



CITY COUNCIL MEETING AGENDA
Council Chambers, 1000 Laurel Street

July 13, 2015
Monday

Special Meeting
7:00 p.m.

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

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

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

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

5. Presentation

- A. Milton Memorial Mile/911 Memorial Presentation

6. Consent Agenda

- A. Minutes – Approval of the minutes of:

- i. 6/15/15 Regular Meeting

- B. Claims Approval:

- i. Approval of the checks/vouchers numbers 57008 - 57141 in the amount of \$564,792.66.

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 6/20/15 and 7/5/15 in the amount of \$401,911.26.

7. Regular Agenda

- A. First and Second Quarter Financial Report
- B. Approval for Part-time Maintenance Worker I
- C. Approval for Seasonal Worker
- D. Ordinance – Traffic Impact Fee study/Transportation Element (*discussion*)

8. Council Reports

9. Mayor's Report

10. 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.

FOR PLANNING PURPOSES ONLY

PENDING COUNCIL AGENDA CALENDAR (Dates are Subject to Change)			
July 2015			
Mon 7/20	7:00 pm	Regular Meeting	A. Financial Statement Q 2 B. 24 th St Watermain Project C. Digger Derrick purchase D. Ordinance – Clearing & Grading Code Amendment (discussion)
August 2015			
Mon 8/3	7:00 pm	Regular Meeting	A. Ordinance – Traffic Impact Fee study/Transportation Element B. Ordinance – Clearing & Grading Code Amendment C. Cancel meeting of August 18?
Mon 8/10	7:00 pm	Study Session	A. Goal Setting
Mon 8/17	7:00 pm	Regular Meeting	
September 2015			
TUES 9/8	7:00 pm	Regular Meeting	A. Budget Amendment B. Authorization to Negotiate with IBEW
Mon 9/14	7:00 pm	Study Session	A. NPDES Presentation
Mon 9/21	7:00 pm	Regular Meeting	
October 2015			
Mon 10/5	7:00 pm	Regular Meeting	A. Sign Code Revisions
Mon 10/12	7:00 pm	Study Session	A. Marijuana Committee Report (or 11/9)
Mon 10/19	7:00 pm	Regular Meeting	
November 2015			
Mon 11/2	7:00 pm	Regular Meeting	
Mon 11/9	7:00 pm	Study Session	
Mon 11/16	7:00 pm	Regular Meeting	



DRAFT CITY COUNCIL MINUTES

Regular Meeting
Monday, June 15, 2015
7:00 p.m.

CALL TO ORDER

Mayor Perry called the meeting to order at 7:10 p.m., and led the flag salute.

ROLL CALL

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

Absent: Councilmembers Morton (**MOTION TO EXCUSE** (Johnson/Manley – **passed 5/0**), and Whalen (excused at 5/18/15 meeting)

STAFF PRESENT

Finance Director Garrison, Police Chief Hernandez, Public Works Director Mecham, Community Development Director Nix, Information Technology Director Tiedeman, and City Clerk Bolam

ADDITIONS / DELETIONS

CITIZEN PARTICIPATION

Speaker	Address	Comments
Jacquelyn Whalen	1605 13 th Ave	Passed out Hylebos Creek Watershed map and text for general information
Tom Boyle	1109 9 th Ave	Requested before-and-after photos of projects like the ADA bathroom upgrade in the park and at the MAC Loves the bark around City Hall – looks great Reminded Council that there is still one more Planning Commission meeting this month before the final adoption of the Comp Plan is due

CONSENT AGENDA

Approval of:

- A. Minutes
 - a. June 1, 2015 Regular Meeting
 - b. June 8, 2015 Study Session
- B. Voucher and Payroll Approval
 - a. Checks/vouchers 56931, 56936, 56939, and 56941-57007 in the amount of \$92,838.37.
 - b. Payroll of 6/5/2015 and related check numbers 56932-56935, 56937, 56938, and 56940 in the amount of \$238,393.40.
- C. Authorization to Process Vouchers

MAYOR PRO TEM ZAROUDNY MOVED, seconded by Councilmember Johnson, to approve the Consent Agenda. **Passed 5/0.**

REGULAR AGENDA

- Ordinance – Information Technology Internal Service Fund

Director Garrison explained the need for this ordinance, based on Council's previous decision to create this fund. She explained that, if and when service funds exceed expenses, this will be converted to an enterprise fund.

MAYOR PRO TEM ZAROUDNY MOVED, seconded by Councilmember Bennest, to adopt the Ordinance creating a new Milton Municipal Code Section 3.24.220 to establish a new Internal Information Technology Service Fund. **Passed 5/0.**

Mayor Perry took a moment to introduce and thank new volunteers Elizabeth Dargie and Alicia Bennest to the Event Committee. Council expressed appreciation to the new volunteers.

- Ordinance – Establishing Lodging Tax Advisory Committee

Director Garrison explained the need for a committee, based on Council's previous decision to create the tax.

Council expressed this as one step toward a bigger picture.

COUNCILMEMBER OTT MOVED, seconded by Councilmember Bennest, to adopt the Ordinance establishing the Lodging Tax Advisory Committee. **Passed 5/0.**

- Approval for Purchase of Police Car

Chief Hernandez explained the need for this used vehicle.

COUNCILMEMBER BENNEST MOVED, seconded by Councilmember Johnson, to authorize the Mayor to purchase a used 2006 Ford Crown Victoria from the City of Tumwater for \$2,500, and add it to the 2015 Budget. **Passed 5/0.**

- Ordinance – 2015 Comprehensive Plan Update

Director Nix explained the modifications and clean-up work that has been necessary in recent weeks on this proposed document. He spoke to the Department of Commerce about the consequences of missing the June 30 filing deadline; the city would be out of compliance, resulting in ineligibility to apply for or receive grant funding; there are no grants currently in the works to be affected.

Council combed through each element, asking clarifying questions and making changes, most of which were editorial in nature. Planning Commissioner Jacquelyn Whalen was present and made appropriate comments when asked.

Substantial changes proposed included:

- References to on-street parking on Milton Way should be stripped (four against on-street parking; one (Bennest) neutral). Commissioner Whalen explained that this is part of Vision document so the Commission's work didn't include that.
- Box regulating Healthy Buildings to be changed to match the Tacoma Pierce County Health Department's verbiage (unanimous).
- Add a study of the policy to "encourage infill development" to the Planning Commission's 2016 Work Plan.
- Future Land Use and Zoning Maps – corrections are needed.
- Building Official Herron will bring information for Council consideration regarding manufactured vs stick-built homes.
- Update the bus system information to reflect recent service cancellations.
- Change references to Triangle Park to Milton Community Park throughout document.
- Update staffing accuracies regarding fire station.

Mayor Perry addressed the difficulty involved in bringing this plan forward, including the long hard work done by the Planning Commission, followed by the tremendous amount of additional work that was needed in the last couple months by new staff. Council expressed disappointment in the boiler-plate template used by highly-paid consultants, who have been dismissed. The finalization of the document will be done in-house.

COUNCILMEMBER OTT MOVED, seconded by Councilmember Bennest, to waive the second reading and approve the proposed ordinance adopting the 2015 Comprehensive Plan Update, as amended.

Mayor Pro Tem Zaroudny agrees with the Mayor's comments; however, she reminded Council that it is Council's responsibility to see this through to the end.

Mayor Perry reviewed Council's choices: to adopt as amended according to the current motion; to schedule a special meeting on June 29; or to move temporarily out of compliance to adopt in July.

The matter was voted on and passed 3/2 (Zaroudny and Johnson).

- Ordinance – Development Regulation Update

Director Nix explained the needed modifications and clarified Council's questions.

COUNCILMEMBER OTT MOVED, seconded by Councilmember Johnson, to waive the second reading and approve the proposed ordinance adopting Modifications to the Development Regulations. **Passed 5/0.**

COUNCIL REPORTS

Councilmember Johnson

- Proud of staff and appreciates the helpful attitudes

Mayor Pro Tem Zaroudny

- Police Clerk Deyo gave a wonderful interaction with the seniors

Councilmember Bennest

- Happy to be a part of this great team

Councilmember Ott

- Amazed at all the work that has gone into the Comp Plan, including the binder production
- Flag Day ceremony was successful
- Attended a ground-breaking ceremony in Federal Way for a 44-unit housing facility for homeless veterans and families

Councilmember Manley

- SCA/PIC meetings update

MAYOR'S REPORTS

- Relay for Life coming this next weekend

ADJOURNMENT

Adjourned at 10:45 p.m.

Debra Perry, Mayor

ATTEST:

Katie Bolam, City Clerk

CITY OF MILTON
PAYROLL and CLAIMS VOUCHER APPROVAL
2015

I HEREBY CERTIFY THAT THE EXPENDITURES SHOWN BELOW REFLECT THE TRUE AND CORRECT EXPENDITURES TO THE BEST OF MY KNOWLEDGE. I FURTHER CERTIFY THE EXPENDITURES BELOW TO BE VALID AND CORRECT.

Betty J. Harrison
Finance Director

7-9-15
DATE

Claim Vouchers:

Payroll Disbursements:

Dates	Check #	Amount
6/17/2015	57008-57028	\$ 36,963.00
6/23/2015	57032-57097	\$ 410,710.03
6/30/2015	57118-57141	\$ 117,119.63

Date	Check #	Amount
6/19/2015	ACH	156,217.37
6/19/2015	3849-3850, 57029-57031	2,951.16
6/20/2015	3851	\$ 277.42
6/22/2015	3852-3862	\$ 1,629.20
6/22/2015	ACH - 57098-57099	\$ 598.69
7/2/2015	ACH	\$ 92,988.49
7/2/2015	3863-3866	\$ 5,781.13
7/2/2015	57142-57156 incl Electronic	\$ 141,467.80

Total Accounts Payable:	\$ 564,792.66	Total Payroll:	\$ 401,911.26
Voids	57003, 57016, 57051, 57094, & EFT #3809		
Printer Error Checks	57100-57117		

WE, THE UNDERSIGNED COUNCILMEMBERS OF THE CITY OF MILTON, WASHINGTON, DO HEREBY CERTIFY AND APPROVE THE PAYROLL AND CLAIM VOUCHERS FOR THE TOTAL AMOUNT OF:

\$966,703.92 Dated: July 13, 2015

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

CHECK REGISTER

City Of Milton
MCAG #:

06/01/2015 To: 06/30/2015

Time: 05:18:11 Date: 07/08/2015

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3587	06/16/2015	Claims	1	57008	CITY OF MILTON - C/O RLI	9,403.65	City Utilities
					001 - 518 30 47 000 - Public Utility Service	37.03	City Utilities
					107 - 521 20 47 000 - Utilities	750.70	City Utilities
					406 - 531 30 47 000 - Public Utility Services	130.88	City Utilities
					401 - 533 50 47 000 - Public Utility Services	627.86	City Utilities
					403 - 534 51 47 001 - Public Utility Services	4,469.75	City Utilities
					101 - 542 30 47 000 - Utilities	1,826.68	City Utilities
					001 - 558 50 47 000 - Public Utility Services	41.43	City Utilities
					001 - 558 60 47 000 - Public Utilities	41.43	City Utilities
					001 - 569 00 47 000 - Public Utilities-SC	327.33	City Utilities
					001 - 576 80 47 000 - Public Utility Service	1,150.56	City Utilities
3590	06/17/2015	Claims	1	57009	MICHAEL ALEXANDER P.L.L.C	3,397.94	Investigative Services
					403 - 534 50 41 000 - Professional Services	3,397.94	Professional Services - Public Works
3591	06/17/2015	Claims	1	57010	BLUMENTHAL UNIFORMS & EQUIP.	664.12	Uniforms; Uniforms
					107 - 521 20 20 002 - Uniforms	200.48	Uniforms - Takiguchi
					107 - 521 20 20 002 - Uniforms	463.64	Uniforms - Griffin
3592	06/17/2015	Claims	1	57011	BROADWAY CENTER	1,200.00	Milton Days Stage Rental
					116 - 573 91 45 000 - Milton Days - Rentals	1,200.00	Stage Rental For Milton Days
3593	06/17/2015	Claims	1	57012	CDW GOVERNMENT, INC.	14,040.11	IT Equipment; IT Equipment; IT Equipment; IT Materials
					401 - 533 50 36 000 - Small Assets/IT	4,285.16	Back Up Server Equipment And Spam/Firewall For Water Electric And Email Archiver
					403 - 534 50 36 000 - Small Assets/IT	4,285.15	Back Up Server Equipment And Spam/Firewall For Water Electric And Email Archiver
					001 - 594 19 64 000 - Capital Expense - technology	5,319.43	Back Up Server Equipment And Spam/Firewall For Water Electric And Email Archiver
					001 - 594 19 64 000 - Capital Expense - technology	11.03	Server/Switch Cable
					001 - 594 19 64 000 - Capital Expense - technology	39.97	Citywide/Server Cables
					001 - 594 19 64 000 - Capital Expense - technology	99.37	Small Tools IT
3594	06/17/2015	Claims	1	57013	CHUCKALS	46.73	Office Supplies; Office Supplies
					107 - 521 20 31 000 - Office and Operating Supplies	35.25	Binders & Pens
					107 - 521 20 31 000 - Office and Operating Supplies	11.48	Binder Clips And Legal Pads
3595	06/17/2015	Claims	1	57014	COPY WRIGHTS INC	181.44	Business Cards; Printing
					001 - 511 60 31 000 - Operating Supplies	37.69	Business Cards - Bennest
					107 - 521 20 31 000 - Office and Operating Supplies	37.69	Business Cards - Camden
					001 - 558 50 31 000 - Office and Operating Supplies	37.68	Business Cards - Herron
					631 - 586 00 00 007 - Wellness Programs	68.38	Milton Mile Flyers
3596	06/17/2015	Claims	1	57015	MELISSA DRIESSEN	250.00	Facility Rental Deposit Refund
					001 - 586 00 00 002 - Refund Facility Deposit	250.00	Facility Rental Deposit Refund
3597	06/17/2015	Claims	1	57016	FEDERAL WAY AUTOMOTIVE		Check process with a duplicate payment. Will re-issue to pay correctly
3598	06/17/2015	Claims	1	57017	FEDERAL WAY SYMPHONY	500.00	Milton Days Ad
					116 - 573 91 41 002 - Milton Days - Advertising	500.00	Milton Days Advertisement
3599	06/17/2015	Claims	1	57018	BETTY GARRISON	192.05	Mileage Reimbursement
					001 - 514 20 43 000 - Travel	48.02	Mileage Reimbursement WCIA & RLI

CHECK REGISTER

City Of Milton
MCAG #:

