



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

**November 2, 2015**  
**Monday**

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

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

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

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

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

**5. Consent Agenda**

A. Minutes – Approval of the minutes of:

- i. 10/19/15 Regular Meeting

B. Claims Approval:

- i. Approval of the checks/vouchers numbers 57818-57908 in the amount of \$487,769.13.
- ii. Approval of the payroll disbursement of 10/20/15 and related checks numbered 3892-3896 and 57807-57817 in the amount of \$156,400.70.

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.

## **6. Regular Agenda**

- A. Ordinance – Creating General Fund Asset Replacement Fund
- B. Ordinance – Creating General Fund Capital Improvement Reserve Fund
- C. Ordinance – Creating Stormwater Utility Fund Asset Replacement Fund
- D. Ordinance – Creating Water Utility Fund Asset Replacement Fund
- E. Ordinance – Creating Water Utility Fund Capital Improvement Fund
- F. Ordinance – Creating Electric Utility Fund Asset Replacement Fund
- G. Ordinance – Creating Electric Utility Fund Capital Improvement Fund
- H. Ordinance – Establishing Utility Door Hanger Fee
- I. Resolution – Fee Schedule Update
- J. Resolution – Flashing Crosswalk Lights
- K. Resolution – 28<sup>th</sup> Street/Milton Way Intersection
- L. Contract Approval – Fife Jail Contract for 2016

## **7. Discussion Items**

- A. 2016 Proposed Budget (To be presented at time of meeting.)

## **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.



**DRAFT CITY COUNCIL MINUTES**

**Regular Meeting**  
**Monday, October 19, 2015**  
**7:00 p.m.**

**CALL TO ORDER**

Mayor Pro Tem Zaroudny called the meeting to order at 7:03 p.m., and led the flag salute.

**ROLL CALL**

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

Absent: Mayor Perry

**STAFF PRESENT**

Police Chief Hernandez, Finance Director Garrison, and City Clerk Bolam

**ADDITIONS / DELETIONS**

None.

**CITIZEN PARTICIPATION**

<b>Speaker</b>	<b>Comments</b>
Heather Popp	Looking for direction from Council regarding the 911 memorial
Jacquelyn Whalen	Noticed during the study session of October 12 an excessive use of digital devices by council members. This highlights a growing societal problem, listing the following areas of concern: 1) it conveys a level of disrespect to one another and guests; 2) neurologically it is not good for brain health (provided back-up documentation to the clerk); and 3) legally, it may be affected by the OPMA. She offered as solutions for Council to consider passing a protocol regarding the use of such devices; to have a land-line installed in council chambers for emergency use; and to have a screen installed where the public can see what valid city business is being conducted.
Tom Boyle	1) excited about the crosswalk discussion at the study session; 2) agrees that lowering of speed limit is worth consideration; and 3) strongly encourages Milton to establish a "website advisory board"

## **CONSENT AGENDA**

Approval of:

- A. Minutes
  - a. October 5, 2015 Regular Meeting
  - b. October 12, 2015 Study Session
- B. Voucher and Payroll Approval
  - a. Vouchers numbered 57719-57806 in the amount of \$170,789.99.
  - b. Payroll for 10/5/15 and related check numbers 3886-3891 and 57705-57718 in the amount of \$252,185.60.

Councilmember Johnson requested the removal of item F for discussion. Mayor Pro Tem Zaroudny agrees, and also item E; she added them after the presentation.

**COUNCILMEMBER MORTON MOVED**, seconded by Mayor Pro Tem Zaroudny, to approve the remaining Consent Agenda. **Passed 7/0.**

## **PRESENTATION**

- A. WCIA Attorney Mike Connelly – Public Officials Risk Management Update

Present for this presentation were council and staff members as noted above, plus the following members of the public: Tom Boyle, Jacquelyn Whalen, Cathy Popp, Heather Popp.

Mr. Connelly provided a slide show presentation covering Milton city structure and the specific statutes that apply to Milton:

- Duties of mayor in mayor-council plan
- Duties of council in mayor-council plan – broad grant of power with specific limitations
- Powers of municipalities – there are limits to insurance coverage for actions taken outside of statutory allowances
  - Council question regarding role of city attorney – Answer: city attorney represents the entity of the city – represents the staff, mayor and public officials as they are doing what they are authorized to do – the extent of attorney involvement is to the mayor on administrative items, and to the council on legislative items. As long as you do what you are expressly authorized by statute to do, all will be fine.
- Ethics provisions – municipal ethics statute is separate from state rules – that's where the "absolutely no gratuity" comes in (state diminimis rule)
- Robert's Rules of Order –
  - One subject at a time
  - Alternate between parties expressing opposite points of view
  - Chair always call for negative vote
  - Confine debate to merits of pending question
  - A question can be divided if membership seems to be supporting one part but not another
- Common council liability exposures and avoiding liability

- Land use
  - Discussion regarding attending/not attending meetings for actions that may come to council – ie. Hearing examiner meeting that is appealed to council
  - Know your role in land use – quasi-judicial (be careful) or legislative (wide open) – make own findings of fact whenever rejecting the planning commission’s recommendations with findings
- Personnel – stay in legislative role – don’t be an administrator – remember council is to act collectively as a body, not individually
- Negligent misrepresentation – don’t make promises
- Defamation
- Public Works
- Executive Sessions – do not share/leak anything from an executive session (ethics violation)
- Be mindful of written communications – use city email addresses and not personal email addresses – create a singular file folder for everything city-related
- OPMA
  - Executive sessions
    - Personnel issues
    - Real estate negotiations or publicly bid contracts
    - Litigation and legal advice
- PRA
  - Every written document is a public record, as is the metadata
  - Exemptions
- Records Management Laws – lots of good software available to mesh records with retention policies (usable, searchable, retrievable and authentic)
- Website management
- Email management – email policy (naming consistency; avoid string emails on unrelated subjects; intermixing personal/public; limit use; eliminate meaningless responses)

## **REGULAR MEETING**

### **A. Oak Street Reconstruction**

Chief Hernandez explained the process that led to the work done. Director Garrison explained the funds expended, the state bid laws, and the savings realized by taking advantage of the current development occurring in the area.

Councilmember Whalen provided history of past flooding and expressed hope that this solves that problem.

**COUNCILMEMBER WHALEN MOVED**, seconded by Councilmember Morton, to approve the contracts for the Oak Street Roadway Re-build/Rehabilitation project as presented in the packet.

Councilmembers expressed pleasure in the improvements.

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

### **B. Grant Approval – Police Security/Hardening Project**

Council expressed concern about the look of the project to the neighboring properties, and taking up too much public parking.

Chief Hernandez explained the plans to create a visually attractive fence line, and the various benefits included in this plan.

**COUNCILMEMBER OTT MOVED** to authorize the Mayor to accept the WCIA and Department of Commerce grants totaling \$48,860 for the purpose of hardening the police station security, subject to public opinion and council input on the footprint. **MOTION DIED FOR LACK OF A SECOND.**

**COUNCILMEMBER MANLEY MOVED**, seconded by Councilmember Whalen, to authorize the Mayor to accept the WCIA and Department of Commerce grants totaling \$48,860 for the purpose of hardening the police station security.

Council expressed the intent that this motion is only to accept the grant money in support of the project, with a desire to see the footprint reconsidered.

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

### **DIRECTOR'S REPORTS**

Director Garrison

- Distributed additional requests for the 2016 budget and the September financials

Chief Hernandez

- Reported update on SS911, including maintaining the radios
- Police officer baseball cards, financed by the Police Foundation, will be ready in about two weeks
- Patrol car was broken into – nothing was taken

### **COUNCIL REPORTS**

Councilmember Ott

- Mill Ridge Village hosted the VFW fundraiser on October 15 – great meal and raised over \$4,300

Councilmember Manley

- Spoke of his support for tablets for council
- Candidate forum was held recently – was a good forum

Councilmember Bennest

- Craft Bazaar was a very well-run event with good turn-out

Councilmember Whalen

- Asked about the past provision of future council agenda items
- Regarding electronic devices, should be city-owned devices and not personal – supports a policy for council use of such devices

Mayor Pro Tem Zaroudny

- Attended the VFW fundraiser – says much about our community to see a non-profit partnering with a local business
- Attended the last meeting of the marijuana committee – impressed by the volunteers and their work

**ADJOURNMENT**

Adjourned at 10:00 p.m.

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

ATTEST:

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

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DRAFT

CONSENT AGENDA ITEM # 5B

CITY OF MILTON
PAYROLL and CLAIMS VOUCHER APPROVAL
Nov-15

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.

Finance Director

DATE

Claim Vouchers:

Payroll Disbursements:

Table with columns: Dates, Check #, Amount, Date, Check #, Amount. Rows include dates from 10/21/2015 to 11/3/2015 and amounts ranging from 96,265.68 to 89,635.60.

Total Accounts Payable: \$ 487,769.13 Total Payroll: \$ 156,400.70
Voids
Printer Error Checks

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: \$644,169.83 Dated: November 2nd, 2015

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

# CHECK REGISTER

City Of Milton

Time: 12:26:44 Date: 10/29/2015

MCAG #:

10/01/2015 To: 11/30/2015

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
<b>6633</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57818</b>	<b>AKANA</b>	<b>6,857.50</b>	<b>On Call Contract</b>
					310 - 594 76 63 067 - ADA Improvements - Park	6,857.50	Contract Engineering Services
		APs	Amount		For		
	2823		6,857.50		On Call Contract		
<b>6634</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57819</b>	<b>ALPINE PRODUCTS INC.</b>	<b>3,175.29</b>	<b>Street Materials</b>
					101 - 542 30 31 000 - Office and Operating Supplies	3,175.29	Paint And Thermoplastic For Crosswalks And Stopbars
		APs	Amount		For		
	2841		3,175.29		Street Materials		
<b>6635</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57820</b>	<b>ALTEC INDUSTRIES INC.</b>	<b>3,256.48</b>	<b>Electric Maintenance; Electric Maintenance</b>
					401 - 533 50 48 000 - Repairs and Maintenance	872.68	Annual Inspection, Testing #21
					401 - 533 50 48 001 - Vehicle R&M	2,383.80	Annual Inspection, Testing #22, 23 And Repair - Maintenance #21
		APs	Amount		For		
	2831		872.68		Electric Maintenance		
	2832		2,383.80		Electric Maintenance		
<b>6636</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57821</b>	<b>BIG JOHN'S TROPIES INC</b>	<b>24.46</b>	<b>Name Plate &amp; Holder</b>
					001 - 514 20 35 000 - Small Tools and Equipment	24.46	Name Plate And Holder
		APs	Amount		For		
	2825		24.46		Name Plate & Holder		
<b>6637</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57822</b>	<b>CHINOOK ROOFING &amp; GUTTERS</b>	<b>52,181.96</b>	<b>City Hall &amp; PW Roof Improvements</b>
					310 - 594 18 62 105 - City Hall/PW Admin Roof Re	52,181.96	City Hall & PW Roof Improvements Pay Estimate #1
		APs	Amount		For		
	2820		52,181.96		City Hall & PW Roof Improvements		
<b>6638</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57823</b>	<b>CHUCKALS</b>	<b>443.13</b>	<b>Envelopes; Office Supplies Shop</b>
					406 - 531 10 31 000 - Office and Operating Supplies	121.95	Envelopes
					406 - 531 10 31 000 - Office and Operating Supplies	66.41	Recycle Bins, Wastebaskets, Staplers & Trashbags
					401 - 533 10 31 000 - Office and Operating Supplies	66.41	Recycle Bins, Wastebaskets, Staplers & Trashbags
					403 - 534 10 31 000 - Office and Operating Supplies	66.41	Recycle Bins, Wastebaskets, Staplers & Trashbags
					001 - 558 50 31 000 - Office and Operating Supplies	121.95	Envelopes
		APs	Amount		For		
	2817		243.90		Envelopes		
	2827		199.23		Office Supplies Shop		
<b>6639</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57824</b>	<b>KERI COIT</b>	<b>250.00</b>	<b>Facility Rental Deposit Refund</b>
					001 - 586 00 00 002 - Refund Facility Deposit	250.00	Facility Rental Deposit Refund
		APs	Amount		For		
	2851		250.00		Facility Rental Deposit Refund		
<b>6640</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57825</b>	<b>DRYCON LLC</b>	<b>2,585.12</b>	<b>Concrete Repair For MAC ADA Upgrades</b>

# CHECK REGISTER

City Of Milton

Time: 12:26:44 Date: 10/29/2015

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			310 - 594 75 63 084 - Activity Center ADA			2,585.12	Concrete Repair For MAC ADA Upgrades
		APs	Amount		For		
		2819	2,585.12		Concrete Repair For MAC ADA Upgrades		
<b>6641</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57826</b>	<b>FERGUSON ENTERPRISES, INC. #1539</b>	<b>444.49</b>	<b>Water Meters</b>
			403 - 534 50 31 000 - Office and Operating Supplies			444.49	Water Meters
		APs	Amount		For		
		2836	444.49		Water Meters		
<b>6642</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57827</b>	<b>GRAINGER INC</b>	<b>242.27</b>	<b>Fleet Materials</b>
			501 - 548 30 35 000 - Small Tools & Equipment			242.27	Cordless Drill Kit
		APs	Amount		For		
		2846	242.27		Fleet Materials		
<b>6643</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57828</b>	<b>HD FOWLER</b>	<b>307.42</b>	<b>Water Materials</b>
			403 - 534 51 31 000 - Office and Operating Supplies			307.42	Proco Flex Coupling Well #12
		APs	Amount		For		
		2838	307.42		Water Materials		
<b>6644</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57829</b>	<b>HD SUPPLY POWER SOLUTIONS</b>	<b>553.68</b>	<b>Electric Materials; Electric Materials</b>
			401 - 533 50 31 000 - Operating Supplies			389.03	Wire Connectors
			401 - 533 50 35 000 - Small Tools and Equipment			146.60	Ratchet Connector For Hydraulic Gun
			401 - 533 50 35 000 - Small Tools and Equipment			18.05	Adapter For Ratchet Gun
		APs	Amount		For		
		2830	146.60		Electric Materials		
		2833	407.08		Electric Materials		
<b>6645</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57830</b>	<b>JET CHEVROLET</b>	<b>28.82</b>	<b>Fleet Materials</b>
			501 - 548 30 34 000 - Parts			28.82	Spare Keys For #37
		APs	Amount		For		
		2845	28.82		Fleet Materials		
<b>6646</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57831</b>	<b>KIMBALL MIDWEST</b>	<b>692.63</b>	<b>Fleet Materials</b>
			501 - 548 30 31 000 - Office & Operating Supplies			692.63	Shop Supplies - Bits, Promax, Primer, Roto Kut
		APs	Amount		For		
		2843	692.63		Fleet Materials		
<b>6647</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57832</b>	<b>ANISA LAVATAI</b>	<b>350.00</b>	<b>Facility Rental Deposit Refund</b>
			001 - 586 00 00 002 - Refund Facility Deposit			350.00	Facility Rental Deposit Refund
		APs	Amount		For		
		2850	350.00		Facility Rental Deposit Refund		
<b>6648</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57833</b>	<b>MCCARTHY &amp; CAUSSEAUX</b>	<b>2,064.32</b>	<b>Hearing Examiner Fees</b>
			631 - 586 00 00 005 - Using Deposit			817.13	Uptown Koffee
			631 - 586 00 00 005 - Using Deposit			707.07	Greenwood Townhomes
			631 - 586 00 00 005 - Using Deposit			540.12	Kondratev

