charge shall be computed by dividing the total amount of measured impervious surface on the

property, in square feet, by 2,800 and then multiplying the quotient by the monthly unit rate of \$15.50.

B. Developed Single-Family and Two-Family [Residential \(Duplex\)](#). [All single-family and two-family residences \(“residence” is defined in MMC 17.08.720\) shall be billed according to a tiered system. This system shall have three tiers that are based upon percentage of a parcel that is covered with impervious surfaces as follows:](#)

Tier	% COVERED	Monthly Rate
1	0-40%	\$15.50
2	41-70%	\$25.50
3	71% +	\$35.50

C. Developed Multi Family Residential. All residential multifamily parcels shall be charged by impervious surface calculation according to Section 13.26.090(A).

D. Undeveloped Parcels. Undeveloped parcels (lots with less [than 750 square](#) feet of impervious surface) shall be charged \$5.10 per month [and shall be invoiced annually](#).

E. State Highway Rights-of-Way. State of Washington highway rights-of-way shall be charged consistent with this chapter and Chapter 90.03 RCW including RCW 90.03.525.

F. Service Charge Credit.

1. Credit shall apply to all categories of land use with the exception of vacant/undeveloped, forest and timber land and city streets, roads, and public highways.

2. Low income senior citizens and low income disabled persons receiving relief under RCW 84.36.381 shall receive the following partial exemption from storm water utility charges and surcharge, as applicable:

- a. All parcels for which a person qualifies for an exemption under RCW 84.36.381(5)(a) shall be exempt from 40 percent of storm water utility charges.
- b. All parcels for which a person qualifies for an exemption under RCW 84.36.381(5)(b)(i) shall be exempt from 60 percent of storm water utility charges.
- c. All parcels for which a person qualifies for an exemption under RCW 84.36.381(5)(b)(ii) shall be exempt from 80 percent of storm water utility charges.

G. Detention System Credits. The detention system credits defined below shall be applicable only to detention systems approved prior to February 1, 2006. No detention system credits shall be allowed for any retention or detention systems approved after January 31, 2006.

Credits shall be given to applicants upon approval by the public works director subject to rates pursuant to this chapter as follows:

1. Seventy-Five Percent Credit. Property served by a privately maintained detention system with a 100-year storage/two-year predevelopment release rate shall be given a credit in the amount of 75 percent of the full utility rate. This credit shall also apply to any eligible city-owned and maintained system.
2. Twenty-Five Percent Credit. Property owned by other than the city served by a city-maintained detention system with a 100-year storage/two-year predeveloped release rate shall be given a credit in the amount of 25 percent of the full utility rate.
3. Existing detention system credits shall only be applicable to \$8.50 per ESU of the storm drain utility monthly charge. Such credits shall not apply to any monthly charge in excess of \$8.50 per ESU.

4. If the city determines at any time that the detention system does not meet the requirements of subsection (F)(G)(1) or (2) of this section, or is not operating at the level of storage/release for which credit is being applied for or for which credit has been granted, the director shall have the authority to reduce the credit to the next applicable level, if any, or to eliminate the credit entirely if the system is determined to not comply with the requirements of subsection (F)(G)(1) or (2) of this section.

5. Appeals. A request for reconsideration of the director's decision to reduce or eliminate any existing credit may be made by providing design calculations and maintenance records that confirm the detention system does meet the design and maintenance requirements for which credit is being applied or for which credit has been granted. The decision of the director shall be final and conclusive, unless within 10 days of the date of the director's action, the applicant gives written notice of appeal to the hearing examiner for review of the action.

H. Rates shall become effective for the October 2016 billing cycle. (Ord. 1867 § 1, 2015; Ord. 1655 § 1, 2006

**13.26.140 Appeal of charges, rate adjustments, and credit determinations.**

A. Any person making a timely payment of the city's total utility bill who considers the utility charges applied to a parcel to be inaccurate, or who otherwise disagrees with a utility rate determination, including any determination regarding credit pursuant to MMC 13.26.090(E)(F), may apply to the director for a rate adjustment, stating in writing the grounds of the appeal. The director will review the case file and determine whether an adjustment is necessary to provide for reasonable and equitable application of the utility rates and charges.

B. The director of public works shall decide rate adjustments pursuant to Process Type II (Chapter 17.71 MMC, Permit Decision and Appeal Processes). (Ord. 1741 § 11, 2009).

Section 2. Ratification and Confirmation. Any previous actions by the City that fall within the scope of the subject matter of this ordinance are hereby ratified and confirmed.

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.

APPROVED:

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

ATTEST/AUTHENTICATED:

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

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

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



**To:** Mayor Perry and City Council Members  
**From:** Mark Howlett, P.E., City Engineer/Interim Public Works Director  
**Date:** September 19, 2016  
**Re:** **Ordinance 2<sup>nd</sup> Read/Adopt – Parks Impact Fee**

---

**ATTACHMENTS:** Proposed Ordinance – Residential only  
Proposed Ordinance – Residential and non-Residential

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Expenditure Required:

**Recommendation/Action:** I move to approve the attached ordinance Revising Chapter 13 of Milton Municipal Code by adding a new Section 13.45 regarding Parks Impact Fees.

---

**Issue:** The City of Milton is pursuing the implementation of Parks Impact Fees.

**Discussion:** The City of Milton takes a lot of pride in our Parks system. Parks are a great asset to the community and have a big impact on the livability of a city – parks provide a sense of place.

Funding of our City Parks has become a challenge. With the scarcity of grant funds, the increased costs of maintaining parks and the increased drain of resources from our general fund, the city is forced to pursue other options for funding our parks improvements.

Parks impact fees are a method utilized by many jurisdictions to generate funding for Parks capital projects.

This item came before the Council at their September 6, 2016 Regular meeting and was discussed. Staff prepared an optional ordinance which includes charging non-residential uses in addition to residential uses.

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

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON ADDING A NEW CHAPTER 13.45 TO THE MILTON MUNICIPAL CODE AS IT RELATES TO THE COLLECTION OF PARKS IMPACT FEES; ENTERING LEGISLATIVE FINDINGS; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

---

WHEREAS, The citizens of Milton take pride in their park system and this park system is integral to the quality of life in Milton; and,

WHEREAS, as identified in the City of Milton's Comprehensive Plan, the City must expand its park system in order to maintain current standards if new development is to be accommodated without decreasing current parks standards; and,

WHEREAS, the imposition of impact fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development: NOW THEREFORE,

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

**Section 1. Findings.** The recitals set forth above are hereby adopted as the Milton City Council's findings in support of this ordinance.

**Section 2.** Chapter 13 of the Milton Municipal Code is hereby amended by adding a new Chapter 13.45 as follows:

**Chapter 13.45  
PARKS IMPACT FEES**

Sections:

- 13.45.010 Findings and authority.
- 13.45.020 Definitions.
- 13.45.030 Assessment of impact fees.
- 13.45.040 Independent fee calculations.
- 13.45.050 Credits and adjustments.
- 13.45.060 Exemptions.
- 13.45.070 Appeals.
- 13.45.080 Establishment of impact fee account for parks and recreation.
- 13.45.090 Refunds.
- 13.45.100 Use of funds.

13.45.110 Review and update of impact fees.

13.45.120 Deferral of payment.

13.45.130 Miscellaneous provisions.

### **13.45.010 Findings and authority.**

---

The council of the city of Milton (the “council”) hereby finds and determines that new growth and residential development in the city of Milton will create additional demand and need for parks and recreation facilities in the city of Milton, and the council finds that new growth and development should pay a proportionate share of the cost of parks and recreation facilities needed to serve the new growth and development. Therefore, pursuant to Chapter 82.02 RCW, the council adopts this chapter to assess impact fees for parks and recreation. The provisions of this chapter shall be liberally construed in order to carry out the purposes of the council in establishing the impact fee program

### **13.45.020 Definitions.**

---

The following words and terms shall have the following meanings for the purposes of this chapter unless the context clearly requires otherwise. Terms otherwise not defined herein shall be defined pursuant to RCW 82.02.090 or given their usual and customary meaning.

A. “Act” means the Growth Management Act, Chapter 36.70A RCW, as now in existence or as hereafter amended.

B. “Building permit,” for the purposes of this chapter only, means an official document or certification which is issued by the city and which authorizes the construction, alteration, enlargement, conversion, reconstruction, remodeling, rehabilitation, erection, demolition, moving or repair of a building or structure.

C. “Capital facilities plan” means the capital facilities plan element of the city’s comprehensive plan adopted pursuant to Chapter 36.70A RCW and such plan as amended.

D. “Change of use” means any use which substantially differs from the previous use of a building or premises. A substantially different use is one which is not included in the group number classification of the previous use, as set forth in the most recent edition of the Standard Industrial Classification Manual.

E. “City” means the city of Milton.

F. “Council” means the city council of the city of Milton.

G. "Department" means the Public Works Department.

H. "Development activity" means any construction or expansion of a building, structure, or use, any change of use of a building or structure, or any change of the use of land that creates additional demand and need for parks and recreation facilities.

I. "Director" means the director of Public Works or the director's designee.

J. "Dwelling unit" means a building, or portion thereof, designed for residential occupancy consisting of one or more rooms which are arranged, designed or used as living quarters for one family only.

K. "Encumbered" means to reserve, set aside or otherwise earmark the impact fees in order to pay for commitments, contractual obligations or other liabilities incurred for parks and recreation facilities.

L. "Feepayer" is a person, corporation, partnership, an incorporated association, or any other similar entity, or department or bureau of any governmental entity commencing a land development activity which creates the demand for additional parks and recreation facilities, and which requires the issuance of a building permit. "Feepayer" includes an applicant for an impact fee credit.

M. "Hearing examiner" means the examiner who acts on behalf of the council in considering and applying land use regulatory codes as provided under Chapter [2.54](#) MMC. Where appropriate, "hearing examiner" also refers to the office of the hearing examiner.

O. "Impact fee" means a payment of money imposed by the city of Milton on development activity pursuant to this chapter as a condition of granting development approval in order to pay for the parks and recreation facilities needed to serve new growth and development.

P. "Impact fee account" or "account" means the account established for the parks and recreation facilities' impact fees collected. The account shall be established pursuant to MMC [13.45.080](#) and comply with the requirements of RCW [82.02.070](#).

Q. "Independent fee calculation" means the parks and recreation impact calculation prepared by a feepayer to support the assessment of an impact fee other than that shown in MMC 13.45.030.

R. "Interest" means the interest rate earned by local jurisdictions in the State of Washington Local Government Investment Pool, if not otherwise defined.

S. "Multifamily dwelling" means a building designed exclusively for occupancy by two or more families living independently of each other, and containing two or more residential dwelling units.

T. "Owner" means the owner of record of real property; provided, that if the real property is being purchased under a recorded real estate contract, the purchaser shall be considered the owner of the real property.

U. "Parks and recreation facilities" means neighborhood and community parks, open space, recreational trails, athletic fields, swimming pools, and community centers, and any furnishings and equipment that are used at such locations and which can be capitalized.

V. "Parks and recreation project improvements" means site improvements and facilities that are planned and designed to provide service for a particular development or users of the project and are not parks and recreation system improvements. No parks and recreation improvement or facility included in a capital facilities plan approved by the council shall be considered a parks and recreation project improvement.

W. "Parks and recreation system improvements" means parks and recreation facilities that are either included in the city of Milton's capital facilities plan and/or are designed to provide service to service areas within the community at large, in contrast to parks and recreation project improvements.

X. "Single-family dwelling" means a detached building designed exclusively for occupancy by one family and containing one residential dwelling unit. A manufactured home may be considered a one-family dwelling, if sited per Chapter [17.60](#) MMC.