06/01/2015 To: 06/30/2015

Time: 05:18:11 Date: 07/08/2015

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			310 - 594 75 63 084 -		Activity Center ADA	848.28	Engincering ADA MAC
3752	06/23/2015	Claims	1	57037	LAIRD BENSON	465.80	Refund inactive customer credit balance
			406 - 343 10 00 000 -		Storm Drainage Fees	-64.41	
			401 - 343 30 00 000 -		Electric Sales	12.44	
			403 - 343 40 10 000 -		Water Sales	-428.83	
			401 - 369 90 00 401 -		Misc Revenue	15.00	
3753	06/23/2015	Claims	1	57038	BIAS SOFTWARE	525.00	Client Services
			401 - 533 10 36 000 -		Small Assets/IT	262.50	Loan Module Set-Up And Training
			403 - 534 10 36 000 -		Small Assets/IT	262.50	Loan Module Set-Up And Training
3754	06/23/2015	Claims	1	57039	BIG JOHN'S TROPIES INC	35.62	Council Supplies; Planning Supplies
			001 - 511 60 31 000 -		Operating Supplies	12.97	Name Plate
			001 - 558 60 31 000 -		Operating Supplies	22.65	Name Plates For Planning Commision Members
3755	06/23/2015	Claims	1	57040	BLUE SKY LANDSCAPE SERVICES INC.	629.05	Backflow Testing
			001 - 518 30 41 000 -		Professional Services	109.40	Backflow Testing
			401 - 533 50 41 000 -		Professional Services	27.35	Backflow Testing
			403 - 534 51 41 000 -		Professional Services	273.50	Backflow Testing
			101 - 542 90 41 000 -		Professional Services	109.40	Backflow Testing
			001 - 576 80 41 000 -		Professional Services	109.40	Backflow Testing
3756	06/23/2015	Claims	1	57041	BLUMENTHAL UNIFORMS & EQUIP.	408.42	Uniforms
			107 - 521 20 20 002 -		Uniforms	408.42	Uniform - Initial Issue Police Clerk
3757	06/23/2015	Claims	1	57042	CHUCKALS	577.33	Door Hangers; Copy Paper
			001 - 511 60 31 000 -		Operating Supplies	11.81	Copy Paper
			001 - 513 10 31 000 -		Office and Operating Supplies	47.24	Copy Paper
			001 - 514 20 31 000 -		Office and Operating Supplies	-472.43	Copy Paper Credit For Overcharge
			001 - 514 20 31 000 -		Office and Operating Supplies	484.24	Copy Paper
			107 - 521 20 31 000 -		Office and Operating Supplies	35.43	Copy Paper
			406 - 531 10 31 000 -		Office and Operating Supplies	93.08	Door Hangers
			406 - 531 10 31 000 -		Office and Operating Supplies	23.64	Copy Paper
			401 - 533 10 31 000 -		Office and Operating Supplies	93.08	Door Hangers
			401 - 533 10 31 000 -		Office and Operating Supplies	70.86	Copy Paper
			403 - 534 10 31 000 -		Office and Operating Supplies	95.90	Door Hangers
			403 - 534 10 31 000 -		Office and Operating Supplies	70.86	Copy Paper
			001 - 558 50 31 000 -		Office and Operating Supplies	11.81	Copy Paper
			001 - 558 60 31 000 -		Operating Supplies	11.81	Copy Paper
3758	06/23/2015	Claims	1	57043	CONSOLIDATED SUPPLY CO.	579.36	Water Materials
			403 - 534 50 48 000 -		Repairs and Maintenance	579.36	DBL SS Strap Saddle
3759	06/23/2015	Claims	1	57044	C. MIKE CRAIG	53.77	Leoff Retiree
			107 - 521 20 20 000 -		Personnel Benefits	53.77	Leoff Retiree Expenses
3760	06/23/2015	Claims	1	57045	CRIMINAL JUSTICE TRAINING CENTER	100.00	Training Registration
			107 - 521 40 49 002 -		Misc/Trng, Registrations	100.00	Training Registration - Accident Investigation - Johnson
3761	06/23/2015	Claims	1	57046	KIMBERLY R DAUDET	165.57	Refund inactive customer credit balance
			401 - 343 30 00 000 -		Electric Sales	-34.89	
			403 - 343 40 10 000 -		Water Sales	-145.68	
			401 - 369 90 00 401 -		Misc Revenue	15.00	

CHECK REGISTER

City Of Milton
MCAG #:

06/01/2015 To: 06/30/2015

Time: 05:18:11 Date: 07/08/2015

Page: 5

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 586 00 00 002 -		Refund Facility Deposit	250.00	Facility Rental Deposit Refund
3777	06/23/2015	Claims	1	57062	JENNINGS EQUIPMENT INC.	123.18	Fleet Materials
			501 - 548 30 34 000 -		Parts	123.18	Parts For #12 Kubota Mower
3778	06/23/2015	Claims	1	57063	KIMBALL MIDWEST	413.12	Fleet Materials
			501 - 548 30 31 000 -		Office & Operating Supplies	413.12	Shop Resupply Of Nuts, Washers, Grease, Rings Etc.
3779	06/23/2015	Claims	1	57064	GIS CENTER KING COUNTY FINANCE	1,077.01	GIS Services
			001 - 518 90 41 002 -		Advertising	215.40	GIS Service
			406 - 531 30 41 000 -		Professional Services	215.40	GIS Service
			401 - 533 50 41 000 -		Professional Services	215.40	GIS Service
			403 - 534 50 41 000 -		Professional Services	215.40	GIS Service
			001 - 558 60 41 000 -		Professional Services	215.41	GIS Service
3780	06/23/2015	Claims	1	57065	LEMAY MOBILE SHREDDING	500.00	Archived Records Shredding Service
			001 - 517 90 41 000 -		Prof Svcs	500.00	Archived Records Destruction Service
3781	06/23/2015	Claims	1	57066	LONG PEST CONTROL INC.	155.35	Quarterly
			001 - 518 30 41 000 -		Professional Services	31.07	Quarterly Service
			406 - 531 30 48 000 -		Repairs and Maintenance	31.07	Quarterly Service
			401 - 533 50 48 000 -		Repairs and Maintenance	31.07	Quarterly Service
			403 - 534 50 48 000 -		Repairs and Maintenance	31.07	Quarterly Service
			101 - 542 30 48 000 -		Repairs and Maintenance	31.07	Quarterly Service
3782	06/23/2015	Claims	1	57067	LUMENAL LIGHTING LLC	303,743.27	Street Lighting Upgrade
			401 - 594 33 63 096 -		LED Lighting Project	303,743.27	LED Street Lighting Project
3783	06/23/2015	Claims	1	57068	MARSH MUNFORD PRATT SULLIVAN + MCKENZIE	199.58	
			401 - 533 10 41 000 -		Professional Services	175.01	Pierce Cty Mutuals
			401 - 533 10 41 000 -		Professional Services	24.57	WPAG Litigation
3784	06/23/2015	Claims	1	57069	MC FARLAND CASCADE HOLDINGS	23,562.21	Electric Materials
			401 - 533 50 31 000 -		Operating Supplies	23,562.21	Cedar Poles
3785	06/23/2015	Claims	1	57070	NEWS TRIBUNE, THE	189.46	Advertising
			001 - 558 60 41 002 -		Advertising	189.46	Legal Notice Determination Of Nonsignificance
3786	06/23/2015	Claims	1	57071	NEWS TRIBUNE, THE	189.46	Legal Notice
			001 - 558 60 41 002 -		Advertising	189.46	Legal Notice Determination Of Nonsignificance
3787	06/23/2015	Claims	1	57072	NEWS TRIBUNE, THE	203.90	Legal Notice
			001 - 558 60 41 002 -		Advertising	203.90	Legal Notice Notice Of Application
3788	06/23/2015	Claims	1	57073	NOFFKE'S TOWING SERVICE	528.73	Towing Service; Towing Service
			107 - 521 20 48 000 -		Repairs and Maintenance	264.37	Towing Service
			107 - 521 20 48 001 -		Vehicle Repairs and Maintena	264.36	Towing Service
3789	06/23/2015	Claims	1	57074	NORTH COAST ELECTRIC COMPANY	30.03	Water Materials
			403 - 534 51 31 000 -		Office and Operating Supplies	30.03	Light Bulbs
3790	06/23/2015	Claims	1	57075	PARAMOUNT SUPPLY CO.	80.12	Water Materials

CHECK REGISTER

City Of Milton
MCAG #:

06/01/2015 To: 06/30/2015

Time: 05:18:11 Date: 07/08/2015

Page: 7

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3799	06/23/2015	Claims	1	57084	ESTATE OF BART TAYLOR	173.05	Final Payroll Reissue
					001 - 586 00 00 003 - Misc Non-Expenditure	173.05	Reissue Final Payroll For Rejected ACH Deposit
3800	06/23/2015	Claims	1	57085	UNIFIRST CORPORATION	401.07	Uniforms; Uniforms; Uniforms; Uniforms
					001 - 518 30 20 002 - Uniforms	5.24	Uniforms
					001 - 518 30 20 002 - Uniforms	5.64	Uniforms
					406 - 531 30 20 002 - Uniforms	8.38	Uniforms
					406 - 531 30 20 002 - Uniforms	9.01	Uniforms
					401 - 533 50 20 002 - Uniforms	75.27	Uniforms
					401 - 533 50 20 002 - Uniforms	73.18	Uniforms
					403 - 534 50 20 002 - Uniforms	43.47	Uniforms
					403 - 534 50 20 002 - Uniforms	6.84	Uniforms
					403 - 534 50 20 002 - Uniforms	6.65	Uniforms
					403 - 534 50 20 002 - Uniforms	46.75	Uniforms
					101 - 542 30 20 002 - Uniforms	21.47	Uniforms
					101 - 542 30 20 002 - Uniforms	23.09	Uniforms
					501 - 548 30 20 002 - Uniforms	31.42	Uniforms
					501 - 548 30 20 002 - Uniforms	33.79	Uniforms
					001 - 576 80 20 002 - Uniforms	5.24	Uniforms
					001 - 576 80 20 002 - Uniforms	5.63	Uniforms
3801	06/23/2015	Claims	1	57086	UTILITIES UNDERGROUND LOC CENT	38.96	Monthly Locates
					401 - 533 50 41 000 - Professional Services	19.48	Monthly Locates
					403 - 534 50 41 000 - Professional Services	19.48	Monthly Locates
3802	06/23/2015	Claims	1	57087	VISUAL EFFECTS	103.93	Fleet Services
					107 - 521 20 48 001 - Vehicle Repairs and Maintena	103.93	Removal Of Tint From Crown Vic
3803	06/23/2015	Claims	1	57088	WASHINGTON AUDIOLOGY SERVICES	902.90	Hearing Tests
					001 - 518 30 41 000 - Professional Services	19.35	Hearing Tests
					406 - 531 30 41 000 - Professional Services	38.70	Hearing Tests
					401 - 533 50 41 000 - Professional Services	341.80	Hearing Tests
					403 - 534 50 41 000 - Professional Services	251.53	Hearing Tests
					101 - 542 90 41 000 - Professional Services	116.09	Hearing Tests
					501 - 548 30 41 000 - Professional Services	64.49	Hearing Tests
					001 - 575 50 49 000 - Misc/Other Exp -	8.38	Hearing Tests
					001 - 576 80 41 000 - Professional Services	62.56	Hearing Tests
3804	06/23/2015	Claims	1	57089	WASHINGTON TRACTOR	225.29	Fleet Materials; Fleet Materials; Fleet Materials
					501 - 548 30 34 000 - Parts	94.50	Parts For #15 Mower
					501 - 548 30 34 000 - Parts	73.94	Parts For #15 Mower
					501 - 548 30 34 000 - Parts	56.85	Stihl Trimmer Parts
3805	06/23/2015	Claims	1	57090	WATER MANAGEMENT LABORATORIES	255.00	Water Testing
					403 - 534 51 41 000 - Professional Services	255.00	Water Testing
3806	06/23/2015	Claims	1	57091	WESCOM COMMUNICATIONS	261.60	Police Services
					107 - 521 20 48 000 - Repairs and Maintenance	261.60	Radar Calibrations
3807	06/23/2015	Claims	1	57092	WILLIAMS OIL FILTER SERVICE	405.43	Fleet Materials
					501 - 548 30 34 000 - Parts	405.43	Parts For #47
3808	06/23/2015	Claims	1	E57093	COSTCO WHOLESALE	415.70	Water Cooler

CHECK REGISTER

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06/01/2015 To: 06/30/2015

Time: 05:18:11 Date: 07/08/2015

Page: 9

Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		403 - 534 10 31 000 - Office and Operating Supplie:			149.70	Monitor Stand And Riser
3937	06/30/2015	Claims	1	E57123 COSTCO WHOLESALE	292.83	Office Supplies
		001 - 514 20 31 000 - Office and Operating Supplie:			29.28	Toner, Filing Supplies, Deposit Bags, Paper
		001 - 518 50 31 000 - Office Supplies - Central Stor			14.64	Toner, Filing Supplies, Deposit Bags, Paper
		107 - 521 20 31 000 - Office and Operating Supplie:			14.64	Toner, Filing Supplies, Deposit Bags, Paper
		406 - 531 10 31 000 - Office and Operating Supplie:			29.28	Toner, Filing Supplies, Deposit Bags, Paper
		401 - 533 10 31 000 - Office and Operating Supplie:			102.49	Toner, Filing Supplies, Deposit Bags, Paper
		403 - 534 10 31 000 - Office and Operating Supplie:			102.50	Toner, Filing Supplies, Deposit Bags, Paper
3938	06/30/2015	Claims	1	E57124 WA STATE DEPT OF RETIREMENT SYSTEMS	300.09	DRS Audit Payment (1998)
		001 - 513 10 20 000 - Personnel Benefits			90.03	DRS Underpayment 1998 Employee D.C. #0156
		107 - 521 20 20 000 - Personnel Benefits			60.02	DRS Underpayment 1998 Employee D.C. #0156
		406 - 531 10 20 000 - Personnel Benefits			15.00	DRS Underpayment 1998 Employee D.C. #0156
		401 - 533 10 20 000 - Personnel Benefits			60.02	DRS Underpayment 1998 Employee D.C. #0156
		403 - 534 10 20 000 - Personnel Benefits			60.02	DRS Underpayment 1998 Employee D.C. #0156
		101 - 542 30 20 000 - Personnel Benefits			15.00	DRS Underpayment 1998 Employee D.C. #0156
3939	06/30/2015	Claims	1	E57125 WA STATE DEPT OF REVENUE	22,635.19	Excise Tax
		107 - 521 20 31 000 - Office and Operating Supplie:			1.77	Tax Owed Amazon
		107 - 521 20 31 000 - Office and Operating Supplie:			3.01	Tax Owed Amazon
		107 - 521 20 31 000 - Office and Operating Supplie:			7.52	Tax Owed Amazon
		107 - 521 20 35 000 - Small Tools and Equipment			4.54	Tax Owed Amazon
		107 - 521 20 35 000 - Small Tools and Equipment			11.58	Tax Owed Amazon
		107 - 521 20 35 000 - Small Tools and Equipment			2.78	Tax Owed Amazon
		406 - 531 10 44 002 - Excise Tax			977.93	Excise Tax
		401 - 533 10 44 002 - Elect Excise Tax			13,674.80	Excise Tax
		403 - 534 10 44 002 - Water Excise Tax			7,951.26	Excise Tax
3940	06/30/2015	Claims	1	57126 FEDERAL WAY AUTOMOTIVE	1,234.20	Vehicle Maintenance And Repair
		107 - 521 20 48 001 - Vehicle Repairs and Maintena			1,234.20	Repair And Maintenance #118, 868 &684
3941	06/30/2015	Claims	1	57127 STAN & ANDREA FRANS	377.32	Refund inactive customer credit balance
		406 - 343 10 00 000 - Storm Drainage Fees			-151.66	
		401 - 343 30 00 000 - Electric Sales			-24.88	
		403 - 343 40 10 000 - Water Sales			-215.78	
		401 - 369 90 00 401 - Misc Revenue			15.00	
3942	06/30/2015	Claims	1	57128 GRAY & OSBORNE INC	1,113.44	Engineering Services
		631 - 586 00 00 005 - Using Deposit			1,113.44	Morning Side Booster Station
3943	06/30/2015	Claims	1	57129 MAUREEN MCGREEVY	350.00	Facility Rental Deposit Refund
		001 - 586 00 00 002 - Refund Facility Deposit			350.00	Facility Rental Deposit Refund
3944	06/30/2015	Claims	1	57130 MILTON CITY OF	57,545.93	Utility Tax
		406 - 531 10 44 001 - Utility Taxes			5,730.95	Storm Utility Tax
		401 - 533 10 44 001 - Utility Tax			24,596.60	Electric Utility Tax
		403 - 534 10 44 001 - Utility Tax			14,865.00	Water Utility Tax
		406 - 597 04 07 406 - Transfer to FUND 407/Capita			12,353.38	Capital Storm Utility Tax
3945	06/30/2015	Claims	1	E57131 OGDEN MURPHY WALLACE	6,934.00	Legal Services