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10/01/2015 To: 11/30/2015

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo																					
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APs		Amount		For																							
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2821		2,064.32		Hearing Examiner Fees																							
<b>6649</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57834 NW WIRE ROPE AND SLING</b>	<b>25.74</b>	<b>Water Materials</b>																					
		403 - 534 50 31 000 - Office and Operating Supplies			25.74	Double Latch Hook																					
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2837		25.74		Water Materials																							
<b>6650</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57835 OGDEN MURPHY WALLACE</b>	<b>14,628.03</b>	<b>Legal Services</b>																					
		001 - 515 30 41 000 - City Attorney			250.00	DOJ Complaint																					
		001 - 515 30 41 000 - City Attorney			61.84	Camping Ordinance																					
		001 - 515 30 41 000 - City Attorney			1,501.00	Routine Services - Planning & Development																					
		001 - 515 30 41 000 - City Attorney			61.19	Reimbursable Costs - Westlaw-Kne																					
		001 - 515 30 41 001 - Labor Attorney			75.00	Labor Negotiations																					
		001 - 515 30 41 001 - Labor Attorney			4,800.00	Labor Negotiations IBEW 2015																					
		001 - 515 30 41 001 - Labor Attorney			551.00	Routine Services - Executive																					
		001 - 515 30 41 001 - Labor Attorney			1,525.00	Routine Services - Personnel																					
		107 - 521 20 41 000 - Professional Services			684.00	Routine Services - Police																					
		406 - 531 10 41 000 - Professional Services			465.20	Routine Services - Utilities																					
		406 - 531 10 41 000 - Professional Services			2,793.00	Routine Services - Storm																					
		401 - 533 10 41 000 - Professional Services			930.40	Routine Services - Utilities																					
		403 - 534 10 41 000 - Professional Services			930.40	Routine Services - Utilities																					
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2826		14,628.03		Legal Services																							
<b>6651</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57836 PAPE MACHINERY EXCHANGE</b>	<b>738.71</b>	<b>Fleet Materials</b>																					
		501 - 548 30 34 000 - Parts			738.71	5" Monitors #48, 49 & 51																					
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2835		738.71		Fleet Materials																							
<b>6652</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57837 PIERCE COUNTY SEWER</b>	<b>134.07</b>	<b>Sewer Bills</b>																					
		001 - 518 30 47 000 - Public Utility Service			8.20	City Hall Sewer																					
		107 - 521 20 47 000 - Utilities			31.01	PD Sewer																					
		406 - 531 30 47 000 - Public Utility Services			1.57	PW Shops Sewer																					
		406 - 531 30 47 000 - Public Utility Services			4.44	City Hall Sewer																					
		401 - 533 50 47 000 - Public Utility Services			9.81	PW Shops Sewer																					
		401 - 533 50 47 000 - Public Utility Services			7.18	City Hall Sewer																					
		403 - 534 50 47 000 - Public Utility Services			8.23	PW Shops Sewer																					
		403 - 534 50 47 000 - Public Utility Services			7.52	City Hall Sewer																					
		101 - 542 30 47 000 - Utilities			0.68	City Hall Sewer																					
		001 - 558 50 47 000 - Public Utility Services			2.39	City Hall Sewer																					
		001 - 558 60 47 000 - Public Utilities			2.39	City Hall Sewer																					
		001 - 569 00 47 000 - Public Utilities-SC			31.00	MAC Sewer																					
		001 - 575 50 47 000 - Public Utilities Services			18.27	Community Building Sewer																					
		001 - 576 80 47 000 - Public Utility Service			1.38	City Hall Sewer																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">APs</td> <td style="width: 15%;"></td> <td style="width: 20%;">Amount</td> <td style="width: 10%;"></td> <td style="width: 20%;">For</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td colspan="7"><hr/></td> </tr> <tr> <td>2829</td> <td></td> <td>134.07</td> <td></td> <td>Sewer Bills</td> <td></td> <td></td> </tr> </table>							APs		Amount		For			<hr/>							2829		134.07		Sewer Bills		
APs		Amount		For																							
<hr/>																											
2829		134.07		Sewer Bills																							
<b>6653</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57838 PLATT ELECTRIC SUPPLY</b>	<b>311.63</b>	<b>Facility Materials</b>																					
		001 - 518 30 31 000 - Operating Supplies			311.63	Ballast, Tape, Lamps																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">APs</td> <td style="width: 15%;"></td> <td style="width: 20%;">Amount</td> <td style="width: 10%;"></td> <td style="width: 20%;">For</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td colspan="7"><hr/></td> </tr> </table>							APs		Amount		For			<hr/>													
APs		Amount		For																							
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<hr/>						
APs		Amount		For		
2842		311.63		Facility Materials		
<b>6654</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57839 SHELL FLEET PLUS</b>	<b>4,843.79</b>	<b>Fuel</b>
		001 - 518 30 32 000 - Operating Supplies/Fuel			23.73	Fuel
		107 - 521 20 32 000 - Fuel			2,789.55	Fuel
		406 - 531 30 32 000 - Fuel			342.92	Fuel
		401 - 533 50 32 000 - Fuel			661.99	Fuel
		403 - 534 50 32 000 - Fuel			730.58	Fuel
		101 - 542 30 32 000 - Operating Supplies/Fuel			223.84	Fuel
		001 - 576 80 32 000 - Fuel			71.18	Fuel
<hr/>						
APs		Amount		For		
2828		4,843.79		Fuel		
<b>6655</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57840 SUPPLYWORKS</b>	<b>674.78</b>	<b>Facility Materials</b>
		001 - 518 30 31 000 - Operating Supplies			674.78	Sanitizer Pump, Papertowels, Soap, Gloves, Spray Bottles
<hr/>						
APs		Amount		For		
2844		674.78		Facility Materials		
<b>6656</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57841 TACOMA SCREW PRODUCTS INC.</b>	<b>3.77</b>	<b>Water Materials</b>
		403 - 534 51 31 000 - Office and Operating Supplies			3.77	Quick Link ZP
<hr/>						
APs		Amount		For		
2847		3.77		Water Materials		
<b>6657</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57842 TMG SERVICES INC.</b>	<b>20.01</b>	<b>Water Materials</b>
		403 - 534 51 31 000 - Office and Operating Supplies			20.01	KCI Electrolyte
<hr/>						
APs		Amount		For		
2839		20.01		Water Materials		
<b>6658</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57843 ULINE</b>	<b>971.29</b>	<b>Electric Materials</b>
		401 - 533 50 35 001 - Machinery and Equipment			971.29	Platform Cage For Forklift Safe Operation
<hr/>						
APs		Amount		For		
2840		971.29		Electric Materials		
<b>6659</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57844 UNIFIRST CORPORATION</b>	<b>241.29</b>	<b>Uniforms; Uniforms</b>
		001 - 518 30 20 002 - Uniforms			5.61	Uniforms
		406 - 531 30 20 002 - Uniforms			8.98	Uniforms
		401 - 533 50 20 002 - Uniforms			107.95	Uniforms
		403 - 534 50 20 002 - Uniforms			46.61	Uniforms
		403 - 534 50 20 002 - Uniforms			9.81	Uniforms
		101 - 542 30 20 002 - Uniforms			23.02	Uniforms
		501 - 548 30 20 002 - Uniforms			33.69	Uniforms
		001 - 576 80 20 002 - Uniforms			5.62	Uniforms
<hr/>						
APs		Amount		For		
2848		123.53		Uniforms		
2849		117.76		Uniforms		
<b>6660</b>	<b>10/21/2015</b>	<b>Claims</b>	<b>1</b>	<b>57845 WATER MANAGEMENT LABORATORIES</b>	<b>215.00</b>	<b>Water Testing</b>
		403 - 534 51 41 000 - Professional Services			215.00	Water Testing

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		APs	Amount	For			
		2834	215.00	Water Testing			
<b>6671</b>	<b>10/28/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57846</b>	<b>BONNEVILLE POWERADMINISTRATION</b>	<b>170,361.00</b>	<b>Power For Resale</b>
		401 - 533 50 33 000 - BPA-Electricity for Resale		170,361.00	Monthly Power		
		APs	Amount	For			
		2926	170,361.00	Power For Resale			
<b>6672</b>	<b>10/28/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57847</b>	<b>CHASE PAYMENTECH</b>	<b>2,122.97</b>	<b>ACH &amp; 3rd Party CC Payment Service Charges</b>
		406 - 531 10 41 000 - Professional Services		424.59	ACH & 3rd Party CC Payment Service Charges		
		401 - 533 10 41 000 - Professional Services		849.19	ACH & 3rd Party CC Payment Service Charges		
		403 - 534 10 41 000 - Professional Services		849.19	ACH & 3rd Party CC Payment Service Charges		
		APs	Amount	For			
		2919	2,122.97	ACH & 3rd Party CC Payment Service Charges			
<b>6673</b>	<b>10/28/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57848</b>	<b>WA STATE DEPT OF L&amp;I</b>	<b>30,025.20</b>	<b>LNI</b>
		107 - 521 20 20 000 - Personnel Benefits		312.99	3rd Quarter LNI		
		001 - 575 50 20 000 - Personnel Benefits -		34.59	3rd Quarter LNI		
		001 - 589 99 99 999 - Payroll Clearing		29,677.62	3rd Quarter LNI		
		APs	Amount	For			
		2893	30,025.20	LNI			
<b>6674</b>	<b>10/28/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57849</b>	<b>WA STATE DEPT OF REVENUE</b>	<b>25,029.80</b>	<b>Excise Tax</b>
		001 - 518 30 48 000 - Repairs & Maintenance		15.53	Tax Owed Go Keyless		
		503 - 518 80 31 000 - Office & Operating Supplies		19.09	Tax Owed Amazon 103-7329511-4181047		
		001 - 518 90 49 000 - Misc/Other Exp		2.35	Tax Owed Amazon 111-7895819-6847463		
		107 - 521 20 20 002 - Uniforms		11.38	Tax Owed LA Police Gear		
		107 - 521 20 31 000 - Office and Operating Supplies		1.45	Tax Owed Amazon 002-3480276-4061031		
		107 - 521 20 35 000 - Small Tools and Equipment		8.65	Tax Owed Evident		
		107 - 521 20 35 000 - Small Tools and Equipment		11.20	Tax Owed Sirchie		
		107 - 521 20 35 000 - Small Tools and Equipment		68.68	Tax Owed Vod.Ebay		
		406 - 531 10 44 002 - Excise Tax		1,062.89	Storm Excise Tax		
		401 - 533 10 31 000 - Office and Operating Supplies		0.48	Tax Owed Amazon 103-6688497-5546616		
		401 - 533 10 44 002 - Elect Excise Tax		11,179.81	Elect Excise Tax		
		401 - 533 50 31 000 - Operating Supplies		72.25	Tax Owed LEM Products		
		401 - 533 50 31 000 - Operating Supplies		8.21	Tax Owed The Man Store		
		403 - 534 10 31 000 - Office and Operating Supplies		0.49	Tax Owed Amazon 103-6688947-5546616		
		403 - 534 10 44 002 - Water Excise Tax		12,567.34	Water Excise Tax		
		APs	Amount	For			
		2931	25,029.80	Excise Tax			
<b>6675</b>	<b>10/28/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57850</b>	<b>DISCOVERY BENEFITS</b>	<b>15.60</b>	<b>FSA Administrative Fee</b>
		001 - 517 30 49 000 - FSA Plan Fees		15.60	Monthly Service Charges For FSA		
		APs	Amount	For			
		2927	15.60	FSA Administrative Fee			
<b>6676</b>	<b>10/28/2015</b>	<b>Claims</b>	<b>1</b>	<b>57851</b>	<b>MILTON CITY OF</b>	<b>60,237.68</b>	<b>Utility Tax</b>
		406 - 531 10 44 001 - Utility Taxes		6,377.36	Utility Tax		

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		401 - 533 10 44 001 - Utility Tax			17,450.59	Utility Tax
		403 - 534 10 44 001 - Utility Tax			22,662.96	Utility Tax
		406 - 597 04 07 406 - Transfer to FUND 407/Capita			13,746.77	Utility Tax
<hr/>						
	APs	Amount		For		
	2930	60,237.68		Utility Tax		
<b>6678</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57852 PATRICK L BRAFORD</b>	<b>323.73</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-31.28	
		401 - 343 30 00 000 - Electric Sales			-62.57	
		403 - 343 40 10 000 - Water Sales			-244.88	
		401 - 369 90 00 401 - Misc Revenue			15.00	
<hr/>						
	APs	Amount		For		
	2872	323.73		Refund inactive customer credit balance		
<b>6679</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57853 CLEEN TEC LLC</b>	<b>205.98</b>	<b>Refund inactive customer credit balance</b>
		401 - 343 30 00 000 - Electric Sales			-205.98	
<hr/>						
	APs	Amount		For		
	2875	205.98		Refund inactive customer credit balance		
<b>6680</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57854 KATHLEEN DERAITUS</b>	<b>310.68</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-135.07	
		401 - 343 30 00 000 - Electric Sales			1.61	
		403 - 343 40 10 000 - Water Sales			-192.22	
		401 - 369 90 00 401 - Misc Revenue			15.00	
<hr/>						
	APs	Amount		For		
	2873	310.68		Refund inactive customer credit balance		
<b>6681</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57855 WILLIAM GRAHAM JR.</b>	<b>84.86</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-28.24	
		401 - 343 30 00 000 - Electric Sales			-12.40	
		403 - 343 40 10 000 - Water Sales			-44.22	
<hr/>						
	APs	Amount		For		
	2877	84.86		Refund inactive customer credit balance		
<b>6682</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57856 WILLIAM GRAHAM JR.</b>	<b>11.44</b>	<b>Refund inactive customer credit balance</b>
		401 - 343 30 00 000 - Electric Sales			-11.44	
<hr/>						
	APs	Amount		For		
	2883	11.44		Refund inactive customer credit balance		
<b>6683</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57857 HEATHERSTONE HOMEOWNERS ASSOCIATION</b>	<b>24.42</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-6.65	
		401 - 343 30 00 000 - Electric Sales			-3.89	
		403 - 343 40 10 000 - Water Sales			-13.88	
<hr/>						
	APs	Amount		For		
	2882	24.42		Refund inactive customer credit balance		
<b>6684</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57858 CHAE KIM</b>	<b>63.23</b>	<b>Refund inactive customer credit balance</b>

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		406 - 343 10 00 000 - Storm Drainage Fees			-7.00	
		401 - 343 30 00 000 - Electric Sales			-12.31	
		403 - 343 40 10 000 - Water Sales			-43.92	
	APs	Amount		For		
	2878	63.23		Refund inactive customer credit balance		
<b>6685</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57859 MIKE MESAROS</b>	<b>98.40</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-41.41	
		401 - 343 30 00 000 - Electric Sales			-7.16	
		403 - 343 40 10 000 - Water Sales			-64.83	
		401 - 369 90 00 401 - Misc Revenue			15.00	
	APs	Amount		For		
	2876	98.40		Refund inactive customer credit balance		
<b>6686</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57860 BILL PAVLOV</b>	<b>40.55</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-19.21	
		401 - 343 30 00 000 - Electric Sales			-6.26	
		403 - 343 40 10 000 - Water Sales			-30.08	
		401 - 369 90 00 401 - Misc Revenue			15.00	
	APs	Amount		For		
	2880	40.55		Refund inactive customer credit balance		
<b>6687</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57861 SHARON L RECKIS</b>	<b>43.27</b>	<b>Refund inactive customer credit balance</b>
		401 - 343 30 00 000 - Electric Sales			-9.47	
		403 - 343 40 10 000 - Water Sales			-33.80	
	APs	Amount		For		
	2879	43.27		Refund inactive customer credit balance		
<b>6688</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57862 SAEGER FAMILY HOMES</b>	<b>300.29</b>	<b>Refund inactive customer credit balance</b>
		403 - 343 40 10 000 - Water Sales			-300.29	
	APs	Amount		For		
	2874	300.29		Refund inactive customer credit balance		
<b>6689</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57863 RUTH PARKER SILVESAN</b>	<b>415.68</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-160.88	
		401 - 343 30 00 000 - Electric Sales			-22.75	
		403 - 343 40 10 000 - Water Sales			-247.05	
		401 - 369 90 00 401 - Misc Revenue			15.00	
	APs	Amount		For		
	2870	415.68		Refund inactive customer credit balance		
<b>6690</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57864 VITALIY VELYCHKO</b>	<b>194.17</b>	<b>Refund inactive customer credit balance</b>
		406 - 343 10 00 000 - Storm Drainage Fees			-69.89	
		401 - 343 30 00 000 - Electric Sales			-29.84	
		403 - 343 40 10 000 - Water Sales			-109.44	
		401 - 369 90 00 401 - Misc Revenue			15.00	
	APs	Amount		For		
	2884	194.17		Refund inactive customer credit balance		

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<b>6691</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57865</b>	<b>GARY WALTERS</b>	<b>374.81</b>	<b>Refund inactive customer credit balance</b>
					403 - 343 40 10 000 - Water Sales	-374.81	
		APs	Amount		For		
	2871		374.81		Refund inactive customer credit balance		
<b>6692</b>	<b>10/30/2015</b>	<b>Claims</b>	<b>1</b>	<b>57866</b>	<b>WELLS FARGO BANK IN A TTEE</b>	<b>24.85</b>	<b>Refund inactive customer credit balance</b>
					403 - 343 40 10 000 - Water Sales	-24.85	
		APs	Amount		For		
	2881		24.85		Refund inactive customer credit balance		
<b>6693</b>	<b>11/02/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57867</b>	<b>US BANK</b>	<b>11,559.24</b>	<b>8272-100615; 7758-100615; 6556-100615; 3185-100615; 6895-100615; 5133-100615; 5760-100615; 8370-100615; 5869-100615; 5729-100615; 6754-100615; 5084-100615; 6689-100615; 6648-100615; 5935-100615; 6457-</b>
					001 - 511 60 43 000 - Travel	25.00	Chamber Lunch
					001 - 511 60 43 000 - Travel	68.16	Finance Committee Meal & Snacks Council Study Session
					001 - 513 10 31 000 - Office and Operating Supplies	21.26	Supplies For Executive Office
					001 - 513 10 35 000 - Small Tools & Equipment	36.40	White Board
					001 - 513 10 35 000 - Small Tools & Equipment	328.19	Chair
					001 - 513 10 43 000 - Travel	25.00	Chamber Lunch
					001 - 513 10 43 000 - Travel	16.71	PCCTA
					001 - 513 10 43 000 - Travel	25.00	Chamber Lunch
					001 - 513 10 43 000 - Travel	53.94	Mgmt Lunch Meeting
					001 - 513 10 43 000 - Travel	40.43	Mgmt Lunch Meeting
					001 - 513 10 49 002 - Misc/Trng, Registrations	19.00	Webinar Registration
					001 - 513 10 49 002 - Misc/Trng, Registrations	19.00	Webinar Registration
					001 - 513 10 49 002 - Misc/Trng, Registrations	29.00	Webinar Registration
					001 - 514 20 43 000 - Travel	26.96	Mgmt Lunch Meeting
					001 - 514 20 43 000 - Travel	30.00	Parking Fees WFOA Conference
					001 - 518 30 31 000 - Operating Supplies	147.30	Janitorial Supplies
					001 - 518 30 31 000 - Operating Supplies	91.35	Materials For Staining/Painting Executive Furnishings
					001 - 518 30 31 000 - Operating Supplies	71.30	Absorption Materials For Finance Office Files
					001 - 518 30 48 000 - Repairs & Maintenance	627.58	Plants/Trees For City Hall Landscaping
					001 - 518 50 45 000 - Operating Leases	110.00	Archive Storage Fee
					001 - 518 80 36 000 - Small Assets/IT	175.02	Power Supply For Surface P3
					107 - 521 20 20 002 - Uniforms	77.58	Pouch, Touch 2 Go, Key Holder
					107 - 521 20 20 002 - Uniforms	98.45	Bike Shoes
					107 - 521 20 20 002 - Uniforms	94.14	Bike Equipment Shorts
					107 - 521 20 20 002 - Uniforms	67.94	Bike Shorts #747
					107 - 521 20 20 002 - Uniforms	63.04	Bike Shorts #719
					107 - 521 20 20 002 - Uniforms	65.63	Bike Shorts #709
					107 - 521 20 20 002 - Uniforms	70.97	Bike Shorts
					107 - 521 20 31 000 - Office and Operating Supplies	12.67	Batteries
					107 - 521 20 31 000 - Office and Operating Supplies	101.44	Station Supplies
					107 - 521 20 31 000 - Office and Operating Supplies	-30.98	Spray Paint Return Credit
					107 - 521 20 31 000 - Office and Operating Supplies	-43.23	Polystyrene Return Credit
					107 - 521 20 31 000 - Office and Operating Supplies	15.31	Velcro
					107 - 521 20 31 000 - Office and Operating Supplies	185.28	Police Locker Supplies
					107 - 521 20 31 000 - Office and Operating Supplies	-17.48	Credit For Return
					107 - 521 20 31 000 - Office and Operating Supplies	-69.92	Credit For Return