Y. "State" means the state of Washington.

Z. "Surplus credits" means credits over and above those calculated as an impact fee. For example:

1. In grandfathering calculations, if the difference between a proposed use fee minus existing use credit results in a positive number, the result is the impact fee due.

2. In grandfathering calculations, if the difference between a proposed use fee minus existing use credit results in a negative number, the result is the surplus credit and no impact fee would be due.

### **13.45.030 Assessment of impact fees.**

---

A. Effective October 1, 2016, the city shall collect park impact fees calculated at \$1,550 per each Dwelling Unit from any applicant seeking development approval from the city for any development activity that includes dwelling units within the city.

B. Where a change of use increases housing capacity by more than or equal to one dwelling unit, the director shall calculate a parks and recreation impact fee based on the increase in the housing capacity.

C. The amount of impact fees shall be determined at the time an applicant submits a complete application for a building permit using the amount shown in MMC 13.45.030, or pursuant to an independent fee calculation accepted by the director pursuant to MMC [13.45.040](#), and adjusted for any credits pursuant to MMC [13.45.050](#).

D. Payment of impact fees shall be made by the feepayer at the time the building permit is issued for each unit in the development. The amount to be paid shall not be increased for any applicant that submitted a complete application for the building permit before the city established the impact fee rates.

E. Applicants that have been awarded credits prior to the submittal of the complete building permit application pursuant to MMC [13.45.050](#) shall submit, along with the complete building permit application, a copy of the letter or certificate prepared by the director pursuant to MMC [13.45.050](#) setting forth the dollar amount of the credit awarded. Impact fees, as determined after the application of appropriate credits, shall be collected from the feepayer at the time the building permit is issued.

F. The department shall not issue a building permit unless and until the impact fees have been paid or credit(s) awarded.

G. For complete building permit applications for new development, redevelopment or a change of use, and prior to or at the time of issuance of any single-family residential building permit for a dwelling unit that is being constructed, the applicant may elect to record a covenant against title to the property on forms prepared and provided by the city that requires payment of parks impact fees due and owing, less any credits awarded, by providing for automatic payment through escrow of these development charges due and owing to be paid no later than at time final inspection or 18 months from the date of issuance of the original building permit, whichever comes first. Failure to pay shall result in the following:

1. If 30 days after the city has sent the responsible party written notification of its obligation to pay the charges established in this chapter the full amount remains unpaid, the responsible party shall be subject to the enforcement provisions of MMC [1.08.100](#). Written notification shall

be by regular and certified mail and to the most current available contact information on file with the city. For the purposes of applying MMC [1.08.100](#), the responsible party shall constitute a property owner, the property(ies) for which a permit(s) has been issued shall constitute the property(ies) on which the violation is occurring, and the impact fee amount remaining unpaid shall constitute a violation occurring on the permitted property(ies) under these sections.

2. Any unpaid charges adopted by this chapter that are outstanding 30 days from the date the charges are due shall constitute a lien against the property(ies) for which a permit(s) has been issued in the amount of the unpaid charges. In addition to the actions authorized in subsection (G)(1) of this section, the city may record a lien against the permitted property(ies) in the amount of the unpaid charges and may immediately suspend any permits previously issued for the lot or unit associated with the current development activity and shall limit the granting of any future permits for the lot or unit until such time that all outstanding water, sanitary sewer and storm drainage development charges are paid in full.

3. The appeals process authorized in MMC [13.45.070](#) shall not apply to determinations made pursuant to this section.

### **13.45.040 Independent fee calculations.**

---

A. If, in the judgment of the director, none of the fee amount set forth in the MMC 13.45.030 accurately describes or captures the impacts of the new development, the applicant shall conduct an independent fee calculation and the director may impose alternative fees on a specific development based on those calculations, once accepted by the city.

B. Feepayers may opt not to have the impact fees determined according to the rate set forth in the MMC 13.45.030. Such feepayers shall prepare and submit to the director an independent fee calculation for the development activity for which a building permit is sought. The documentation submitted shall show the basis upon which the independent fee calculation was made.

C. A nonreimbursable administrative fee shall be charged for each independent fee calculation. The fee shall be deposited with the city to pay for city review of the independent fee calculation upon submittal of the documented independent fee study.

D. After the city completes its review, the actual fees and expenses will be determined and the cash deposit shall be adjusted to provide for a refund by the city or additional payment by the feepayer.

E. While there is a presumption that the amounts set forth in the MMC 13.45.030 are valid, the director shall consider the documentation submitted by the feepayer, but is not required to accept such documentation which the director reasonably deems to be inaccurate or not reliable, and may, in the alternative, require the feepayer to submit additional or different documentation for consideration. The director is authorized to adjust the impact fees on a case-by-case basis based on the independent fee calculation, the specific characteristics of the development, and/or where adjustment is deemed by the director to be appropriate based on principles of fairness under the circumstances of the case.

F. Determinations made by the director pursuant to this section may be appealed to the office of the hearing examiner subject to the procedures set forth in MMC 17.71.

### **13.45.050 Credits and adjustments.**

---

A. A feepayer can request that a credit or credits for parks and recreation impact fees be awarded to him/her for parks and recreation improvement projects provided by the feepayer in excess of the standard requirements for the feepayer's development if the land, improvements, and/or the facility constructed are identified as parks and recreation system improvements that provide capacity to serve new growth in the capital facilities plan, or the director, at his/her discretion, makes the finding that such land, improvements, and/or facilities would serve the parks and recreation goals and objectives of the capital facilities plan.

B. For each request for a credit or credits, the director shall determine the value of dedicated land by using available documentation or selecting an appraiser from a list of independent appraisers maintained by the department to determine the value of the land being dedicated. The value of improvements will be determined through documentation submitted by the feepayer.

C. The feepayer shall pay the cost of the appraisal and shall deposit on account the estimated cost of the appraisal as determined by the city at the time the feepayer requests consideration for a credit.

D. After receiving the appraisal, the director shall provide the applicant with a letter or certificate setting forth the dollar amount of the credit, the reason for the credit, where applicable, the legal description of the site donated, and the legal description or other adequate description of the project or development to which the credit may be applied. The applicant must sign and date a duplicate copy of such letter or certificate indicating his/her agreement to the terms of the letter or certificate and return such signed document to the director before the impact fee credit will be awarded. The failure of the applicant to sign, date, and return such document within 60 days shall nullify the credit.

E. Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

F. Determinations made by the director pursuant to this section shall be subject to the appeals procedures set forth in MMC [17.71](#).

G. Pursuant to and consistent with the requirements of RCW [82.02.060](#), the fee rate in MMC 13.45.030 has been reasonably adjusted for other revenue sources which are earmarked for, or proratable to, funding parks and recreation facilities.

H. In order to grandfather the capacity rights of existing developments, the director will utilize the adopted rates to calculate any impact fee credits and to determine any surplus credits for off-site system improvements made by the property owner.

Only in a situation when a property owner makes off-site system capacity improvements that qualify in accordance with subsection A of this section will any surplus credits (value computed during the permit year and not adjusted for inflation) remain with the property or any subdivision of that property to benefit future development where a parks and recreation impact fee is determined to be due.

### **13.45.060 Exemptions.**

---

A. The following shall be exempted from the payment of parks and recreation impact fees:

1. Replacement of a structure with a new structure of the same use at the same site or lot when such replacement occurs within 12 months of the demolition or destruction of the prior structure.
2. Alterations or expansion or enlargement or remodeling or rehabilitation or conversion of an existing dwelling unit where no additional units are created and the use is not changed.
3. Miscellaneous improvements, including but not limited to fences, walls, swimming pools, and signs.
4. A change of use where the increase in housing capacity is less than the threshold stated in MMC [13.45.030\(B\)](#).
5. Demolition or moving of a structure.

6. Any building permit application that has been submitted to the department before 5:00 p.m. the business day before the first effective date of the park impact fee rate schedule and subsequently determined to be a complete application by the city.

B. The director shall be authorized to determine whether a particular development activity falls within an exemption identified in this section. Determinations of the director shall be subject to the appeals procedures set forth in MMC [13.45.070](#).

### **13.45.070 Appeals.**

---

A. Any feepayer may pay the impact fees imposed by this chapter under protest in order to obtain a building permit. Appeals regarding the impact fees imposed on any development activity may only be made by the feepayer of the property where such development activity will occur. No appeal submitted under protest shall be permitted unless and until the impact fees at issue have been paid. Alternatively, any feepayer may appeal the impact fees determined by the director without first paying the fees, providing the applicant is willing to provide a satisfactory security of the appealed fee amount in accordance with the requirements of MMC [17.71](#) prior to issuance of the building permit. Alternatively, any feepayer may appeal the impact fees determined by the director without first paying the fees, provided the applicant is willing to postpone issuance of the building permit until after the appeal process when the revised final fee is known.

B. Determinations of the director with respect to the applicability of the impact fees to a given development activity, the availability or value of a credit, or the director's decision with respect to the independent fee calculation, or any other determination which the director is authorized to make pursuant to this chapter, can be appealed to the hearing examiner.

C. Appeals shall be taken within 10 days of the director's issuance of a written determination by filing with the office of the hearing examiner a notice of appeal specifying the grounds thereof and depositing the necessary fee, which is set forth in the existing fee schedules for appeals of administrative decisions. The director shall transmit to the office of the hearing examiner all papers constituting the record for the determination, including, where appropriate, the independent fee calculation.

D. The hearing examiner shall fix a time for the hearing of the appeal, give notice to the parties in interest, and decide the same as provided in Chapter 2.54 MMC. At the hearing, any party may appear in person or by agent or attorney.

E. The hearing examiner is authorized to make findings of fact regarding the applicability of the impact fees to a given development activity, the availability or amount of the credit, or the accuracy or applicability of an independent fee calculation. The decision of the hearing examiner shall be final, except as provided in subsection G of this section.

F. The hearing examiner may, so long as such action is in conformance with the provisions of this chapter, reverse or affirm, in whole or in part, or may modify the determinations of the director with respect to the amount of the impact fees imposed or the credit awarded upon a determination that it is proper to do so based on principles of fairness, and may make such order, requirements, decision or determination as ought to be made, and to that end shall have the powers which have been granted to the director by this chapter.

G. Any feepayer aggrieved by any decision of the office of the hearing examiner may appeal the hearing examiner's final decision as provided in Chapter [2.54](#) MMC.

#### **13.45.080 Establishment of impact fee account for parks and recreation.**

---

A. Impact fee receipts shall be earmarked specifically and deposited in special interest-bearing accounts. The fees received shall be prudently invested in a manner consistent with the investment policies of the city.

B. There is hereby established a separate impact fee account for the fees collected pursuant to this chapter: the parks and recreation facilities impact fee account. Funds withdrawn from these accounts must be used in accordance with the provisions of MMC [13.45.100](#). Interest earned on the fees shall be retained in the account and expended for the purposes for which the impact fees were collected.

C. On an annual basis, the financial director shall provide a report to the council on the parks and recreation impact fee account showing the source and amount of all moneys collected, earned, or received, and the parks and recreation system improvements that were financed in whole or in part by impact fees.

D. Impact fees shall be expended or encumbered within ten years of receipt, unless the council identifies in written findings an extraordinary and compelling reason or reasons for the delay.

#### **13.45.090 Refunds.**

---

A. If the city fails to expend or encumber the impact fees within ten years of when the fees were paid or, where extraordinary or compelling reasons exist, such other time periods as established pursuant to MMC [13.45.080](#), the current owner of the property on which impact fees have been paid may receive a refund of such fees. In determining whether impact fees have been expended or encumbered, impact fees shall be considered

expended or encumbered on a first-in, first-out basis; provided, that any party that voluntarily elects to use the alternative fee payment method specified in MMC 13.45.030 shall sign as a condition of use of the alternative fee payment method a waiver of right on a form prepared and provided by the city to recovery of park impact fees not spent with the statutory ten-year timeframe.