CHECK REGISTER

City Of Milton
MCAG #:

06/01/2015 To: 06/30/2015

Time: 05:18:11 Date: 07/08/2015
Page: 11

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3953	06/30/2015	Claims	1	E57135	ACH DR FACS SYS 1495 BTOT	2.00	Bank Service Fees
					001 - 514 20 41 000 - Professional Services	2.00	Bank Service Fees
3954	06/30/2015	Claims	1	E57136	DISCOVERY BENEFITS	395.00	
					001 - 589 17 01 000 - Discovery Benefit Pmts	395.00	Discovery Benefit Payments June 2015
3955	06/30/2015	Claims	1	E57137	GATEWAY SERVICES	5.00	Web Payment Fees
					001 - 514 20 41 000 - Professional Services	5.00	Web Payment Fees
3956	06/30/2015	Claims	1	E57138	MERCHANT CARD SVCS	347.48	Bank Fees; Court Bank Fees
					001 - 512 50 41 000 - Professional Services	97.48	Bank Fees
					001 - 512 50 41 000 - Professional Services	250.00	Court Bank Fees
3957	06/30/2015	Claims	1	E57139	MERCHANT TRANSACT	0.47	Web Payment Fees
					401 - 533 10 41 000 - Professional Services	0.47	
3958	06/30/2015	Claims	1	E57140	PAYMENTECH	1,955.44	Web Payment Fees
					406 - 531 10 41 000 - Professional Services	325.91	Web Payment Fees
					401 - 533 10 41 000 - Professional Services	977.71	Web Payment Fees
					403 - 534 10 41 000 - Professional Services	651.82	Web Payment Fees
3959	06/30/2015	Claims	1	E57141	RLMS FEE ACH PAYMENT	2.00	Paystation Fees
					401 - 533 10 41 000 - Professional Services	1.00	Webpayment Fees
					403 - 534 10 41 000 - Professional Services	1.00	Webpayment Fees

001 General Fund	32,288.67
101 Street Fund	6,906.85
107 Criminal Justice Fund	47,532.34
116 Community Events Fund	1,850.00
118 Reserve Officer Fund	141.17
310 Capital Improvement Fund	22,283.38
401 Electric Utility Fund	383,455.41
403 Water Utility Fund	45,899.96
406 Stormwater Operations Fund	21,930.92
501 Vehicle Repair & Maintenance Fund	1,322.14
631 Trust / Suspense Funds	1,181.82

Claims: 564,792.66

* Transaction Has Mixed Revenue And Expense Accounts 564,792.66

I hereby certify that the expenditures shown above reflect the true and correct expenditures to the best of my knowledge. I further certify the expenditures above to be valid and correct.

Finance Director

Date

We, the undersigned Councilmembers of the City of Milton, Washington, do hereby certify and approve the above payroll and claim vouchers.

Councilmember

Councilmember

Councilmember

Councilmember

[Back to Agenda](#)



To: Mayor Perry and City Council Members
From: Betty J. Garrison, Finance Director
Date: July 13, 2015
Re: 2015 1st Quarter Financials
2015 2nd Quarter Financials

ATTACHMENTS: City of Milton 2015 First Quarter Financial Statements
City of Milton 2015 Second Quarter Financial Statements

TYPE OF ACTION: Discussion

Information Only Discussion Action Public Hearing Expenditure

TREASURERS REPORT

Fund Totals

City Of Milton
MCAG #:

03/01/2015 To: 03/31/2015

Time: 10:27:49 Date: 07/09/2015
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	1,078,242.53	208,547.78	99,620.93	1,187,169.38	17,315.93	1,837.44	-9,427.12	1,196,895.63
101 Street Fund	24,604.83	11,579.92	30,491.62	5,693.13	50.00	0.00	-50.00	5,693.13
103 Strategic Reserve Fund	777,827.25	50.44		777,877.69	0.00	0.00	0.00	777,877.69
105 Drug Seizure Fund	10,807.29	0.00	7.77	10,799.52	0.00	0.00	0.00	10,799.52
107 Criminal Justice Fund	-393,895.45	25,739.36	195,163.25	-563,319.34	2,811.78	0.00	0.00	-560,507.56
116 Community Events Fund	3,661.12	1,605.00	23.76	5,242.36	0.00	0.00	0.00	5,242.36
118 Reserve Officer Fund	4,594.76	0.00	100.42	4,494.34	0.00	0.00	0.00	4,494.34
130 Municipal Improvement Fund (REET 1)	158,214.07	5,061.61		163,275.68	0.00	0.00	0.00	163,275.68
131 Municipal Project Fund (REET 2)	132,361.75	5,058.74		137,420.49	0.00	0.00	0.00	137,420.49
140 Traffic Impact Fee Fund	106,697.11	11.82		106,708.93	0.00	0.00	0.00	106,708.93
310 Capital Improvement Fund	85,712.95	8.78	44,983.58	40,738.15	0.00	0.00	0.00	40,738.15
401 Electric Utility Fund	4,934,155.43	435,006.22	381,676.95	4,987,484.70	4,463.92	0.00	-17,383.43	4,974,565.19
403 Water Utility Fund	3,188,576.20	169,386.78	232,228.27	3,125,734.71	317.73	0.00	-5,688.26	3,120,364.18
406 Stormwater Operations Fund	1,010,964.26	65,385.77	67,412.93	1,008,937.10	32.00	0.00	-2,136.72	1,006,832.38
407 Stormwater Capital Fund	534,231.31	56.79		534,288.10	0.00	0.00	0.00	534,288.10
501 Vehicle Repair & Maintenance Fund	1,284.60	10,668.15	19,330.88	-7,378.13	1,125.94	0.00	0.00	-6,252.19
631 Trust / Suspense Funds	27,989.30	0.00	968.46	27,020.84	0.00	0.00	0.00	27,020.84
632 Muni Court	5,660.44	81,438.91	78,859.91	8,239.44	41,833.42	0.00	-2,528.50	47,544.36
	<u>11,691,689.75</u>	<u>1,019,606.07</u>	<u>1,150,868.73</u>	<u>11,560,427.09</u>	<u>67,950.72</u>	<u>1,837.44</u>	<u>-37,214.03</u>	<u>11,593,001.22</u>

TREASURERS REPORT

Account Totals

City Of Milton
MCAG #:

03/01/2015 To: 03/31/2015

Time: 10:27:49 Date: 07/09/2015
Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking	1,068,403.60	902,092.67	1,036,614.06	933,882.21	-34,685.53	27,954.74	927,151.42
3	Retainage	17,534.12	0.30	0.00	17,534.42	0.00	0.00	17,534.42
5	Petty Cash	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
15	Court Checking	5,660.44	81,463.91	78,884.91	8,239.44	-2,528.50	41,833.42	47,544.36
	Total Cash:	1,092,598.16	983,556.88	1,115,498.97	960,656.07	-37,214.03	69,788.16	993,230.20
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
10	LGIP	5,067,423.94	679.43	0.00	5,068,103.37	0.00	0.00	5,068,103.37
12	Investment Bonds	5,531,667.65	0.00	0.00	5,531,667.65	0.00	0.00	5,531,667.65
	Total Investments:	10,599,091.59	679.43	0.00	10,599,771.02	0.00	0.00	10,599,771.02
		11,691,689.75	984,236.31	1,115,498.97	11,560,427.09	-37,214.03	69,788.16	11,593,001.22

TREASURERS REPORT

Fund Investments By Account

City Of Milton
MCAG #:

03/01/2015 To: 03/31/2015

Time: 10:27:49 Date: 07/09/2015
Page: 3

Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 General Fund	459,131.99		61.56	61.56		459,193.55
103 000 Strategic Reserve Fund	376,195.97		50.44	50.44		376,246.41
107 000 Criminal Justice Fund	190,277.22		25.51	25.51		190,302.73
130 000 Municipal Improvement Fund (REET 1)	141,431.10		18.96	18.96		141,450.06
131 000 Municipal Project Fund (REET 2)	120,025.30		16.09	16.09		120,041.39
140 000 Traffic Impact Fee Fund	88,192.79		11.82	11.82		88,204.61
310 000 Capital Improvement Fund	65,490.07		8.78	8.78		65,498.85
401 000 Electric Utility Fund	1,443,973.44		193.61	193.61		1,444,167.05
403 000 Water Utility Fund	1,322,497.44		177.32	177.32		1,322,674.76
406 000 Stormwater Operations Fund	436,667.22		58.55	58.55		436,725.77
407 000 Stormwater Capital Fund	423,541.40		56.79	56.79		423,598.19
10 - LGIP	5,067,423.94	0.00	679.43	679.43		5,068,103.37
103 000 Strategic Reserve Fund	379,323.96					379,323.96
401 000 Electric Utility Fund	3,438,532.17					3,438,532.17
403 000 Water Utility Fund	1,464,896.52					1,464,896.52
406 000 Stormwater Operations Fund	189,566.00					189,566.00
407 000 Stormwater Capital Fund	59,349.00					59,349.00
12 - Investment Bonds	5,531,667.65	0.00	0.00			5,531,667.65
	10,599,091.59	0.00	679.43	679.43		10,599,771.02

TREASURERS REPORT

Fund Investment Totals

City Of Milton
MCAG #:

03/01/2015 To: 03/31/2015

Time: 10:27:49 Date: 07/09/2015
Page: 4

Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 General Fund	459,131.99		61.56	61.56		459,193.55	727,975.83
101 Street Fund						0.00	5,693.13
103 Strategic Reserve Fund	755,519.93		50.44	50.44		755,570.37	22,307.32
105 Drug Seizure Fund						0.00	10,799.52
107 Criminal Justice Fund	190,277.22		25.51	25.51		190,302.73	-753,622.07
116 Community Events Fund						0.00	5,242.36
118 Reserve Officer Fund						0.00	4,494.34
130 Municipal Improvement Fund (REET 1)	141,431.10		18.96	18.96		141,450.06	21,825.62
131 Municipal Project Fund (REET 2)	120,025.30		16.09	16.09		120,041.39	17,379.10
140 Traffic Impact Fee Fund	88,192.79		11.82	11.82		88,204.61	18,504.32
310 Capital Improvement Fund	65,490.07		8.78	8.78		65,498.85	-24,760.70
401 Electric Utility Fund	4,882,505.61		193.61	193.61		4,882,699.22	104,785.48
403 Water Utility Fund	2,787,393.96		177.32	177.32		2,787,571.28	338,163.43
406 Stormwater Operations Fund	626,233.22		58.55	58.55		626,291.77	382,645.33
407 Stormwater Capital Fund	482,890.40		56.79	56.79		482,947.19	51,340.91
501 Vehicle Repair & Maintenance Fund						0.00	-7,378.13
631 Trust / Suspense Funds						0.00	27,020.84
632 Muni Court						0.00	8,239.44
	10,599,091.59		679.43	679.43		10,599,771.02	960,656.07

Ending fund balance (Page 1) - Investment balance = Available cash.

11,560,427.09

2015 BUDGET POSITION

City Of Milton

Time: 10:24:56 Date: 07/09/2015

MCAG #:

Page: 1

001 General Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	892,140.00	2,658,180.89	(1,766,040.89)	298.0%
310 Taxes	3,428,475.00	470,632.15	2,957,842.85	13.7%
320 Licenses & Permits	86,000.00	35,696.25	50,303.75	41.5%
330 State Generated Revenues	97,950.00	26,985.49	70,964.51	27.6%
340 Charges For Services	167,030.00	52,820.93	114,209.07	31.6%
350 Fines & Forfeitures	110,900.00	35,461.44	75,438.56	32.0%
360 Misc Revenues	45,100.00	15,397.89	29,702.11	34.1%
380 Non Revenues	305,800.00	42,889.41	262,910.59	14.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
398	0.00	0.00	0.00	0.0%
Fund Revenues:	5,133,395.00	3,338,064.45	1,795,330.55	65.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
511 City Council	20,415.00	10,860.83	9,554.17	53.2%
512 Judicial	300,317.00	202,163.04	98,153.96	67.3%
513 Mayor & Executive Offices	90,963.00	35,888.63	55,074.37	39.5%
514 Administration & Finance	80,279.00	53,885.07	26,393.93	67.1%
515 Legal Services	89,400.00	20,084.30	69,315.70	22.5%
517 Other Admin & Personnel	64,255.00	6,893.79	57,361.21	10.7%
001 Facilities	138,050.00	26,439.60	111,610.40	19.2%
002 Central Stores	160,299.00	50,490.01	109,808.99	31.5%
003 Engineering	16,430.00	8,685.34	7,744.66	52.9%
518 Building & Grounds	314,779.00	85,614.95	229,164.05	27.2%
519 General Government Services	0.00	0.00	0.00	0.0%
525 Emergency Services	5,510.00	0.00	5,510.00	0.0%
553 Conservation	300.00	0.00	300.00	0.0%
554 Nuisance Control	2,400.00	0.00	2,400.00	0.0%
001 Building	203,388.00	36,045.65	167,342.35	17.7%
002 Planning	226,315.00	16,459.51	209,855.49	7.3%
558 Planning & Community Devel	429,703.00	52,505.16	377,197.84	12.2%
569 Senior Services	7,175.00	2,557.48	4,617.52	35.6%
575 Cultural & Recreational Fac	33,885.00	2,060.71	31,824.29	6.1%
576 Park Facilities	144,993.00	23,945.52	121,047.48	16.5%
580 Non Expenditures	242,113.00	75,566.51	166,546.49	31.2%
594 Capital Expenditures	31,300.00	0.00	31,300.00	0.0%
597 Interfund Transfers	2,288,519.00	1,578,869.08	709,649.92	69.0%
999 Ending Balance	987,089.00	0.00	987,089.00	0.0%
Fund Expenditures:	5,133,395.00	2,150,895.07	2,982,499.93	41.9%
Fund Excess/(Deficit):	0.00	1,187,169.38		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 2

002 Fire/EMS

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	(664.30)	664.30	0.0%
397 Interfund Transfers	0.00	664.30	(664.30)	0.0%
Fund Revenues:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 3