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		107 - 521 20 31 000		Office and Operating Supplies	-126.95	Credit
		107 - 521 20 31 000		Office and Operating Supplies	404.85	Bike Helmets #709, 710 &747
		107 - 521 20 31 000		Office and Operating Supplies	133.45	Bike Helmets #719
		107 - 521 20 31 000		Office and Operating Supplies	139.98	Latex Gloves
		107 - 521 20 31 000		Office and Operating Supplies	167.52	Evidence Supplies
		107 - 521 20 31 000		Office and Operating Supplies	52.47	Inert OC Spray
		107 - 521 20 31 000		Office and Operating Supplies	17.94	Batteries
		107 - 521 20 31 000		Office and Operating Supplies	32.93	Training Textbook
		107 - 521 20 31 000		Office and Operating Supplies	11.49	Document Holder
		107 - 521 20 31 000		Office and Operating Supplies	60.98	Battery
		107 - 521 20 31 000		Office and Operating Supplies	58.90	Batteries
		107 - 521 20 31 000		Office and Operating Supplies	3.28	NIK Containers
		107 - 521 20 31 000		Office and Operating Supplies	32.24	Batteries
		107 - 521 20 31 000		Office and Operating Supplies	66.44	Hand Cleaner
		107 - 521 20 31 000		Office and Operating Supplies	11.35	Handi-Pads Cleaner
		107 - 521 20 31 000		Office and Operating Supplies	11.52	Envelopes
		107 - 521 20 31 000		Office and Operating Supplies	14.21	Laminator Sheets
		107 - 521 20 32 000		Fuel	289.27	Fuel
		107 - 521 20 32 000		Fuel	52.94	Fuel
		107 - 521 20 35 000		Small Tools and Equipment	78.76	Bluetooth Headset
		107 - 521 20 35 000		Small Tools and Equipment	65.50	Car Cover
		107 - 521 20 35 000		Small Tools and Equipment	37.19	Hazmat Suits
		107 - 521 20 35 000		Small Tools and Equipment	238.00	Camera
		107 - 521 20 35 000		Small Tools and Equipment	11.98	Key Fobs For Fleet
		107 - 521 20 35 000		Small Tools and Equipment	90.68	Camera Security Box
		107 - 521 20 35 000		Small Tools and Equipment	-64.34	Camera Security Box Return Credit
		107 - 521 20 41 000		Professional Services	2.50	Mobilelock HDG
		107 - 521 20 42 000		Communication	52.04	Shipping Charges To Send Equipment Back
		107 - 521 20 42 000		Communication	7.28	Postage
		107 - 521 20 43 000		Travel	94.82	Food For Bike Class
		107 - 521 20 43 000		Travel	25.79	Meeting Meal For 2
		107 - 521 20 43 000		Travel	6.00	Bus Fare To Training
		107 - 521 20 43 000		Travel	61.19	Officers Meeting Meal
		107 - 521 20 43 000		Travel	10.49	Water For Training
		107 - 521 20 43 000		Travel	26.97	Mgmt Lunch Meeting
		107 - 521 20 48 000		Repairs and Maintenance	494.01	Patrol Bike Repair
		107 - 521 20 48 001		Vehicle Repairs and Maintenance	10.00	Car Washes
		107 - 521 20 48 001		Vehicle Repairs and Maintenance	5.00	Car Wash
		107 - 521 20 48 001		Vehicle Repairs and Maintenance	5.00	Car Wash
		107 - 521 20 48 002		Facility Repairs and Maintenance	158.40	Closet Poles
		107 - 521 20 48 002		Facility Repairs and Maintenance	43.79	Shelf
		118 - 521 23 43 000		Law Enforcement - Travel	29.95	Travel Meal Reserve Training
		118 - 521 23 43 000		Law Enforcement - Travel	212.56	Lodging Reserve Training
		105 - 521 80 49 002		Training & Registrations	280.00	Bike Certification Registration -4
		105 - 521 80 49 002		Training & Registrations	99.00	Training Registration - Interview Techniques
		406 - 531 10 35 000		Small Tools and Minor Equipment	102.19	Shredder
		406 - 531 10 42 000		Communication	30.50	Postage
		406 - 531 30 31 000		Operating Supplies	25.52	Tape & Garbage Bags
		406 - 531 30 31 000		Operating Supplies	7.54	Bungee Cords For Vactor Truck
		406 - 531 30 35 000		Small Tools and Equipment	94.75	Shovel, Shears, Lopper & Scraper
		401 - 533 10 35 000		Small Tools and Equipment	102.20	Shredder
		401 - 533 10 43 000		Travel	3.00	Parking - Training - Joy
		401 - 533 50 31 000		Operating Supplies	36.09	Air Filters
		401 - 533 50 31 000		Operating Supplies	70.57	Hooks For Storage
		401 - 533 50 32 000		Fuel	30.54	Propane For Forklift
		401 - 533 50 35 000		Small Tools and Equipment	427.01	Replacement Tools For Service Truck
		401 - 533 50 35 000		Small Tools and Equipment	127.02	Replacement Tool Bag For Service Truck
		401 - 533 50 35 000		Small Tools and Equipment	57.71	Voltage Tester For Service Truck

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		401 - 533 50 35 000		Small Tools and Equipment	28.42	Pruners, Hedge Shears & Replacement Handle For Grass Cutter
		401 - 533 50 42 000		Communication	12.72	Postage For Safety Video Return
		401 - 533 50 42 000		Communication	12.84	Postage For Safety Video Return
		401 - 533 50 43 000		Travel	22.43	OT Meal For 2
		401 - 533 50 49 002		Misc/Trng, Registrations	170.00	Webinar Registration Overvoltage Protection
		403 - 534 10 35 000		Small Tools and Equipment	102.20	Shredder
		403 - 534 50 31 000		Office and Operating Supplies	15.13	Accidental Purchase, Reimbursed By Employee Rcpt # 6154
		403 - 534 50 31 000		Office and Operating Supplies	25.51	Tape & Garbage Bags
		403 - 534 50 35 000		Small Tools and Equipment	94.76	Shovel, Shears, Lopper & Scraper
		403 - 534 50 35 000		Small Tools and Equipment	28.43	Pruners, Hedge Shears & Replacement Handle For Grass Cutter
		403 - 534 50 43 000		Travel	24.27	Training Lunch For 2
		403 - 534 50 43 000		Travel	9.13	Training Meal
		403 - 534 50 48 001		Equipment Repair & Mainten	434.32	Spectrophotometer Annual Calibration
		403 - 534 51 35 000		Small Tools and Equipment	39.36	Card Readers For New Cameras
		101 - 542 30 31 000		Office and Operating Supplies	25.51	Tape & Garbage Bags
		101 - 542 30 31 000		Office and Operating Supplies	130.31	Tarp
		101 - 542 30 32 000		Operating Supplies/Fuel	116.25	Propane For Road Striping
		101 - 542 30 35 000		Small Tools and Equipment	94.76	Shovel, Shears, Lopper & Scraper
		101 - 542 30 43 000		Travel	37.72	Overtime Meal For 2
		501 - 548 30 31 000		Office & Operating Supplies	56.10	Spare Keys #3 & 13
		501 - 548 30 31 000		Office & Operating Supplies	56.10	Spare Keys #60 & 3
		501 - 548 30 32 000		Fuel	50.00	Fuel
		501 - 548 30 32 000		Fuel	57.01	Fuel
		501 - 548 30 34 000		Parts	55.60	Light Bulb, Bar, License Bracket #60 & 3
		501 - 548 30 34 000		Parts	32.81	Water Pump - Wrong Pump Exchanged For Right One
		501 - 548 30 34 000		Parts	4.36	Water Pump #30
		501 - 548 30 35 000		Small Tools & Equipment	83.58	Socket Tool
		501 - 548 30 48 000		Repairs & Maintenance	102.38	Rope For Edge Trimmer
		001 - 558 50 32 000		Fuel	40.00	Fuel
		001 - 558 50 43 000		Travel	10.00	Parking At Conference - Reeves
		001 - 558 50 49 002		Misc/Trng, Registrations	-40.00	Credit For Registration Cancellation
		001 - 558 50 49 002		Misc/Trng, Registrations	40.00	Registration
		001 - 558 60 43 000		Travel	10.00	Parking At Conference - Reeves
		001 - 558 60 49 003		Misc/Outside Printing	6.56	Copy For PRD
		116 - 573 92 41 002		Fall Bazaar - Advertising	82.13	Bazaar Banner Date Change
		116 - 573 92 45 000		Fall Bazaar - Rentals	278.95	Table Rental For Craft Bazaar
		001 - 576 80 31 000		Operating Supplies	22.80	Park Storage Organization Materials
		001 - 576 80 31 000		Operating Supplies	63.89	Park Storage Organization Materials
		001 - 576 80 31 000		Operating Supplies	11.99	Keys For Parks/Facilities
		001 - 576 80 31 000		Operating Supplies	50.30	Fuel Cans
		631 - 586 00 00 006		Credit Card Fraud Issues	1,581.44	Fraud Charges Will Be Reversed
		310 - 594 18 62 105		City Hall/PW Admin Roof Re	43.80	Concrete Trailer Rental For HVAC Relocation
		310 - 594 18 62 105		City Hall/PW Admin Roof Re	125.92	Concrete To Construct Pads For HVAC Relocation

APs	Amount	For
2852	57.06	8272-100615
2853	306.59	7758-100615
2854	40.00	6556-100615
2855	3.00	3185-100615
2856	35.15	6895-100615
2857	772.50	5133-100615
2858	116.25	5760-100615
2859	39.36	8370-100615

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		APs	Amount			For
2860		1,966.88		5869-100615		
2861		400.21		5729-100615		
2862		642.28		6754-100615		
2863		146.98		5084-100615		
2864		497.94		6689-100615		
2865		56.85		6648-100615		
2866		206.09		5935-100615		
2867		70.57		6457-100615		
2868		37.72		6432-100615		
2869		455.61		2445-100615		
2899		110.00		6481-100615		
2900		278.95		0719-100615		
2901		1,083.74		6671-100615		
2902		1,305.97		6598-100615		
2903		445.14		5976-100615		
2904		99.00		6473-100615		
2909		113.02		6630-100615		
2910		85.24		2647-100615		
2911		2.50		6614-100615		
2912		212.75		8284-100615		
2913		242.51		4351-100615		
2914		135.76		8289-100615		
2915		175.02		8362-100615		
2916		602.17		5802-100615		
2917		786.43		7907-100615		
2918		30.00		3339-100615		

<b>6703</b>	11/03/2015	<b>Claims</b>	<b>1</b>	<b>E57868 KATIE BOLAM</b>		<b>105.28 Chamber After Hours; Mileage Reimbursement ECM Vendor Presentation</b>
				001 - 513 10 41 002 - Advertising	60.43	Reimbursement For Chamber After Hours Event Supplies
				001 - 513 10 43 000 - Travel	44.85	Employee Reimbursement ECM Vendor Presentation

		APs	Amount			For
2824		60.43				Chamber After Hours
2923		44.85				Mileage Reimbursement ECM Vendor Presentation

<b>6704</b>	11/03/2015	<b>Claims</b>	<b>1</b>	<b>57869 CENTURYLINK</b>		<b>215.99 T1 Lines</b>
				107 - 521 20 42 000 - Communication	71.99	T1 Lines
				401 - 533 10 42 000 - Communications	72.01	T1 Lines
				403 - 534 10 42 000 - Communication	71.99	T1 Lines

		APs	Amount			For
2895		215.99				T1 Lines

<b>6705</b>	11/03/2015	<b>Claims</b>	<b>1</b>	<b>57870 CHUCKALS</b>		<b>762.31 Finance Paper &amp; Office Supplies; Finance Office Supplies</b>
				001 - 511 60 31 000 - Operating Supplies	11.81	Paper
				001 - 513 10 31 000 - Office and Operating Supplies	47.24	Paper
				001 - 514 20 31 000 - Office and Operating Supplies	34.72	Desktop Copy Holders, Paper, Markers, Batteries
				001 - 514 20 31 000 - Office and Operating Supplies	11.81	Paper
				001 - 514 20 31 000 - Office and Operating Supplies	11.99	Toner And Pens
				001 - 518 50 31 000 - Office Supplies - Central Stor	17.36	Desktop Copy Holders, Paper, Markers, Batteries
				001 - 518 50 31 000 - Office Supplies - Central Stor	5.99	Toner And Pens

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		107 - 521 20 31 000		Office and Operating Supplies	17.36	Desktop Copy Holders, Paper, Markers, Batteries
		107 - 521 20 31 000		Office and Operating Supplies	35.43	Paper
		107 - 521 20 31 000		Office and Operating Supplies	5.99	Toner And Pens
		406 - 531 10 31 000		Office and Operating Supplies	34.72	Desktop Copy Holders, Paper, Markers, Batteries
		406 - 531 10 31 000		Office and Operating Supplies	23.62	Paper
		406 - 531 10 31 000		Office and Operating Supplies	11.99	Toner And Pens
		401 - 533 10 31 000		Office and Operating Supplies	121.50	Desktop Copy Holders, Paper, Markers, Batteries
		401 - 533 10 31 000		Office and Operating Supplies	70.88	Paper
		401 - 533 10 31 000		Office and Operating Supplies	41.96	Toner And Pens
		403 - 534 10 31 000		Office and Operating Supplies	121.49	Desktop Copy Holders, Paper, Markers, Batteries
		403 - 534 10 31 000		Office and Operating Supplies	70.87	Paper
		403 - 534 10 31 000		Office and Operating Supplies	41.96	Toner And Pens
		001 - 558 50 31 000		Office and Operating Supplies	11.81	Paper
		001 - 558 60 31 000		Operating Supplies	11.81	Paper

APs	Amount	For
2920	347.15	Finance Paper & Office Supplies
2945	415.16	Finance Office Supplies

**6706 11/03/2015 Claims 1 E57871 CIT TECHNOLOGY (QDS) 649.86 Copier Lease; Copier Lease; Copier Lease**

001 - 513 10 45 000	49.12	Finance Copier Lease
001 - 514 20 45 000	24.56	Finance Copier Lease
001 - 518 30 45 000	4.91	PW Admin Copier Lease
001 - 518 90 45 000	4.91	PW Admin Copier Lease
107 - 521 20 45 000	158.64	Copier Lease
406 - 531 10 45 000	41.75	PW Admin Copier Lease
406 - 531 10 45 000	24.56	Finance Copier Lease
401 - 533 10 45 000	73.68	PW Admin Copier Lease
401 - 533 10 45 000	73.68	Finance Copier Lease
403 - 534 10 45 000	68.77	PW Admin Copier Lease
403 - 534 10 45 000	73.69	Finance Copier Lease
101 - 542 30 45 000	9.82	PW Admin Copier Lease
501 - 548 30 45 000	12.28	PW Admin Copier Lease
001 - 558 50 45 000	12.28	PW Admin Copier Lease
001 - 558 60 45 000	12.28	PW Admin Copier Lease
001 - 576 80 45 000	4.93	PW Admin Copier Lease

APs	Amount	For
2890	245.61	Copier Lease
2891	245.61	Copier Lease
2892	158.64	Copier Lease

**6707 11/03/2015 Claims 1 E57872 COMCAST 557.99 Cable; Internet/Phones**

001 - 513 10 42 000	26.83	Phone Lines & Internet
001 - 514 20 42 000	26.83	Phone Lines & Internet
001 - 518 30 42 000	13.42	Phone Lines & Internet
001 - 518 90 42 000	13.42	Phone Lines & Internet
107 - 521 20 42 000	10.66	
107 - 521 20 42 000	80.50	Phone Lines & Internet
406 - 531 10 42 000	53.67	Phone Lines & Internet
401 - 533 10 42 000	118.07	Phone Lines & Internet
401 - 533 50 42 000	5.33	
403 - 534 10 42 000	123.43	Phone Lines & Internet
403 - 534 50 42 000	5.33	
101 - 542 30 42 000	26.83	Phone Lines & Internet

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		501 - 548 30 42 000 -		Communications	13.42	Phone Lines & Internet
		001 - 558 50 42 000 -		Communications	13.42	Phone Lines & Internet
		001 - 558 60 42 000 -		Communication	13.42	Phone Lines & Internet
		001 - 576 80 42 000 -		Communication	13.41	Phone Lines & Internet
	APs	Amount		For		
	2907	21.32		Cable		
	2908	536.67		Internet/Phones		
<b>6708</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57873 DATA BAR INCORPORATED</b>	<b>415.28</b>	<b>Fall Clean Up Inserts</b>
		001 - 514 20 49 003 -		Misc/Outside Printing	415.28	Fall Clean Up Inserts
	APs	Amount		For		
	2946	415.28		Fall Clean Up Inserts		
<b>6709</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57874 DARLENE DEYO</b>	<b>266.80</b>	<b>Mileage Reimbursement - Training</b>
		107 - 521 20 43 000 -		Travel	266.80	Mileage Reimbursement - Training
	APs	Amount		For		
	2944	266.80		Mileage Reimbursement - Training		
<b>6710</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57875 GOODYEAR - FIFE</b>	<b>356.09</b>	<b>Tires; Tire Installation</b>
		501 - 548 30 34 000 -		Parts	279.51	Tires #37
		501 - 548 30 48 000 -		Repairs & Maintenance	76.58	Tire Installation
	APs	Amount		For		
	2939	279.51		Tires		
	2940	76.58		Tire Installation		
<b>6711</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57876 HJ ARNETT INDUSTRIES, LLC</b>	<b>84.00</b>	<b>Electric Maintenance</b>
		401 - 533 50 48 000 -		Repairs and Maintenance	84.00	Blanket Testing
	APs	Amount		For		
	2942	84.00		Electric Maintenance		
<b>6712</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57877 ICMARC</b>	<b>250.00</b>	<b>Quarterly 401a Plan Fee</b>
		401 - 533 10 20 000 -		Personnel Benefits	250.00	Quarterly Benefit Fee
	APs	Amount		For		
	2922	250.00		Quarterly 401a Plan Fee		
<b>6713</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57878 CITY OF MILTON - C/O RLI</b>	<b>10,623.90</b>	<b>City Utility Bills</b>
		001 - 518 30 47 000 -		Public Utility Service	38.53	Utility Bill
		107 - 521 20 47 000 -		Utilities	879.17	Utility Bill
		406 - 531 30 47 000 -		Public Utility Services	146.79	Utility Bill
		401 - 533 50 47 000 -		Public Utility Services	615.63	Utility Bill
		403 - 534 51 47 001 -		Public Utility Services	5,891.40	Utility Bill
		101 - 542 30 47 000 -		Utilities	1,387.79	Utility Bill
		001 - 558 50 47 000 -		Public Utility Services	45.46	Utility Bill
		001 - 558 60 47 000 -		Public Utilities	45.46	Utility Bill
		001 - 569 00 47 000 -		Public Utilities-SC	346.78	Utility Bill
		001 - 576 80 47 000 -		Public Utility Service	1,226.89	Utility Bill
	APs	Amount		For		
	2897	10,623.90		City Utility Bills		