B. The city shall notify potential claimants by first class mail deposited with the United States Postal Service at the last known address of such claimants. A potential claimant or claimant must be the owner of the property.

C. Owners seeking a refund of impact fees must submit a written request for a refund of the fees to the director within one year of the date the right to claim the refund arises or the date that notice is given, whichever is later.

D. Any impact fees for which no application for a refund has been made within this one-year period shall be retained by the city and expended on the appropriate parks and recreation facilities.

E. Refunds of impact fees under this section shall include any interest earned on the impact fees by the city.

F. If and when the city seeks to terminate any or all components of the parks and recreation impact fee program, all unexpended or unencumbered funds from any terminated component or components, including interest earned, shall be refunded pursuant to this section. Upon the finding that any or all fee requirements are to be terminated, the city shall place notice of such termination and the availability of refunds in a newspaper of general circulation at least two times and shall notify all potential claimants by first class mail to the last known address of the claimants. All funds available for refund shall be retained for a period of one year. At the end of one year, any remaining funds shall be retained by the city, but must be expended for the appropriate parks and recreation facilities. This notice requirement shall not apply if there are no unexpended or unencumbered balances within an account or accounts being terminated.

G. The city shall also refund to the developer of property for which impact fees have been paid all impact fees paid, including interest earned on the impact fees, if the development activity for which the impact fees were imposed did not occur.

### **13.45.100 Use of funds.**

---

A. Pursuant to this chapter, impact fees:

1. Shall be used for parks and recreation system improvements that will reasonably benefit the new development; and

2. Shall not be imposed to make up for deficiencies in parks and recreation facilities serving existing developments; and

3. Shall not be used for maintenance or operations.

B. As a general guideline, parks and recreation impact fees may be used for any parks and recreation system improvements which could otherwise be funded by a bond issue of the city.

C. Parks and recreation facilities impact fees may be spent for parks and recreation system improvements, including but not limited to neighborhood and community parks, recreational trails, athletic fields, swimming pools, and community centers, including planning, land acquisition, site improvements, necessary off-site improvements including mitigation, construction, engineering, architectural, permitting, financing, and administrative expenses, applicable impact fees or mitigation costs, and any other expenses which can be capitalized.

D. In the event that bonds or similar debt instruments are or have been issued for the advanced provision of parks and recreation system improvements for which impact fees may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities or improvements provided are consistent with the requirements of this section and are used to serve the new development.

#### **13.45.110 Review and update of impact fees.**

---

A. The fee rate schedules set forth in MMC 13.45.030 shall be reviewed by the council no later than two years after the effective date of the fee rate schedule attached to the ordinance codified in this chapter, and no more than every two years thereafter.

B. The rates set forth in MMC 13.45.030 shall be reviewed by the council as it may deem necessary and appropriate in conjunction with the annual update of the capital facilities plan element of the city's comprehensive plan.

#### **13.45.120 Deferral of Impact Fees**

---

In accordance with ESB 5923 (2015), an applicant may request, at any time prior to building permit issuance, and consistent with the requirements of this section, to defer the payment of an impact fee for a residential development unit. The following shall apply to any request to defer payment of an impact fee:

A. For each single family residence for which any impact fee deferral is applied for, an administrative fee must be paid to the City due to the increased burden placed on city staff for processing and monitoring such deferral.

B. A separate application must be submitted for each single-family residence being constructed. Only the first twenty (20) applications per calendar year by each applicant for impact fee deferral are eligible for impact fee deferral under this chapter.

The period of deferral expires at the earliest of:

1. The time of final inspection by the city; or
2. Eighteen months after the building permit is issued by the city.

C. The applicant must grant and record in favor of the City of Milton an impact fee lien in the amount of the deferred impact fee. The lien must be in a form signed, dated and approved by the city attorney, and signed by all owners of the property and persons or entities holding any interest in the property, with all signatures acknowledged as required for a deed, and recorded among the appropriate land records of the County. Proof of such recording shall be submitted to the City before a building permit may be issued. The lien must specify that it is binding on all successors in title after the recordation. The lien may specify that it is subordinate to one mortgage for the purpose of construction upon the same real property granted by the applicant. A mortgage, Deed of Trust or other financing mechanism shall be limited to the property upon which construction on one single family residence will occur. A lien not paid when due shall bear interest at the statutory rate. A lien shall become due at the expiration of the deferral date.

D. If impact fees are not paid in accordance with ESB 5923(2015), the city may institute foreclosure proceedings in accordance with RCW Chapter 61.12.

E. After full payment of impact fees, and upon written request of the person paying said fees containing the name and address of the requester together with a copy of a proposed lien release form, the City, upon approval by the City Attorney, shall sign a lien release and deliver it to the person paying said fee either in person or by first class mail.

### **13.45.130 Miscellaneous provisions.**

---

A. Existing Authority Unimpaired. Nothing in this chapter shall preclude the city from requiring the feepayer or the proponent of a development activity to mitigate adverse environmental impacts of a specific development pursuant to the State Environmental Policy Act, Chapter [43.21C](#) RCW, based on the environmental documents accompanying the underlying development approval process, and/or Chapter [58.17](#) RCW, governing plats and subdivisions; provided, that the exercise of this authority is consistent with the provisions of RCW [82.02.050](#)(1)(c).

B. Captions. The chapter and section captions used in this chapter are for convenience only and shall not control or affect the meaning or construction of any of the provisions of this chapter.

C. Severability. If any portion of this chapter is found to be invalid or unenforceable for any reason, such finding shall not affect the validity or enforceability of any other section of this chapter.

D. Short Title. This chapter shall be known and may be cited as "the city of Milton parks and recreation impact fee ordinance."

**END OF CODE REVISION**

**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. Publication.** This ordinance shall be published by an approved summary consisting of the title.

**Section 5. Effective Date.** This ordinance shall become effective and be in full force five (5) days after passage, approval, and publication as provided by law.

PASSED by the Council and approved by the Mayor of the City of Milton, this 19<sup>th</sup> day of September, 2016.

CITY OF MILTON

\_\_\_\_\_  
Mayor Debra Perry

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Katie Bolam, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Greg Rubstello, City Attorney

Published:  
Effective Date:

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

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON ADDING A NEW CHAPTER 13.45 TO THE MILTON MUNICIPAL CODE AS IT RELATES TO THE COLLECTION OF PARKS IMPACT FEES; ENTERING LEGISLATIVE FINDINGS; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

---

WHEREAS, The citizens of Milton take pride in their park system and this park system is integral to the quality of life in Milton; and,

WHEREAS, as identified in the City of Milton's Comprehensive Plan, the City must expand its park system in order to maintain current standards if new development is to be accommodated without decreasing current parks standards; and,

WHEREAS, the imposition of impact fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of capital facilities necessary to accommodate such development: NOW THEREFORE,

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

**Section 1. Findings.** The recitals set forth above are hereby adopted as the Milton City Council's findings in support of this ordinance.

**Section 2.** Chapter 13 of the Milton Municipal Code is hereby amended by adding a new Chapter 13.45 as follows:

**Chapter 13.45  
PARKS IMPACT FEES**

Sections:

- 13.45.010 Findings and authority.
- 13.45.020 Definitions.
- 13.45.030 Assessment of impact fees.
- 13.45.040 Independent fee calculations.
- 13.45.050 Credits and adjustments.
- 13.45.060 Exemptions.
- 13.45.070 Appeals.
- 13.45.080 Establishment of impact fee account for parks and recreation.
- 13.45.090 Refunds.
- 13.45.100 Use of funds.

13.45.110 Review and update of impact fees.

13.45.120 Deferral of payment.

13.45.130 Miscellaneous provisions.

### **13.45.010 Findings and authority.**

---

The council of the city of Milton (the “council”) hereby finds and determines that new growth and development in the city of Milton will create additional demand and need for parks and recreation facilities in the city of Milton, and the council finds that new growth and development should pay a proportionate share of the cost of parks and recreation facilities needed to serve the new growth and development. Therefore, pursuant to Chapter 82.02 RCW, the council adopts this chapter to assess impact fees for parks and recreation. The provisions of this chapter shall be liberally construed in order to carry out the purposes of the council in establishing the impact fee program

### **13.45.020 Definitions.**

---

The following words and terms shall have the following meanings for the purposes of this chapter unless the context clearly requires otherwise. Terms otherwise not defined herein shall be defined pursuant to RCW 82.02.090 or given their usual and customary meaning.

A. “Act” means the Growth Management Act, Chapter 36.70A RCW, as now in existence or as hereafter amended.

B. “Building permit,” for the purposes of this chapter only, means an official document or certification which is issued by the city and which authorizes the construction, alteration, enlargement, conversion, reconstruction, remodeling, rehabilitation, erection, demolition, moving or repair of a building or structure.

C. “Capital facilities plan” means the capital facilities plan element of the city’s comprehensive plan adopted pursuant to Chapter 36.70A RCW and such plan as amended.

D. “Change of use” means any use which substantially differs from the previous use of a building or premises. A substantially different use is one which is not included in the group number classification of the previous use, as set forth in the most recent edition of the Standard Industrial Classification Manual.

E. “City” means the city of Milton.

F. “Council” means the city council of the city of Milton.

G. "Department" means the Public Works Department.

H. "Development activity" means any construction or expansion of a building, structure, or use, any change of use of a building or structure, or any change of the use of land that creates additional demand and need for parks and recreation facilities.

I. "Director" means the director of Public Works or the director's designee.

J. "Dwelling unit" means a building, or portion thereof, designed for residential occupancy consisting of one or more rooms which are arranged, designed or used as living quarters for one family only.

K. "Encumbered" means to reserve, set aside or otherwise earmark the impact fees in order to pay for commitments, contractual obligations or other liabilities incurred for parks and recreation facilities.

L. "Feepayer" is a person, corporation, partnership, an incorporated association, or any other similar entity, or department or bureau of any governmental entity commencing a land development activity which creates the demand for additional parks and recreation facilities, and which requires the issuance of a building permit. "Feepayer" includes an applicant for an impact fee credit.

M. "Hearing examiner" means the examiner who acts on behalf of the council in considering and applying land use regulatory codes as provided under Chapter [2.54](#) MMC. Where appropriate, "hearing examiner" also refers to the office of the hearing examiner.

O. "Impact fee" means a payment of money imposed by the city of Milton on development activity pursuant to this chapter as a condition of granting development approval in order to pay for the parks and recreation facilities needed to serve new growth and development.

P. "Impact fee account" or "account" means the account established for the parks and recreation facilities' impact fees collected. The account shall be established pursuant to MMC [13.45.080](#) and comply with the requirements of RCW [82.02.070](#).

Q. "Independent fee calculation" means the parks and recreation impact calculation prepared by a feepayer to support the assessment of an impact fee other than that shown in MMC 13.45.030.

R. "Interest" means the interest rate earned by local jurisdictions in the State of Washington Local Government Investment Pool, if not otherwise defined.

S. "Multifamily dwelling" means a building designed exclusively for occupancy by two or more families living independently of each other, and containing two or more residential dwelling units.

T. "Owner" means the owner of record of real property; provided, that if the real property is being purchased under a recorded real estate contract, the purchaser shall be considered the owner of the real property.

U. "Parks and recreation facilities" means neighborhood and community parks, open space, recreational trails, athletic fields, swimming pools, and community centers, and any furnishings and equipment that are used at such locations and which can be capitalized.