101 Street Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	71,259.00	69,957.03	1,301.97	98.2%
320 Licenses & Permits	2,000.00	362.00	1,638.00	18.1%
330 State Generated Revenues	147,400.00	35,300.87	112,099.13	23.9%
340 Charges For Services	1,000.00	0.00	1,000.00	0.0%
360 Misc Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers	354,780.00	0.00	354,780.00	0.0%
Fund Revenues:	576,439.00	105,619.90	470,819.10	18.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance	434,862.00	99,926.77	334,935.23	23.0%
591 Debt Service	94,780.00	0.00	94,780.00	0.0%
999 Ending Balance	46,797.00	0.00	46,797.00	0.0%
Fund Expenditures:	576,439.00	99,926.77	476,512.23	17.3%
Fund Excess/(Deficit):	0.00	5,693.13		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 4

103 Strategic Reserve Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	777,876.00	777,876.97	(0.97)	100.0%
360 Misc Revenues	5,000.00	129.75	4,870.25	2.6%
Fund Revenues:	782,876.00	778,006.72	4,869.28	99.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
514 Administration & Finance	0.00	129.03	(129.03)	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	782,876.00	0.00	782,876.00	0.0%
Fund Expenditures:	782,876.00	129.03	782,746.97	0.0%
Fund Excess/(Deficit):	0.00	777,877.69		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 5

105 Drug Seizure Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	12,155.00	12,154.94	0.06	100.0%
360 Misc Revenues	15,000.00	0.00	15,000.00	0.0%
Fund Revenues:	27,155.00	12,154.94	15,000.06	44.8%
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	16,215.00	1,355.42	14,859.58	8.4%
999 Ending Balance	10,940.00	0.00	10,940.00	0.0%
Fund Expenditures:	27,155.00	1,355.42	25,799.58	5.0%
Fund Excess/(Deficit):	0.00	10,799.52		

2015 BUDGET POSITION

City Of Milton

Time: 10:24:56 Date: 07/09/2015

MCAG #:

Page: 6

107 Criminal Justice Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	211,731.00	(1,578,204.78)	1,789,935.78	745.4%
310 Taxes	112,000.00	29,611.31	82,388.69	26.4%
320 Licenses & Permits	1,950.00	742.00	1,208.00	38.1%
330 State Generated Revenues	90,200.00	22,500.51	67,699.49	24.9%
340 Charges For Services	10,200.00	2,188.73	8,011.27	21.5%
350 Fines & Forfeitures	0.00	98.25	(98.25)	0.0%
360 Misc Revenues	200.00	93.01	106.99	46.5%
380 Non Revenues	800.00	728.18	71.82	91.0%
397 Interfund Transfers	2,014,519.00	1,578,204.78	436,314.22	78.3%
Fund Revenues:	2,441,600.00	55,961.99	2,385,638.01	2.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	2,049,145.00	545,498.35	1,503,646.65	26.6%
523 Jail Costs	120,000.00	49,664.00	70,336.00	41.4%
528 Comm/Alarms/Dispatch	117,000.00	9,775.00	107,225.00	8.4%
554 Nuisance Control	23,611.00	13,597.80	10,013.20	57.6%
580 Non Expenditures	0.00	746.18	(746.18)	0.0%
591 Debt Service	32,893.00	0.00	32,893.00	0.0%
999 Ending Balance	98,951.00	0.00	98,951.00	0.0%
Fund Expenditures:	2,441,600.00	619,281.33	1,822,318.67	25.4%
Fund Excess/(Deficit):	0.00	(563,319.34)		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 7

116 Community Events Fund		Months: 01 To: 03			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	5,282.00	3,246.63	2,035.37	61.5%	
340 Charges For Services	9,500.00	1,921.56	7,578.44	20.2%	
360 Misc Revenues	10,000.00	0.00	10,000.00	0.0%	
380 Non Revenues	0.00	3.44	(3.44)	0.0%	
397 Interfund Transfers	14,000.00	0.00	14,000.00	0.0%	
Fund Revenues:	38,782.00	5,171.63	33,610.37	13.3%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
573 Spectator & Community Events	19,700.00	(70.73)	19,770.73	0.4%	
580 Non Expenditures	0.00	0.00	0.00	0.0%	
999 Ending Balance	19,082.00	0.00	19,082.00	0.0%	
Fund Expenditures:	38,782.00	(70.73)	38,852.73	0.2%	
Fund Excess/(Deficit):	0.00	5,242.36			

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 8

118 Reserve Officer Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	4,791.00	4,792.26	(1.26)	100.0%
360 Misc Revenues	2,500.00	0.00	2,500.00	0.0%
Fund Revenues:	7,291.00	4,792.26	2,498.74	65.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	5,000.00	297.92	4,702.08	6.0%
999 Ending Balance	2,291.00	0.00	2,291.00	0.0%
Fund Expenditures:	7,291.00	297.92	6,993.08	4.1%
Fund Excess/(Deficit):	0.00	4,494.34		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 9

130 Municipal Improvement Fund (REET 1)			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	163,576.00	148,162.11	15,413.89	90.6%
310 Taxes	78,000.00	15,064.79	62,935.21	19.3%
360 Misc Revenues	100.00	48.78	51.22	48.8%
Fund Revenues:	241,676.00	163,275.68	78,400.32	67.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	167,390.00	0.00	167,390.00	0.0%
999 Ending Balance	74,286.00	0.00	74,286.00	0.0%
Fund Expenditures:	241,676.00	0.00	241,676.00	0.0%
Fund Excess/(Deficit):	0.00	163,275.68		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 10

131 Municipal Project Fund (REET 2)

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	163,576.00	122,314.32	41,261.68	74.8%
310 Taxes	77,000.00	15,064.78	61,935.22	19.6%
360 Misc Revenues	100.00	41.39	58.61	41.4%
380 Non Revenues	97,239.50	0.00	97,239.50	0.0%
Fund Revenues:	337,915.50	137,420.49	200,495.01	40.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	217,390.00	0.00	217,390.00	0.0%
999 Ending Balance	120,525.50	0.00	120,525.50	0.0%
Fund Expenditures:	337,915.50	0.00	337,915.50	0.0%
Fund Excess/(Deficit):	0.00	137,420.49		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 11

140 Traffic Impact Fee Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	106,678.00	106,678.51	(0.51)	100.0%
340 Charges For Services	6,000.00	0.00	6,000.00	0.0%
360 Misc Revenues	100.00	30.42	69.58	30.4%
Fund Revenues:	112,778.00	106,708.93	6,069.07	94.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	112,778.00	0.00	112,778.00	0.0%
Fund Expenditures:	112,778.00	0.00	112,778.00	0.0%
Fund Excess/(Deficit):	0.00	106,708.93		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 12

310 Capital Improvement Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	484,236.00	234,736.40	249,499.60	48.5%
330 State Generated Revenues	5,000,053.00	598,656.32	4,401,396.68	12.0%
360 Misc Revenues	201.00	65.63	135.37	32.7%
397 Interfund Transfers	290,000.00	0.00	290,000.00	0.0%
Fund Revenues:	5,774,490.00	833,458.35	4,941,031.65	14.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	5,718,100.00	792,720.20	4,925,379.80	13.9%
597 Interfund Transfers	94,780.00	0.00	94,780.00	0.0%
999 Ending Balance	56,390.00	0.00	56,390.00	0.0%
Fund Expenditures:	5,869,270.00	792,720.20	5,076,549.80	13.5%
Fund Excess/(Deficit):	(94,780.00)	40,738.15		

2015 BUDGET POSITION

City Of Milton

Time: 10:24:56 Date: 07/09/2015

MCAG #:

Page: 13

401 Electric Utility Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	4,687,492.00	4,896,503.45	(209,011.45)	104.5%
320 Licenses & Permits	1,000.00	100.00	900.00	10.0%
330 State Generated Revenues	245,000.00	0.00	245,000.00	0.0%
340 Charges For Services	4,286,526.00	1,210,776.07	3,075,749.93	28.2%
350 Fines & Forfeitures	108,770.00	8,921.01	99,848.99	8.2%
360 Misc Revenues	172,173.00	34,914.08	137,258.92	20.3%
380 Non Revenues	24,700.00	0.00	24,700.00	0.0%
Fund Revenues:	9,525,661.00	6,151,214.61	3,374,446.39	64.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
001 Administration	791,307.00	190,796.57	600,510.43	24.1%
002 Operations	4,134,453.00	930,921.44	3,203,531.56	22.5%
533 Electric & Gas Utilities	4,925,760.00	1,121,718.01	3,804,041.99	22.8%
591 Debt Service	0.00	0.00	0.00	0.0%
594 Capital Expenditures	1,939,600.00	42,011.90	1,897,588.10	2.2%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	2,660,301.00	0.00	2,660,301.00	0.0%
Fund Expenditures:	9,525,661.00	1,163,729.91	8,361,931.09	12.2%
Fund Excess/(Deficit):	0.00	4,987,484.70		

2015 BUDGET POSITION

City Of Milton

Time: 10:24:56 Date: 07/09/2015

MCAG #:

Page: 14

403 Water Utility Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	3,144,372.00	3,186,066.38	(41,694.38)	101.3%
320 Licenses & Permits	0.00	235.00	(235.00)	0.0%
340 Charges For Services	1,999,400.00	514,110.93	1,485,289.07	25.7%
350 Fines & Forfeitures	32,442.00	11,624.80	20,817.20	35.8%
360 Misc Revenues	69,636.00	6,109.14	63,526.86	8.8%
Fund Revenues:	5,245,850.00	3,718,146.25	1,527,703.75	70.9%
Expenditures	Amt Budgeted	Expenditures	Remaining	
001 Administration	608,880.00	174,176.22	434,703.78	28.6%
002 Operations	801,482.00	156,834.75	644,647.25	19.6%
003 Water Quality	197,830.00	25,874.43	171,955.57	13.1%
534 Water Utilities	1,608,192.00	356,885.40	1,251,306.60	22.2%
591 Debt Service	196,460.00	48,230.00	148,230.00	24.5%
594 Capital Expenditures	528,000.00	187,296.14	340,703.86	35.5%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	2,913,198.00	0.00	2,913,198.00	0.0%
Fund Expenditures:	5,245,850.00	592,411.54	4,653,438.46	11.3%
Fund Excess/(Deficit):	0.00	3,125,734.71		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 15

406 Stormwater Operations Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	737,311.00	1,018,199.85	(280,888.85)	138.1%
320 Licenses & Permits	0.00	50.00	(50.00)	0.0%
340 Charges For Services	840,000.00	181,810.65	658,189.35	21.6%
350 Fines & Forfeitures	0.00	36.42	(36.42)	0.0%
360 Misc Revenues	2,000.00	4,220.39	(2,220.39)	211.0%
Fund Revenues:	1,579,311.00	1,204,317.31	374,993.69	76.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
001 Administration	342,110.00	106,700.07	235,409.93	31.2%
002 Operations	472,565.00	71,059.26	401,505.74	15.0%
531 Stormwater	814,675.00	177,759.33	636,915.67	21.8%
591 Debt Service	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	147,500.00	17,620.88	129,879.12	11.9%
999 Ending Balance	617,136.00	0.00	617,136.00	0.0%
Fund Expenditures:	1,579,311.00	195,380.21	1,383,930.79	12.4%
Fund Excess/(Deficit):	0.00	1,008,937.10		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 16

407 Stormwater Capital Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	525,970.00	518,189.34	7,780.66	98.5%
330 State Generated Revenues	100,000.00	0.00	100,000.00	0.0%
360 Misc Revenues	1,000.00	146.09	853.91	14.6%
397 Interfund Transfers	147,500.00	17,620.88	129,879.12	11.9%
Fund Revenues:	774,470.00	535,956.31	238,513.69	69.2%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	313,740.00	1,668.21	312,071.79	0.5%
999 Ending Balance	460,730.00	0.00	460,730.00	0.0%
Fund Expenditures:	774,470.00	1,668.21	772,801.79	0.2%
Fund Excess/(Deficit):	0.00	534,288.10		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 17

501 Vehicle Repair & Maintenance Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	881.00	881.18	(0.18)	100.0%
340 Charges For Services	185,000.00	32,389.43	152,610.57	17.5%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	185,881.00	33,270.61	152,610.39	17.9%
Expenditures	Amt Budgeted	Expenditures	Remaining	
548 Municipal Vehicles/Equipment	178,315.00	40,648.74	137,666.26	22.8%
999 Ending Balance	7,566.00	0.00	7,566.00	0.0%
Fund Expenditures:	185,881.00	40,648.74	145,232.26	21.9%
Fund Excess/(Deficit):	0.00	(7,378.13)		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 18

631 Trust / Suspense Funds

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	63,619.00	15,359.77	48,259.23	24.1%
380 Non Revenues	0.00	13,000.00	(13,000.00)	0.0%
Fund Revenues:	63,619.00	28,359.77	35,259.23	44.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	1,338.93	(1,338.93)	0.0%
999 Ending Balance	63,619.00	0.00	63,619.00	0.0%
Fund Expenditures:	63,619.00	1,338.93	62,280.07	2.1%
Fund Excess/(Deficit):	0.00	27,020.84		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 10:24:56 Date: 07/09/2015
Page: 19

632 Muni Court

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	11,355.94	(11,355.94)	0.0%
380 Non Revenues	0.00	118,498.55	(118,498.55)	0.0%
Fund Revenues:	0.00	129,854.49	(129,854.49)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	121,615.05	(121,615.05)	0.0%
Fund Expenditures:	0.00	121,615.05	(121,615.05)	0.0%
Fund Excess/(Deficit):	0.00	8,239.44		

2015 BUDGET POSITION TOTALS

City Of Milton

Months: 01 To: 03

Time: 10:24:56 Date: 07/09/2015

MCAG #:

Page: 20

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	5,133,395.00	3,338,064.45	65.0%	5,133,395.00	2,150,895.07	41.9%
002 Fire/EMS	0.00	0.00	0.0%	0.00	0.00	0.0%
101 Street Fund	576,439.00	105,619.90	18.3%	576,439.00	99,926.77	17.3%
103 Strategic Reserve Fund	782,876.00	778,006.72	99.4%	782,876.00	129.03	0.0%
105 Drug Seizure Fund	27,155.00	12,154.94	44.8%	27,155.00	1,355.42	5.0%
107 Criminal Justice Fund	2,441,600.00	55,961.99	2.3%	2,441,600.00	619,281.33	25.4%
116 Community Events Fund	38,782.00	5,171.63	13.3%	38,782.00	-70.73	-0.2%
118 Reserve Officer Fund	7,291.00	4,792.26	65.7%	7,291.00	297.92	4.1%
130 Municipal Improvement Fund (R	241,676.00	163,275.68	67.6%	241,676.00	0.00	0.0%
131 Municipal Project Fund (REET 2	337,915.50	137,420.49	40.7%	337,915.50	0.00	0.0%
140 Traffic Impact Fee Fund	112,778.00	106,708.93	94.6%	112,778.00	0.00	0.0%
310 Capital Improvement Fund	5,774,490.00	833,458.35	14.4%	5,869,270.00	792,720.20	13.5%
401 Electric Utility Fund	9,525,661.00	6,151,214.61	64.6%	9,525,661.00	1,163,729.91	12.2%
403 Water Utility Fund	5,245,850.00	3,718,146.25	70.9%	5,245,850.00	592,411.54	11.3%
406 Stormwater Operations Fund	1,579,311.00	1,204,317.31	76.3%	1,579,311.00	195,380.21	12.4%
407 Stormwater Capital Fund	774,470.00	535,956.31	69.2%	774,470.00	1,668.21	0.2%
501 Vehicle Repair & Maintenance F	185,881.00	33,270.61	17.9%	185,881.00	40,648.74	21.9%
631 Trust / Suspense Funds	63,619.00	28,359.77	44.6%	63,619.00	1,338.93	2.1%
632 Muni Court	0.00	129,854.49	0.0%	0.00	121,615.05	0.0%
	<u>32,849,189.50</u>	<u>17,341,754.69</u>	<u>52.8%</u>	<u>32,943,969.50</u>	<u>5,781,327.60</u>	<u>17.5%</u>