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<b>6714</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57879</b>	<b>PAPE MACHINERY EXCHANGE</b>	<b>561.98</b>	<b>Fleet Materials</b>
					501 - 548 30 34 000 - Parts	561.98	4" Monitors
		APs	Amount		For		
	2933		561.98		Fleet Materials		
<b>6715</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57880</b>	<b>RIGHT! SYSTEMS, INC</b>	<b>938.65</b>	<b>IT Services</b>
					503 - 518 80 41 001 - Professional Services - IT	938.65	Quest On Demand Migration
		APs	Amount		For		
	2906		938.65		IT Services		
<b>6716</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57881</b>	<b>SHRED-IT USA LLC</b>	<b>59.23</b>	<b>Shredding Service</b>
					001 - 514 20 41 000 - Professional Services	19.55	Shredding Services Finance
					107 - 521 20 41 000 - Professional Services	39.68	Shredding Services Police
		APs	Amount		For		
	2928		59.23		Shredding Service		
<b>6717</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57882</b>	<b>SITECRAFTING, INC.</b>	<b>2,137.50</b>	<b>IT Services</b>
					503 - 518 80 41 001 - Professional Services - IT	2,137.50	Website Redesign Progress Billing
		APs	Amount		For		
	2929		2,137.50		IT Services		
<b>6718</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57883</b>	<b>SOUTH SOUND 911</b>	<b>29,505.00</b>	<b>Quarterly Communications Services</b>
					107 - 528 00 51 000 - Intergov't Svcs-Dispatch	29,505.00	4th Quarter 911 Communications Services
		APs	Amount		For		
	2921		29,505.00		Quarterly Communications Services		
<b>6719</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57884</b>	<b>STANDARD PARTS CORPORATION (NAPA)</b>	<b>434.44</b>	<b>Fleet Materials</b>
					501 - 548 30 31 000 - Office & Operating Supplies	434.44	Antifreeze, Windshield Wash, Tractor Fluid, Steering Fluid, Oil
		APs	Amount		For		
	2935		434.44		Fleet Materials		
<b>6720</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57885</b>	<b>SUMNER, CITY OF</b>	<b>1,967.60</b>	<b>Animal Control</b>
					107 - 554 30 51 107 - Animal Control	1,967.60	Animal Control
		APs	Amount		For		
	2905		1,967.60		Animal Control		
<b>6721</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57886</b>	<b>SUPPLYWORKS</b>	<b>39.75</b>	<b>Park Materials</b>
					001 - 576 80 31 000 - Operating Supplies	39.75	Gloves
		APs	Amount		For		
	2943		39.75		Park Materials		
<b>6722</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57887</b>	<b>TACOMA SCREW PRODUCTS INC.</b>	<b>139.57</b>	<b>Fleet Materials; Electric Materials</b>
					401 - 533 50 35 000 - Small Tools and Equipment	51.08	Auger
					501 - 548 30 31 000 - Office & Operating Supplies	66.55	Grommets
					501 - 548 30 35 000 - Small Tools & Equipment	21.94	Cutting Wheel Holder

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APs	Amount	For
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2934	88.49	Fleet Materials
2941	51.08	Electric Materials

**6723 11/03/2015 Claims 1 57888 UNIFIRST CORPORATION 297.53 Uniforms; Uniforms; Uniforms**

001 - 518 30 20 002 - Uniforms	5.60	Uniforms
406 - 531 30 20 002 - Uniforms	8.97	Uniforms
401 - 533 50 20 002 - Uniforms	82.70	Uniforms
401 - 533 50 20 002 - Uniforms	76.99	Uniforms
403 - 534 50 20 002 - Uniforms	46.53	Uniforms
403 - 534 50 20 002 - Uniforms	7.52	Uniforms
403 - 534 50 20 002 - Uniforms	7.00	Uniforms
101 - 542 30 20 002 - Uniforms	22.98	Uniforms
501 - 548 30 20 002 - Uniforms	33.63	Uniforms
001 - 576 80 20 002 - Uniforms	5.61	Uniforms

APs	Amount	For
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2936	123.32	Uniforms
2937	90.22	Uniforms
2938	83.99	Uniforms

**6724 11/03/2015 Claims 1 E57889 VERIZON WIRELESS 2,380.62 Cell Phones; Cell Phones; Data Lines For Flexnet Tower**

001 - 513 10 42 000 - Communication	51.86	Cell Phones
001 - 514 20 42 000 - Communication	5.86	Cell Phones
001 - 518 30 42 000 - Communication	19.56	Cell Phones
001 - 518 30 42 000 - Communication	35.30	Cell Phones
001 - 518 90 42 000 - Communication	3.26	Cell Phones
107 - 521 20 42 000 - Communication	1,190.57	Cell Phones
118 - 521 23 42 000 - Communications	101.12	Cell Phones
406 - 531 10 42 000 - Communication	26.74	Cell Phones
406 - 531 10 42 000 - Communication	99.76	Cell Phones
406 - 531 30 42 000 - Communication	82.33	Cell Phones
401 - 533 10 42 000 - Communications	69.14	Cell Phones
401 - 533 10 42 000 - Communications	83.26	Cell Phones
401 - 533 10 42 000 - Communications	72.13	Verizon Charges
401 - 533 50 42 000 - Communication	92.92	Cell Phones
403 - 534 10 42 000 - Communication	52.82	Cell Phones
403 - 534 10 42 000 - Communication	83.26	Cell Phones
403 - 534 10 42 000 - Communication	72.13	Verizon Charges
403 - 534 50 42 000 - Communication	68.61	Cell Phones
101 - 542 30 42 000 - Communication	28.04	Cell Phones
101 - 542 30 42 000 - Communication	28.09	Cell Phones
501 - 548 30 42 000 - Communications	10.85	Cell Phones
501 - 548 30 42 000 - Communications	6.04	Cell Phones
001 - 558 50 42 000 - Communications	1.30	Cell Phones
001 - 558 50 42 000 - Communications	9.64	Cell Phones
001 - 558 60 42 000 - Communication	58.61	Cell Phones
001 - 575 50 42 000 - Communication -	1.70	Cell Phones
001 - 575 50 42 000 - Communication -	0.69	Cell Phones
001 - 576 80 42 000 - Communication	19.17	Cell Phones
001 - 576 80 42 000 - Communication	5.86	Cell Phones

APs	Amount	For
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2822	242.22	Cell Phones
2885	1,994.14	Cell Phones
2947	144.26	Data Lines For Flexnet Tower

**6725 11/03/2015 Claims 1 E57890 CLARISSA ZAHN 36.33 Employee Reimbursement**

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		001 - 517 90 31 000 - Supplies - Employee Wellnes:			36.33	Candy & Bags For Halloween
	APs	Amount		For		
	2932	36.33		Employee Reimbursement		
<b>6729</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57891 CHUCKALS</b>	<b>200.72</b>	<b>Office Equipment Shop; Office Supplies Shop</b>
		001 - 518 30 31 000 - Operating Supplies			3.23	Clips, Pens, Wipes, Stapler, Tape
		001 - 518 90 31 000 - Office and Operating Supplies			0.69	Clips, Pens, Wipes, Stapler, Tape
		406 - 531 30 31 000 - Operating Supplies			15.85	Desk Sleeve
		406 - 531 30 31 000 - Operating Supplies			9.30	Clips, Pens, Wipes, Stapler, Tape
		401 - 533 50 31 000 - Operating Supplies			28.09	Clips, Pens, Wipes, Stapler, Tape
		403 - 534 50 31 000 - Office and Operating Supplies			39.63	Desk Sleeve
		403 - 534 50 31 000 - Office and Operating Supplies			29.47	Clips, Pens, Wipes, Stapler, Tape
		101 - 542 30 31 000 - Office and Operating Supplies			23.78	Desk Sleeve
		101 - 542 30 31 000 - Office and Operating Supplies			7.22	Clips, Pens, Wipes, Stapler, Tape
		501 - 548 30 31 000 - Office & Operating Supplies			31.62	Clips, Pens, Wipes, Stapler, Tape
		001 - 575 50 31 000 - Supplies -			1.29	Clips, Pens, Wipes, Stapler, Tape
		001 - 576 80 31 000 - Operating Supplies			10.55	Clips, Pens, Wipes, Stapler, Tape
	APs	Amount		For		
	2952	79.26		Office Equipment Shop		
	2957	121.46		Office Supplies Shop		
<b>6730</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57892 WA STATE DEPT OF LICENSING</b>	<b>127.75</b>	<b>Message Trailer Licensing</b>
		406 - 531 30 49 000 - Misc/Other Exp			31.94	Message Trailer Licensing
		401 - 533 50 49 000 - Misc/Other Exp			31.93	Message Trailer Licensing
		403 - 534 50 49 000 - Misc/Other Exp			31.94	Message Trailer Licensing
		101 - 542 30 49 000 - Misc/Other Exp			31.94	Message Trailer Licensing
	APs	Amount		For		
	2972	127.75		Message Trailer Licensing		
<b>6731</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57893 FERGUSON ENTERPRISES, INC. #1539</b>	<b>222.25</b>	<b>Water Materials</b>
		403 - 534 50 31 000 - Office and Operating Supplies			222.25	Meters
	APs	Amount		For		
	2948	222.25		Water Materials		
<b>6732</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57894 CITY OF FIFE</b>	<b>19.95</b>	<b>Alarm Monitoring</b>
		107 - 521 20 41 000 - Professional Services			19.95	Alarm Monitoring
	APs	Amount		For		
	2681	19.95		Alarm Monitoring		
<b>6733</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57895 GRAINGER INC</b>	<b>159.39</b>	<b>Electric Material; Electric Materials</b>
		401 - 533 50 31 000 - Operating Supplies			65.69	Banding Material
		401 - 533 50 31 000 - Operating Supplies			93.70	Batteries
	APs	Amount		For		
	2951	65.69		Electric Material		
	2953	93.70		Electric Materials		
<b>6734</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57896 HD SUPPLY POWER SOLUTIONS</b>	<b>791.73</b>	<b>Electric Materials</b>
		401 - 533 50 35 000 - Small Tools and Equipment			791.73	Bolt Cutter, Slicer, Handles, Shank, Wrenches

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo																												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">APs</td> <td style="width: 15%;"></td> <td style="width: 15%;">Amount</td> <td style="width: 15%;"></td> <td style="width: 15%;">For</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td>2954</td> <td></td> <td>791.73</td> <td></td> <td>Electric Materials</td> <td></td> <td></td> </tr> </table>							APs		Amount		For			2954		791.73		Electric Materials																
APs		Amount		For																														
2954		791.73		Electric Materials																														
<b>6735</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57897 HD SUPPLY WATERWORKS</b>	<b>1,589.47</b>	<b>Water Materials; Water Materials; Water Materials</b>																												
		403 - 534 50 31 000 - Office and Operating Supplies		72.31 Insta Tite Ips Clamps																														
		403 - 534 50 31 000 - Office and Operating Supplies		185.87 AWWA Ball & MPXMIP Connector																														
		403 - 534 50 31 000 - Office and Operating Supplies		1,331.29 Yokes For Water Meter Setters																														
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">APs</td> <td style="width: 15%;"></td> <td style="width: 15%;">Amount</td> <td style="width: 15%;"></td> <td style="width: 15%;">For</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td>2959</td> <td></td> <td>72.31</td> <td></td> <td>Water Materials</td> <td></td> <td></td> </tr> <tr> <td>2960</td> <td></td> <td>185.87</td> <td></td> <td>Water Materials</td> <td></td> <td></td> </tr> <tr> <td>2962</td> <td></td> <td>1,331.29</td> <td></td> <td>Water Materials</td> <td></td> <td></td> </tr> </table>							APs		Amount		For			2959		72.31		Water Materials			2960		185.87		Water Materials			2962		1,331.29		Water Materials		
APs		Amount		For																														
2959		72.31		Water Materials																														
2960		185.87		Water Materials																														
2962		1,331.29		Water Materials																														
<b>6736</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>E57898 KANSAS STATE BANK</b>	<b>8,109.03</b>	<b>Vector Truck Payment</b>																												
		406 - 531 30 48 000 - Repairs and Maintenance		8,109.03 Vector Truck Payment																														
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APs		Amount		For																														
2950		8,109.03		Vector Truck Payment																														
<b>6737</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57899 GIS CENTER KING COUNTY FINANCE</b>	<b>1,111.03</b>	<b>Lidar</b>																												
		406 - 531 10 49 000 - Misc/Other Exp		999.93 2015 King County Lidar Project																														
		403 - 534 10 49 000 - Misc/Other Exp		111.10 2015 King County Lidar Project																														
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APs		Amount		For																														
2961		1,111.03		Lidar																														
<b>6738</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57900 BETTY GARRISON MILTON PETTY CASH</b>	<b>123.72</b>	<b>Petty Cash Reimbursement</b>																												
		001 - 513 10 43 000 - Travel		25.00 Police Foundation Dinner																														
		401 - 533 50 49 002 - Misc/Trng, Registrations		14.99 BPA Roundtable																														
		001 - 558 50 42 000 - Communications		3.73 Postage																														
		001 - 558 50 49 000 - Miscellaneous		80.00 King County Recorder																														
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">APs</td> <td style="width: 15%;"></td> <td style="width: 15%;">Amount</td> <td style="width: 15%;"></td> <td style="width: 15%;">For</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td>2973</td> <td></td> <td>123.72</td> <td></td> <td>Petty Cash Reimbursement</td> <td></td> <td></td> </tr> </table>							APs		Amount		For			2973		123.72		Petty Cash Reimbursement																
APs		Amount		For																														
2973		123.72		Petty Cash Reimbursement																														
<b>6739</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57901 NATIONAL BARRICADE CO., LLC</b>	<b>20,508.53</b>	<b>Variable Message Board; Traffic Cones</b>																												
		406 - 531 30 35 000 - Small Tools and Equipment		409.26 Traffic Cones																														
		406 - 531 30 35 001 - Machinery and Equipment		4,717.87 Variable Message Board																														
		401 - 533 50 35 000 - Small Tools and Equipment		409.25 Traffic Cones																														
		401 - 533 50 35 001 - Machinery and Equipment		4,717.88 Variable Message Board																														
		403 - 534 50 35 000 - Small Tools and Equipment		409.26 Traffic Cones																														
		403 - 534 50 35 001 - Machinery & Equipment		4,717.88 Variable Message Board																														
		101 - 542 30 35 000 - Small Tools and Equipment		4,717.87 Variable Message Board																														
		101 - 542 30 35 000 - Small Tools and Equipment		409.26 Traffic Cones																														
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">APs</td> <td style="width: 15%;"></td> <td style="width: 15%;">Amount</td> <td style="width: 15%;"></td> <td style="width: 15%;">For</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td>2966</td> <td></td> <td>18,871.50</td> <td></td> <td>Variable Message Board</td> <td></td> <td></td> </tr> <tr> <td>2967</td> <td></td> <td>1,637.03</td> <td></td> <td>Traffic Cones</td> <td></td> <td></td> </tr> </table>							APs		Amount		For			2966		18,871.50		Variable Message Board			2967		1,637.03		Traffic Cones									
APs		Amount		For																														
2966		18,871.50		Variable Message Board																														
2967		1,637.03		Traffic Cones																														
<b>6740</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57902 PREFERRED COPIER SYSTEMS</b>	<b>1,072.66</b>	<b>Copier Maintenance - Police; Copier Maintenance Police Clerk; Copier Maintenance &amp; Overages; Copier Maintenance &amp; Overages</b>																												
		001 - 513 10 48 000 - Repairs and Maintenance		69.75 Copier Maintenance & Overages																														

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 514 20 48 000 -		Repairs and Maintenance	34.87	Copier Maintenance & Overages
		001 - 518 30 48 000 -		Repairs & Maintenance	9.57	Copier Maintenance & Overages
		001 - 518 90 48 000 -		Repairs and Maintenance	9.57	Copier Maintenance & Overages
		107 - 521 20 48 000 -		Repairs and Maintenance	210.62	Traffic Cones
		107 - 521 20 48 000 -		Repairs and Maintenance	34.71	Copier Maintenance
		406 - 531 10 48 000 -		Repairs and Maintenance	47.86	Copier Maintenance & Overages
		406 - 531 10 48 000 -		Repairs and Maintenance	34.87	Copier Maintenance & Overages
		401 - 533 10 48 000 -		Repairs and Maintenance	148.37	Copier Maintenance & Overages
		401 - 533 10 48 000 -		Repairs and Maintenance	104.62	Copier Maintenance & Overages
		403 - 534 10 48 000 -		Repairs and Maintenance	148.37	Copier Maintenance & Overages
		403 - 534 10 48 000 -		Repairs and Maintenance	104.61	Copier Maintenance & Overages
		101 - 542 30 48 000 -		Repairs and Maintenance	23.93	Copier Maintenance & Overages
		501 - 548 30 48 000 -		Repairs & Maintenance	23.93	Copier Maintenance & Overages
		001 - 558 50 48 000 -		Repairs and Maintenance	23.93	Copier Maintenance & Overages
		001 - 558 60 48 000 -		Repairs and Maintenance	23.93	Copier Maintenance & Overages
		001 - 575 50 48 000 -		Repair & Maint -	4.79	Copier Maintenance & Overages
		001 - 576 80 48 000 -		Repair & Maintenance	14.36	Copier Maintenance & Overages
<hr/>						
APs		Amount		For		
2968		210.62		Copier Maintenance - Police		
2969		34.71		Copier Maintenance Police Clerk		
2970		478.61		Copier Maintenance & Overages		
2971		348.72		Copier Maintenance & Overages		
<b>6741</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57903 PUBLIC SAFETY TESTING</b>	<b>125.00</b>	<b>Quarterly Subscription Fees</b>
		107 - 521 20 41 000 -		Professional Services	125.00	Recruiting Assistance, Quarterly Subscription Fee
<hr/>						
APs		Amount		For		
2963		125.00		Quarterly Subscription Fees		
<b>6742</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57904 RWC GROUP</b>	<b>98.46</b>	<b>Fleet Materials</b>
		501 - 548 30 34 000 -		Parts	98.46	Filters
<hr/>						
APs		Amount		For		
2949		98.46		Fleet Materials		
<b>6743</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57905 SCORE</b>	<b>2,030.00</b>	<b>Jail Services</b>
		107 - 523 60 51 000 -		Intergov. Jail Services	2,030.00	Jail Services
<hr/>						
APs		Amount		For		
2964		2,030.00		Jail Services		
<b>6744</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57906 STANDARD PARTS CORPORATION (NAPA)</b>	<b>482.97</b>	<b>Fleet Materials; Fleet Materials</b>
		501 - 548 30 34 000 -		Parts	192.50	Tractor Fluid & Hydraulic Fluid
		501 - 548 30 34 000 -		Parts	290.47	Hydraulic Fluid, Cooling System Filter, Oil, Hydraulic Filter
<hr/>						
APs		Amount		For		
2955		192.50		Fleet Materials		
2956		290.47		Fleet Materials		
<b>6745</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57907 UTILITIES UNDERGROUND LOC CENT</b>	<b>47.74</b>	<b>Monthly Locates</b>
		401 - 533 50 41 000 -		Professional Services	23.87	Monthly Locates
		403 - 534 50 41 000 -		Professional Services	23.87	Monthly Locates
<hr/>						
APs		Amount		For		

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		APs					
			Amount		For		
		2958	47.74		Monthly Locates		
<b>6746</b>	<b>11/03/2015</b>	<b>Claims</b>	<b>1</b>	<b>57908</b>	<b>WSP BUDGET &amp; FISCAL SERVICES</b>	<b>29.50</b>	<b>Background Checks</b>
			107 - 521 20 41 000 - Professional Services			29.50	Background Checks Sept 2015
		APs					
			Amount		For		
		2965	29.50		Background Checks		

001 General Fund	45,932.32	
101 Street Fund	10,544.93	
105 Drug Seizure Fund	379.00	
107 Criminal Justice Fund	44,184.78	
116 Community Events Fund	361.08	
118 Reserve Officer Fund	343.63	
310 Capital Improvement Fund	61,794.30	
401 Electric Utility Fund	216,364.81	
403 Water Utility Fund	55,628.00	
406 Stormwater Operations Fund	41,107.02	
501 Vehicle Repair & Maintenance Fund	4,388.26	
503 Information Technology	3,095.24	
631 Trust / Suspense Funds	3,645.76	
	487,769.13	Claims: 487,769.13
* Transaction Has Mixed Revenue And Expense Accounts		487,769.13

I hereby certigy 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

Approved for release prior to council meeting per Council Authorization.