V. "Parks and recreation project improvements" means site improvements and facilities that are planned and designed to provide service for a particular development or users of the project and are not parks and recreation system improvements. No parks and recreation improvement or facility included in a capital facilities plan approved by the council shall be considered a parks and recreation project improvement.

W. "Parks and recreation system improvements" means parks and recreation facilities that are either included in the city of Milton's capital facilities plan and/or are designed to provide service to service areas within the community at large, in contrast to parks and recreation project improvements.

X. "Single-family dwelling" means a detached building designed exclusively for occupancy by one family and containing one residential dwelling unit. A manufactured home may be considered a one-family dwelling, if sited per Chapter [17.60](#) MMC.

Y. "State" means the state of Washington.

Z. "Surplus credits" means credits over and above those calculated as an impact fee. For example:

1. In grandfathering calculations, if the difference between a proposed use fee minus existing use credit results in a positive number, the result is the impact fee due.

2. In grandfathering calculations, if the difference between a proposed use fee minus existing use credit results in a negative number, the result is the surplus credit and no impact fee would be due.

### **13.45.030 Assessment of impact fees.**

---

A. Effective October 1, 2016, the city shall collect park impact fees as follows:

Residential - \$1,550 per each Dwelling Unit

Industrial Land Use - \$275 per 1,000 Square Feet of Gross Floor Area

Retail - \$425 per 1,000 Square Feet of Gross Floor Area

All other Uses - \$800 per 1,000 Square Feet of Gross Floor Area

These fees shall be collected from any applicant seeking development approval from the city for any development activity within the city.

B. Where a change of use increases housing capacity by more than or equal to one dwelling unit for Residential uses or 1,000 Square feet of Gross Floor Area for all other uses, the director shall calculate a parks and recreation impact fee based on the increase in the housing capacity.

C. The amount of impact fees shall be determined at the time an applicant submits a complete application for a building permit using the amount shown in MMC 13.45.030, or pursuant to an independent fee calculation accepted by the director pursuant to MMC [13.45.040](#), and adjusted for any credits pursuant to MMC [13.45.050](#).

D. Payment of impact fees shall be made by the feepayer at the time the building permit is issued for each unit in the development. The amount to be paid shall not be increased for any applicant that submitted a complete application for the building permit before the city established the impact fee rates.

E. Applicants that have been awarded credits prior to the submittal of the complete building permit application pursuant to MMC [13.45.050](#) shall submit, along with the complete building permit application, a copy of the letter or certificate prepared by the director pursuant to MMC [13.45.050](#) setting forth the dollar amount of the credit awarded. Impact fees, as determined after the application of appropriate credits, shall be collected from the feepayer at the time the building permit is issued.

F. The department shall not issue a building permit unless and until the impact fees have been paid or credit(s) awarded.

G. For complete building permit applications for new development, redevelopment or a change of use, and prior to or at the time of issuance of any single-family residential building permit for a dwelling unit that is being constructed, the applicant may elect to record a covenant against title to the property on forms prepared and provided by the city that requires payment of parks impact fees due and owing, less any credits awarded, by providing for automatic payment through escrow of these development charges due and owing to be paid no

later than at time of final inspection or 18 months from the date of issuance of the original building permit, whichever comes first. Failure to pay shall result in the following:

1. If 30 days after the city has sent the responsible party written notification of its obligation to pay the charges established in this chapter the full amount remains unpaid, the responsible party shall be subject to the enforcement provisions of MMC [1.08.100](#). Written notification shall be by regular and certified mail and to the most current available contact information on file with the city. For the purposes of applying MMC [1.08.100](#), the responsible party shall constitute a property owner, the property(ies) for which a permit(s) has been issued shall constitute the property(ies) on which the violation is occurring, and the impact fee amount remaining unpaid shall constitute a violation occurring on the permitted property(ies) under these sections.

2. Any unpaid charges adopted by this chapter that are outstanding 30 days from the date the charges are due shall constitute a lien against the property(ies) for which a permit(s) has been issued in the amount of the unpaid charges. In addition to the actions authorized in subsection (G)(1) of this section, the city may record a lien against the permitted property(ies) in the amount of the unpaid charges and may immediately suspend any permits previously issued for the lot or unit associated with the current development activity and shall limit the granting of any future permits for the lot or unit until such time that all outstanding water, sanitary sewer and storm drainage development charges are paid in full.

3. The appeals process authorized in MMC [13.45.070](#) shall not apply to determinations made pursuant to this section.

### **13.45.040 Independent fee calculations.**

---

A. If, in the judgment of the director, none of the fee amount set forth in the MMC 13.45.030 accurately describes or captures the impacts of the new development, the applicant shall conduct an independent fee calculation and the director may impose alternative fees on a specific development based on those calculations, once accepted by the city.

B. Fee payers may opt not to have the impact fees determined according to the rate set forth in the MMC 13.45.030. Such fee payers shall prepare and submit to the director an independent fee calculation for the development activity for which a building permit is sought. The documentation submitted shall show the basis upon which the independent fee calculation was made.

C. A nonreimbursable administrative fee shall be charged for each independent fee calculation. The fee shall be deposited with the city to pay for city review of the independent fee calculation upon submittal of the documented independent fee study.

D. After the city completes its review, the actual fees and expenses will be determined and the cash deposit shall be adjusted to provide for a refund by the city or additional payment by the feepayer.

E. While there is a presumption that the amounts set forth in the MMC 13.45.030 are valid, the director shall consider the documentation submitted by the feepayer, but is not required to accept such documentation which the director reasonably deems to be inaccurate or not reliable, and may, in the alternative, require the feepayer to submit additional or different documentation for consideration. The director is authorized to adjust the impact fees on a case-by-case basis based on the independent fee calculation, the specific characteristics of the development, and/or where adjustment is deemed by the director to be appropriate based on principles of fairness under the circumstances of the case.

F. Determinations made by the director pursuant to this section may be appealed to the office of the hearing examiner subject to the procedures set forth in MMC 17.71.

### **13.45.050 Credits and adjustments.**

---

A. A feepayer can request that a credit or credits for parks and recreation impact fees be awarded to him/her for parks and recreation improvement projects provided by the feepayer in excess of the standard requirements for the feepayer's development if the land, improvements, and/or the facility constructed are identified as parks and recreation system improvements that provide capacity to serve new growth in the capital facilities plan, or the director, at his/her discretion, makes the finding that such land, improvements, and/or facilities would serve the parks and recreation goals and objectives of the capital facilities plan.

B. For each request for a credit or credits, the director shall determine the value of dedicated land by using available documentation or selecting an appraiser from a list of independent appraisers maintained by the department to determine the value of the land being dedicated. The value of improvements will be determined through documentation submitted by the feepayer.

C. The feepayer shall pay the cost of the appraisal and shall deposit on account the estimated cost of the appraisal as determined by the city at the time the feepayer requests consideration for a credit.

D. After receiving the appraisal, the director shall provide the applicant with a letter or certificate setting forth the dollar amount of the credit, the reason for the credit, where applicable, the legal description of the site

donated, and the legal description or other adequate description of the project or development to which the credit may be applied. The applicant must sign and date a duplicate copy of such letter or certificate indicating his/her agreement to the terms of the letter or certificate and return such signed document to the director before the impact fee credit will be awarded. The failure of the applicant to sign, date, and return such document within 60 days shall nullify the credit.

E. Any claim for credit must be made no later than the time of application for a building permit. Any claim not so made shall be deemed waived.

F. Determinations made by the director pursuant to this section shall be subject to the appeals procedures set forth in MMC [17.71](#).

G. Pursuant to and consistent with the requirements of RCW [82.02.060](#), the fee rate in MMC 13.45.030 has been reasonably adjusted for other revenue sources which are earmarked for, or proratable to, funding parks and recreation facilities.

H. In order to grandfather the capacity rights of existing developments, the director will utilize the adopted rates to calculate any impact fee credits and to determine any surplus credits for off-site system improvements made by the property owner.

Only in a situation when a property owner makes off-site system capacity improvements that qualify in accordance with subsection A of this section will any surplus credits (value computed during the permit year and not adjusted for inflation) remain with the property or any subdivision of that property to benefit future development where a parks and recreation impact fee is determined to be due.

### **13.45.060 Exemptions.**

---

A. The following shall be exempted from the payment of parks and recreation impact fees:

1. Replacement of a structure with a new structure of the same use at the same site or lot when such replacement occurs within 12 months of the demolition or destruction of the prior structure.
2. Alterations or expansion or enlargement or remodeling or rehabilitation or conversion of an existing dwelling unit where no additional units are created and the use is not changed.
3. Miscellaneous improvements, including but not limited to fences, walls, swimming pools, and signs.

4. A change of use where the increase in capacity is less than the threshold stated in MMC [13.45.030\(B\)](#).

5. Demolition or moving of a structure.

6. Any building permit application that has been submitted to the department before 5:00 p.m. the business day before the first effective date of the park impact fee rate schedule and subsequently determined to be a complete application by the city.

B. The director shall be authorized to determine whether a particular development activity falls within an exemption identified in this section. Determinations of the director shall be subject to the appeals procedures set forth in MMC [13.45.070](#).

### **13.45.070 Appeals.**

---

A. Any feepayer may pay the impact fees imposed by this chapter under protest in order to obtain a building permit. Appeals regarding the impact fees imposed on any development activity may only be made by the feepayer of the property where such development activity will occur. No appeal submitted under protest shall be permitted unless and until the impact fees at issue have been paid. Alternatively, any feepayer may appeal the impact fees determined by the director without first paying the fees, providing the applicant is willing to provide a satisfactory security of the appealed fee amount in accordance with the requirements of MMC [17.71](#) prior to issuance of the building permit. Alternatively, any feepayer may appeal the impact fees determined by the director without first paying the fees, provided the applicant is willing to postpone issuance of the building permit until after the appeal process when the revised final fee is known.

B. Determinations of the director with respect to the applicability of the impact fees to a given development activity, the availability or value of a credit, or the director's decision with respect to the independent fee calculation, or any other determination which the director is authorized to make pursuant to this chapter, can be appealed to the hearing examiner.

C. Appeals shall be taken within 10 days of the director's issuance of a written determination by filing with the office of the hearing examiner a notice of appeal specifying the grounds thereof and depositing the necessary fee, which is set forth in the existing fee schedules for appeals of administrative decisions. The director shall transmit to the office of the hearing examiner all papers constituting the record for the determination, including, where appropriate, the independent fee calculation.

D. The hearing examiner shall fix a time for the hearing of the appeal, give notice to the parties in interest, and decide the same as provided in Chapter 2.54 MMC. At the hearing, any party may appear in person or by agent or attorney.

E. The hearing examiner is authorized to make findings of fact regarding the applicability of the impact fees to a given development activity, the availability or amount of the credit, or the accuracy or applicability of an independent fee calculation. The decision of the hearing examiner shall be final, except as provided in subsection G of this section.

F. The hearing examiner may, so long as such action is in conformance with the provisions of this chapter, reverse or affirm, in whole or in part, or may modify the determinations of the director with respect to the amount of the impact fees imposed or the credit awarded upon a determination that it is proper to do so based on principles of fairness, and may make such order, requirements, decision or determination as ought to be made, and to that end shall have the powers which have been granted to the director by this chapter.

G. Any feepayer aggrieved by any decision of the office of the hearing examiner may appeal the hearing examiner's final decision as provided in Chapter [2.54](#) MMC.

### **13.45.080 Establishment of impact fee account for parks and recreation.**

---

A. Impact fee receipts shall be earmarked specifically and deposited in special interest-bearing accounts. The fees received shall be prudently invested in a manner consistent with the investment policies of the city.