TREASURERS REPORT

Fund Totals

City Of Milton
MCAG #:

06/01/2015 To: 06/30/2015

Date: 07/09/2015
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	1,853,816.99	260,900.41	141,176.19	1,973,541.21	19,303.69	4,756.44	-170.00	1,997,431.34
101 Street Fund	-130,709.72	12,532.67	29,183.62	-147,360.67	315.20	0.00	0.00	-147,045.47
103 Strategic Reserve Fund	779,853.57	52.23		779,905.80	0.00	0.00	0.00	779,905.80
105 Drug Seizure Fund	12,821.62	400.00		13,221.62	0.00	0.00	0.00	13,221.62
107 Criminal Justice Fund	-1,009,664.06	30,701.40	206,708.90	-1,185,671.56	8,320.15	0.00	0.00	-1,177,351.41
116 Community Events Fund	6,369.99	2,655.00	1,787.60	7,237.39	0.00	0.00	-275.00	6,962.39
118 Reserve Officer Fund	4,225.47	500.00	241.68	4,483.79	141.17	0.00	0.00	4,624.96
130 Municipal Improvement Fund (REET 1)	183,753.37	7,727.16		191,480.53	0.00	0.00	0.00	191,480.53
131 Municipal Project Fund (REET 2)	157,893.02	7,724.17		165,617.19	0.00	0.00	0.00	165,617.19
140 Traffic Impact Fee Fund	106,730.00	1,854.95		108,584.95	0.00	0.00	0.00	108,584.95
310 Capital Improvement Fund	-154,378.74	9.09	22,833.45	-177,203.10	18,970.59	0.00	0.00	-158,232.51
401 Electric Utility Fund	4,937,567.55	274,664.89	700,127.20	4,512,105.24	41,022.38	0.00	-15,532.61	4,537,595.01
403 Water Utility Fund	3,111,472.93	169,859.73	109,349.15	3,171,983.51	21,373.92	0.00	-6,945.38	3,186,412.05
406 Stormwater Operations Fund	999,443.56	65,095.26	65,110.32	999,428.50	19,845.41	0.00	-4,048.54	1,015,225.37
407 Stormwater Capital Fund	554,897.35	53,739.53		608,636.88	0.00	0.00	0.00	608,636.88
501 Vehicle Repair & Maintenance Fund	-15,626.13	15,334.73	11,264.39	-11,555.79	25.42	0.00	0.00	-11,530.37
631 Trust / Suspense Funds	29,782.05	8,812.75	1,756.04	36,838.76	1,113.44	0.00	0.00	37,952.20
632 Muni Court	6,865.94	38,616.15	33,610.50	11,871.59	32,110.50	0.00	-1,321.00	42,661.09
	<u>11,435,114.76</u>	<u>951,180.12</u>	<u>1,323,149.04</u>	<u>11,063,145.84</u>	<u>162,541.87</u>	<u>4,756.44</u>	<u>-28,292.53</u>	<u>11,202,151.62</u>

TREASURERS REPORT

Account Totals

City Of Milton
MCAG #:

06/01/2015 To: 06/30/2015

Date: 07/09/2015
Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking	808,732.07	899,531.78	1,277,210.15	431,053.70	-26,971.53	135,187.81	539,269.98
3	Retainage	17,535.01	0.29	0.00	17,535.30	0.00	0.00	17,535.30
5	Petty Cash	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
15	Court Checking	6,865.94	38,616.15	33,610.50	11,871.59	-1,321.00	32,110.50	42,661.09
	Total Cash:	834,133.02	938,148.22	1,310,820.65	461,460.59	-28,292.53	167,298.31	600,466.37
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
10	LGIP	5,069,314.09	703.51	0.00	5,070,017.60	0.00	0.00	5,070,017.60
12	Investment Bonds	5,531,667.65	0.00	0.00	5,531,667.65	0.00	0.00	5,531,667.65
	Total Investments:	10,600,981.74	703.51	0.00	10,601,685.25	0.00	0.00	10,601,685.25
		11,435,114.76	938,851.73	1,310,820.65	11,063,145.84	-28,292.53	167,298.31	11,202,151.62

TREASURERS REPORT
Fund Investments By Account

City Of Milton
 MCAG #:

06/01/2015 To: 06/30/2015

Date: 07/09/2015
 Page: 3

Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 General Fund	459,303.26		63.75	63.75		459,367.01
103 000 Strategic Reserve Fund	376,336.29		52.23	52.23		376,388.52
107 000 Criminal Justice Fund	190,348.19		26.42	26.42		190,374.61
130 000 Municipal Improvement Fund (REET 1)	141,483.85		19.63	19.63		141,503.48
131 000 Municipal Project Fund (REET 2)	120,070.06		16.66	16.66		120,086.72
140 000 Traffic Impact Fee Fund	88,225.68		12.24	12.24		88,237.92
310 000 Capital Improvement Fund	65,514.50		9.09	9.09		65,523.59
401 000 Electric Utility Fund	1,444,512.05		200.47	200.47		1,444,712.52
403 000 Water Utility Fund	1,322,990.73		183.60	183.60		1,323,174.33
406 000 Stormwater Operations Fund	436,830.10		60.62	60.62		436,890.72
407 000 Stormwater Capital Fund	423,699.38		58.80	58.80		423,758.18
10 - LGIP	5,069,314.09	0.00	703.51	703.51		5,070,017.60
103 000 Strategic Reserve Fund	379,323.96					379,323.96
401 000 Electric Utility Fund	3,438,532.17					3,438,532.17
403 000 Water Utility Fund	1,464,896.52					1,464,896.52
406 000 Stormwater Operations Fund	189,566.00					189,566.00
407 000 Stormwater Capital Fund	59,349.00					59,349.00
12 - Investment Bonds	5,531,667.65	0.00	0.00			5,531,667.65
	10,600,981.74	0.00	703.51	703.51		10,601,685.25

TREASURERS REPORT

Fund Investment Totals

City Of Milton
MCAG #:

06/01/2015 To: 06/30/2015

Date: 07/09/2015
Page: 4

Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 General Fund	459,303.26		63.75	63.75		459,367.01	1,514,174.20
101 Street Fund						0.00	-147,360.67
103 Strategic Reserve Fund	755,660.25		52.23	52.23		755,712.48	24,193.32
105 Drug Seizure Fund						0.00	13,221.62
107 Criminal Justice Fund	190,348.19		26.42	26.42		190,374.61	-1,376,046.17
116 Community Events Fund						0.00	7,237.39
118 Reserve Officer Fund						0.00	4,483.79
130 Municipal Improvement Fund (REET 1)	141,483.85		19.63	19.63		141,503.48	49,977.05
131 Municipal Project Fund (REET 2)	120,070.06		16.66	16.66		120,086.72	45,530.47
140 Traffic Impact Fee Fund	88,225.68		12.24	12.24		88,237.92	20,347.03
310 Capital Improvement Fund	65,514.50		9.09	9.09		65,523.59	-242,726.69
401 Electric Utility Fund	4,883,044.22		200.47	200.47		4,883,244.69	-371,139.45
403 Water Utility Fund	2,787,887.25		183.60	183.60		2,788,070.85	383,912.66
406 Stormwater Operations Fund	626,396.10		60.62	60.62		626,456.72	372,971.78
407 Stormwater Capital Fund	483,048.38		58.80	58.80		483,107.18	125,529.70
501 Vehicle Repair & Maintenance Fund						0.00	-11,555.79
631 Trust / Suspense Funds						0.00	36,838.76
632 Muni Court						0.00	11,871.59
	10,600,981.74		703.51	703.51		10,601,685.25	461,460.59

Ending fund balance (Page 1) - Investment balance = Available cash.

11,063,145.84

2015 BUDGET POSITION

City Of Milton

Time: 14:37:17 Date: 07/09/2015

MCAG #:

Page: 1

001 General Fund

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	892,140.00	2,658,180.89	(1,766,040.89)	298.0%
310 Taxes	3,428,475.00	1,454,494.62	1,973,980.38	42.4%
320 Licenses & Permits	86,000.00	68,346.09	17,653.91	79.5%
330 State Generated Revenues	97,950.00	50,901.43	47,048.57	52.0%
340 Charges For Services	167,030.00	112,737.30	54,292.70	67.5%
350 Fines & Forfeitures	110,900.00	80,708.22	30,191.78	72.8%
360 Misc Revenues	45,100.00	32,909.11	12,190.89	73.0%
380 Non Revenues	305,800.00	93,928.08	211,871.92	30.7%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
398	0.00	0.00	0.00	0.0%
Fund Revenues:	5,133,395.00	4,552,205.74	581,189.26	88.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
511 City Council	20,415.00	16,863.83	3,551.17	82.6%
512 Judicial	300,317.00	216,550.72	83,766.28	72.1%
513 Mayor & Executive Offices	90,963.00	71,337.13	19,625.87	78.4%
514 Administration & Finance	80,279.00	63,448.44	16,830.56	79.0%
515 Legal Services	89,400.00	47,051.45	42,348.55	52.6%
517 Other Admin & Personnel	64,255.00	18,345.30	45,909.70	28.6%
001 Facilities	138,050.00	76,576.38	61,473.62	55.5%
002 Central Stores	160,299.00	58,623.73	101,675.27	36.6%
003 Engineering	16,430.00	15,146.77	1,283.23	92.2%
518 Building & Grounds	314,779.00	150,346.88	164,432.12	47.8%
519 General Government Services	0.00	0.00	0.00	0.0%
525 Emergency Services	5,510.00	0.00	5,510.00	0.0%
553 Conservation	300.00	472.31	(172.31)	157.4%
554 Nuisance Control	2,400.00	0.00	2,400.00	0.0%
001 Building	203,388.00	98,867.81	104,520.19	48.6%
002 Planning	226,315.00	61,494.77	164,820.23	27.2%
558 Planning & Community Devel	429,703.00	160,362.58	269,340.42	37.3%
569 Senior Services	7,175.00	4,636.46	2,538.54	64.6%
575 Cultural & Recreational Fac	33,885.00	8,468.01	25,416.99	25.0%
576 Park Facilities	144,993.00	65,190.12	79,802.88	45.0%
580 Non Expenditures	242,113.00	147,012.49	95,100.51	60.7%
594 Capital Expenditures	31,300.00	29,709.73	1,590.27	94.9%
597 Interfund Transfers	2,288,519.00	1,578,869.08	709,649.92	69.0%
999 Ending Balance	987,089.00	0.00	987,089.00	0.0%
Fund Expenditures:	5,133,395.00	2,578,664.53	2,554,730.47	50.2%
Fund Excess/(Deficit):	0.00	1,973,541.21		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 2

002 Fire/EMS

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	0.00	(664.30)	664.30	0.0%
397 Interfund Transfers	0.00	664.30	(664.30)	0.0%
Fund Revenues:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 3

101 Street Fund		Months: 01 To: 06		
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	71,259.00	69,957.03	1,301.97	98.2%
320 Licenses & Permits	2,000.00	662.00	1,338.00	33.1%
330 State Generated Revenues	147,400.00	71,231.38	76,168.62	48.3%
340 Charges For Services	1,000.00	0.00	1,000.00	0.0%
360 Misc Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers	354,780.00	0.00	354,780.00	0.0%
Fund Revenues:	576,439.00	141,850.41	434,588.59	24.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance	434,862.00	194,985.48	239,876.52	44.8%
591 Debt Service	94,780.00	94,225.60	554.40	99.4%
999 Ending Balance	46,797.00	0.00	46,797.00	0.0%
Fund Expenditures:	576,439.00	289,211.08	287,227.92	50.2%
Fund Excess/(Deficit):	0.00	(147,360.67)		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 4

103 Strategic Reserve Fund			Months: 01 To: 06	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	777,876.00	777,876.97	(0.97)	100.0%
360 Misc Revenues	5,000.00	2,163.86	2,836.14	43.3%
Fund Revenues:	782,876.00	780,040.83	2,835.17	99.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
514 Administration & Finance	0.00	135.03	(135.03)	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	782,876.00	0.00	782,876.00	0.0%
Fund Expenditures:	782,876.00	135.03	782,740.97	0.0%
Fund Excess/(Deficit):	0.00	779,905.80		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 5

105 Drug Seizure Fund			Months: 01 To: 06	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	12,155.00	12,154.94	0.06	100.0%
360 Misc Revenues	15,000.00	3,280.89	11,719.11	21.9%
Fund Revenues:	27,155.00	15,435.83	11,719.17	56.8%
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	16,215.00	2,214.21	14,000.79	13.7%
999 Ending Balance	10,940.00	0.00	10,940.00	0.0%
Fund Expenditures:	27,155.00	2,214.21	24,940.79	8.2%
Fund Excess/(Deficit):	0.00	13,221.62		

2015 BUDGET POSITION

City Of Milton

Time: 14:37:17 Date: 07/09/2015

MCAG #:

Page: 6

107 Criminal Justice Fund

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	211,731.00	(1,578,204.78)	1,789,935.78	745.4%
310 Taxes	112,000.00	58,235.25	53,764.75	52.0%
320 Licenses & Permits	1,950.00	1,458.00	492.00	74.8%
330 State Generated Revenues	90,200.00	48,957.15	41,242.85	54.3%
340 Charges For Services	10,200.00	5,769.20	4,430.80	56.6%
350 Fines & Forfeitures	0.00	393.00	(393.00)	0.0%
360 Misc Revenues	200.00	414.89	(214.89)	207.4%
380 Non Revenues	800.00	728.18	71.82	91.0%
397 Interfund Transfers	2,014,519.00	1,578,204.78	436,314.22	78.3%
Fund Revenues:	2,441,600.00	115,955.67	2,325,644.33	4.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	2,049,145.00	1,126,294.89	922,850.11	55.0%
523 Jail Costs	120,000.00	86,093.16	33,906.84	71.7%
528 Comm/Alarms/Dispatch	117,000.00	70,960.00	46,040.00	60.6%
554 Nuisance Control	23,611.00	17,533.00	6,078.00	74.3%
580 Non Expenditures	0.00	746.18	(746.18)	0.0%
591 Debt Service	32,893.00	0.00	32,893.00	0.0%
999 Ending Balance	98,951.00	0.00	98,951.00	0.0%
Fund Expenditures:	2,441,600.00	1,301,627.23	1,139,972.77	53.3%
Fund Excess/(Deficit):	0.00	(1,185,671.56)		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 7