\_\_\_\_\_  
Mayor
Date

Back to Voucher Cover Sheet



**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** November 2, 2015  
**Re:** Ordinance Creating General Fund Asset Replacement Fund

---

**ATTACHMENTS:** Ordinance – Creating a General Fund Asset Replacement Fund

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommendation/Action:** Either consider this a first read, or

“I move to approve the proposed Ordinance to create a General Fund Asset Replacement Fund.”

---

**Issue:** During the process of putting together the Budget, I came across an RCW that we appear to be sideways on.

- **RCW 35A.33.145 Contingency fund — Creation.** Every code city may create and maintain a contingency fund to provide moneys with which to meet any municipal expense, the necessity or extent of which could not have been foreseen or reasonably evaluated at the time of adopting the annual budget, or from which to provide moneys for those emergencies described in RCW [35A.33.080](#) and [35A.33.090](#). Such fund may be supported by a budget appropriation from any tax or other revenue source not restricted in use by law, or also may be supported by a transfer from other unexpended or decreased funds made available by ordinance as set forth in RCW [35A.33.120](#): **PROVIDED, That the total amount accumulated in such fund at any time shall not exceed the equivalent of thirty-seven and one-half cents per thousand dollars of assessed valuation of property within the city at such time.** Any moneys in the contingency fund at the end of the fiscal year shall not lapse except upon reappropriation by the council to another fund in the adoption of a subsequent budget.
- **RCW 35A.33.146 Contingency fund — Withdrawals.** No money shall be withdrawn from the contingency fund except by transfer to the appropriate operating fund authorized by a resolution or ordinance of the council, adopted by a vote of the majority of the entire council, clearly stating the facts constituting the reason for the withdrawal or the emergency as the case may be, specifying the fund to which the withdrawn money shall be transferred.

The current assessed valuations for Milton are:

- Pierce County at \$590,784,770 multiplied by \$.375 per thousand = \$221,544.38
- King County at \$101,292,000 multiplied by \$.375 per thousand = \$37,985.63.

The total allowed to be held in a contingency fund which fits the description of the Strategic Reserve Fund is \$259,530.

**Discussion:** This was discussed with the Finance Committee in October. In an effort to meet the requirements of State Law and the desires of Milton City Council, this proposal creates two funds for the General Fund money to provide ongoing use of the resources, along with a means for replenishing them.

On several occasions, Council has discussed setting up and funding an account specific to replacing aging Equipment. This action would utilize the excess strategic reserve funds to facilitate purchases through the use of interfund loans, eliminating the need to borrow from the City's Utility Funds and potentially eliminating the need for outside financing, saving the City thousands of dollars over time. Council approval is required for interfund loans.

This Ordinance was reviewed and approved by the City Attorney.

Council may make changes to the proposal. Example: This proposal identifies a 50/50 split of the excess funds between Asset Replacement and Capital Improvement Reserve, which equates to \$261,235 to each fund. Another option would be to put the excess or a portion thereof back into the General Fund for general use.

**Fiscal Impact/Source of Funds:** There is no specific fiscal impact; the money would only be transferred to a new Fund. There is a potential for considerable savings if the City would no longer need to procure outside financing.

**CITY OF MILTON  
ORDINANCE #####-15**

**AN ORDINANCE OF THE CITY OF MILTON,  
WASHINGTON, CREATING A GENERAL FUND ASSET  
REPLACEMENT FUND; CREATING SECTION 3.24.260 OF  
THE MILTON MUNICIPAL CODE; AND ESTABLISHING  
AN EFFECTIVE DATE;**

**WHEREAS**, the Milton City Council has a Strategic Reserve Fund with funds in excess of statutory requirement, and

**WHEREAS**, the City has found it necessary to borrow funds in order to provide necessary equipment for employees to perform their jobs, and

**WHEREAS**, the Milton City Council considers it prudent to designate a portion of those funds to be used solely for the purpose of funding asset replacement.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,  
WASHINGTON, HEREBY DO ORDAIN AS FOLLOWS:**

**Section 1.** A new Section 3.24.260 of the Milton Municipal Code is hereby created as follows:

**3.24.260 General Fund Asset Replacement Fund.**

There is created and established a fund to be known as the General Fund Asset Replacement Fund. Fifty percent of the excess from the Strategic Reserve Fund shall be placed in the General Fund Asset Replacement Fund for the sole purpose of funding all necessary replacement and or acquisition of assets (equipment) for the General Fund, including Streets, Parks, Police, Facilities, Development, Technology and Rolling Stock. All allocations from this fund must be approved by a vote of the City Council and provide for restoration of the fund.

**Section 2.** EFFECTIVE DATE. This ordinance shall be in full force and effect five (5) days from and after its passage, approval, and publication as provided by law.

**PASSED AND APPROVED** by the City Council of the City of Milton, Washington, at a regular scheduled meeting thereof this 2<sup>nd</sup> day of November, 2015.

---

Debra Perry, Mayor

Attest/Authenticated:

---

Katie Bolam, City Clerk

Approved as to form:

---

Kristin Eick, City Attorney

Published:

Effective Date:

[Back to Agenda Bill](#)



**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** November 2, 2015  
**Re:** Ordinance Creating General Fund Capital Improvement Reserve Fund

---

**ATTACHMENTS:** Ordinance – Creating a General Fund Capital Improvement Reserve Fund

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommendation/Action:** Either consider this a first read, or

“I move to approve the proposed Ordinance to create a General Fund Capital Improvement Reserve Fund.”

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**Discussion:** This was discussed with the Finance Committee in October. In an effort to meet the requirements of State Law and the desires of Milton City Council, this proposal creates two funds for the General Fund money to provide ongoing use of the resources, along with a means for replenishing them.

On several occasions, Council has discussed setting up and funding an account specific to replacing aging Equipment. This action would utilize the excess strategic reserve funds to facilitate purchases through the use of interfund loans, eliminating the need to borrow from the City's Utility Funds and potentially eliminating the need for outside financing, saving the City thousands of dollars over time. Council approval is required for interfund loans.

This Ordinance was reviewed and approved by the City Attorney.

Council may make changes to the proposal. Example: This proposal identifies a 50/50 split of the excess funds between Asset Replacement and Capital Improvement Reserve, which equates to \$261,235 to each fund. Another option would be to put the excess or a portion thereof back into the General Fund for general use.

**Fiscal Impact/Source of Funds:** There is no specific fiscal impact; the money would only be transferred to a new Fund. There is a potential for considerable savings if the City would no longer need to procure outside financing.

**CITY OF MILTON  
ORDINANCE #####-15**

**AN ORDINANCE OF THE CITY OF MILTON,  
WASHINGTON, CREATING A GENERAL FUND CAPITAL  
IMPROVEMENT RESERVE FUND; CREATING SECTION  
3.24.250 OF THE MILTON MUNICIPAL CODE; AND  
ESTABLISHING AN EFFECTIVE DATE;**

**WHEREAS**, the Milton City Council has a Strategic Reserve Fund with funds in excess of statutory requirement, and

**WHEREAS**, the Milton City Council considers it prudent to designate a portion of those funds to be used solely for the purpose of funding costs of capital improvements, including planning, design, acquisition, construction, construction inspection and construction management for projects specific to City Streets, Parks and Facilities.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,  
WASHINGTON, HEREBY DO ORDAIN AS FOLLOWS:**

**Section 1.** A new Section 3.24.250 of the Milton Municipal Code is hereby created as follows:

**3.24.250 General Fund Capital Improvement Reserve Fund.**

There is created and established a fund to be known as the General Fund Capital Improvement Reserve Fund. Fifty percent of the excess from the Strategic Reserve Fund shall be placed in the General Fund Capital Improvement Reserve Fund for the sole purpose of funding all costs of capital improvements, including planning, design, acquisition, construction, construction inspection, and construction management. All allocations from this fund must be approved by a vote of the City Council and provide for restoration of the fund.

**Section 2.** EFFECTIVE DATE. This ordinance shall be in full force and effect five (5) days from and after its passage, approval, and publication as provided by law.

**PASSED AND APPROVED** by the City Council of the City of Milton, Washington, at a regular scheduled meeting thereof this 2<sup>nd</sup> day of November, 2015.

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Debra Perry, Mayor

Attest/Authenticated:

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Katie Bolam, City Clerk

Approved as to form:

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Kristin Eick, City Attorney

Published:

Effective Date:

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**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** November 2, 2015  
**Re:** Ordinance Creating Stormwater Utility Asset Replacement Fund

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**ATTACHMENTS:** Ordinance creating a Stormwater Utility Asset Replacement Fund

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

---

**Recommendation/Action:** “I move to adopt the Ordinance creating a Stormwater Utility Asset Replacement Fund”

**Issue:** Council has discussed the need to set funding aside for the replacement of assets such as IT equipment and rolling stock.

**Discussion:** Some of the equipment, required by the Utility Departments, is very expensive and the goal would be to set funding aside so that when equipment reaches the end of its useful life there is money available to replace it. This fund would be available to provide a funding mechanism with a portion of the service revenue being set aside for future equipment purchases. This Ordinance identifies 3% as the portion of monthly charges for service as the set aside. That % is a recommendation from Staff and can certainly be changed, now or in the future if desired, or if it becomes necessary.

**Fiscal Impact/Source of Funds:** There is no immediate fiscal impact since this is just moving existing funds from one fund to another. However, this could provide a huge savings for the City in the future as equipment is needed, because it could eliminate the need to acquire outside funding. There will be a Budget Amendment presented for adoption to actually move the money as it was not anticipated in the current adopted budget.

(Stormwater already has a Capital Improvement Fund that is funded with a portion of the monthly charges for service.)

**CITY OF MILTON  
ORDINANCE #####-15**

**AN ORDINANCE OF THE CITY OF MILTON,  
WASHINGTON, CREATING A GENERAL FUND CAPITAL  
IMPROVEMENT RESERVE FUND; CREATING SECTION  
3.24.250 OF THE MILTON MUNICIPAL CODE; AND  
ESTABLISHING AN EFFECTIVE DATE;**

**WHEREAS**, the Milton City Council has a Strategic Reserve Fund with funds in excess of statutory requirement, and

**WHEREAS**, the Milton City Council considers it prudent to designate a portion of those funds to be used solely for the purpose of funding costs of capital improvements, including planning, design, acquisition, construction, construction inspection and construction management for projects specific to City Streets, Parks and Facilities.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,  
WASHINGTON, HEREBY DO ORDAIN AS FOLLOWS:**

**Section 1.** A new Section 3.24.250 of the Milton Municipal Code is hereby created as follows:

**3.24.250 General Fund Capital Improvement Reserve Fund.**

There is created and established a fund to be known as the General Fund Capital Improvement Reserve Fund. Fifty percent of the excess from the Strategic Reserve Fund shall be placed in the General Fund Capital Improvement Reserve Fund for the sole purpose of funding all costs of capital improvements, including planning, design, acquisition, construction, construction inspection, and construction management. All allocations from this fund must be approved by a vote of the City Council and provide for restoration of the fund.

**Section 2.** EFFECTIVE DATE. This ordinance shall be in full force and effect five (5) days from and after its passage, approval, and publication as provided by law.

**PASSED AND APPROVED** by the City Council of the City of Milton, Washington, at a regular scheduled meeting thereof this 2<sup>nd</sup> day of November, 2015.

---

Debra Perry, Mayor

Attest/Authenticated:

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Katie Bolam, City Clerk

Approved as to form:

---

Kristin Eick, City Attorney

Published:

Effective Date:

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**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** November 2, 2015  
**Re:** Ordinance Creating a Water Utility Asset Replacement Fund

---

**ATTACHMENTS:** Ordinance creating a Water Utility Asset Replacement Fund

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

---

**Recommendation/Action:** "I move to adopt the Ordinance creating a W Utility Asset Replacement Fund"

**Issue:** Council has discussed the need to set funding aside for the replacement of assets such as IT equipment and rolling stock.

**Discussion:** Some of the equipment, required by the Utility Departments, is very expensive and the goal would be to set funding aside so that when equipment reaches the end of its useful life there is money available to replace it. This fund would be available to provide a funding mechanism with a portion of the service revenue being set aside for future equipment purchases. This Ordinance identifies 3% as the portion of monthly charges for service as the set aside. That % is a recommendation from Staff and can certainly be changed, now or in the future if desired, or if it becomes necessary.

**Fiscal Impact/Source of Funds:** There is no immediate fiscal impact since this is just moving existing funds from one fund to another. However, this could provide a huge savings for the City in the future as equipment is needed, because it could eliminate the need to acquire outside funding. There will be a Budget Amendment presented for adoption to actually move the money as it was not anticipated in the current adopted budget.

**CITY OF MILTON  
ORDINANCE #####-15**

**AN ORDINANCE OF THE CITY OF MILTON,  
WASHINGTON, CREATING A WATER UTILITY ASSET  
REPLACEMENT FUND; CREATING SECTION 3.24.280 OF  
THE MILTON MUNICIPAL CODE; AND ESTABLISHING  
AN EFFECTIVE DATE;**

**WHEREAS**, the City has found it necessary to finance equipment purchases in order to provide necessary equipment for employees to perform their jobs, and

**WHEREAS**, the Milton City Council considers it prudent to set aside funds to be used solely for the purpose of funding asset replacement.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,  
WASHINGTON, HEREBY DO ORDAIN AS FOLLOWS:**

**Section 1.** A new Section 3.24.280 of the Milton Municipal Code is hereby created as follows:

**3.24.280 Water Utility Asset Replacement Fund.**

There is created and established a fund to be known as the Water Utility Asset Replacement Fund. Three percent of the monthly charges for Water Service shall be placed in the Water Utility Asset Replacement Fund for the sole purpose of funding all necessary replacement and or acquisition of assets for the Water Utility; Technology and Rolling Stock. All allocations from this fund must be approved by a vote of the City Council.

**Section 2.** **EFFECTIVE DATE.** This ordinance shall be in full force and effect five (5) days from and after its passage, approval, and publication as provided by law.

**PASSED AND APPROVED** by the City Council of the City of Milton, Washington, at a regular scheduled meeting thereof this 2<sup>nd</sup> day of November, 2015.

---

Debra Perry, Mayor

Attest/Authenticated:

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Katie Bolam, City Clerk

Approved as to form:

---

Kristin Eick, City Attorney

Published:

Effective Date:

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**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** November 2, 2015  
**Re:** Ordinance Creating a Water Utility Capital Improvement Fund

---

**ATTACHMENTS:** Ordinance creating a Water Utility Capital Improvement Fund

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

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**Recommendation/Action:** "I move to adopt the Ordinance creating a Water Utility Capital Improvement Fund"

**Issue:** When Capital Improvement funding is combined with Operating & Maintenance funding it is easy to lose track of how much money is intended as a set aside.

**Discussion:** This fund would provide separate accounting for moneys set aside for Capital Projects. This fund would provide a funding mechanism with a portion of the service revenue being set aside for future equipment purchases. This Ordinance identifies 7% as the portion of monthly charges for service as the set aside. That % is a recommendation from Staff and can certainly be changed, now or in the future if desired, or if it becomes necessary.

**Fiscal Impact/Source of Funds:** There is no immediate fiscal impact since this is just moving existing funds from one fund to another. This does assist in accounting for money that is set aside specifically for Capital Projects. There will be a Budget Amendment presented for adoption to actually move the money as it was not anticipated in the current adopted budget.

**CITY OF MILTON  
ORDINANCE #####-15**

**AN ORDINANCE OF THE CITY OF MILTON,  
WASHINGTON, CREATING A WATER UTILITY  
CAPITAL IMPROVEMENT FUND; CREATING SECTION  
3.24.240 OF THE MILTON MUNICIPAL CODE; AND  
ESTABLISHING AN EFFECTIVE DATE;**

**WHEREAS**, the Milton City Council has set the Water Utility monthly charge to, in part, provide funding for some of the capital needs of the Utility, and

**WHEREAS**, the Milton City Council considers it necessary to designate 7% of the monthly charge to be placed in a separate fund to be used solely for the purpose of funding costs of electric utility capital improvements, including planning, design, acquisition, construction, construction inspection and construction management.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,  
WASHINGTON, HEREBY DO ORDAIN AS FOLLOWS:**

**Section 1.** A new Section 3.24.240 of the Milton Municipal Code is hereby created as follows:

**3.24.240 Water Utility Capital Improvement Fund.**

There is created and established a fund to be known as the Water Utility Capital Improvement Fund. Seven percent of the monthly charge for Water Service shall be placed in the Water Utility Capital Improvement Fund for the sole purpose of funding all costs of capital improvements, including planning, design, acquisition, construction, construction inspection, and construction management.

**Section 2.** EFFECTIVE DATE. This ordinance shall be in full force and effect five (5) days from and after its passage, approval, and publication as provided by law.

**PASSED AND APPROVED** by the City Council of the City of Milton, Washington, at a regular scheduled meeting thereof this 2<sup>nd</sup> day of November, 2015.

---

Debra Perry, Mayor

Attest/Authenticated:

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Katie Bolam, City Clerk

Approved as to form:

---

Kristin Eick, City Attorney

Published:

Effective Date:

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**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** November 2, 2015  
**Re:** Ordinance Creating an Electric Utility Asset Replacement Fund

---

**ATTACHMENTS:** Ordinance creating an Electric Utility Asset Replacement Fund

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

---

**Recommendation/Action:** "I move to adopt the Ordinance creating an Electric Utility Asset Replacement Fund"

**Issue:** Council has discussed the need to set funding aside for the replacement of assets such as IT equipment and rolling stock.

**Discussion:** Some of the equipment, required by the Utility Departments, is very expensive and the goal would be to set funding aside so that when equipment reaches the end of its useful life there is money available to replace it. This fund would be available to provide a funding mechanism with a portion of the service revenue being set aside for future equipment purchases. This Ordinance identifies 3% as the portion of monthly charges for service as the set aside. That % is a recommendation from Staff and can certainly be changed, now or in the future if desired, or if it becomes necessary.

**Fiscal Impact/Source of Funds:** There is no immediate fiscal impact since this is just moving existing funds from one fund to another. However, this could provide a huge savings for the City in the future as equipment is needed, because it could eliminate the need to acquire outside funding. There will be a Budget Amendment presented for adoption to actually move the money as it was not anticipated in the current adopted budget.