B. There is hereby established a separate impact fee account for the fees collected pursuant to this chapter: the parks and recreation facilities impact fee account. Funds withdrawn from these accounts must be used in accordance with the provisions of MMC [13.45.100](#). Interest earned on the fees shall be retained in the account and expended for the purposes for which the impact fees were collected.

C. On an annual basis, the financial director shall provide a report to the council on the parks and recreation impact fee account showing the source and amount of all moneys collected, earned, or received, and the parks and recreation system improvements that were financed in whole or in part by impact fees.

D. Impact fees shall be expended or encumbered within ten years of receipt, unless the council identifies in written findings an extraordinary and compelling reason or reasons for the delay.

### **13.45.090 Refunds.**

---

A. If the city fails to expend or encumber the impact fees within ten years of when the fees were paid or, where extraordinary or compelling reasons exist, such other time periods as established pursuant to MMC [13.45.080](#), the current owner of the property on which impact fees have been paid may receive a refund of such fees. In determining whether impact fees have been expended or encumbered, impact fees shall be considered expended or encumbered on a first-in, first-out basis; provided, that any party that voluntarily elects to use the alternative fee payment method specified in MMC [13.45.030](#) shall sign as a condition of use of the alternative fee payment method a waiver of right on a form prepared and provided by the city to recovery of park impact fees not spent with the statutory ten-year timeframe.

B. The city shall notify potential claimants by first class mail deposited with the United States Postal Service at the last known address of such claimants. A potential claimant or claimant must be the owner of the property.

C. Owners seeking a refund of impact fees must submit a written request for a refund of the fees to the director within one year of the date the right to claim the refund arises or the date that notice is given, whichever is later.

D. Any impact fees for which no application for a refund has been made within this one-year period shall be retained by the city and expended on the appropriate parks and recreation facilities.

E. Refunds of impact fees under this section shall include any interest earned on the impact fees by the city.

F. If and when the city seeks to terminate any or all components of the parks and recreation impact fee program, all unexpended or unencumbered funds from any terminated component or components, including interest earned, shall be refunded pursuant to this section. Upon the finding that any or all fee requirements are to be terminated, the city shall place notice of such termination and the availability of refunds in a newspaper of general circulation at least two times and shall notify all potential claimants by first class mail to the last known address of the claimants. All funds available for refund shall be retained for a period of one year. At the end of one year, any remaining funds shall be retained by the city, but must be expended for the appropriate parks and recreation facilities. This notice requirement shall not apply if there are no unexpended or unencumbered balances within an account or accounts being terminated.

G. The city shall also refund to the developer of property for which impact fees have been paid all impact fees paid, including interest earned on the impact fees, if the development activity for which the impact fees were imposed did not occur.

### **13.45.100 Use of funds.**

---

A. Pursuant to this chapter, impact fees:

1. Shall be used for parks and recreation system improvements that will reasonably benefit the new development; and
2. Shall not be imposed to make up for deficiencies in parks and recreation facilities serving existing developments; and
3. Shall not be used for maintenance or operations.

B. As a general guideline, parks and recreation impact fees may be used for any parks and recreation system improvements which could otherwise be funded by a bond issue of the city.

C. Parks and recreation facilities impact fees may be spent for parks and recreation system improvements, including but not limited to neighborhood and community parks, recreational trails, athletic fields, swimming pools, and community centers, including planning, land acquisition, site improvements, necessary off-site improvements including mitigation, construction, engineering, architectural, permitting, financing, and administrative expenses, applicable impact fees or mitigation costs, and any other expenses which can be capitalized.

D. In the event that bonds or similar debt instruments are or have been issued for the advanced provision of parks and recreation system improvements for which impact fees may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities or improvements provided are consistent with the requirements of this section and are used to serve the new development.

### **13.45.110 Review and update of impact fees.**

---

A. The fee rates set forth in MMC 13.45.030 shall be reviewed by the council no later than two years after the effective date of the rates, and no more than every two years thereafter.

B. The rates set forth in MMC 13.45.030 shall be reviewed by the council as it may deem necessary and appropriate in conjunction with the annual update of the capital facilities plan element of the city's comprehensive plan.

### **13.45.120 Deferral of Impact Fees**

---

In accordance with ESB 5923 (2015), an applicant may request, at any time prior to building permit issuance, and consistent with the requirements of this section, to defer the payment of an impact fee for a residential development unit. The following shall apply to any request to defer payment of an impact fee:

A. For each single family residence for which any impact fee deferral is applied for, an administrative fee must be paid to the City due to the increased burden placed on city staff for processing and monitoring such deferral.

B. A separate application must be submitted for each single-family residence being constructed. Only the first twenty (20) applications per calendar year by each applicant for impact fee deferral are eligible for impact fee deferral under this chapter.

The period of deferral expires at the earliest of:

1. The time of final inspection by the city; or
2. Eighteen months after the building permit is issued by the city.

C. The applicant must grant and record in favor of the City of Milton an impact fee lien in the amount of the deferred impact fee. The lien must be in a form signed, dated and approved by the city attorney, and signed by all owners of the property and persons or entities holding any interest in the property, with all signatures acknowledged as required for a deed, and recorded among the appropriate land records of the County. Proof of such recording shall be submitted to the City before a building permit may be issued. The lien must specify that it is binding on all successors in title after the recordation. The lien may specify that it is subordinate to one mortgage for the purpose of construction upon the same real property granted by the applicant. A mortgage, Deed of Trust or other financing mechanism shall be limited to the property upon which construction on one single family residence will occur. A lien not paid when due shall bear interest at the statutory rate. A lien shall become due at the expiration of the deferral date.

D. If impact fees are not paid in accordance with ESB 5923(2015), the city may institute foreclosure proceedings in accordance with RCW Chapter 61.12.

E. After full payment of impact fees, and upon written request of the person paying said fees containing the name and address of the requester together with a copy of a proposed lien release form, the City, upon approval by the City Attorney, shall sign a lien release and deliver it to the person paying said fee either in person or by first class mail.

### **13.45.130 Miscellaneous provisions.**

---

A. Existing Authority Unimpaired. Nothing in this chapter shall preclude the city from requiring the feepayer or the proponent of a development activity to mitigate adverse environmental impacts of a specific development pursuant to the State Environmental Policy Act, Chapter 43.21C RCW, based on the environmental documents accompanying the underlying development approval process, and/or Chapter 58.17 RCW, governing plats and subdivisions; provided, that the exercise of this authority is consistent with the provisions of RCW 82.02.050(1)(c).

B. Captions. The chapter and section captions used in this chapter are for convenience only and shall not control or affect the meaning or construction of any of the provisions of this chapter.

C. Severability. If any portion of this chapter is found to be invalid or unenforceable for any reason, such finding shall not affect the validity or enforceability of any other section of this chapter.

D. Short Title. This chapter shall be known and may be cited as “the city of Milton parks and recreation impact fee ordinance.”

### **END OF CODE REVISION**

**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. Publication.** This ordinance shall be published by an approved summary consisting of the title.

**Section 5. Effective Date.** This ordinance shall become effective and be in full force five (5) days after passage, approval, and publication as provided by law.

PASSED by the Council and approved by the Mayor of the City of Milton, this 19<sup>th</sup> day of September, 2016.

CITY OF MILTON

---

Mayor Debra Perry

ATTEST/AUTHENTICATED:

---

Katie Bolam, City Clerk

APPROVED AS TO FORM:

---

Greg Rubstello, City Attorney

Published:

Effective Date:



**To:** Mayor Perry and City Council Members  
**From:** Mark Howlett, P.E., City Engineer/Interim Public Works Director  
**Date:** September 6, 2016  
**Re:** Construction Contract Award – Low Impact Development  
Pervious Parking Lots

---

**ATTACHMENTS:**    **1) Bid Results**  
                          **2) Bid Tabulation**

---

**TYPE OF ACTION:**

Information Only    Discussion    Action    Public Hearing    Expenditure

**Recommended Motion:** I move to authorize the Mayor to award the construction contract for the Low Impact Development Projects to Quigg Bros. Inc. in an amount of \$319,630.60 and authorize the Mayor to sign all necessary documents to execute such contract.

**Fiscal Impact/Source of Funds:** Funding for this contract is from the Department of Ecology grant in the amount of \$273,000 and \$91,000 from the City's Stormwater Utility Fund.

---

**Issue:** Bids for the City's Low Impact Development - Pervious Parking Lots Project were opened on August 29, 2016. Bids were received from 3 firms. The lowest responsive bidder was Quigg Bros Inc.

**Discussion:** The City competed for and was successful in receiving a total of \$273,000 in grants from the Washington State Department of Ecology for this projects. This project will construct new pervious parking at Milton Community Park and at the Milton Community Building.

It is anticipated that construction will start the end of September and be completed in November.

City of Milton  
Pervious Concrete Parking Lots - Project #099  
Bid Tabulations  
Bid Opening August 29, 2016

NO.	ITEM	QUANTITY	ENGINEER'S ESTIMATE		QUIGG BROS. INC.		GARY MERLINO CONSTRUCTION		CCT CONSTRUCTION INC.				
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT			
	<b>Schedule A - Community Building</b>												
1	Minor Changes	1	CALC	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		
2	Survey	1	LS	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00	\$2,500.00	\$2,500.00	\$8,500.00	\$8,500.00		
3	Mobilization, Cleanup, and Demobilization	1	LS	\$15,000.00	\$15,000.00	\$12,000.00	\$12,000.00	\$16,000.00	\$16,000.00	\$40,000.00	\$40,000.00	Sealed bids were opened at the City of Milton, City Hall, 1000 Laurel Street, Milton, Washington 98354 on Tuesday, August 29, 2016 at 10:00 a.m. Note: We hereby certify that these tabulated bids represent all bids received and that the additions of all prices shown have been checked and corrected.	
4	Project Temporary Traffic Control	1	LS	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00	\$2,200.00	\$2,200.00	\$4,000.00	\$4,000.00		
5	Clearing and Grubbing	1	LS	\$1,000.00	\$1,000.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$10,000.00	\$10,000.00		
6	Removal of Structure and Obstruction	1	LS	\$1,500.00	\$1,500.00	\$700.00	\$700.00	\$1,200.00	\$1,200.00	\$2,500.00	\$2,500.00		
7	Excavation and Wastehaul of Excess Materials	525	CY	\$22.00	\$11,550.00	\$30.00	\$15,750.00	\$68.00	\$35,700.00	\$38.00	\$19,950.00		
8	Unsuitable Foundation Excavation	10	CY	\$30.00	\$300.00	\$60.00	\$600.00	\$86.00	\$860.00	\$40.00	\$400.00		
9	Locate Existing Utilities	1	LS	\$1,500.00	\$1,500.00	\$800.00	\$800.00	\$425.00	\$425.00	\$3,000.00	\$3,000.00		
10	Permeable Ballast	250	TN	\$28.00	\$7,000.00	\$40.00	\$10,000.00	\$71.00	\$17,750.00	\$60.00	\$15,000.00		
11	Drainage Sand	125	CY	\$28.00	\$3,500.00	\$70.00	\$8,750.00	\$95.00	\$11,875.00	\$60.00	\$7,500.00		
12	Pervious Concrete Pavement	750	SY	\$100.00	\$75,000.00	\$70.00	\$52,500.00	\$81.00	\$60,750.00	\$120.00	\$90,000.00		
13	Seeding, Fertilizing, and Mulching	100	SY	\$5.00	\$500.00	\$8.00	\$800.00	\$3.00	\$300.00	\$10.00	\$1,000.00		
14	Erosion/Water Pollution Control	1	LS	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$4,000.00	\$4,000.00		
15	Topsoil Type A	15	CY	\$30.00	\$450.00	\$60.00	\$900.00	\$93.00	\$1,395.00	\$80.00	\$1,200.00		
16	Precast Concrete Curb Stops	6	EA	\$350.00	\$2,100.00	\$200.00	\$1,200.00	\$205.00	\$1,230.00	\$250.00	\$1,500.00		Mark Howlett, P.E.
17	Permanent Signage	1	LS	\$800.00	\$800.00	\$500.00	\$500.00	\$615.00	\$615.00	\$2,500.00	\$2,500.00		
18	Paint Line	300	LF	\$2.00	\$600.00	\$2.00	\$600.00	\$1.00	\$300.00	\$8.00	\$2,400.00		
19	Wheelchair Symbol	2	EA	\$300.00	\$600.00	\$100.00	\$200.00	\$90.00	\$180.00	\$500.00	\$1,000.00		
20	Removable Bollard	3	EA	\$1,500.00	\$4,500.00	\$400.00	\$1,200.00	\$1,500.00	\$4,500.00	\$850.00	\$2,550.00		
21	Project Documentation	1	LS	\$500.00	\$500.00	\$650.00	\$650.00	\$600.00	\$600.00	\$2,000.00	\$2,000.00		
22	Project Sign	1	EA	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$1,500.00	\$1,500.00		
	State of Washington Sales Tax @ 9.4%				\$13,291.60		\$12,234.10		\$16,250.72		\$21,667.00		
	<b>TOTAL - SCHEDULE A</b>				<b>\$154,691.60</b>		<b>\$142,384.10</b>		<b>\$189,130.72</b>		<b>\$252,167.00</b>		