116 Community Events Fund			Months: 01 To: 06	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	5,282.00	3,246.63	2,035.37	61.5%
340 Charges For Services	9,500.00	3,834.84	5,665.16	40.4%
360 Misc Revenues	10,000.00	1,952.00	8,048.00	19.5%
380 Non Revenues	0.00	9.66	(9.66)	0.0%
397 Interfund Transfers	14,000.00	0.00	14,000.00	0.0%
Fund Revenues:	38,782.00	9,043.13	29,738.87	23.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
573 Spectator & Community Events	19,700.00	1,805.74	17,894.26	9.2%
580 Non Expenditures	0.00	0.00	0.00	0.0%
999 Ending Balance	19,082.00	0.00	19,082.00	0.0%
Fund Expenditures:	38,782.00	1,805.74	36,976.26	4.7%
Fund Excess/(Deficit):	0.00	7,237.39		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 8

118 Reserve Officer Fund			Months: 01 To: 06	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	4,791.00	4,792.26	(1.26)	100.0%
360 Misc Revenues	2,500.00	500.00	2,000.00	20.0%
Fund Revenues:	7,291.00	5,292.26	1,998.74	72.6%
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	5,000.00	808.47	4,191.53	16.2%
999 Ending Balance	2,291.00	0.00	2,291.00	0.0%
Fund Expenditures:	7,291.00	808.47	6,482.53	11.1%
Fund Excess/(Deficit):	0.00	4,483.79		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 9

130 Municipal Improvement Fund (REET 1)			Months: 01 To: 06	
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	163,576.00	148,162.11	15,413.89	90.6%
310 Taxes	78,000.00	43,216.22	34,783.78	55.4%
360 Misc Revenues	100.00	102.20	(2.20)	102.2%
Fund Revenues:	241,676.00	191,480.53	50,195.47	79.2%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	167,390.00	0.00	167,390.00	0.0%
999 Ending Balance	74,286.00	0.00	74,286.00	0.0%
Fund Expenditures:	241,676.00	0.00	241,676.00	0.0%
Fund Excess/(Deficit):	0.00	191,480.53		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 10

131 Municipal Project Fund (REET 2)

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	163,576.00	122,314.32	41,261.68	74.8%
310 Taxes	77,000.00	43,216.15	33,783.85	56.1%
360 Misc Revenues	100.00	86.72	13.28	86.7%
380 Non Revenues	97,239.50	0.00	97,239.50	0.0%
Fund Revenues:	337,915.50	165,617.19	172,298.31	49.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	217,390.00	0.00	217,390.00	0.0%
999 Ending Balance	120,525.50	0.00	120,525.50	0.0%
Fund Expenditures:	337,915.50	0.00	337,915.50	0.0%
Fund Excess/(Deficit):	0.00	165,617.19		

2015 BUDGET POSITION

City Of Milton

Time: 14:37:17 Date: 07/09/2015

MCAG #:

Page: 11

140 Traffic Impact Fee Fund

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	106,678.00	106,678.51	(0.51)	100.0%
340 Charges For Services	6,000.00	1,842.71	4,157.29	30.7%
360 Misc Revenues	100.00	63.73	36.27	63.7%
Fund Revenues:	112,778.00	108,584.95	4,193.05	96.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	112,778.00	0.00	112,778.00	0.0%
Fund Expenditures:	112,778.00	0.00	112,778.00	0.0%
Fund Excess/(Deficit):	0.00	108,584.95		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 12

310 Capital Improvement Fund

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	484,236.00	234,736.40	249,499.60	48.5%
330 State Generated Revenues	5,000,053.00	598,656.32	4,401,396.68	12.0%
360 Misc Revenues	201.00	90.37	110.63	45.0%
397 Interfund Transfers	290,000.00	0.00	290,000.00	0.0%
Fund Revenues:	5,774,490.00	833,483.09	4,941,006.91	14.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	5,718,100.00	1,010,686.19	4,707,413.81	17.7%
597 Interfund Transfers	94,780.00	0.00	94,780.00	0.0%
999 Ending Balance	56,390.00	0.00	56,390.00	0.0%
Fund Expenditures:	5,869,270.00	1,010,686.19	4,858,583.81	17.2%
Fund Excess/(Deficit):	(94,780.00)	(177,203.10)		

2015 BUDGET POSITION

City Of Milton

Time: 14:37:17 Date: 07/09/2015

MCAG #:

Page: 13

401 Electric Utility Fund

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	4,687,492.00	4,896,503.45	(209,011.45)	104.5%
320 Licenses & Permits	1,000.00	300.00	700.00	30.0%
330 State Generated Revenues	245,000.00	0.00	245,000.00	0.0%
340 Charges For Services	4,286,526.00	2,203,934.72	2,082,591.28	51.4%
350 Fines & Forfeitures	108,770.00	26,607.16	82,162.84	24.5%
360 Misc Revenues	172,173.00	50,461.59	121,711.41	29.3%
380 Non Revenues	24,700.00	0.00	24,700.00	0.0%
Fund Revenues:	9,525,661.00	7,177,806.92	2,347,854.08	75.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
001 Administration	791,307.00	409,795.67	381,511.33	51.8%
002 Operations	4,134,453.00	1,831,640.10	2,302,812.90	44.3%
533 Electric & Gas Utilities	4,925,760.00	2,241,435.77	2,684,324.23	45.5%
591 Debt Service	0.00	0.00	0.00	0.0%
594 Capital Expenditures	1,939,600.00	424,365.91	1,515,234.09	21.9%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	2,660,301.00	0.00	2,660,301.00	0.0%
Fund Expenditures:	9,525,661.00	2,665,801.68	6,859,859.32	28.0%
Fund Excess/(Deficit):	0.00	4,512,005.24		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 14

403 Water Utility Fund

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	3,144,372.00	3,186,066.38	(41,694.38)	101.3%
320 Licenses & Permits	0.00	535.00	(535.00)	0.0%
340 Charges For Services	1,999,400.00	1,009,658.64	989,741.36	50.5%
350 Fines & Forfeitures	32,442.00	24,204.72	8,237.28	74.6%
360 Misc Revenues	69,636.00	34,338.16	35,297.84	49.3%
Fund Revenues:	5,245,850.00	4,254,802.90	991,047.10	81.1%
Expenditures	Amt Budgeted	Expenditures	Remaining	
001 Administration	608,880.00	340,239.15	268,640.85	55.9%
002 Operations	801,482.00	277,153.11	524,328.89	34.6%
003 Water Quality	197,830.00	104,292.72	93,537.28	52.7%
534 Water Utilities	1,608,192.00	721,684.98	886,507.02	44.9%
591 Debt Service	196,460.00	48,891.45	147,568.55	24.9%
594 Capital Expenditures	528,000.00	312,992.96	215,007.04	59.3%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
999 Ending Balance	2,913,198.00	0.00	2,913,198.00	0.0%
Fund Expenditures:	5,245,850.00	1,083,569.39	4,162,280.61	20.7%
Fund Excess/(Deficit):	0.00	3,171,233.51		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 15

406 Stormwater Operations Fund

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	737,311.00	1,018,199.85	(280,888.85)	138.1%
320 Licenses & Permits	0.00	571.00	(571.00)	0.0%
340 Charges For Services	840,000.00	374,746.05	465,253.95	44.6%
350 Fines & Forfeitures	0.00	36.42	(36.42)	0.0%
360 Misc Revenues	2,000.00	8,726.74	(6,726.74)	436.3%
Fund Revenues:	1,579,311.00	1,402,280.06	177,030.94	88.8%
Expenditures	Amt Budgeted	Expenditures	Remaining	
001 Administration	342,110.00	198,859.17	143,250.83	58.1%
002 Operations	472,565.00	148,461.37	324,103.63	31.4%
531 Stormwater	814,675.00	347,320.54	467,354.46	42.6%
591 Debt Service	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	147,500.00	54,681.02	92,818.98	37.1%
999 Ending Balance	617,136.00	0.00	617,136.00	0.0%
Fund Expenditures:	1,579,311.00	402,001.56	1,177,309.44	25.5%
Fund Excess/(Deficit):	0.00	1,000,278.50		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 16

407 Stormwater Capital Fund

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	525,970.00	518,189.34	7,780.66	98.5%
330 State Generated Revenues	100,000.00	53,393.63	46,606.37	53.4%
360 Misc Revenues	1,000.00	593.18	406.82	59.3%
397 Interfund Transfers	147,500.00	42,327.64	105,172.36	28.7%
Fund Revenues:	774,470.00	614,503.79	159,966.21	79.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	313,740.00	5,866.91	307,873.09	1.9%
999 Ending Balance	460,730.00	0.00	460,730.00	0.0%
Fund Expenditures:	774,470.00	5,866.91	768,603.09	0.8%
Fund Excess/(Deficit):	0.00	608,636.88		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 17

501 Vehicle Repair & Maintenance Fund

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	881.00	881.18	(0.18)	100.0%
340 Charges For Services	185,000.00	74,974.73	110,025.27	40.5%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	185,881.00	75,855.91	110,025.09	40.8%
Expenditures	Amt Budgeted	Expenditures	Remaining	
548 Municipal Vehicles/Equipment	178,315.00	87,411.70	90,903.30	49.0%
999 Ending Balance	7,566.00	0.00	7,566.00	0.0%
Fund Expenditures:	185,881.00	87,411.70	98,469.30	47.0%
Fund Excess/(Deficit):	0.00	(11,555.79)		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 18

631 Trust / Suspense Funds

Months: 01 To: 06

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	63,619.00	15,359.77	48,259.23	24.1%
380 Non Revenues	0.00	28,631.95	(28,631.95)	0.0%
Fund Revenues:	63,619.00	43,991.72	19,627.28	69.1%
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	7,152.96	(7,152.96)	0.0%
999 Ending Balance	63,619.00	0.00	63,619.00	0.0%
Fund Expenditures:	63,619.00	7,152.96	56,466.04	11.2%
Fund Excess/(Deficit):	0.00	36,838.76		

2015 BUDGET POSITION

City Of Milton
MCAG #:

Time: 14:37:17 Date: 07/09/2015
Page: 19

632 Muni Court		Months: 01 To: 06			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances	0.00	11,355.94	(11,355.94)	0.0%	
380 Non Revenues	0.00	245,416.21	(245,416.21)	0.0%	
Fund Revenues:	0.00	256,772.15	(256,772.15)	0.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
580 Non Expenditures	0.00	244,900.56	(244,900.56)	0.0%	
Fund Expenditures:	0.00	244,900.56	(244,900.56)	0.0%	
Fund Excess/(Deficit):	0.00	11,871.59			

2015 BUDGET POSITION TOTALS

City Of Milton
MCAG #:

Months: 01 To: 06

Time: 14:37:17 Date: 07/09/2015

Page: 20

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	5,133,395.00	4,552,205.74	88.7%	5,133,395.00	2,578,664.53	50.2%
002 Fire/EMS	0.00	0.00	0.0%	0.00	0.00	0.0%
101 Street Fund	576,439.00	141,850.41	24.6%	576,439.00	289,211.08	50.2%
103 Strategic Reserve Fund	782,876.00	780,040.83	99.6%	782,876.00	135.03	0.0%
105 Drug Seizure Fund	27,155.00	15,435.83	56.8%	27,155.00	2,214.21	8.2%
107 Criminal Justice Fund	2,441,600.00	115,955.67	4.7%	2,441,600.00	1,301,627.23	53.3%
116 Community Events Fund	38,782.00	9,043.13	23.3%	38,782.00	1,805.74	4.7%
118 Reserve Officer Fund	7,291.00	5,292.26	72.6%	7,291.00	808.47	11.1%
130 Municipal Improvement Fund (R	241,676.00	191,480.53	79.2%	241,676.00	0.00	0.0%
131 Municipal Project Fund (REET 2	337,915.50	165,617.19	49.0%	337,915.50	0.00	0.0%
140 Traffic Impact Fee Fund	112,778.00	108,584.95	96.3%	112,778.00	0.00	0.0%
310 Capital Improvement Fund	5,774,490.00	833,483.09	14.4%	5,869,270.00	1,010,686.19	17.2%
401 Electric Utility Fund	9,525,661.00	7,177,806.92	75.4%	9,525,661.00	2,665,801.68	28.0%
403 Water Utility Fund	5,245,850.00	4,254,802.90	81.1%	5,245,850.00	1,083,569.39	20.7%
406 Stormwater Operations Fund	1,579,311.00	1,402,280.06	88.8%	1,579,311.00	402,001.56	25.5%
407 Stormwater Capital Fund	774,470.00	614,503.79	79.3%	774,470.00	5,866.91	0.8%
501 Vehicle Repair & Maintenance F	185,881.00	75,855.91	40.8%	185,881.00	87,411.70	47.0%
631 Trust / Suspense Funds	63,619.00	43,991.72	69.1%	63,619.00	7,152.96	11.2%
632 Muni Court	0.00	256,772.15	0.0%	0.00	244,900.56	0.0%
	32,849,189.50	20,745,003.08	63.2%	32,943,969.50	9,681,857.24	29.4%



To: City Council Members
From: Mayor Perry
Date: July 13, 2015 Special Session
Re: Authorization for Maintenance Worker I Part-time Position

ATTACHMENTS: A. Proposed Part-time Maintenance Worker I Job Description

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required

Recommended Motion: “I move to approve the establishment of a part-time Maintenance Worker I for the City of Milton, contingent on the completion of collective bargaining process, and add it to the 2015 budget.”

Fiscal Impact/Source of Funds: The base salary for the proposed position is at Union Contract Range13 (\$20.17-\$24.53 per hour). Anticipated annual expenditure is 75% or less of a full-time position, or \$31,465-\$38,267 base salary, and \$54,125-\$62,327 including benefits. Planned funding for the position is to be split evenly between the water utility, storm utility, street fund, and parks/facilities; actual hours worked will be billed accordingly.

Background: The Council-approved budget for 2015 includes one Maintenance Worker I and one Maintenance Worker II for the parks/facilities division, two Maintenance Worker I’s and two Maintenance Worker II’s for the water utility, as well as up to three seasonal workers at 120 days each.

The current status includes:

- six full-time employees (MWI and MWII)
- one seasonal worker for 2015 who has already completed the 120 day maximum
- one seasonal worker who will complete the 120 day maximum on July 15
- one seasonal worker who just started the 120-day time frame in mid-June

Issue: To adequately support the needs of our water and storm utilities, streets, and parks and facilities year-round, it has been identified that a permanent, part-time position is needed.

Discussion: This proposed position would allow for seasonal fluctuations in weekly hours on-the-job, with 40-hour-weeks likely in the growing season balanced with 20-hours-or-less weeks in the off-season for projects as needed.



POSITION DESCRIPTION

Title: **Maintenance Worker I**
Department: Public Works
Representation: IBEW 483, Range 13
FLSA Status: Part-time, Non-Exempt

GENERAL PURPOSE

This part-time regular non-exempt Maintenance Worker I position performs a variety of semi-skilled and manual work in the maintenance, repair, construction, and operation of buildings, grounds, open spaces, parks, and recreation systems; and water, streets and storm utility systems and related services.

SUPERVISION

This position works under the direction of the Mayor and assigned Designee(s). This position generally exercises no supervision, but occasionally may provide limited oversight of temporary employees as required and assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The Maintenance Worker I employee primarily performs regular and recurring repair and maintenance, and heavy manual labor using hand and power tools in the routine care of the city's parks, open spaces, buildings, and facilities, and in the construction, excavation, installation, maintenance and repair of the street, storm, and water systems. This position works closely with the Maintenance Worker II and performs duties of traffic control, loading and unloading vehicles, drives smaller vehicles, operates forklifts, street sweepers, dump trucks, paint stripers and material hauling trucks, and other such manual labor as required.