**CITY OF MILTON  
ORDINANCE #####-15**

**AN ORDINANCE OF THE CITY OF MILTON,  
WASHINGTON, CREATING AN ELECTRIC UTILITY  
ASSET REPLACEMENT FUND; CREATING SECTION  
3.24.270 OF THE MILTON MUNICIPAL CODE; AND  
ESTABLISHING AN EFFECTIVE DATE;**

**WHEREAS**, the City has found it necessary to finance equipment purchases in order to provide necessary equipment for employees to perform their jobs, and

**WHEREAS**, the Milton City Council considers it prudent to set aside funds to be used solely for the purpose of funding asset replacement.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,  
WASHINGTON, HEREBY DO ORDAIN AS FOLLOWS:**

**Section 1.** A new Section 3.24.270 of the Milton Municipal Code is hereby created as follows:

**3.24.270 Electric Utility Asset Replacement Fund.**

There is created and established a fund to be known as the Electric Utility Asset Replacement Fund. Three percent of the monthly charges for Electric Service shall be placed in the Electric Utility Asset Replacement Fund for the sole purpose of funding all necessary replacement and or acquisition of assets for the Electric Utility; Technology and Rolling Stock. All allocations from this fund must be approved by a vote of the City Council.

**Section 2.** EFFECTIVE DATE. This ordinance shall be in full force and effect five (5) days from and after its passage, approval, and publication as provided by law.

**PASSED AND APPROVED** by the City Council of the City of Milton, Washington, at a regular scheduled meeting thereof this 2<sup>nd</sup> day of November, 2015.

---

Debra Perry, Mayor

Attest/Authenticated:

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Katie Bolam, City Clerk

Approved as to form:

---

Kristin Eick, City Attorney

Published:

Effective Date:

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**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** November 2, 2015  
**Re:** Ordinance Creating an Electric Utility Capital Improvement Fund

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**ATTACHMENTS:** Ordinance creating an Electric Utility Capital Improvement Fund

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

---

**Recommendation/Action:** "I move to adopt the Ordinance creating an Electric Utility Capital Improvement Fund"

**Issue:** When Capital Improvement funding is combined with Operating & Maintenance funding it is easy to lose track of how much money is intended as a set aside.

**Discussion:** This fund would provide separate accounting for moneys set aside for Capital Projects. This fund would provide a funding mechanism with a portion of the service revenue being set aside for future equipment purchases. This Ordinance identifies 7% as the portion of monthly charges for service as the set aside. That % is a recommendation from Staff and can certainly be changed, now or in the future if desired, or if it becomes necessary.

**Fiscal Impact/Source of Funds:** There is no immediate fiscal impact since this is just moving existing funds from one fund to another. This does assist in accounting for money that is set aside specifically for Capital Projects. There will be a Budget Amendment presented for adoption to actually move the money as it was not anticipated in the current adopted budget.

**CITY OF MILTON  
ORDINANCE #####-15**

**AN ORDINANCE OF THE CITY OF MILTON,  
WASHINGTON, CREATING A ELECTRIC UTILITY  
CAPITAL IMPROVEMENT FUND; CREATING SECTION  
3.24.230 OF THE MILTON MUNICIPAL CODE; AND  
ESTABLISHING AN EFFECTIVE DATE;**

**WHEREAS**, the Milton City Council has set the Electric Utility monthly charge to, in part, provide funding for some of the capital needs of the Utility, and

**WHEREAS**, the Milton City Council considers it necessary to designate 7% of the monthly charge to be placed in a separate fund to be used solely for the purpose of funding costs of electric utility capital improvements, including planning, design, acquisition, construction, construction inspection and construction management.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,  
WASHINGTON, HEREBY DO ORDAIN AS FOLLOWS:**

**Section 1.** A new Section 3.24.230 of the Milton Municipal Code is hereby created as follows:

**3.24.250 Electric Utility Capital Improvement Fund.**

There is created and established a fund to be known as the Electric Utility Capital Improvement Fund. Seven percent of the monthly charge for Electric Service shall be placed in the Electric Utility Capital Improvement Fund for the sole purpose of funding all costs of capital improvements, including planning, design, acquisition, construction, construction inspection, and construction management.

**Section 2.** EFFECTIVE DATE. This ordinance shall be in full force and effect five (5) days from and after its passage, approval, and publication as provided by law.

**PASSED AND APPROVED** by the City Council of the City of Milton, Washington, at a regular scheduled meeting thereof this 2<sup>nd</sup> day of November, 2015.

---

Debra Perry, Mayor

Attest/Authenticated:

---

Katie Bolam, City Clerk

Approved as to form:

---

Kristin Eick, City Attorney

Published:

Effective Date:

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To: Mayor Perry and City Council members  
From: Director Garrison  
Date: November 2, 2015 Regular Meeting  
Re: **Ordinance Providing for a Fee for Door Hangers**

---

**ATTACHMENTS: A. Proposed Ordinance**

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**TYPE OF ACTION:**

Information Only     Discussion     Action     Expenditure Required

**Recommendation/Action:**

“I move to approve the proposed ordinance to provide for a fee to be charged for delivery of a door hanger.”

**Fiscal Impact/Source of Funds:** This would allow for the recovery of additional expenses involved in providing door hangers notifying customers of impending disconnection of utility services due to non-payment.

---

**Issue:** In an attempt to reduce the number of service shut-offs’ processed, administrative direction was given to provide door hangers to customers that are subject to utility shut off the day before shut off. There are costs to the City to have employee’s process door hangers and hand deliver them to doors.

**Background:** This was done for the first time in September and significantly decreased the number of services that were disconnected for non-payment on shut-off day. The same results were experienced in October. This process appears to be successful at reducing the number of shut-offs and will be continued. This Ordinance would allow for a fee to be charged through the Fee Schedule; Council would then decide whether or not to pass on a fee which would cover or partially cover expenses for providing this service to our customers.

At this time Council can choose to consider this a first reading and ask that it come back to the next meeting for action, or Council can choose to adopt the Ordinance at this time. There is no emergency involved, and this will not change the notices that will be delivered in the month of November (tomorrow).

**CITY OF MILTON, WASHINGTON  
ORDINANCE NO. ####-15**

**AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, ADDING SUBSECTIONS 13.35.045 TO THE MILTON MUNICIPAL CODE TO PROVIDE FOR A FEE TO BE CHARGED FOR DELIVERY OF A DOOR HANGER; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City of Milton operates stormwater, electric, and water utilities to provide such services to its residents; and

WHEREAS, the City desires to provide the service of a door hanger to notify residents of eminent discontinuance of utility services if payment is not made within a specific time period; and

WHEREAS, through a separate resolution, the City Council will set a fee and publish it in the City's Fee Schedule; now, therefore,

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

**Section 1.** Section 13.35.045 of the Milton Municipal Code is hereby added as follows:

**13.35.045 Door Hangers.**

A fee may be charged for door hangers delivered to the property in accordance with the City's Fee Schedule.

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

**Section 3. Severability.** If any section, sentence, clause, or phrase of this ordinance or should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**Section 4. Effective Date.** A summary of this ordinance consisting of its title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

Passed by the City Council on the 2<sup>nd</sup> day of November, 2015.

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Mayor Debra Perry

ATTEST/AUTHENTICATED:

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Katie Bolam, City Clerk

APPROVED AS TO FORM:

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Kristin Eick, City Attorney

Published:  
Effective Date:

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**To:** Mayor Perry and City Council Members  
**From:** Betty J. Garrison, Finance Director  
**Date:** November 2, 2015  
**Re:** Fee Schedule

---

**ATTACHMENTS:** Current Fee Schedule Resolution with proposed changes

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommended Motion:** "I move to adopt the Resolution approving the attached Fee Schedule."

---

**Issue:** Council was presented with an Ordinance providing for the ability to charge a fee for Door Hangers. The fee itself is to be set by Resolution adopting a Fee Schedule. The previously adopted Fee Schedule did not have a fee for placing Door Hangers.

**Discussion:** This Fee Schedule incorporates a nominal fee of \$10.00 for the placement of Door Hangers the day prior to Utility Shut-Offs due to non-payment.

**Fiscal Impact/Source of Funds:** This may not recoup the full cost of preparation and hand delivery of Door Hangers; however, it does recoup some of the cost, and by the reduction in the number of shut-offs, it saves even more in staff time. This proposed amount can be changed by Council.

This proposed update to the Fee Schedule is contingent upon Council's previous action to allow for a Door Hanger Fee.

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

<b>A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, AMENDING RESOLUTION NO. 15-1868 ADOPTED ON OCTOBER 19, 2015, AND REPEALING ALL PRIOR VERSIONS OF THE FEE SCHEDULE.</b>		
<b>THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:</b>		
<b>Section 1.</b>		
<b>TABLE #</b>	<b>SECTION</b>	<b>PAGE</b>
I	Business Licenses	1
II	Administrative & Publications	3
III	Recreation	4
IV	Public Safety	6
V	Zoning, Land Division, Environmental, & Planning	8
VI	Building & Fire Safety	10
VII	Transportation, Engineering, Utilities, & Utility Connections	17
<b>Primary Dept. /Code Ref.</b>	<b>Title</b>	<b>Rate/Fee/Charge</b>
<b>I</b>	<b>Business Licenses</b>	
<b>§5.04.080</b>	New Business Application Fee (One Time Application Fee)	\$55.00
	Home Occupation/Owner only (No employees allowed)	\$33.00
	Business Employees/Including Owner	
	0-2 employees	\$33.00
	3-5 employees	\$66.00
	6-12 employees	\$132.00
	13-25 employees	\$330.00
	26-50 employees	\$660.00
	51+ employees	\$990.00
	Additional Charges for the following areas:	
	Restaurant/Tavern/Cabaret	
	Restaurant and/or Tavern (Class 3)	\$66.00
	Music/Entertainment (Class 1)	\$132.00
	Music/Entertainment/Dancing (Class 2)	\$198.00
	Endorsements	
	Pinball Machines	\$44.00 each
	Video Game Tables	\$38.50 each
	Pool/Billiard Tables	\$27.50 each

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	<p><u>Late Fees:</u> After January 31st 50% of total license fee plus an additional 10% per month thereafter, not to exceed 100% of license fee. Licenses expire on the due date issued by the Washington State Dept. of Licensing. The City is not required to send out renewal notices.</p>	
<b>II</b>	<b>Administrative &amp; Publications</b>	

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
All Depts	Administrative Fee for all reimbursable expenses	15% per consultant billing and/or other reimbursable event, not to exceed \$100 per invoice
	Photocopying over 25 pages	\$0.15 per page
	Copies on compact disc	\$5.00 per disk
	Color Copies	\$0.35 per page
	Copies on Thumdrive 2GB	\$15.00
	Printed Bound Documents – will be based on actual cost of printing	Actual costs
	Returned Item (check or electronic payment) for any reason	\$35.00
	Verbatim Transcription	\$55.00 per hour
	Lien Filing Fee	Respective County Filing Fee
Police	Police Reports	\$5.00
Public Works	Development Standards Manual – includes CD	Actual costs
	Color Copy of Zoning or Other Available Maps	Cost of map
	Staff Billable Hourly Rates	
	Building Official/Inspector	\$99.00/hour
	Planner	\$70.00
	Prearranged Consultation w/Building Official or Planner	\$25.00/30 minutes
	Administrative Staff	\$55.00
	Attorney	Cost plus 15% overhead fee (not to exceed \$100 per event)
	Other outside consultants	Cost plus 15% overhead fee (not to exceed \$100 per event)
	Other Staff – Directors, Electric, Water, & Storm	Not less than \$75/hr, not greater than \$130/hr
<b>III</b>	<b>Recreation</b>	

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

<b>Primary Dept. /Code Ref.</b>	<b>Title</b>	<b>Rate/Fee/Charge</b>
Rentals	The Mayor is authorized to waive the rental fee and/or deposit for registered non-profit organizations, whose mission provides services to the general Milton community or to groups of persons in need within the City. Most of the services provided by the organization should be of the type that government could provide itself. 'Persons in need' shall include the poor, infirm, elderly and youth.	

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Community Building Rental	
	Refundable Damage/Cleaning and Key Deposit	\$250.00
	Standard Rental Fees (2 – hours Minimum)	
	Local Residents	\$25 per hour
	Non-Local Residents	\$35 per hour
	Non-Profit Rental Fees	\$10 for first 2 hours. Additional hours at Standard Rate above.
	Governmental Agencies	No Charge
	Activity Center Rental	
	Refundable Damage/Cleaning and Key Deposit	\$350.00
	Standards Rental Fees (2 Hours Minimum)	
	Local Residents	\$60 per hour
	Non-Local Residents	\$80 per hour
	Recurring Rental Fees	
	Pre-paid, non-refundable, minimum 6 days rentals per calendar year paid in advance. Mondays - Thursdays only; and Friday - Sunday rentals for rental periods ending prior to 10:00a.m., provided that such rentals could be superseded at the sole discretion of the City for Standard Rentals or citywide events.	\$15 per hour
	Governmental Agencies	No Charge
	Senior Sponsored Events	
	Monday thru Friday only	Free if scheduled to end before 5:00p.m.
	Senior Activities Center Events	Free
Events	City Event Vendor Fees	
Milton Days	Vendor with Milton Business License	\$125.00
	Returning Vendor	\$125.00
	Guest Vendor/Business	\$150.00
	Non-Profit Clubs, Organizations & Government Agencies	\$50.00 (Suggested Donation)
	Hobbyists/Crafts (Non-Business Affiliated)	\$50.00
	Electric Connection Fee	\$50.00
Bazaar	Booth	\$40.00
	Late Registration, additional fee	\$10.00

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
<b>IV</b>	<b>Public Safety</b>	
§ 6.01	Pet Licenses: Sumner/Puyallup Fees as of 09/01/14	
	Domestic Animals	
	Dog or Cat under 6 months	\$0.00
	Dog, Unaltered	\$60.00
	Dog, Altered	\$16.00
	Cat, Unaltered	\$60.00
	Cat, Altered	\$12.00
	Dog (Sr. Citizen 65+)Altered	\$8.00
	Dog (Sr. Citizen 65+)Unaltered	\$30.00
	Cat (Sr. Citizen 65+)Altered	\$6.00
	Cat (St. Citizen 65 +)Unaltered	\$30.00
	Replacement for lost tag	\$5.00
	Late Fee After 30 days	\$10.00
	Late Fee After 60 days	\$20.00
	Exotic animal - Owner's license	\$100.00
	Other Pet Fees and Permits	
	Replacement tag fee	\$5.00
	Permit for potentially dangerous dog	\$250.00
	Annual renewal of permit for potentiall dangerous dog	\$50.00
	Permit for dangerous dog	\$500.00
	Annual renewal of permit for dangerous dog	\$100.00
	Kennel Rate cat/dog	\$75.00
	Shelter Fees - Adoption, Boarding, Impound, Spay/Neuter, Euthanasia <p style="margin-left: 40px;">These fees shall be set annually by the animal control operations board and shall be based on comparables as well as actual costs associated with professional services. The animal control operations board shall provide each participating city with a copy of these fees. The "animal control operations board" means the operations board of the governing entity of the animal control authority, as established by the interlocal agreement.</p>	
	Return Check Fee	\$40.00 and license invalidity
	Copies of Police Reports	\$5.00
	Parking Tax - per vehicle per day	\$1.00
	Reimbursable Security Services (three hour minimum)	
	Hourly Rate	\$45.00/hr - \$70.00/hr

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Overtime Rate	\$65.00/hr - \$105.00/hr
§ 9.44	Police Alarm Systems	
	User Permit required	\$20.00
	Changes to the Permit	\$5.00
	Failure to obtain Permit within 30 day requirement	\$100.00
	False Alarms	
	First and Second false alarm/activation per calendar year	Warning
	Third and subsequent false alarm/activation	\$ 100.00 per false alarm/activation
	Failure to obtain a valid alarm permit will result in a fee for each false alarm/activation	\$ 250.00 per false alarm/activation
§ 8.04	Fireworks	
	Sale License	\$75.00 per year
	Fingerprinting (City of Milton Resident)	\$10.00
	Fingerprinting (Non-Resident)	\$15.00

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Concealed Weapon Licenses	\$50.75
	Renewal	\$32.00
	Late Renewal	\$42.00
	Replacement	\$10.00
	Exceptions per State law will apply	
<b>V</b>	<b>Zoning, Land Division, Environmental &amp; Planning</b>	
Planning	Impact Fees	
	School Impact Fee	
	Single Family & Duplex (Per Unit)	Per MMC 13.42.060(A)(2)
	Multi-Family (Per Unit)	Per MMC 13.42.060(A)(2)
	Traffic Mitigation Fee	Per MMC 16.84.065
	Planning and Land Use Fees **	
	Administrative Interpretation/Decision	\$483.00
	Appeal of Administrative Interpretation / Decision	\$656.00
	Accessory Dwelling Unit	\$88.00
	Variance	\$1,393.00
	Annexation	\$3,453.00
	Binding Site Plan	\$1,209.00
	Boundary Line Adjustment	\$458.00
	Comprehensive Plan Amendment or Rezone	\$3,765.00
	Conditional Use Permit	\$2,142.00
	Critical Areas Checklist	
	Design Standards Review	\$678.00
	Short Plat	\$1,103.00
	Preliminary Subdivision	\$1,888.00
	Final Subdivision	\$297.00
	Hearing Examiner Decision (due prior to approval of final plat)	Varies
	Hearing Examiner Appeal	\$1,292.00
	Hearing Examiner Reconsideration	\$583.00
	Home Occupation	\$129.00
	Master Plan	\$5,078.00
	Master Plan Amendment	\$3,006.00
	Non-Conforming Use Letter	\$338.00
	Pre-Application/Construction – Major	\$1,212.00
	Pre-Application/Construction – Minor – (to be used with existing commercial structures, where there is a change of use or occupancy. The project will have no environmental issues and no design review required.)	\$457.00
	Alteration/Amendment of Short Plat (0-4 lots)	\$365.00

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Alteration/Amendment of Subdivision (5+ lots)	\$623.00
	Reasonable Use Exception	\$1,299.00
	SEPA Major	\$2,308.00
	SEPA Minor (Applies to single family residences that exceed the categorical exemptions which pertain to residential filling and grading.)	\$1,383.00
	Shoreline Substantial Development	\$1,182.00
	Site Plan Approval	\$1,209.00
	Clearing and Grading Permits	
	Less than 7,000 square feet	\$100
	More than 7,000 square feet	\$366 plus staff time OR consultant fees
	Stormwater Permits	
	Add or replace less than 2,000 square feet of impervious surface	\$100
	Add or replace between 2,000-5,000 square feet of impervious surface	\$366 plus staff time OR consultant fees
	Add or replace more than 5,000 square feet of impervious surface	\$481 plus staff time OR consultant fees
	**After 3 reviews – applicant is subject to additional charges at a minimum of \$75 per hour not to exceed \$130 per hour.	
<b>VI</b>	<b>Building &amp; Fire Safety</b>	
Planning	Plan Review Fees	65% of Building Permit Fee
	Reroof	Fee based on City of Milton Building Division Valuation Table but no less than \$149.00
	Stock Plan	60% of original plan review fee
	Outside Consultant Plan Review	Actual consultant cost plus regular City plan review fees.
	Fire Sprinkler System	
	Residential (1-2 family dwelling units) – 1 hour minimum plan review	\$199.00 for first 10 heads plus \$1.03 for each additional head plus plan review fee at \$99.00/hr