City of Milton  
Pervious Concrete Parking Lots - Project #099  
Bid Tabulations  
Bid Opening August 29, 2016

NO.	ITEM	QUANTITY	ENGINEER'S ESTIMATE		QUIGG BROS. INC.		GARY MERLINO CONSTRUCTION		CCT CONSTRUCTION INC.				
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT			
	<b>Schedule B - Triangle Park</b>												
1	Minor Changes	1	CALC	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		
2	Survey	1	LS	\$1,500.00	\$1,500.00	\$8,500.00	\$8,500.00	\$2,500.00	\$2,500.00	\$8,500.00	\$8,500.00		
3	Mobilization, Cleanup, and Demobilization	1	LS	\$18,000.00	\$18,000.00	\$16,000.00	\$16,000.00	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00		
4	Project Temporary Traffic Control	1	LS	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00	\$10,000.00	\$10,000.00	\$4,000.00	\$4,000.00		
5	Remove Trees	1	LS	\$6,000.00	\$6,000.00	\$15,000.00	\$15,000.00	\$6,000.00	\$6,000.00	\$2,500.00	\$2,500.00		
6	Clearing and Grubbing	1	LS	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$7,500.00	\$7,500.00		
7	Removal of Structure and Obstruction	1	LS	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$16,000.00	\$16,000.00	\$2,500.00	\$2,500.00		
8	Excavation and Wastehaul of Excess Materials	500	CY	\$20.00	\$10,000.00	\$30.00	\$15,000.00	\$69.00	\$34,500.00	\$38.00	\$19,000.00		
9	Unsuitable Foundation Excavation	10	CY	\$30.00	\$300.00	\$55.00	\$550.00	\$86.00	\$860.00	\$40.00	\$400.00		
10	Locate Existing Utilities	1	LS	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$425.00	\$425.00	\$3,000.00	\$3,000.00		
11	Crushed Surfacing Top Course	15	TN	\$28.00	\$420.00	\$60.00	\$900.00	\$94.00	\$1,410.00	\$55.00	\$825.00		
12	Permeable Ballast	250	TN	\$28.00	\$7,000.00	\$40.00	\$10,000.00	\$71.00	\$17,750.00	\$65.00	\$16,250.00		
13	Drainage Sand	125	CY	\$28.00	\$3,500.00	\$70.00	\$8,750.00	\$95.00	\$11,875.00	\$60.00	\$7,500.00		
14	HMA Cl. 1/2" PG 64-22	5	TN	\$110.00	\$550.00	\$450.00	\$2,250.00	\$200.00	\$1,000.00	\$600.00	\$3,000.00		
15	Pervious Concrete Pavement	725	SY	\$100.00	\$72,500.00	\$70.00	\$50,750.00	\$83.00	\$60,175.00	\$120.00	\$87,000.00		
16	DI Storm Sewer Pipe, 12 In. Diam. (Incl. Bedding)	25	LF	\$60.00	\$1,500.00	\$100.00	\$2,500.00	\$88.00	\$2,200.00	\$95.00	\$2,375.00		
17	Removable of Unsuitable Material	5	CY	\$75.00	\$375.00	\$55.00	\$275.00	\$72.00	\$360.00	\$38.00	\$190.00		
18	Trench Excavation Safety System	1	LS	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$100.00	\$100.00	\$2,000.00	\$2,000.00		
19	Bank Run Gravel for Trench Backfill	5	CY	\$75.00	\$375.00	\$50.00	\$250.00	\$24.00	\$120.00	\$40.00	\$200.00		
20	Erosion/Water Pollution Control	1	IS	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$4,000.00	\$4,000.00		
21	Seeding, Fertilizing, and Mulching	200	SY	\$3.00	\$600.00	\$8.00	\$1,600.00	\$3.00	\$600.00	\$8.00	\$1,600.00		
22	Topsoil Type A	30	CY	\$30.00	\$900.00	\$60.00	\$1,800.00	\$93.00	\$2,790.00	\$80.00	\$2,400.00		
23	Cement Concrete Traffic Curb	80	LF	\$30.00	\$2,400.00	\$30.00	\$2,400.00	\$75.00	\$6,000.00	\$25.00	\$2,000.00		
24	Precast Concrete Curb Stops	13	EA	\$350.00	\$4,550.00	\$200.00	\$2,600.00	\$200.00	\$2,600.00	\$200.00	\$2,600.00		
25	Permanent Signage	1	LS	\$800.00	\$800.00	\$500.00	\$500.00	\$615.00	\$615.00	\$2,000.00	\$2,000.00		
26	Paint Line	400	LF	\$2.00	\$800.00	\$2.00	\$800.00	\$1.00	\$400.00	\$8.00	\$3,200.00		
27	Wheelchair Symbol	2	EA	\$300.00	\$600.00	\$100.00	\$200.00	\$90.00	\$180.00	\$500.00	\$1,000.00		

City of Milton  
Pervious Concrete Parking Lots - Project #099  
Bid Tabulations  
Bid Opening August 29, 2016

NO.	ITEM	QUANTITY	ENGINEER'S ESTIMATE		QUIGG BROS. INC.		GARY MERLINO CONSTRUCTION		CCT CONSTRUCTION INC.				
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT			
28	Project Documentation	1 LS	\$500.00	\$500.00	\$650.00	\$650.00	\$600.00	\$600.00	\$2,000.00	\$2,000.00			
29	Project Sign	1 EA	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$1,500.00	\$1,500.00			
	State of Washington Sales Tax @ 9.4%			\$14,769.00		\$15,535.85		\$19,886.64		\$20,589.76			
	<b>TOTAL - SCHEDULE B</b>			<b>\$164,939.00</b>		<b>\$180,810.85</b>		<b>\$231,446.64</b>		<b>\$239,629.76</b>			
	<b>TOTAL CONSTRUCTION COST</b>			<b>\$319,630.60</b>		<b>\$323,194.95</b>		<b>\$420,577.36</b>		<b>\$491,796.76</b>			

## City of Milton Bid Opening

Project: Pervious Concrete Parking Lots  
 No: Project #99  
 Eng. Est. \$341,000.00

Bids Due: 29-Aug-16  
 10:00 a.m.

Bid #	Name	Bid Bond	Addenda	Bid	Apparent Low Bid?
1	CCT Construction Inc.	X		\$491,796.76	
2	Gary Merlino Construction	X		\$420,577.36	
3	Quigg Bros. Inc.	X		\$323,194.95	X
4					
5					
6					
7					
8					
9					
10					



**To:** Mayor Perry and City Council Members  
**From:** Mark Howlett, P.E., City Engineer/Interim Public Works Director  
**Date:** September 19, 2016  
**Re:** Construction Contract Award – Low Impact Development  
Emerald Street Bioretention and Bioswales Projects

---

**ATTACHMENTS:**    **1) Bid Results**  
                          **2) Bid Tabulation**

---

**TYPE OF ACTION:**

Information Only    Discussion    Action    Public Hearing    Expenditure

**Recommended Motion:** I move to authorize the Mayor to award the construction contract for the Low Impact Development Projects to Iron Creek Construction LLC in an amount of \$265,240.30 and authorize the Mayor to sign all necessary documents to execute such contract.

**Fiscal Impact/Source of Funds:** Funding for this contract is from the Department of Ecology grant in the amount of \$132,000 and \$133,240.30 from the City’s Stormwater Utility Fund.

---

**Issue:** Bids for the City’s Low Impact Development - Emerald Street Bioretention and Bioswales Projects were opened on September 6, 2016. Bids were received from 7 firms. The lowest responsive bidder was Iron Creek Construction LLC, who meets all of the requirements of the Department of Ecology and it is recommended to proceed with award and execution of the contract.

**Discussion:** The City competed for and was successful in receiving a total of \$133,000 as a grant from the Washington State Department of Ecology for this project. The project will construct new bioretention cells and bioswales along Emerald Street between 10<sup>th</sup> Avenue and 200 feet east of 13<sup>th</sup> Avenue.

It is anticipated that construction will start the end of September and be completed in November.

City of Milton  
Emerald St Bioretention Bioswales - Project #098  
Bid Tabulations  
Bid Opening September 6, 2016