This position may be responsible in assisting with recordkeeping practices and procedures for inventory control, inspections, maintenance activity, water supply and water consumption and other related recordkeeping and administrative tasks.

Examples of work may include but are not limited to:

- Perform and assist with general building and park repair and maintenance
- Collects and disposes of solid waste and litter from all City property
- Operate a variety of landscaping and construction tools and equipment
- Mow and maintain park and open space areas such as sports fields and other City facilities, including right-of-way
- Operate, repair, and install irrigation systems
- Inspects, cleans, and performs routine maintenance of park restrooms and facilities
- Performs routine maintenance on lawn and power equipment
- Planting and landscape maintenance

- Assists with turf maintenance including seeding, fertilizing, top dressing, soil conditioning, watering, and the pest control of parks and open spaces
- Opens, closes, locks, and unlocks facilities as needed
- Assists in setting up and taking down equipment for various City departments' programs and meetings
- Maintains water system including wells, pumps and other equipment; inspects and repairs chlorine machine, booster pumping stations, reservoir, meters, streets, and drainage systems
- Performs locates for water and storm drainage
- Responds to and evaluates complaints regarding water leaks, pressure loss and/or no water
- Cuts, fits, lays, repairs, taps, cleans and flushes water mains, pipes, valves and fittings in the repair maintenance and installation of services, mains, fire hydrants and related water system infrastructure
- Takes readings on water meters; repairs and replaces meters as necessary
- Provides flagging and construction zone set-up and take-down for road closures, detours and restricted road use in support of the crew
- Maintains roadways, including patching, filling potholes, paving, and sweeping
- Fabricates and installs signs, such as directional and traffic; uses power saw, post-hole digger, sign fabricator, routers, paints, varnishes, and other equipment or materials
- Applies premixed fertilizers, herbicides, and other chemicals to roadside areas, trees and shrubs
- Performs recurring inspection of storm system lines, manholes and storm detention ponds. Operates high velocity jet flusher and vac-all truck to clean, flush, and restore storm lines to satisfactory operating condition
- Performs basic carpentry and cement work, oxyacetylene cutting and burning, and painting as necessary to accomplish primary activities
- Insures the proper inventory and maintenance of equipment and tools by cleaning and checking equipment and tools after use
- Performs all duties in conformance to appropriate safety and security standards
- Keep records of work completed
- Responds to public inquiries, complaints, and service requests in a courteous manner and provides information within scope of knowledge, or refers to employees of different classification
- May serve as a member of various employee committees

This position shall maintain the safety practices and procedures of the Public Works Department, including proper use of safety equipment, recognition and report of potential and actual safety problems involving City facilities and equipment, and observe all motor vehicle laws and assure the safe operation of City vehicles and equipment.

This position may be required to cross train on any or all other duties in the Public Works Department and may be assigned to specific programs or tasks. The Mayor and/or manager designee may revise and assign other duties and responsibilities to this position as needed.

MINIMUM QUALIFICATIONS

Graduation from high school or GED equivalent; and

- Experience in repair and maintenance of both parks and facilities
- Experience working in a construction trade
- Experience working with water systems
- An equivalent combination of education, training and/or experience which would provide the applicant with the desired skills, knowledge, and ability required to perform the job

Licensing and Other Requirements: Must have and maintain a valid Washington State Driver's License; must have and maintain a CDL Endorsement Class B with Air Endorsement or obtain within one year of hire; must possess or obtain a flagging and traffic control certification within 90 days of hire; must possess or obtain the Water Distribution Specialist I certification within 12 months; must be certified in CPR and First Aid or obtain certification within 90 days of hire. Must be able to respond to overtime requests and serve on-call. Must successfully pass the City's pre-employment driver's records check. Must successfully pass a pre-employment substance abuse screening.

Knowledge, Skills and Abilities:

- Knowledge of equipment, materials, methods and procedures used in the maintenance of parks and facilities including tractor mowers, edger, chain saw, chipper and other equipment as needed
- Working knowledge of equipment and supplies used to do minor repairs
- Ability to perform heavy manual tasks for extended periods of time
- Ability to communicate effectively verbally and in writing
- Ability to work efficiently with moderate supervision
- Ability to establish and maintain effective working relationships with fellow employees and the public
- Ability to understand and follow complex written and verbal instructions
- Ability to effectively and cooperatively work as part of a team
- Ability to work under varying weather conditions
- Familiar with equipment, facilities, materials, methods and procedures used in the maintenance of street, storm and water systems
- Working knowledge of the operation of various hand tools and equipment
- Familiarity with and ability to work safely and by the rules
- Ability to relate constructively with others
- Ability to be punctual and dependable in attendance

Tools and Equipment Used: Personal computer with programs including but not limited to Microsoft Outlook, Word, and Excel, and specialty software; calculator; phone; radio; typical office machines; motorized vehicles and equipment including pickup truck and dump truck, forklift, generator, saws, lawn and landscaping equipment, tractor mowers, chain saw, edgers, line trimmers, electric motors, pumps, irrigation systems, miscellaneous hand and power tools for general building and landscape maintenance, and janitorial equipment including floor machine and carpet extractor.

Work Environment/Physical Demands: The work is performed both outside and inside, and employees are regularly exposed to the elements. While performing the duties of this position, the employee is regularly required to walk, stand for long periods

of time, stoop, kneel and frequently lift and/or move 60 pounds and occasionally lift and/or move up to 100 pounds. Must have the ability to hear, see (including peripheral, color, distance and depth perception) and to move/react quickly. This position requires the employee to be able to perform physical and repetitive labor, often in inclement weather and/or adverse working conditions. Must have the physical strength and agility sufficient to perform the work. Requires working in traffic. There is frequent exposure to loud noises, extreme heat and cold.

This description was prepared to indicate the general nature, kinds of activities, and levels of work difficulty typically required. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and/or qualifications required of employees assigned to this position. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or is a logical assignment to the position. Individuals may be required to perform other related duties and responsibilities as assigned.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The City of Milton is an equal opportunity employer and does not discriminate based on disability, race, marital status, gender, religion, age or national/ethnic origin.

DISCLAIMER

This job description does not constitute an employment agreement between the City and the employee and is subject to change by the City as the needs of the City and requirements of the job change.



To: City Council Members
From: Mayor Perry
Date: July 13, 2015 Special Session
Re: Authorization for Seasonal Employee

ATTACHMENTS: A. None

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required

Recommended Motion: “I move to approve the establishment of a fourth 2015 seasonal employee for the City of Milton and add it to the 2015 budget.”

Fiscal Impact/Source of Funds: The salary for the proposed position is \$11-\$13 per hour, depending on experience, without benefits, with a labor contract-mandated 120-day maximum per position. Funding for the position is planned to be split evenly between the water and storm utilities, street fund, and parks/facilities; actual hours worked will be billed accordingly.

Background: The Council-approved budget for 2015 includes three seasonal workers at 120 days each.

The current status includes:

- one seasonal worker for 2015 who has already completed the 120 day maximum
- one seasonal worker who will complete the 120 day maximum on July 15
- one seasonal worker who just started the 120-day time frame in mid-June

Issue: To adequately support the needs of our utilities and parks and facilities this year, it has been identified that another seasonal worker is needed.

Discussion: The water department has operated on lower-than-normal personnel due to staff turnover and related issues. Additionally, the milder-than-usual weather resulted in an early growing season and the early hire of two seasonal workers. This puts us under-staffed for Milton Days and the remainder of the growing season.



To: Mayor Perry and City Council
From: Aaron Nix, Planning & Community Development Director
Date: July 13, 2015
Re: Traffic Impact Fee Code and Rate Update

ATTACHMENTS: A. Strikethrough (DRAFT) MMC 16.84
B. Randy Young's Traffic Impact Fee Analysis Study

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required:

Fiscal Impact: N/A at this time. Eventual discussion of the proposed rates will be integrated into future discussions, as these resources will be utilized towards Capital Improvement Projects within the City's recently updated Transportation CIP.

Issue: As discussed during the Comprehensive Plan Update process, Traffic Impact Fees need to be updated. The City of Milton currently maintains a traffic/mitigation fee that was established in 2002. As part of the code update process, the City is proposing updated language, and the attached report justifies the City's proposed Impact Fee Rate for the Council's consideration.

Discussion: As a follow-up to the work recently completed by the City of Milton in updating the transportation element to the City's Comprehensive Plan, revisions were needed in order to bring City code in congruence with the recent update. Staff attempted to introduce this work to the Planning Commission at their June meeting, which was canceled due to lack of a quorum; it will be introduced to the Commission at their July meeting.

Chapter 16.84

TRANSPORTATION IMPACT FEE AND MITIGATION PROGRAM

Sections:

- 16.84.010 Transportation impact fee and mitigation program established.
- 16.84.020 Definitions.
- 16.84.030 Establishment of service area.
- 16.84.040 Imposition of impact fee on development activity.
- 16.84.050 Disposition of impact fee revenues.
- 16.84.055 Impact fees – Calculation.
- 16.84.060 Refunds.
- 16.84.070 Appeals.
- 16.84.090 Reimbursement agreements authorized.

16.84.010 Transportation impact fee and mitigation program established.

There is established, subject to provisions of this chapter, a transportation impact fee and mitigation program. (Ord. 1521 § 2, 2002).

16.84.020 Definitions.

Unless the context otherwise requires, the terms defined in this section shall, for all purposes of this chapter, have the meanings specified in this section, with word importing the singular number including the plural number and vice versa:

“Act” means the sections of the Washington State Growth Management Act, codified as Chapter 36.70A RCW, as now in existence, or as hereinafter amended.

“Building permit” means any written authorization from the city which authorizes the commencement of development activity.

“Capital facility plan” means the capital facilities plan element of the city’s comprehensive plan, as now in existence or as hereinafter amended.

“City” means the city of Milton, Washington.

“City comprehensive plan” means the city’s comprehensive land use plan, adopted pursuant to the Act.

“Development activity” means any construction or expansion of a building or structure that creates additional demand on and/or the need for public facilities.

“Fair market value” means the price in terms of money that a property will bring in a competitive and open market under all conditions of a fair scale, the buyer and seller each prudently knowledgeable, and assuming the price is not affected by undue stimulus.

“Fund” means a fund, and accounts therein, to maintain information about and to account for receipt of impact fees and for payment of qualifying costs and expenses.

“Impact fee” means a payment of money imposed by the city upon development activity as a condition of development activity approval to pay for public facilities needed to serve new growth and development, and to mitigate the impacts of the development activity on the transportation facilities of the city, but does not include any permit or application fee.

“LID agreement” means an agreement under RCW 35.43.182 to participate in and not protest formation of a local improvement district for construction of transportation and related improvements.

“Owner” means the owner of record of real property, although real property is being purchased under a real estate contract, the purchaser shall be considered the owner of real property if the contract is recorded.

“Public facilities” as used in this section refers to public streets, road, and right-of-way owned or operated by the city for other governmental entities, including trails, paths, bikeways, other transportation facilities and all attendant improvements.

“Reimbursement contract” or “latecomer contract” means an agreement under Chapter 35.72 RCW to provide for construction or improvement of street projects which the owner of real estate elects to install as a result of ordinances that require the projects as a prerequisite to further property development.

“Service area” means the development impact fee service area of the city identified in MMC 16.84.030.

“System improvements” means public facilities that are included in the city’s capital facilities plan.

“~~Traffic~~ Transportation impact fee study” means the ~~2002 2015 traffic~~ transportation impact fee study that identifies ~~traffic mitigation~~ the transportation impact fees cost per trip and other means to implement the comprehensive plan and to address city transportation needs.

“Transportation facilities” means and refers to streets and roads, but includes all publicly owned streets, roads, alleys, and rights-of-way within the city and street services, traffic control devices, curbs, gutters, sidewalks, and related facilities and improvements.

“Transportation plan” means the transportation plan element of the city’s comprehensive plan, the city’s six-year transportation improvement program (six-year street plan), ~~2002 2015 transportation mitigation~~ impact fee study, and such other transportation programs, plans and studies adopted by city. (Ord. 1521 § 2, 2002).

16.84.030 Establishment of service area.

The city establishes as the service area for development impact fees the city of Milton, including all property located within the corporate limits of the city. The scope of the service area is hereby found to be reasonable and established on the basis of sound planning and engineering principles. (Ord. 1521 § 2, 2002).

16.84.040 Imposition of impact fee on development activity.

A. The city authorizes the assessment and collection of impact fees on development activity within the city, at the rate established in MMC 16.84.055. It is declared that such impact fees shall:

1. Only be imposed for system improvements that are reasonably related to new development;
2. Not exceed a proportionate share of the cost of the system improvements, including the costs of previously constructed system improvements, reasonably related to new development;
3. Be used for system improvements that will reasonably benefit new development;
4. Not be imposed to make up for deficiencies in any previously constructed system improvements. Such impact fee schedule is based upon the formula for calculating the proportionate share of the cost of the system improvements, including the costs of previously constructed system improvements, necessitated by new development to be borne by impact fees, which formulas are described in the ~~2002 2015 transportation mitigation~~ impact fee study which is adopted herein by this reference.

B. The impact fee imposed pursuant to this chapter shall be paid in whole as a condition of approval of planned residential developments and binding site plans; and, for all other development activities, at the time of issuance of the building permit. Impact fees shall be assessed and paid at those rates in effect and the time of payment, and not at time of development activity application.

C. Failure to pay the impact fees for a given development activity at the time of assessment shall result in denial of the development activity approval and/or building permit for which the owner has applied.

D. If, as a condition of approval of development activity, owner dedicates land, or constructs system improvements, in excess of the proportionate share of system improvements attributable to the owner's development activity as set out in the city's development regulations, the developer shall be eligible for a credit towards the transportation impact fees otherwise payable under this chapter. The amount of such credit shall be measured based on the predevelopment fair market value of such land or improvements required in excess of the owner's share and shall be deducted from the transportation impact fees charged under this chapter. Credits that are granted may not exceed the total amount of the fee due.

E. The public works director may adjust the amount of the impact fee otherwise imposed in this chapter with respect to specific development activity upon determining that:

1. Unusual circumstances requires such adjustments to ensure that such impact fees are imposed fairly; and
2. Studies and data submitted by the owner regarding the impacts of such owner's proposed development activity requires such adjustment to ensure that such impact's fees are imposed fairly. Impact fees shall not be deemed unfair unless such unusual circumstances and studies and data support a finding that the impact fees otherwise imposed in this chapter allocate to the specific project in question vehicle trips and resulting share of the cost of the systems improvements reasonably related to new development activities that are greater than or substantially less than such development activity's allocable proportionate share of such trips and resulting costs. (Ord. 1545 § 1, 2002; Ord. 1521 § 2, 2002).

16.84.050 Disposition of impact fee revenues.

A. A fund is hereby created for receipt of impact fees.

B. The impact fees collected pursuant to the provisions of this chapter shall be deposited into the fund. Pending application as provided in this chapter, the moneys deposited in the accounts of the fund shall be invested in any investment authorized for the investment of city funds. All interest and profits derived from the investments of moneys in each account in the impact fee fund shall be retained in such account.

