



Mayor's Roundtable
October 9, 2006
Monday, 6:30 P.M.

Study Session
October 9, 2006
Monday, 7:00 P.M.

CALL TO ORDER: Mayor Pro Tem Beaudry called the study session to order at 7:00 P.M.

ROLL CALL: Present were Councilmember's Drotz, Heddlesten, Neal and Whalen. Councilmember Sirack asked to be excused. Councilmember Borek was absent.

STAFF PRESENT: Interim City Administrator Carter, Director of Finance Pierce, Director of Public Works Neal and Deputy City Clerk Daker.

STUDY ITEMS:

AB06-097 Utility Door Hangers:

Currently, City code and established policy provide for "door hangers" both prior to shut off of utilities and again once the shut off has occurred. Director Neal explained to the council the process of the utility door hangers. On an average, 200 door hangers are delivered in a month.

The real cost of the current procedure is the staff time needed to deliver the door hangers to this many people, and not having these revenues in a timely manner. The City is, in effect, operating as a credit company to these citizens, with a much longer overdue time period than a credit company would ever allow without penalties.

Council asked clarifying questions of Director Neal.

Director Pierce stated that, in extreme cases, electric cannot be turned off (i.e. health issues, etc.) unless there is a secondary supply.

Director Neal asked for the council's approval for Staff to prepare an ordinance to remove from the City's billing procedure the first set of door hangers prior to shut off. The new ordinance will be brought back to a regular council session for action at the October 16th regular meeting.

AB06-100 SR 167 Project Update:

Director Neal passed out the most recent information that WSDOT is providing to the public regarding the SR 167 Extension. Neal directed council to look at the last paragraph on the first page; WSDOT plans to include this on its list of projects proposed for the November 2007 funding ballot measure. The ballot measure would pay for additional property and construction. Director Neal continued to briefly go over the information provided in the handout.

AB06-098 Police Department Extra Duty Contract:

Before presenting the Police Department Extra Duty Contract item, Chief Jaques passed out some information pertaining to Reserve Officer Guy (Bear) Barattieri, Jr., who was killed in Iraq on Tuesday, October 3, 2006 working for the Department of Defense. Chief Jaques told council that he would keep them informed of the date and time of the service.

Chief Jaques expressed that several businesses in Milton have requested to either contract with the City to have Police Officers perform security at their business or hire the Police Officers directly. City Staff have contacted our insurance carrier to determine liability issues that might arise from having Police Officers working for a business while still wearing their official uniform, equipment, etc.

Council and Chief Jaques discussed the issues surrounding this item and the contract.

Chief Jaques informed council that figures would be provided at the next council meeting.

AB06-099 2007 Projected Revenues:

Director Pierce provided the 2007 projected revenues for all of the City funds except for the capital funds for review. Pierce briefly discussed and clarified the numbers/amounts presented.

AB06-089B Lockbox and Banking Services:

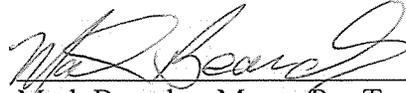
Director Pierce informed the council that the City received four bids for banking services and lockbox services. All entities provided very comprehensive information in regards to the services they offered. Director Pierce expressed that the bid submitted by Columbia Bank and Retail Lock Box will best fit the City's needs. By utilizing the Lock Box service, staff will be able to focus on completing other functions of their jobs instead of focusing on keying in utility payments. The Lock Box service will also guarantee that payments are processed in a timely manner.

By adding a courier service, we reduce the current liability to the employees that currently transport the daily deposits. Columbia Bank will contract the courier services.

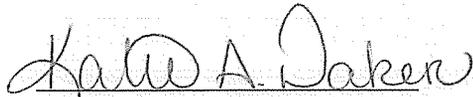
Councilmember Heddlesten questioned how the staff comes up with the "best bid". He requested that council be able to see all of the bids submitted. He would appreciate getting as much information as possible.

ADJOURNMENT:

The meeting was adjourned at 8:45 P.M.


Mark Beaudry, Mayor Pro Tem

ATTEST:


Katie Daker, Deputy City Clerk