NO.	ITEM	QUANTITY	ENGINEER'S ESTIMATE		Iron Creek Construction		Rodarte Construction		Kar-Vel Construction		Pivetta Bros. Construction		Sound Pacific Construction	
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Minor Changes	1	CALC	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
2	Survey	1	LS	\$1,500.00	\$1,500.00	\$4,500.00	\$4,500.00	\$4,250.00	\$4,250.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$10,000.00
3	Mobilization, Cleanup, and Demobilization	1	LS	\$25,000.00	\$25,000.00	\$20,000.00	\$20,000.00	\$22,500.00	\$22,500.00	\$29,000.00	\$29,000.00	\$35,000.00	\$35,000.00	\$20,000.00
4	Project Temporary Traffic Control	1	LS	\$3,500.00	\$3,500.00	\$25,000.00	\$25,000.00	\$14,000.00	\$14,000.00	\$12,000.00	\$12,000.00	\$26,000.00	\$26,000.00	\$25,000.00
5	Clearing and Grubbing	1	LS	\$2,500.00	\$2,500.00	\$8,000.00	\$8,000.00	\$4,000.00	\$4,000.00	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$10,000.00
6	Removal of Structure and Obstruction	1	LS	\$3,500.00	\$3,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$5,100.00	\$5,100.00	\$2,500.00
7	Locate Existing Utilities	1	LS	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$6,500.00	\$6,500.00	\$4,000.00
8	Control Density Fill	10	CY	\$60.00	\$600.00	\$200.00	\$2,000.00	\$250.00	\$2,500.00	\$125.00	\$1,250.00	\$170.00	\$1,700.00	\$200.00
9	Crushed Surfacing Top Course	40	TN	\$28.00	\$1,120.00	\$40.00	\$1,600.00	\$42.00	\$1,680.00	\$35.00	\$1,400.00	\$80.00	\$3,200.00	\$48.00
10	HMA CL.1/2" PG 64-22	20	TN	\$110.00	\$2,200.00	\$400.00	\$8,000.00	\$300.00	\$6,000.00	\$240.00	\$4,800.00	\$380.00	\$7,600.00	\$310.00
11	Temporary HMA	10	TN	\$120.00	\$1,200.00	\$200.00	\$2,000.00	\$150.00	\$1,500.00	\$90.00	\$900.00	\$400.00	\$4,000.00	\$360.00
12	Concrete Weir	4	EA	\$2,500.00	\$10,000.00	\$1,500.00	\$6,000.00	\$4,500.00	\$18,000.00	\$5,000.00	\$20,000.00	\$8,500.00	\$34,000.00	\$5,500.00
13	CPEP Storm Sewer Pipe, 12 In. Diam. (Incl. Bedding)	500	LF	\$55.00	\$27,500.00	\$40.00	\$20,000.00	\$55.00	\$27,500.00	\$80.00	\$40,000.00	\$42.00	\$21,000.00	\$51.00
14	DI Storm Sewer Pipe, 12 In. Diam. (Incl. Beddin)	205	LF	\$90.00	\$18,450.00	\$60.00	\$12,300.00	\$85.00	\$17,425.00	\$110.00	\$22,550.00	\$97.00	\$19,885.00	\$81.00
15	Catch Basin Type 1	4	EA	\$2,000.00	\$8,000.00	\$1,500.00	\$6,000.00	\$1,300.00	\$5,200.00	\$4,000.00	\$16,000.00	\$1,700.00	\$6,800.00	\$1,500.00
16	Catch Basin Type 2	2	EA	\$4,500.00	\$9,000.00	\$3,500.00	\$7,000.00	\$3,000.00	\$6,000.00	\$5,000.00	\$10,000.00	\$2,900.00	\$5,800.00	\$2,900.00
17	Removal of Unsuitable Material (Trench)	10	CY	\$50.00	\$500.00	\$20.00	\$200.00	\$50.00	\$500.00	\$40.00	\$400.00	\$65.00	\$650.00	\$20.00
18	Trench Excavation Safety Systems	1	LS	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$100.00	\$100.00	\$1,000.00	\$1,000.00	\$2,300.00	\$2,300.00	\$2,500.00
19	Bankrun Gravel for trench Bankfill	850	TN	\$20.00	\$17,000.00	\$15.00	\$12,750.00	\$25.00	\$21,250.00	\$2.00	\$1,700.00	\$25.00	\$21,250.00	\$26.00
20	Erosion/Water Pollution Control	1	LS	\$3,000.00	\$3,000.00	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00	\$6,000.00	\$6,000.00	\$1,000.00	\$1,000.00	\$9,000.00
21	Seeding, Fertilizing, and Mulching	500	SY	\$2.50	\$1,250.00	\$5.00	\$2,500.00	\$4.00	\$2,000.00	\$3.00	\$1,500.00	\$2.00	\$1,000.00	\$4.00
22	Topsoil Type A	60	SY	\$30.00	\$1,800.00	\$50.00	\$3,000.00	\$50.00	\$3,000.00	\$25.00	\$1,500.00	\$48.00	\$2,880.00	\$55.00
23	Excavation Compaction and Grading for Bioretention Facilities	1	LS	\$7,000.00	\$7,000.00	\$8,000.00	\$8,000.00	\$25,000.00	\$25,000.00	\$40,000.00	\$40,000.00	\$8,000.00	\$8,000.00	\$21,000.00
24	Excavation Compaction and Grading for Bioswales Facilities	1	LS	\$18,000.00	\$18,000.00	\$10,500.00	\$10,500.00	\$18,000.00	\$18,000.00	\$40,000.00	\$40,000.00	\$4,000.00	\$4,000.00	\$26,000.00
25	Bioretention Soil Mix	600	CY	\$20.00	\$12,000.00	\$55.00	\$33,000.00	\$55.00	\$33,000.00	\$5.00	\$3,000.00	\$66.00	\$39,600.00	\$50.00
26	Bark or Wood Chip Mulch	200	CY	\$18.00	\$3,600.00	\$45.00	\$9,000.00	\$45.00	\$9,000.00	\$5.00	\$1,000.00	\$60.00	\$12,000.00	\$50.00
27	PSIPE	1	LS	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00	\$12,000.00	\$12,000.00	\$20,000.00	\$20,000.00	\$14,400.00	\$14,400.00	\$8,500.00
28	Cement Concrete Traffic Curb	130	CY	\$30.00	\$3,900.00	\$50.00	\$6,500.00	\$55.00	\$7,150.00	\$40.00	\$5,200.00	\$52.00	\$6,760.00	\$40.00
29	Quarry Spalls	20	CY	\$55.00	\$1,100.00	\$80.00	\$1,600.00	\$125.00	\$2,500.00	\$45.00	\$900.00	\$35.00	\$700.00	\$65.00
30	Project Documentation	1	LS	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$250.00	\$250.00	\$800.00	\$800.00	\$1,500.00	\$1,500.00	\$500.00
31	Project Sign	1	EA	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$400.00	\$400.00	\$800.00	\$800.00	\$1,350.00	\$1,350.00	\$1,000.00
	State of Washington Sales Tax @ 9.4%				\$19,196.68		\$22,790.30		\$26,621.27		\$28,923.80		\$29,372.65	
	<b>TOTAL CONSTRUCTION COST</b>				<b>\$223,416.68</b>		<b>\$265,240.30</b>		<b>\$309,826.27</b>		<b>\$336,623.80</b>		<b>\$341,847.65</b>	

City of Milton  
Emerald St Bioretention Bioswales - Project #098  
Bid Tabulations  
Bid Opening September 6, 2016

CCT Construction Inc.		Westwater Construction				
UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT			
\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00			
\$15,000.00	\$15,000.00	\$5,000.00	\$5,000.00			
\$28,000.00	\$28,000.00	\$45,000.00	\$45,000.00			
\$34,000.00	\$34,000.00	\$45,000.00	\$45,000.00			
\$14,000.00	\$14,000.00	\$8,000.00	\$8,000.00	Sealed bids were opened at the City of Milton, City Hall, 1000 Laurel Street, Milton, Washington 98354 on Tuesday, September 6, 2016 at 10:00 a.m. Note: We hereby certify that these tabulated bids represent all bids received and that the additions of all prices shown have been checked and corrected.		
\$6,000.00	\$6,000.00	\$4,000.00	\$4,000.00			
\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00			
\$200.00	\$2,000.00	\$150.00	\$1,500.00			
\$70.00	\$2,800.00	\$150.00	\$6,000.00			
\$320.00	\$6,400.00	\$300.00	\$6,000.00			
\$400.00	\$4,000.00	\$285.00	\$2,850.00			
\$2,800.00	\$11,200.00	\$10,000.00	\$40,000.00			
\$45.00	\$22,500.00	\$100.00	\$50,000.00			
\$95.00	\$19,475.00	\$100.00	\$20,500.00			
\$1,700.00	\$6,800.00	\$1,000.00	\$4,000.00			
\$4,500.00	\$9,000.00	\$5,000.00	\$10,000.00		Mark Howlett, P.E.	
\$35.00	\$350.00	\$50.00	\$500.00			
\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00			
\$30.00	\$25,500.00	\$25.00	\$21,250.00			
\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00			
\$2.70	\$1,350.00	\$5.00	\$2,500.00			
\$80.00	\$4,800.00	\$120.00	\$7,200.00			
\$10,000.00	\$10,000.00	\$35,000.00	\$35,000.00			
\$10,000.00	\$10,000.00	\$25,000.00	\$25,000.00			
\$85.00	\$51,000.00	\$100.00	\$60,000.00			
\$55.00	\$11,000.00	\$100.00	\$20,000.00			
\$25,000.00	\$25,000.00	\$15,000.00	\$15,000.00			
\$29.00	\$3,770.00	\$105.00	\$13,650.00			
\$70.00	\$1,400.00	\$125.00	\$2,500.00			
\$1,500.00	\$1,500.00	\$6,000.00	\$6,000.00			
\$1,500.00	\$1,500.00	\$1.00	\$1.00			
	\$32,697.43		\$44,927.39			
	<b>\$380,542.43</b>		<b>\$522,878.39</b>			

## City of Milton Bid Opening

Project: Emerald St Bioretention & Bioswales  
 No: Project #098  
 Eng. Est. \$224,000.00

Bids Due:

6-Sep-16  
 10:00 a.m.

Bid #	Name	Bid Bond	Addenda	Bid	Apparent Low Bid?
1	CCT Construction Inc.	X	X	*\$380,542.43	
2	Iron Creek Construction LLC	X	X	**\$265,240.30	X
3	Kar-Vel Construction Inc.	X	X	\$336,623.80	
4	Pivetta Brothers Construction Inc.	X	X	\$341,847.65	
5	Rodarte Construction, Inc.	X	X	\$309,826.27	
6	Sound Pacific Construction	X	X	\$343,215.15	
7	Westwater Construction Co.	X	X	\$522,878.39	
8					
	*Handwritten total showed \$386,542.43, actual total bid amount: \$380,542.43				
	**Math error on item #17, amount should have been \$200, not \$2,000, actual bid amount: \$265,240.30				



**To:** Mayor Perry and City Council Members  
**From:** Mark Howlett, P.E., Interim Public Works Director  
**Date:** September 19, 2016  
**Re:** Contract for Consulting Engineering Services for Design of the City's Decant Facility

---

**ATTACHMENTS:** Contract with Gray and Osborne for Design of Decant Facility

---

**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. for design of the City's Decant Facility in an amount not to exceed \$97,000.

**Fiscal Impact/Source of Funds:** Funding for this contract will be through the Washington State Department of Ecology's grant and the City's Stormwater Utility Fund.

---

**Issue:** The City desires to enter into a contract with Gray and Osborne for the design of a new decant facility to be located in the Public Works Operations area.

**Discussion:** The Public Works Department competed for and was successful in receiving a grant from the Washington State Department of Ecology in the amount of \$696,288.75 for design and construction of a new decant facility.

A decant facility is a large concrete pad where soil containing stormwater waste retrieved from catch basins and other excavations is temporarily stored. The vector truck delivers the waste to the decant facility where the sediment and fluids settle and dry. After drying, the soil can be disposed of or reused after it has been tested for compliance with state regulations.

Gray and Osborne was selected to perform this work after an in-depth selection process. The City advertised for qualified engineering firms to submit statements of qualifications. The City received Statements of Qualifications (SOQ's) from 7 engineering firms. A selection panel reviewed the SOQ's and invited three firms to participate in interviews. Based on this process the selection committee determined that Gray and Osborne is the most-qualified firm to provide these services to the City.

Gray and Osborne has been providing engineering services to the City for over 25 years and they have years of experience designing decant facilities.

This contract is for the engineering design. Construction of the facility will occur in 2017.

**CITY OF MILTON PROFESSIONAL SERVICES AGREEMENT**  
**(#97 - Decant Facility)**

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

WHEREAS, the City desires to accomplish the above-referenced project; 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.**

The City of Milton is seeking to design a new decant facility. The facility will be designed to accommodate a minimum of two vector truck loads per day and is to be located at the Public Works Shop site. Included in the design, a 20’ x 30’ wash rack for cleaning, ten 15’ x 20’ covered storage bays, a new stormwater conveyance system, stormwater retention vault and stormwater quality vault, and site paving to accommodate vehicle maneuvering.

**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 parties agree that work will begin on the tasks described in Section I above immediately upon the effective date of this Agreement. Consultant shall complete the work described in Section I by May 31, 2017. A failure to complete the work within the specific timeframe, 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. Compensation for the services described in the Scope of Work shall be on a time and material basis according to the list of billing rates and reimbursable expenses attached hereto as **Exhibit A**.