C. The impact fees deposited in the fund, and the interest and profit received from the investments therefrom, shall be expended only for public facilities of the type for which such impact fees were collected, in conformity with the city's comprehensive plan, capital facilities plan element, and ~~2002~~ 2015 transportation ~~mitigation~~ impact fee study and expended or encumbered within ~~six~~ ten years of receipt by the city, unless written findings by the city council identify an extraordinary and compelling reason for the city to hold the fees for a longer time. The city shall account for annual expenditures and shall comply with this section in successive comprehensive plans, transportation plans and capital facilities plans as appropriate.

D. The city shall prepare an annual report on the fund which shows the source and amount of all moneys collected, earned or received and the public facilities that were financed in whole or in part by impact fees. (Ord. 1521 § 2, 2002).

16.84.055 Impact fees – Calculation.

A. The impact fee for each p.m. peak hour trip, as set forth in the ~~2002~~ 2015 transportation ~~mitigation~~ impact fee study, is ~~\$2,026~~ \$3,941. Each development activity shall be subject to and pay an impact fee based on the p.m. peak hour trips attributable to the development activity.

B. The fees provided in the transportation ~~mitigation~~ impact study are based on ~~2004~~ 2015 cost estimates. The fees are to be adjusted annually by applying the Engineering News Record annual construction cost index to the ~~project~~ cost per trip estimates. Adoption Calculation of the construction cost index adjustment shall be ~~included with the annual transportation improvement program update and adoption by resolution prepared by the public works director~~ and the adjusted cost per trip shall be effective thirty days after the public works director reports the adjusted cost per trip to the City Council.

C. Development traffic volumes shall be calculated by the forecast method set out in the ITE Trip Generation Manual. A development will provide a traffic trip generation study that identifies weekday total volumes and p.m. peak hour volumes. The development traffic study shall be provided by a practicing Washington traffic engineer.

D. The impact fees will be calculated by multiplying the p.m. peak hour volume times the ~~traffic-~~
~~mitigation~~ transportation impact fee cost per trip. (Ord. 1521 § 2, 2002).

16.84.060 Refunds.

A. The city shall refund, to the current owners of property on which an impact fee has been paid, any impact fees paid with respect to such property that has not been expended or encumbered for public facilities of the type of which such impact fees were collected within ~~six~~ ten years from the date of receipt or such longer period of time as is established in the event that the city council finds that an extraordinary or compelling reason exists to hold the fees longer than ~~six~~ ten years as provided in MMC 16.84.050. Impact fees shall be considered encumbered on a first-in, first-out basis. The city shall notify potentially refund claimants by first class mail deposited within the United States Postal Service at the last known address of the claimants.

B. The city shall also refund to the current owner of property which an impact fee has been paid all impact fees paid with respect to such property if the development activity for which the impact fee was imposed did not occur within ~~six~~ ten years from the date of receipt or such longer period of time as is established and no impact has resulted; provided, that if some, but not all, of the development activity for which the impact fee was imposed occurred, the impact will be deemed to have occurred, and no refund shall be available under this section.

C. Owners seeking a refund of impact fees must submit a written request for a refund of impact fees to the city clerk or designee within one year of the date of the right to claim the refund arises, which, for purposes of refund claims authorized pursuant to subsection B of this section only, shall be the date of voluntary or involuntary abandonment of the building permit, or the date that notice is given as provided in subsection A of this section, whichever occurs later. Refunds of impact fees shall include interest and any profits earned on the impact fees from the date of their receipt to the date of refund, as a percentage of the interest/profits earned by the fund on an annual basis. Any impact fees not expended within the time limitations described in MMC 16.84.050 and for which no application for a refund has been made within the one-year claim period, shall be retained by the city and expended on public facilities of the type for which such impact fees were initially collected, without further limitation as to the time of expenditure.

D. In the event a refund is made by the city pursuant to this section, the city may, but is not required to, review the original approval or authorization for which the ~~mitigation~~ impact fees had been paid under this chapter. Refund of the ~~mitigation~~ impact fees shall be deemed to be a change in conditions which allows for review of the development activity for which approval was previously given. Review of such development activity shall be governed by the provisions of local and state law. (Ord. 1521 § 2, 2002).

16.84.070 Appeals.

A. An owner may pay an impact fee imposed pursuant to this chapter under protest in order to obtain development activity approval and after such payment, may file an appeal regarding the amount of such impact fee in accordance with this section. Pending the completion of the appeal process as set forth herein, no building permits shall be issued for any development activity for which the ~~mitigation~~ impact fees about which appeal is being sought were imposed.

B. The determination of the public works director or designee regarding the applicability of the impact fee to a given development activity within the service area shall be final. The hearing examiner shall have the power to hear and decide appeals where it is alleged that there is an error in the public works director or designee's determination of the impact fee imposed upon a development activity pursuant to this chapter.

C. Appeal to the hearing examiner regarding the amount of the impact fee imposed on any development activity may only be taken by the owner of the property where such development activity shall occur. No appeal shall be permitted unless and until the impact fee at issue has been paid. Such appeals shall be taken within a reasonable time, not exceeding 10 days after the date the impact fee was paid, and in the case of subdivisions or short plats, prior to the recording of the final plat. An appeal shall be commenced on filing with the city clerk or designee a notice of appeal specifying the grounds thereof and depositing an appeal filing fee of \$250.00. The city clerk or designee shall forthwith transfer to the city council all papers constituting the record upon which the amount of the impact fee was determined.

D. The hearing examiner shall fix a reasonable time for the hearing of the appeal, give public notice thereof as well as due notice to the parties of interest, and decide the same within a reasonable time of the hearing. Any party may appear in person or by agent or through his/her attorney.

E. In exercising the above-mentioned powers, the hearing examiner may, so long as such action is in conformity with the terms of this chapter, reverse or affirm, wholly or partially or may modify the determination of the amount of the impact fee appealed from only upon a determination that it is proper to do so based on principal of fairness, and may make such order, requirements, decisions or determination as ought to be made, and to that end shall have the powers with respect to the determination of the impact fees as they are granted to the city pursuant to this chapter.

F. Any person or persons, or any board, taxpayer or department or division of the city aggrieved by any decision of the hearing examiner may seek review by a court of record of such decisions, in the manner provided by the laws of the state of Washington. (Ord. 1521 § 2, 2002).

16.84.090 Reimbursement agreements authorized.

A. In the event public facilities are inadequate to support a proposed development activity, the city may deny approval of such activity. Alternatively, the city is authorized to enter into reimbursement agreements under Chapter 35.72 RCW.

B. The city is authorized to enter into agreements with owners, consistent with RCW 35.43.184 to provide for LID preformation activity. (Ord. 1521 § 2, 2002).

Transportation Impact Fee Cost per Trip for City of Milton

Introduction

Impact fees are one-time charges paid by new development to reimburse local governments for the capital cost of public facilities that are needed to serve new development and the people who occupy or use the new development. Impact fee rates for individual new developments are calculated by multiplying the impact fee cost per trip times the number of trips generated by each new development, which varies by type of land use: residential, retail, office, commercial, industrial, and other types of new construction. The methodology based on costs per trip is built upon, and similar to Milton's current transportation impact fee developed in 2002.

Local governments charge impact fees for several reasons: 1) to obtain revenue to pay for some of the cost of new public facilities; 2) to implement a public policy that new development should pay a portion of the cost of facilities that it requires, and that existing development should not pay all of the cost of such facilities; and 3) to assure that adequate public facilities will be constructed to serve new development.

The Growth Management Act of 1990 created RCW 82.02.050 - 82.02.090 to authorize local governments in Washington to charge impact fees, and provide specific requirements for impact fees.

There are several important differences between impact fees and the mitigations or voluntary payments authorized by SEPA (the State Environmental Policy Act, RCW 43.21C). Two aspects of impact fees that are particularly noteworthy are: 1) the ability to charge for the cost of public facilities that are "system improvements" (i.e., that provide service to the community at large) as opposed to "project improvements" (which are "on-site" and provide service for a particular development); and 2) the ability to charge small-scale development their proportionate share, whereas SEPA exempts small developments.

Legal Requirements for Impact Fees

The following synopsis of the most significant requirements of the law includes citations to the Revised Code of Washington.

TYPES OF PUBLIC FACILITIES

Four types of public facilities can be the subject of impact fees: 1) public streets and roads; 2) publicly owned parks, open space and recreation facilities; 3) school facilities; and 4) fire protection facilities (in jurisdictions that are not part of a fire district). *RCW 82.02.050(2) and (4), and RCW 82.02.090(7)*.

TYPES OF IMPROVEMENTS

The public facilities that can be paid for by impact fees are "system improvements" (which are typically outside the development "and designed to provide service to service areas within the community at large" as provided in *RCW 82.02.050(9)*), as opposed to "project improvements" (which are typically provided by the developer on-site within the development or adjacent to the development "and designed to provide service for a particular development project and that are necessary for the use and convenience of the occupants or users of the project" as provided in *RCW 82.02.050(6)*).

CAPITAL FACILITIES PLANS

Impact fees must be expended on public facilities in a capital facilities plan (CFP) element (or used to reimburse the government for the unused capacity of existing facilities). The CFP must conform with the Growth Management Act of 1990, and must identify existing deficiencies in facility capacity for current development, capacity of existing facilities available for new development, and additional facility capacity needed for new development. *RCW 82.02.050(4), RCW 82.02.060(7), and RCW 82.02.070(2)*.

NEW VERSUS EXISTING FACILITIES

Impact fees can be charged for new public facilities (*RCW 82.02.060(1)(a)*), and for the unused capacity of existing public facilities (*RCW 82.02.060(7)*) subject to the proportionate share limitation described above.

BENEFIT TO DEVELOPMENT

Impact fees must be limited to system improvements that are reasonably related to, and which will benefit new development. *RCW 82.02.050(3)(a) and (c)*. Local governments must establish reasonable service areas (one area, or more than one, as determined to be reasonable by the local government), and local governments must develop impact fee rate categories for various land uses. *RCW 82.02.060(6)*.

PROPORTIONATE SHARE

Impact fees cannot exceed the development's proportionate share of system

improvements that are reasonably related to the new development. The impact fee amount shall be based on a formula (or other method of calculating the fee) that determines the proportionate share. *RCW 82.02.050(3)(b) and RCW 82.02.060(1)*.

REDUCTIONS OF IMPACT FEE AMOUNTS

Impact fees rates must be adjusted to account for other revenues that the development pays (if such payments are earmarked for or proratable to particular system improvements). *RCW 82.02.050(1)(c) and (2) and RCW 82.02.060(1)(b)* Impact fees may be credited for the value of dedicated land, improvements or construction provided by the developer (if such facilities are in the adopted CFP and are required as a condition of development approval). *RCW 82.02.060(3)*.

EXEMPTIONS FROM IMPACT FEES

Local governments have the discretion to provide exemptions from impact fees for low-income housing and other "broad public purpose" development, but all such exemptions must be paid from public funds (other than impact fee accounts). *RCW 82.02.060(2)*.

DEVELOPER OPTIONS

Developers who are liable for impact fees can submit data and or/analysis to demonstrate that the impacts of the proposed development are less than the impacts calculated in this rate calculation. *RCW 82.02.060(5)*. Developers can pay impact fees under protest and appeal impact fee calculations. *RCW 82.02.060(4) and RCW 82.02.070(4) and (5)*. The developer can obtain a refund of the impact fees if the local government fails to expend the impact fee payments within 6 years, or terminates the impact fee requirement, or the developer does not proceed with the development (and creates no impacts). *RCW 82.02.080*.

ACCOUNTING REQUIREMENTS

The local government must separate the impact fees from other monies, expend the money on CFP projects within 10 years, and prepare annual reports of collections and expenditures. *RCW 82.02.070(1)-(3)*.

RESPONSIBILITY FOR PUBLIC FACILITIES

In general, local governments that are authorized to charge impact fees are responsible for specific public facilities for which they may charge such fees. In no case may a local government charge impact fees for private facilities, but it may charge impact fees for some public facilities that it does not administer if such facilities are "owned or operated by government entities" (*RCW 82.02.090 (7)*).

Rate Calculations

The following tables present the results of the formulas and methodology used to calculate the cost per trip for transportation impact fees for the City of Milton.

A. COST OF PROJECTS

Table A lists the projects in the City's adopted Capital Facilities Plan that could be eligible for impact fees because they provide capacity for trips generated by new development and they are not fully funded by other sources of funding. Columns 1-3 identify each project. Column 4 is the total cost. Column 5 is the amount of funds from grants for all projects except R-1 which is the responsibility of the developer of the quarry. Column 6 is the unfunded cost that may be eligible for impact fees.

(1) Map ID	(2) Location	(3) Project Description	(4) Total Cost	(5) Funding from Other Sources	(6) Unfunded Cost
Roadway Projects					
R-1	5th Avenue - Porter Way to S 376th Street	Road rebuild, realignment, widening and install bridge over Hylebos Creek. Install signal at 5th Avenue/Porter Way intersection.	\$ 10,000,000	90%	\$ 1,000,000
R-2	28th Avenue - Birch Street to Alder Street	28th Avenue Extension to Alder Street.	1,100,000	75%	275,000
R-3	Taylor Street - Milton Way to Meridian Avenue E	Widen road to standards, include non-motorized facilities.	10,100,000	80%	2,020,000
Intersection Projects					
I-6	Milton Way/28th Avenue	Intersection modification to improve operations and safety.	230,000	75%	57,500
I-8	Milton Way - 23rd Avenue to Meridian Avenue E	Interconnect signals along Milton Way to improve traffic flow.	30,000	75%	7,500
I-9	Porter Way/Pacific Highway E	Extend westbound right turn lane for morning peak traffic.	1,300,000	80%	260,000
Total			22,760,000	5	3,620,000

B. NET COST ELIGIBLE FOR IMPACT FEES AND COST PER TRIP

Table B shows the calculations that produce the cost per trip that is the basis for transportation impact fee rates for individual new developments (as described in the introduction). Columns 1-3 repeat the projects and unfunded cost from Table A. Column 4 is the portion of each project that is eligible for impact fees. The remaining portion is not eligible because it does not add to the capacity of the road or intersection. Column 5 is the eligible cost that results from multiplying column 3 times column 4. Column six lists the total traffic volume forecast to be on the road or at the intersection during the p.m. peak hour in the year 2035. Column 7 is the cost per trip for each project, calculated by dividing column 5 by column 6.

(1)	(2)	(3)	(4)	(5)	(6)	(7)
Map ID	Location	Unfunded Cost	% of Cost Eligible for Impact Fees	Unfunded Cost Eligible for Impact Fees	2035 Traffic Volume (P.M. Peak)	Cost per Trip
Roadway Projects						
R-1	5th Avenue - Porter Way to S 376th Street	\$ 1,000,000	40%	\$ 400,000	1,437	\$ 278.36
R-2	28th Avenue - Birch Street to Alder Street	275,000	85%	233,750	210	1,113.10
R-3	Taylor Street - Milton Way to Meridian Avenue E	2,020,000	60%	1,212,000	497	2,438.63
Intersection Projects						
I-6	Milton Way/28th Avenue	57,500	100%	57,500	2,285	25.16
I-8	Milton Way - 23rd Avenue to Meridian Avenue E	7,500	100%	7,500	2,406	3.12
I-9	Porter Way/Pacific Highway E	260,000	100%	260,000	3,110	83.60
Total		3,620,000		2,170,750		3,941.97

Impact fees for each new development are calculated by multiplying the impact fee cost per trip from Table B times the number of trips generated by each new development.