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

<b>Primary Dept. /Code Ref.</b>	<b>Title</b>	<b>Rate/Fee/Charge</b>
	Commercial – 2 hour minimum plan review	

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Fire Alarm	
	Residential (1-2 family dwelling units)	\$199.00 plus \$1.55 per device
	Commercial / Multi Family	\$464.00 plus \$1.55 per device
	Tenant Improvement, Alteration, or Remodel	\$386.00 plus \$1.55 per device
	Fire Suppression (other than Sprinklers)	
	Includes hood and duct and alternative fire-extinguishing systems	\$199.00 plus plan review fee at \$99.00/hour (2 hr. minimum)
	Energy Code Plan Review	\$99/hr, 1hr minimum
	Demolition or Building Move	\$457.00
	In addition, buildings moved into jurisdiction will require a building permit and complete plan review. This category requires Assignment of Funds to equal twice the assessed value of the estimated work (i.e. demolition cost or moving costs), but no less than \$10,000.	
	Swimming Pool and Spa	Fee based on the City of Milton Building Division Valuation Table but not less than \$313.00
	Signs (fee includes plan review)	
	Pole	\$484.00
	Monument	\$449.00
	Building	\$357.00
	Multi-Group	\$631.00
	Temporary Banners, A-Boards – Annually	\$103.00
	Minimum Fee Unless Noted Otherwise	\$143.00 per hour
	Expedited Plan Review	2 X Plan Review Fee
	Violations and Penalties	
	Work commencing prior to permit issuance	Fee equal to triple the required permit fee plus mitigation fees and legal fees (valued at cost plus 15% overhead fee), investigative fees, and administrative staff costs at \$99.00/hour (4 hr minimum)

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Grading, clearing, or land modifications commencing prior to permit issuance	Fee equal to triple the required permit fee plus mitigation fees and legal fees (valued at cost plus 15% overhead fee), investigative fees, and administrative staff costs at \$99.00/hour (5 hr minimum)
	Unlawful continuance of work after a stop work order is issued	\$1,000/day plus legal fees (valued at cost plus 15% overhead fee), investigative fees, and administrative staff costs and material charges plus 15% overhead fee.
	Reinspection Fee	\$99.00/hour
	Investigation Fee	\$410.00 plus staff fees plus attorney and consultant fee plus 15% overhead
	Building Permit Fees Based on City of Milton Building Division Valuation Table as follows:	
	Total Valuation	
	\$1.00 to \$2,000	\$101.00
	\$2,001 to \$25,000	\$ 101.00 for the first \$2,000 plus \$20.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
	\$25,001 to \$50,000	\$560.98 for the first \$25,000 plus \$16.00 for each additional \$1,000 or fraction thereof, to and including \$50,000

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	\$50,001 to \$100,000	\$960.97 for the first \$50,000 plus \$10.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
	\$100,001 to \$500,000	\$1,460.96 for the first \$100,000 plus \$8.00 for each additional \$1,000 or fraction thereof, to and including \$500,000
	\$500,001 to \$1,000,000	\$4,660.96 for the first \$500,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
	\$1,000,001 and greater	\$7,910.96 for the first \$1,000,000 plus \$6.50 for each additional \$1,000 or fraction thereof
Building	Other Inspections and Fees	
	<i>Inspections outside of normal business hours (3 hours minimum)</i>	\$298.00/hour
	Inspection for which no fee is specifically indicated (1 hour minimum)	\$99.00/hour
	Additional plan review required by changes, additions or revisions to plans after 2 reviews. (1 hour minimum)	\$99.00/hour
	Deferred submittals and Substantial Revisions	1.5 times the hourly rate of \$99.00/hour
	State Building Code Council Fee	\$4.50 plus \$2.00 per additional unit
	Single Family Residential Housing Valuation	Fee based on City of Milton Building Division Valuation Table

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Civil Inspection Fees	To be billed at outside consultant's rate + 15% administrative fee not to exceed \$100 per invoice
	Storm Inspection Fees	To be determined
	Plumbing Permit Fees	Except for residential construction regulated under IRS, a plan review fee equal to 65% of the Plumbing Permit fee is also required.
	For issuing each permit	\$143.00
	For issuing each supplemental permit	\$52.00
	Unit Fee Schedule (in addition to permit fee)	
	For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage pipe and backflow prevention)	\$10.30
	For each building sewer and each trailer park sewer	\$10.30
	Rainwater systems – per drain (inside building)	\$10.30
	For each private sewage disposal system	\$56.65
	For each water heater and/or vent	\$10.30

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	For each industrial waste pretreatment interceptor including its trap and vent, and kitchen-type grease interceptors	\$10.30
	For each installation, alteration or repair of water piping and/or water treating equipment	\$10.30
	For each installation, alteration or repair of drainage or vent piping, each fixture	\$10.30
	For each landscape sprinkler system on any one meter including backflow protection devices thereof	\$10.30
	For each atmospheric-type vacuum breakers not included in item above.	\$10.30
	For each backflow protective device other than atmospheric-type vacuum breakers:	
	2 inches (51 mm) in diameter and smaller	\$10.30
	Greater than 2 inches (51 mm) in diameter	\$21.63
	For each graywater system	\$56.65
	For each medical gas piping system serving one to five inlets/outlets for a specific gas	\$71.07
	For each additional medical gas inlet/outlet	\$10.30
	For other plumbing units not specifically listed	\$10.30
	Mechanical Fees - Except for residential construction regulated under IRS, a plan review fee equal to 65% of the Mechanical Permit fee is also required.	
	For issuing each mechanical permit	\$143.00
	For issuing each supplemental permit	\$52.00
	Unit Fee Schedule (in addition to permit fee)	
	Furnaces	
	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliances.	\$23.69
	For the installation or relocation of each floor furnace, including vent	\$23.69
	For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$23.69
	Appliance Vents	

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit.	\$10.30
	Repairs, Additions, and Miscellaneous Equipment	
	For the repair, alteration or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls, and miscellaneous equipment regulated by the Mechanical Code.	\$19.57
	Boilers, Compressors, and Absorption Systems	
	For the installation or relocation of each boiler or compressor to and including 15 horsepower (52.7 kW), or each absorption system to and including 500,000 Btu/h (146.6 kW)	\$28.84
	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW), or each absorption system over 500,000 Btu/h (146.6 kW)	\$84.46
	Air Handlers and Evaporative Coolers	
	For each air-handling unit, including ducts attached thereto	\$19.57
	NOTE: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code	
	Ventilation and Exhaust	
	For each ventilation fan connected to a single duct	\$10.30
	For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$10.30
	For the installation of each commercial-type hood which is served by mechanical exhaust, including the ducts for such hood	\$77.25 plus Plan Review
	For other mechanical units not specifically listed	\$10.30
	Fuel Gas, Medical Gas and Process Piping	

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Fuel Tanks - Permit & Inspection: Propane, Heating Oil	\$177.16
	For each piping system of one to four outlets	\$10.30
	For each additional outlet exceeding four, each	\$2.16
	Other Inspections and Fees	
	Inspections outside normal business hours (minimum charge 3 hours)	\$298.00 /hour
	Reinspection fee (1 hour minimum)	\$99.00 /hour
	Investigation fee (minimum charge include four hours)	\$398.00 /hour plus staff fees plus attorney and consultant fees plus 15% overhead
	Inspection for which no fee is specifically indicated (1 hour minimum)	\$99.00 /hour
	Additional plan review required by changes, additions or revisions to plan. (1 hour minimum)	\$99.00 /hour
	For use of outside plan review, inspection, or other professional services	Actual cost plus 15% overhead cost
	<u>Actual cost shall include all administrative and overhead cost. Additional plan review fee may be charged in addition to permit fee (½ hour minimum)</u>	
<b>VII</b>	<b>TRANSPORTATION, ENGINEERING, UTILITIES, &amp; UTILITY</b>	
Planning	Utility Permit and Connection Fees:	
§ 13.28	<u>Water (per meter)</u>	
	- Permit	\$100.00
	Service Installation Fee (includes connecting meter and meter box)	
	5/8" meters	\$2,090.00
	Larger meter sizes will be charged actual cost of materials over the 5/8" meter installation plus 15% overhead cost, in addition to 5/8" meter service installation fee.	Additional cost plus 15% overhead cost plus \$2,090.00
	Drop Meter Fee	
	Standard residential 5/8" meters	\$420.00
	Larger meters	Actual cost plus 15% overhead cost
	System Development Charges – per building	
	5/8" meter size	\$4,325.00
	1" meter size	\$7,220.00

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	1-1/2" meter size	\$14,400.00
	2" meter size	\$23,050.00
	greater than 2" meter	Calculated upon request
	Temporary Water Meter attached to fire hydrant	\$35.00
	Rental rate for duration of project	
	<u>Meter Size</u>	
	5/8"	\$25.00
	1"	\$35.00
	2"	\$50.00
	3" +	\$100.00
	Deposit	
	<u>Meter Size</u>	
	5/8"	\$50.00
	1"	\$100.00
	2"	\$250.00
	3" +	\$300.00
	(Refundable balance of deposit less rental, damage to water meter, and cost of water used at current rates)	
	Water Availability Letter	
	residential (up to four-plex)	\$100.00 / unit
	non-residential(includes multiple family larger than four-plex and all commercial)	\$200 / calculated
	(In the event that an existing certificate needs to be modified for additional units or ERUs, the cost difference between the existing certificate and the higher demand will be charged.)	ERU
	Door Hanger Fee	\$10.00
	Reconnection Fee	
	during normal working hours	\$50.00
	after normal working hours	\$185.00
	Special requested meter readings	\$15.00
§ 13.08	<u>Electric (per unit)</u>	
	Permit	\$100.00
	Connection Fee	
	Underground	\$600.00
	Overhead	\$750.00
	Distribution	\$250.00
	Temporary Power	

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	(not to exceed 12 months of usage, usage exceeding \$25 in value will be billed to the customer at the current rate)	\$25.00 minimum
	Reconnection Fee	
	during normal working hours	\$50.00
	after normal working hours	\$185.00
	Special requested meter readings	\$15.00
Public	<u>Equipment Rates</u> (charge per hour)	
	All equipment charges are without operators. All charges shall be subject to a 15 percent overhead charge.	
	backhoe	\$50.00
	dump truck	\$50.00
	compactor machine	\$7.50
	pickup truck	\$10.00

**City of Milton**  
**Resolution No. 15-\_\_\_\_\_**

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	derrick digger	\$70.00
	vactor truck	\$100.00
	line truck	\$65.00
<p>PASSED AND APPROVED at a regular meeting of the Council of the City of Milton, this 2th day of November, 2015.</p>		
<p>Attest:</p>  <p>_____</p> <p>Katie Bolam, City Clerk</p>  <p><i>Filed with the City Clerk: 9/9/2015</i>  <i>Passed by the City Council: 9/8/2015</i>  <i>Resolution No. 15-1864</i></p>	<p>Approved:</p>  <p>_____</p> <p>Debra Perry, Mayor</p>	

Back to Agenda Bill



**To:** Mayor Perry and City Council Members  
**From:** Aaron C. Nix, Community Development and Interim Public Works Director  
**Date:** November 2, 2015  
**Re:** Sole Source Procurement for Solar Powered PED Crossing Signals

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**ATTACHMENTS:** Resolution  
Sole-Sourcing Form and Cost Estimates for three Solar-Powered  
Flashing Pedestrian Crossing unit lights.

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

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**Issue:** Council had requested that Staff look into the potential of placing flashing pedestrian crossing lights at various intersections throughout Milton. As these locations were somewhat isolated, the decision was made to utilize solar-powered technology in order to power these units. Extensive research on the part of Staff has identified a product from Traffic Safety Supply, Co. that is suitable for these locations.

**Discussion:** As this product was limited to one product provider, Staff has elected to go the sole-source pathway and has attached the justification sheet for the Council's review and agreement.

**Fiscal Impact:** The cost of the pedestrian crossing lights, estimated at \$26,790.36, will come from the capital improvement fund.

**Recommendations:** I move to approve the attached resolution authorizing the Mayor to enter into a sole source agreement with Traffic Safety Supply, Co. for the purchase of three sets of Flashing Pedestrian Crossing Lights, and approve the expenditure estimate of \$26,790.36.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION TO WAIVE THE PUBLIC BIDDING REQUIREMENTS FOR THE SOLE SOURCE PURCHASE FROM TRAFFIC SAFETY SUPPLY CO., INC OF THREE SETS OF SOLAR-POWERED FLASHING PEDESTRIAN CROSSING LIGHT SYSTEMS.

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WHEREAS, the City has diligently searched for other vendors that provide this product, and,

WHEREAS, Traffic Safety Supply Co., INC. is the only authorized dealer for the specified solar-powered flashing pedestrian crossing systems ; and,

WHEREAS, these solar-powered flashing pedestrian crossing systems are the correct systems for the City of Milton and meet the City's long-term goals, now, therefore,

THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. As there is clearly and legitimately only one source capable of supplying the City of Milton with solar-powered flashing pedestrian crossing light systems, the City hereby waives competitive bidding requirements and authorizes the purchase of three sets of these units from Traffic Safety Supply Co., INC.

Section 2. The City Council hereby authorizes the Mayor to enter into an agreement with Traffic Safety Supply CO., INC for the purchase of 3 sets of solar-powered flashing pedestrian crossing light systems, as identified within Appendix A of this Resolution, not to exceed an amount of twenty six thousand, seven hundred ninety dollars and thirty six cents (\$26,790.36).

RESOLVED this 2<sup>nd</sup> day of November, 2015.

APPROVED:

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DEBRA PERRY, MAYOR

ATTEST/AUTHENTICATED:

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KATIE BOLAM, CITY CLERK

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
RESOLUTION NO. \_\_\_\_\_

[Back to Agenda Bill](#)

## Appendix A

# REQUEST FOR SOLE SOURCE

To: City Council  
Date: October 27, 2015  
From: Jeff Joy, Public Works Utilities Superintendent  
Subject: Sole Source Request for the Purchase Of:  
Flashing Pedestrian Crossing Signals

REQUESTED SUPPLIER: Traffic Safety Supply CO., INC

PURCHASE ORDER NUMBER: N/A

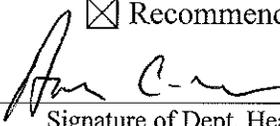
COST ESTIMATE: \$26,790.36

Sole source purchases are defined as clearly and legitimately limited to a single supplier. Sole source purchases are normally not allowed except when based upon strong technological grounds such as operational compatibility with existing equipment and related parts or upon a clearly unique and cost effective feature requirement. The use of sole source purchases shall be limited only to those specific instances which are totally justified to satisfy compatibility or technical performance needs.

## STATEMENT OF NEED:

Our recommendation for sole source is based upon an objective review of the product/service required and appears to be in the best interest of the City. I know of no conflict of interest on our part or personal involvement in any way with this request. No gratuities, favors or compromising action have taken place. Neither has our personal familiarity with particular brands, types of equipment, materials or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.

Refer to the attached sole source justification as prepared by the department, to the attached review of available products/services and to my completed Purchase Order.

Requestor:  Public Works: Street Division	Department Head:  <input checked="" type="checkbox"/> Recommendation <input type="checkbox"/> Rejected   Signature of Dept. Head      10/27/2015 Date
-------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Approved:</b> <b>Councilmember:</b> _____ / <b>Date</b> _____ <b>Councilmember:</b> _____ / <b>Date</b> _____ <b>Councilmember:</b> _____ / <b>Date</b> _____ <b>Councilmember:</b> _____ / <b>Date</b> _____ <b>Mayor:</b> _____ / <b>Date</b> _____
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## SOLE SOURCE JUSTIFICATION

**Requisition Item:** 3 sets of Solar-Powered Flashing Pedestrian Crossing Light Systems

**Purchase Order Number:** N/A

**Prior Purchase Order Number (if item had been approved previously):** N/A

1. **Please describe the item and its function:**

2. **This is a sole source\* because:**

- sole provide of a licensed or patented good or service
- sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
- sole provider of goods and services for which the City has established a standard\*\*
- sole provider of factory-authorized warranty service
- sole provider of goods or services that will meet the specialized needs of the City or perform the intended function (please detail below or in an attachment)
- the vendor/distributor is a holder of a used item that would represent good value and is advantageous to the City (please attach information on market price survey, availability, etc.)

3. **What necessary features does this vendor provide which are not available from other vendors? Please be specific.**

This Traffic Safety Supply CO., INC. provides the specified materials that we need, inferior to the product identified within the attached quotes.

4. **What steps were taken to verify that these features are not available elsewhere?**

**Other brands/manufacturers were examined (please list phone numbers and names, and explain why these were not suitable).** The other manufacturers included Sun iPod Co. (India), SunTech (China) and Sunergy (China)

The Public Works Superintendent called three other manufacturers of these products and none could provide the same type of materials that we were looking for.

5.  **Other vendors were contacted (please list phone numbers and names, and explain why these were not suitable).** Please see the manufactures included in question #4

\*Sole Source: only one vendor possesses the unique and singularly available capability to meet the requirement of the solicitation.

\*\*Procurements of items for which the City has established a standard by designating a brand or manufacturer or by pre-approving via a testing shall be competitively bid if there is more than one vendor of the item.