A. The Consultant shall be paid by the City for satisfactorily completed work and services satisfactorily rendered under this Agreement as provided in **Exhibit A**, 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 **Exhibit A**. If there is any inconsistency between this Professional Services Agreement form and any of the Exhibits, the Professional Services Agreement form shall take precedence. Any limitations on liability and indemnification expressed in the attached exhibits beyond those specified in Sections 11 and 12 shall be null and void.

## **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. Any sub-Consultants approved by the City at the outset of this Agreement are named on **Exhibit A** attached hereto and incorporated herein by this reference as if set forth in full.

**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: Michael B. Johnson  
701 Dexter Avenue N., Ste. 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**  
**DECANT FACILITY**

**PROJECT UNDERSTANDING**

The City of Milton is seeking to design a new decant facility (facility). The facility will be designed to accommodate a minimum of two vector truck loads per day and is to be located at the Public Works Shop site. In addition, the project is to include the design of a 20' x 30' wash rack for the cleaning of the vacuum truck and associated equipment; ten 15' x 20' covered storage bays for the storage of dewatered solids, street sweepings, and road maintenance materials; a new stormwater conveyance system; a stormwater retention vault and stormwater quality vault; and site paving to accommodate vehicle maneuvering in the vicinity of the decant building and the covered storage bays.

More specifically, the work will include the following.

**DESIGN**

**Task 1 – Project Management and Oversight**

**Objective:** Provide overall project management and oversight of the project work by the Principal-in-Charge and senior staff members.

Provide overall project management and oversight services, to include:

- A. Manage Gray & Osborne staff assigned to the project.
- B. Prepare and execute subconsultant contracts.
- C. Manage subconsultant work.
- D. Manage and control project budget and schedule.
- E. Manage and provide monthly progress reports and invoices.
- F. Assist City staff with developing deliverables for submittal to the Washington State Department of Ecology including facility operation and maintenance plan, DAHP EZ-1 form, inadvertent discovery plan, and design report.

## **Task 2 – Kickoff Meeting**

Objective: Conduct a kickoff meeting with City staff to identify critical path schedule and task items, format and schedule for deliverables, major project objectives and concerns, identify project stakeholders and their concerns, and any special regulatory and funding agency requirements.

Conduct an initial meeting to discuss the engineering design process for the project, discussing the following items at a minimum. The discussion will include, but not be limited to, the following topics:

- A. Review City-provided record drawings of the existing system.
- B. Review and confirm the project understanding and design criteria to be employed.
- C. Review and confirm task assignments and budget hours for assigned tasks.
- D. Review and confirm the project schedule and milestones/deliverables.
- E. Identify regulatory and/or funding agency requirements.
- F. Identify project stakeholders and discuss their needs and impacts on the project.
- G. Environmental requirements.
- H. Document the discussion of the meeting and distribute to all attendees.

## **Task 3 – Surveying**

Objective: Define the limits of the existing property. Obtain vertical and horizontal control necessary for design of the project, obtain pertinent topographical information to include identifying existing and obvious utilities, and pertinent topographical features to facilitate design of the project.

### Subtask 3.1 – Topographic Survey

- A. Establish vertical and horizontal control on the City-adopted datum for survey and mapping at a scale of not more than 1 inch = 20 feet (horizontal) and 1 inch = 5 feet (vertical). Vertical control will be suitable for establishing 2-foot contour intervals and to support the design and construction included in this scope of work.

- B. Acquire supplemental topographical survey of the site to include establishing surface grades, pavement edges, visually obvious utilities (including utility poles, hydrants, valves, etc.), buildings, fences, etc., in sufficient detail to support an adequate level of design.

#### **Task 4 – Permitting**

Objective: Provide support required to obtain permits necessary to facilitate construction of the project.

- A. Prepare and submit draft SEPA checklist and revise the document as necessary before preparing final documents for City processing.
- B. Assist the City with submitting the building permit application.

#### **Task 5 – Thirty Percent Design**

Objective: Prepare 30 percent design effort drawings, sketches, diagrams, schematics, and/or renderings of the proposed alternatives for City review and use at Council workshops, staff meetings, stakeholder meetings, and public venues.

##### Subtask 5.1 – Base Map

Incorporate all utility as-built information, plat map (property line) information, survey data, and other available and relevant information into the development of a base map.

##### Subtask 5.2 – Preliminary Design

Prepare layouts and full-size drawings of project design elements representing a 30 percent design effort to include a site plan with required utilities, and plans and elevations illustrating the proposed improvements.

##### Subtask 5.3 – Quantities and Cost Estimates

Calculate bid quantities and prepare preliminary-level construction cost estimates.

##### Subtask 5.4 – Review Meeting

Meet with City staff as may be required to review the project status and solicit concerns/comments.

## **Task 6 – Sixty Percent Design**

Objective: Prepare project drawings, specifications, and cost estimates of the proposed improvements representing a 60 percent design effort for City review and comment. Specifications will be prepared in CSI format. Design will be limited to the preferred design elements developed through the 30 percent design effort.

### Subtask 6.1 – Plans

Prepare preliminary construction plans in a City-approved format to include title sheet, legend, location and vicinity maps, plan and elevation sheets, special notes, special details, etc.

### Subtask 6.2 – Specifications (Draft)

Prepare draft project specifications in CSI format. Specifications to include City-approved proposal, contract, and bonding documents.

### Subtask 6.3 – Quantities and Cost Estimates

Calculate bid quantities and prepare construction cost estimates.

### Subtask 6.4 – Review Meeting

Meet with City staff as may be required to review project status and solicit concerns/comments.

## **Task 7 – Ninety Percent Design**

Objective: Prepare project drawings, specifications, and cost estimates of the proposed improvements representing a 90 percent design effort for City review and comment.

### Subtask 7.1 – Plans

Prepare construction plans in a City-approved format to include title sheet, legend, location and vicinity maps, plan and elevation sheets, special notes, special details, etc.

### Subtask 7.2 – Specifications

Prepare project specifications in CSI format. Specifications to include City-approved proposal, contract, and bonding documents.

### Subtask 7.3 – Quantities and Cost Estimates

Calculate bid quantities and prepare construction cost estimates.

### Subtask 7.4 – Review Meeting

Meet with City staff as may be required to review project status and solicit concerns/comments.

## **Task 8 – Final Design**

**Objective:** Prepare final design drawings and specifications for use as bid documents suitable for bidding, award, and construction of the project. Specifications will be prepared in CSI format, meeting minimum City requirements, adhering to City codes and state guidelines where and when applicable. Plans shall be prepared in City-approved format to include plan and profile sheets and special details.

### Subtask 8.1 – Final Plans

Prepare final bid/construction plans in City-approved format to include title sheet, legend, vicinity and location map, plan and elevation sheets, special notes, special details, etc.

### Subtask 8.2 – Specifications (Final)

Prepare final specifications in CSI format to include proposal, contract, bonding documents, and technical specifications.

### Subtask 8.3 – Quantities and Cost Estimates

Prepare final quantity takeoff and construction-level construction cost estimate.

## **Task 9 – Quality Assurance/Quality Control**

Oversee four in-house quality assurance/quality control (QA/QC) meetings at Gray & Osborne's office during the course of the design project. The meetings will include senior project staff, selected design team members, and City staff (as required and/or desired). Meetings are to take place at the following levels:

- Kickoff (5% ±, defined more fully in Task 2).
- Thirty Percent Design (defined more fully in Task 5).
- Sixty Percent Design (defined more fully in Task 6).
- Ninety Percent Design (defined more fully in Task 7).

Ensure incorporation of relevant recommendations and suggestions into bid/construction documents resulting from QA/QC reviews.

**Task 10 – Bid Support**

Objective: Assist the City during the bid phase.

- A. Support City staff to answer bid inquiries during the bid phase.
- B. Support City staff to prepare any bid addenda as may be required.

**Task 11 – Record Drawings**

Objective: Document the final project as constructed with any modifications from the original design.

- A. Prepare record drawings based upon the contractor’s markups, City notes and markups, and Gray & Osborne’s field observations and final inspections.
- B. Provide record drawings as hard copies (one full-size and one half-size plan sets) and as an electronic copy in PDF format.

**SCHEDULE**

The City desires the project to be out to bid by the spring of 2017. We anticipate the following schedule:

30 Percent Design Effort	December 2016
60 Percent Design Effort	February 2017
90 Percent Design Effort	March 2017
Final Design Effort	April 2017

**BUDGET**

The maximum amount payable to the Engineer for completion of work associated with this scope of work, including contingencies, salaries, overhead, direct non-salary costs, and net fee, is set forth in the attached Exhibit B. This amount will not be exceeded without prior written authorization of the City.

## **DELIVERABLES**

At the conclusion of the design effort and during the course of the project, as applicable, the Engineer will deliver to the City the following documents:

1. One copy of full-scale drawings at 30 percent, 60 percent, and 90 percent design effort levels. This Contract anticipates a maximum of 20 sheets will be required to facilitate the bidding and construction of this project.
2. Two copies of project specifications and cost estimate at 60 percent and 90 percent design effort levels.
3. One electronic set of final construction drawings (PDF).
4. One electronic set of final project specifications (PDF).
5. Three half-scale 11" x 17" original and three full-scale paper copy sets of final construction drawings.
6. One original paper copy of final project specifications.
7. One half-size 11" x 17" original and one full-scale paper copy sets of record drawings.
8. One electronic set of record drawings (PDF).

## **PROJECT ASSUMPTIONS**

This scope of work and the resulting maximum amount payable is based on the following assumptions as required for the development of the project. See also item assumptions noted in the aforementioned tasks. Changes in these assumptions and responsibilities may cause a change in scope of the services being offered and result in a corresponding adjustment of the contract price.

1. This scope of work assumes that the City will provide overall coordination and approval of the project, including timely (1 week) review of all submittals.
2. This scope of work assumes that the City will provide Gray & Osborne with relevant capacity requirements and record drawings of existing site infrastructure, as may be available and/or pertinent to the project.
3. This scope of work assumes that the City will advertise and circulate the SEPA checklist document, pay any costs of publication, and make timely threshold determinations.

4. This scope of work assumes that the City will agree to appear as “Applicant” on all permits, will function as lead agency for the environmental documentation process, and will pay all costs or fees associated with the various permits that may be required.
5. This Contract does not provide for project construction management services.

**EXHIBIT B**

**ENGINEERING SERVICES  
SCOPE AND ESTIMATED COST**

*City of Milton - Decant Facility*

Tasks	Principal Hours	Project Manager Hours	Project Engineer Hours	Civil Engineer Hours	Structural Engineer Hours	Electrical Engineer Hours	AutoCAD/GIS Technician Hours	Professional Land Surveyor Hours	Field Survey Hours
1 Project Management and Oversight		32	16	24					
2 Kickoff Meeting		4	8		4	4			
3 Surveying			4					4	8
4 Permitting			4	8			4		
5 Thirty Percent Design	4	16	24	40	24	12	40		
6 Sixty Percent Design	4	16	24	40	24	12	40		
7 Ninety Percent Design	4	16	24	40	24	12	40		
8 Final Design	2	4	8	12	4	4	16		
9 Quality Assurance/Quality Control	16	8	8	8	4	4			
10 Bid Support		2	2	4					
11 Record Drawings			2	4			4		
Hour Estimate:	30	98	124	180	84	48	144	4	8
Estimated Fully Burdened Billing Rate:*	\$175	\$165	\$145	\$125	\$165	\$180	\$115	\$135	\$210
Fully Burdened Labor Cost:	\$5,250	\$16,170	\$17,980	\$22,500	\$13,860	\$8,640	\$16,560	\$540	\$1,680

Total Fully Burdened Labor Cost: \$ 103,180

Direct Non-Salary Cost:

Mileage & Expenses (mileage @ current IRS rate) \$ 420

**TOTAL ESTIMATED COST: \$ 103,600**

\* 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.