**TRAFFIC SAFETY SUPPLY CO., INC**

2324 SE UMATILLA ST.  
PORTLAND OR 97202-7495  
503 235-8531  
800-547-8518  
FAX# 503-235-5112

**QUOTATION**

**QUOTE#:** 100795  
**DATE:** 07/17/2015  
**TERMS:** NET 30 DAYS  
**FREIGHT:**PREPAID

email: sales@tssco.com

**QUOTE ENDS:** 30 DAYS

**CONTACT NAME** MICHAEL

2972

**PHONE #** 253 922 8738

**Billed To:** CITY OF MILTON  
1000 LAUREL ST  
MILTON WA 98354

**Ship To:** CITY OF MILTON  
714 KENT ST.  
MILTON WA 98354

**FAX #**253 922-3466

<u>QTY</u>	<u>PART#</u>	<u>SIZE</u>	<u>ITEM</u>	<u>BID</u>	<u>U/M</u>
8.00	18502300	30x30	ADV PEDESTRIAN CROSSING SYMBOL, B/FY, DG3, .080 ALUM	68.75	EA
8.00	18502303	24x12	CROSSING ARROW, B/FY, DG3, .080 ALUM	22.00	EA
2.00	14801	EA	RRFB-XL BACK-TO-BACK SYSTEM, SOLAR POWERED	6,405.00	EA
8.00	14847530	EACH	RRFB-XL SINGLE SIDED LIGHT BAR W/ PED INDICATORS		
4.00	14847515	EACH	ALUM CABINET, BULLDOG CONTROLLER, 55 WATT SOLAR, 48 AHR BATTERY, WIRELESS RADIO		
4.00	14847520	EACH	BULLDOG PUSH BUTTON W/ PUSH BUTTON PLAQUE		
1.00	14847610	EACH	WINDOWS BASED SOFTWARE W/ PROGRAMMING CABLES	190.00	
16.00	16500825	EACH	4.5" PIPE SIGN POST BRACKETS W/ CARRIAGE BOLT	20.12	EA
4.00	26500	EA	14' 4.5" OD ALUM POST PACKAGE (INCLUDES THE FOLLOWING)	558.00	EA
4.00	12605025	14 FT	PIPE POST, 4.5" O.D. ALUM, SCH 40, THREADED		
4.00	12603100	EACH	PEDESTAL BASE, #203-00014		
16.00	12604100	EACH	J BOLTS (GALV. ANCHOR BOLTS) 3/4 X 18 X 4 X 6		
32.00	12604200	EACH	GALVANIZED HEX NUT, 3/4"		

All material used in this contract is guaranteed to be as specified, and the entire job is to be done in a neat and workmanlike manner. Any deviation or alteration from the specification herein agreed upon involving extra cost of labor and/or materials will be accepted only upon a written order or instructions, and will become an extra charge over costs as mentioned in this contract.

**TRAFFIC SAFETY SUPPLY CO., INC.**

BRITTNEE

Service Quote

Invoice#: 100795

Continued...

Date: 07/17/2015

<u>QTY</u>	<u>PART#</u>	<u>SIZE</u>	<u>ITEM</u>	<u>BID</u>	<u>U/M</u>
32.00	12604300	EACH	GALVANIZED PLATE WASHER, 3/4" X 3"OD X 1/4"		
4.00	12603150	EACH	TEMPLATE FOR J-BOLT, ALUMINUM		
4.00	12603050	EACH	PIPE CAP FOR 4-1/2" ROUND POST		
4.00	12603180	EACH	PEDESTAL BASE LOCKING COLLAR		

SUBTOTAL: 16,279.92

1.00 DES MANAGEMENT FEE (0.74%): 120.48

TAX (9.4%): 1,541.64

TOTAL: 17,924.04

\*PRICING REFLECTS DISCOUNT ALLOWED ON

WA STATE CONTRACT #02612 FOR INTELLIGENT

TRANSPORTATION SYSTEM EQUIPMENT 2. THIS

IS A DELIVERED PRICE TO MILTON, WA.



**TRAFFIC SAFETY SUPPLY CO., INC**

2324 SE UMATILLA ST.  
PORTLAND OR 97202-7495  
503 235-8531  
800-547-8518  
FAX# 503-235-5112

**QUOTATION**

**QUOTE#:** 105360  
**DATE:** 10/27/2015  
**TERMS:** NET 30 DAYS  
**FREIGHT:**PREPAID  
**QUOTE ENDS:** 30 DAYS

email: sales@tssco.com

**CONTACT NAME** JEFF JOY

2972

**PHONE #** (253) 517-2735

**Billed To:** CITY OF MILTON  
1000 LAUREL ST  
MILTON WA 98354

**Ship To:** CITY OF MILTON  
714 KENT ST.  
MILTON WA 98354

**FAX #**253 922-3466

<u>QTY</u>	<u>PART#</u>	<u>SIZE</u>	<u>ITEM</u>	<u>BID</u>	<u>U/M</u>
4.00	18502300	30x30	ADV PEDESTRIAN CROSSING SYMBOL, B/FY, DG3, .080 ALUM	68.75	EA
4.00	18502303	24x12	CROSSING ARROW, B/FY, DG3, .080 ALUM	22.00	EA
1.00	14801	EA	RRFB-XL BACK-TO-BACK SYSTEM, SOLAR POWERED	6,405.00	EA
4.00	14847530	EACH	RRFB-XL SINGLE SIDED LIGHT BAR W/ PED INDICATORS		
2.00	14847515	EACH	ALUM CABINET, BULLDOG CONTROLLER, 55 WATT SOLAR, 48 AHR BATTERY, WIRELESS RADIO		
2.00	14847520	EACH	BULLDOG PUSH BUTTON W/ PUSH BUTTON PLAQUE		
8.00	16500825	EACH	4.5" PIPE SIGN POST BRACKETS W/ CARRIAGE BOLT	20.12	EA
2.00	26500	EA	14' 4.5" OD ALUM POST PACKAGE (INCLUDES THE FOLLOWING)	558.00	EA
2.00	12605025	14 FT	PIPE POST, 4.5" O.D. ALUM, SCH 40, THREADED		
2.00	12603100	EACH	PEDESTAL BASE, #203-00014		
8.00	12604100	EACH	J BOLTS (GALV. ANCHOR BOLTS) 3/4 X 18 X 4 X 6		
16.00	12604200	EACH	GALVANIZED HEX NUT, 3/4"		
16.00	12604300	EACH	GALVANIZED PLATE WASHER, 3/4" X 3"OD X 1/4"		

All material used in this contract is guaranteed to be as specified, and the entire job is to be done in a neat and workmanlike manner. Any deviation or alteration from the specification herein agreed upon involving extra cost of labor and/or materials will be accepted only upon a written order or instructions, and will become an extra charge over costs as mentioned in this contract.

**TRAFFIC SAFETY SUPPLY CO., INC.**

BRITTNEE

Service Quote

Invoice#: 105360

Continued...

Date: 10/27/2015

<u>QTY</u>	<u>PART#</u>	<u>SIZE</u>	<u>ITEM</u>	<u>BID</u>	<u>U/M</u>
2.00	12603150	EACH	TEMPLATE FOR J-BOLT, ALUMINUM		
2.00	12603050	EACH	PIPE CAP FOR 4-1/2" ROUND POST		
2.00	12603180	EACH	PEDESTAL BASE LOCKING COLLAR		

SUBTOTAL: 8,044.96

1.00 DES MANAGEMENT FEE (0.74%): 59.54

TAX (9.4%): 761.82

TOTAL: 8,866.32

\*PRICING REFLECTS DISCOUNT ALLOWED ON

WA STATE CONTRACT #02612 FOR INTELLIGENT

TRANSPORTATION SYSTEM EQUIPMENT 2. THIS

IS A DELIVERED PRICE TO MILTON, WA.

[Back to Agenda Bill](#)



**To:** Mayor Perry and City Council Members  
**From:** Aaron C. Nix, Community Development and Interim Public Works Director  
**Date:** November 2, 2015  
**Re:** 28<sup>th</sup> Avenue and Milton Way Intersection Improvements

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**ATTACHMENTS:** Resolution and attached cost estimate

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

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**Issue:** The Council and Staff have received complaints with regard to near misses of accidents at the intersection of 28<sup>th</sup> Avenue and Milton Way. Pierce County Public Works and Utilities Division conducted an analysis of this intersection (September 2015), finding that the intersection met all relevant transportation standards, but recommended adding signalized, free left (Green Arrows) turns for both south and north bound traffic on 28<sup>th</sup> Avenue in order to alleviate perceived lane alignment issues.

**Discussion:** This issue was presented to the Council at their October 12, 2015 Study Session, with the recommendation to Staff to move forward with an agreement with the Pierce County Public Works and Utilities Division for minor adjustments to the intersection signaling. This issue is being brought forward to the Council for approval.

**Fiscal Impact Statement:** The estimated cost for the resignalization is \$3,197.44.

**Recommendation:** I move to authorize the Mayor to enter into an agreement for traffic light improvements at the intersection of 28<sup>th</sup> Avenue and Milton Way, as recommended by the Pierce County Public Works and Utilities Division, not to exceed a cost of \$3,197.44.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, TO ALLOW THE MAYOR TO ENTER INTO AN AGREEMENT WITH PIERCE COUNTY PUBLIC WORKS AND UTILITIES DIVISION TO CONDUCT TRAFFIC LIGHT IMPROVEMENTS AT THE INTERSECTION OF 28<sup>TH</sup> AVENUE AND MILTON IN AN AMOUNT NOT TO EXCEED THREE THOUSAND, ONE NINETY SEVEN DOLLARS AND FORTY FOUR CENTS (\$3,197.44).

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WHEREAS, Public Works Staff were asked by the Milton to City Council to do an intersection study, with the help of Pierce County Public Works to evaluate potential traffic flow issues at the intersection of 28<sup>th</sup> Avenue and Milton Way, and,

WHEREAS, that study determined that the intersection (28<sup>th</sup> and Milton Way) meet all transportation related standards, but it was recommended to do some minor adjustments to the signaling of that intersection by the professional transportation engineers with Pierce County Public Works, now, therefore,

THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The City Council hereby authorizes the Mayor to enter into an agreement with Pierce County Public Works and Utilities Division in order to make minor adjustments to the intersection signaling at 28<sup>th</sup> Avenue and Milton Way, as identified within Appendix A of this Resolution, not to exceed an amount of three thousand, one hundred ninety seven dollars and forty four cents.

RESOLVED this 2<sup>nd</sup> day of November, 2015.

APPROVED:

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DEBRA PERRY, MAYOR

ATTEST/AUTHENTICATED:

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KATIE BOLAM, CITY CLERK

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
RESOLUTION NO. \_\_\_\_\_

## Appendix A





**To:** Mayor Perry and City Council Members  
**From:** Chief Tony Hernandez  
**Date:** November 2, 2015  
**Re:** Contract Approval – Fife Jail

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**ATTACHMENTS:** Fife Jail Contract

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

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**Recommendation/Action:** “I move to authorize the Mayor to sign the attached Interlocal Agreements with the City of Fife, continuing the availability for Milton to transfer custody of inmates to the Fife Jail.”

**Background:** In June, 2015, the cities of Fife and Milton agreed to amend a long-standing contract for jail services to allow for a term of one-year with a renewal period of one year, a 30-day separation, a space-available basis, and setting a daily cost for housing an inmate.

**Issue:** The agreement’s term is for one year, ending December 31, 2015. To maintain options for Milton police for housing inmates, Milton has entered into agreements with several other jail providers, and it is proposed that Fife remain one of those options.

The attached agreement will continue the service availability with the City of Fife jail through 2016.

**Fiscal Impact/Source of Funds:** The City of Fife has raised its per-day cost from \$65 to \$98. This cost is only realized if the need to house an inmate in Fife arises.

**JAIL SERVICES AGREEMENT  
BETWEEN  
CITY OF FIFE AND CITY OF MILTON**

1. **Date and Parties.** This Agreement, for reference purposes only, is dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and is entered into by and between the City of Fife, hereinafter referred to as "Fife", and the City of Milton, hereinafter referred to as Jail Service User ("JSU"), under and pursuant to the provisions of Chapter 70.48.090 of the Revised Code of Washington. This Agreement supersedes any prior agreements entered into between the parties herein with regard to the terms and provisions set forth below.

2. **Authority.** This agreement is entered into by the parties hereto under the authority of the Interlocal Cooperation Act, Chapter 39.34 RCW, and the Cities and Counties Jails Act, Chapter 70.48 RCW. Fife is authorized to execute this agreement by the terms of Fife Resolution No. 1539. The JSU is authorized to enter into this agreement by action taken by its governing body on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

3. **General Recitals.** Fife currently owns and operates a jail (the "Jail") and contracts with other jurisdictions to house Fife prisoners in the other jurisdictions' jails. In order to assist other jurisdictions with their jail needs Fife is willing to house JSU prisoners upon the terms and conditions set forth herein.

4. **Services to be Provided.** Fife will furnish its facilities and personnel for the confinement of JSU prisoners in the same manner and to the same extent as Fife furnishes said services for confinement of its own prisoners. The Jail shall be operated in accordance with all applicable federal, state, and local laws and regulations. A prisoner shall become the responsibility of Fife at the point that the prisoner is booked into the Jail. Fife may confine JSU prisoners, on an as needed basis under this agreement, in jails of other jurisdictions with which Fife contracts.

5. **Prisoner Release.** Fife will not release a prisoner from the Fife jail, except at the end of the commitment term provided in the commitment order received at the time of booking, unless he is released to a JSU police officer, or unless a court order is received mandating the release. Fife may utilize the prisoner on work details where the prisoner remains under the direct supervision of a corrections officer. Fife may remove the prisoner for medical, dental, or mental health care services, under the provisions of Paragraph 9, or in the case of an emergency condition presenting an imminent danger to the safety of the prisoner, prison population, or Fife personnel. In the event of such emergency removal Fife shall inform the JSU of the prisoner's location at the earliest practicable time, and shall exercise all reasonable care for the safe keeping and custody of the prisoner. Provided, however, if the prisoner requires hospitalization, then Fife may request that JSU provide security for the prisoner during the time of hospitalization.

6. **Term.** The term shall commence on 1 January 2016, and continue until 31 December 2016. Provided, however, either party may terminate this agreement at any time without penalty, by giving the other party written notice of termination at least 90 days prior to the proposed termination date. Following the end of the initial term, the Agreement shall automatically renew for the same length as the initial term unless either party provides written notice to the other party at least sixty (60) days prior to the end of the initial term, or any renewal

term, of its intention to terminate the Agreement. Termination shall not affect either party's obligations regarding payment for services, accounting, provision of services, defense and indemnity, or obligations incurred prior to the termination date.

7. **Amendments.** This agreement may be amended in writing at any time by mutual consent of the parties hereto and such amendments shall take effect immediately. In the event of any conflict between the provisions of this agreement and the provisions of the amendment, the provisions of the amendment shall control.

8. **Bed Space Availability.** Fife provides Jail space on a space-available basis. This agreement does not provide for guaranteed bed space. Fife shall have sole and unfettered discretion in determining whether or not space is available. No prisoner may be housed in the Fife jail for a longer period of time than is authorized by state law. Fife reserves the right to refuse to accept a prisoner, or to continue to house a prisoner if the prisoner, in the opinion of Fife personnel, has an illness or injury which may adversely affect Jail operations, presents a substantial risk of escape, or is a threat to the safety or general welfare of Fife personnel or other prisoners. If Fife requests that a prisoner be removed then the JSU shall remove the prisoner within one hour after being notified that the prisoner must be removed.

9. **Health Care.**

A. Fife will be responsible for arranging for such medical, mental and dental treatment for prisoners as may be necessary to safeguard the prisoners' health while housed in the Jail. Fife does not have medical health care workers on staff, thus, Fife will arrange for all medical health care services to be provided by contract with an outside agency. The JSU shall be responsible for all medical, dental or mental health costs incurred by or on behalf of a prisoner, including but not limited to prescriptions, appliances, supplies, emergency transport, hospitalization and health care professional service charges. Fife shall not be responsible for arranging for prisoner transportation to or from non-emergency medical, mental or dental appointments or treatment, and Prisoner transportation for such treatment shall be the responsibility of the JSU. Fife shall provide the JSU with at least 24 hours notice of any non-emergency off-site medical, mental or dental appointments.

B. If Fife becomes aware that a JSU prisoner is in need of medical health care requiring the assistance of a medical health care services provider, then Fife shall make a reasonable effort to notify JSU prior to obtaining said service. If JSU is contacted and does not authorize Fife to obtain the service, then JSU shall within one hour pick up the prisoner from the Jail. If, after making a reasonable effort to notify JSU of the need for medical health care services, Fife is unable to notify JSU, then Fife may obtain the medical health care services as Fife's discretion, without prior notice. Provided, in the case of emergency, Fife may notify JSU after the service has been provided. Lack of prior notice shall not excuse the JSU from financial responsibility for related medical expenses, and shall not be a basis for imposing financial responsibility for related medical expenses on Fife.

C. Fife shall not be responsible for accompanying the JSU prisoner or otherwise providing security while the JSU prisoner is receiving off-site medical, mental, or dental treatment.

D. Upon payment to Fife by JSU for the prisoner's health care expense, Fife will assign to JSU, if requested by JSU, any and all right to reimbursement for medical expenses authorized under RCW 70.48.130.

E. Fife shall keep adequate record of all services provided under the terms of this paragraph and will allow JSU to review those records upon request.

10. **Cost for Services.** The JSU shall pay to Fife, within 30 days of being invoiced by Fife, the cost for housing and providing health care to a JSU prisoner. The cost for housing a JSU prisoner shall be \$98.00 per day, or any portion thereof ("Daily Rate"). A day shall be a calendar day.

11. **Accounting.** Fife shall provide a monthly summary to the appropriate officers of the JSU, setting forth in detail the number of prisoner days and number of bookings for which was responsible in the preceding month, including the prisoners and the costs incurred for each prisoner pursuant to the terms of this agreement. The JSU, upon reasonable notice and during regular business hours, shall have the right to review all books of accounts, dockets, and records of Fife pertaining to the confinement of JSU prisoners.

12. **Court Transportation.** The JSU shall be responsible for providing transportation of JSU prisoners to and from JSU courts.

13. **Defense and Indemnity Agreement.**

A. Fife agrees to indemnify and hold JSU harmless, including attorneys' fees and other costs of defense, from any and all claims, of whatsoever kind or nature, arising from acts or omissions of Fife, its officers, or employees in operating the Jail, provided said claim does not arise out of or in any way result from any intentional, willful or negligent act or omission on the part of JSU or any officer, agent or employee thereof.

B. JSU agrees to indemnify and hold Fife harmless, including attorneys fees and other costs of defense, from any and all claims, of whatsoever kind or nature, arising from acts or omissions of JSU, its officers, or employees, including, but not limited to claims alleging false imprisonment for any JSU prisoner, unless said claim for false imprisonment arises for imprisonment after Fife has been directed by JSU to release a JSU prisoner and Fife fails to do so.

14. **Insurance.** Each party shall provide the other, upon request, with evidence of insurance coverage, in the form of a certificate of insurance from a solvent insurance provider and/or letter confirming coverage from a solvent insurance pool, which is sufficient to address the insurance and indemnification obligations set forth in this Agreement. Each party shall maintain coverage with minimum liability limits of two million dollars (\$2,000,000.00) per occurrence and two million dollars (\$2,000,000.00) in the aggregate for its liability, errors and omissions, motor vehicle liability and police professional liability. The insurance policy, or insurance pool agreement shall provide for coverage on a "per occurrence" basis.

15. **Remedies.** No waiver of any right under this agreement shall be effective unless made in writing by the authorized representative of the parties to be bound thereby. Failure to assist upon full performance on any one or several occasions does not constitute consent to or



