



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

**Monday, April 16, 2018**

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

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

Rules for Citizen Comments posted in Council Chamber with sign-in sheet.

**5. Consent Agenda**

A. Minutes Approval:

- i. April 2, 2018 Regular Meeting Minutes
- ii. April 9, 2018 Study Session Minutes

B. Claims Approval:

- i. Approval of the checks/vouchers numbers 63386 and 63480 in the amount of \$166,871.36. Voided check number 63361.
- ii. Approval of the payroll disbursement of April 5, 2018 in the amount of \$ 272,127.92.

**6. Regular Agenda**

- A. Boards and Commissions Appointments
- B. Water Department Van Purchase Approval
- C. Exempt Employee Policy Amendment
- D. Electric Utility Rate Increase Ordinance 2<sup>nd</sup> Reading
- E. Water Utility Rate Increase Ordinance 2<sup>nd</sup> Reading
- F. Public Notice Ordinance 2<sup>nd</sup> Reading
- G. Hill Creek Annexation

**7. Council Reports**

**8. Director's 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  
at least 24 hours prior to the meeting.

Thank you.

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**Regular Meeting**  
**Monday, April 2, 2018**  
**7:00 p.m.**

**CALL TO ORDER**

Mayor Styron Sherrell called the Regular Meeting to order at 7:00 p.m. and Councilmember Johnson led the flag salute.

**ROLL CALL**

Present: Mayor Pro Tem Hutson, Councilmembers Whitaker, Johnson, Ott, Morton, and Whalen

**MOTION** (Johnson/Whalen) to approve the Agenda as presented. **Passed 6/0.**

**STAFF PRESENT**

Public Safety Administrator Hernandez, Public Works Director Howlett, Operations Superintendent Barnhart, Surface Water Compliance Inspector Carter, Utility Clerk Christiane Mercer, Finance Director Dunford, City Clerk Hooman.

**ADDITIONS/DELETIONS**

None

**EXECUTIVE SESSION**

Mayor Styron Sherrell called the Executive Session to order at 7:02 pm for 15 minutes.

Executive Session extended for 10 minutes at 7:17 pm.

Executive Session adjourned at 7:26 pm.

The Regular meeting resumed at 7:26pm.

**MOTION** (Ott/Whalen) to authorize the Mayor to execute the presented Memorandum of Understanding between the City of Milton and the Milton Police Guild memorializing approval of the agreement between the parties relating to medical coverage for Police Guild members. **Passed 6/0.**

## **CITIZEN PARTICIPATION**

<b>Speaker</b>	<b>Comments</b>
Jim Gillespie	Spoke about diaper drive.
Jacqueline Whalen	Spoke about Sound Transit 3 Stakeholder meeting and open house schedule.

## **CONSENT AGENDA**

### A. Claims Approval:

- i. Approval of the checks/vouchers numbered 63315-63385 in the amount of \$495,289.97.
- ii. Approval of the payroll disbursement of 3/20/2018 in the amount of \$166,288.20.

**MOTION** (Morton/Johnson) to approve the Consent Agenda as presented. **Passed 6/0.**

## **REGULAR AGENDA**

### A. Event Committee Appointment

**MOTION** (Johnson/Whalen) "I move to approve the Mayor's appointment of Christiane Mercer to the Event Committee for a term to expire May 31, 2019." **Passed 7/0.**

### B. Accept Tank Demolition

Mr. Howlett provided a brief overview of the tank demolition project.

**MOTION** (Whalen/Morton) to accept the Jovita Blvd and 94th Avenue Water Tank Demolition Project as complete and release the retainage to the Contractor subject to proper releases from the State of Washington." **Passed 6/0.**

### C. Public Notice Ordinance

Ms. Hooman provided a brief presentation on the history of why a change to the Public Notice Ordinance is needed.

**MOTION** (Johnson/Hutson) to adopt the proposed Ordinance amending MMC § 1.10.010. **Passed 6/0.**

### D. Water Utility Rate Increase

Ms. Dunford provided a brief overview of the history behind Utility rates in the City of Milton.

**MOTION** (Johnson/Whitaker) I move to accept this as the second reading and adopt the attached Ordinance amending Section 13.28.195 of Milton Municipal Code; providing for severability, an effective date, and summary publication by Ordinance title. **Passed 6/0.**

## E. Electric Utility Rate Increase

Ms. Dunford provided a brief overview of the history behind Utility rates in the City of Milton.

**MOTION** (Ott/Whalen) I move to accept this as the second reading and adopt the attached Ordinance amending Section 13.08.280 of Milton Municipal Code; providing for severability, an effective date, and summary publication by Ordinance title. **Passed 6/0.**

## COUNCIL REPORTS

All Councilmember encouraged the public to get involved in the Sound Transit 3 Tacoma Dome Link Extension community outreach.

Councilmember Whitaker

- Thanked Jim Gillespie for his work on the diaper drive.

Councilmember Morton

- Congratulated the Gillespie family for doubling their goal in the diaper drive. Congratulated Christiane on her appointment to the Events Committee.

Councilmember Ott

- Thanked Mr. Gillespie for his work on the diaper drive.

Councilmember Whalen

- Spoke about 911 Memorial dedication timeline. Attended National Night Out meeting. Noted that the new contractor Brightview did a good job with this week's parks maintenance. May 11<sup>th</sup> at 5:00pm at Dave's of Milton spaghetti feed fundraiser.

Councilmember Johnson

- Attend Pierce County citizen action board. Spoke about National Night Out in August and Doggy Walker Watch program.

Mayor Pro Tem Hutson

- Spoke about concerns with hard water.

## DIRECTOR REPORTS

Finance Director Dunford

- Spoke about process and procedure improvements in the Finance Department.

Public Works Director Mark Howlett

- Encouraged citizens to visit the Sound Transit webpage that covers the Tacoma Dome Link Extension.

Chief Hernandez

- Spoke about code enforcement efforts in the City.

City Clerk Ellie Hooman

- Reminded of the deadline for Planning Commission applications. Also noted that unwanted driveway solicitations can be forwarded to the City Clerk's office to verify whether the company has a business license through the City.

**MAYOR'S REPORT**

- Thanked Councilmembers Morton and Whalen, as well as Mrs. Whalen on their efforts to renovate the fire station.

**ADJOURNMENT**

The meeting was adjourned at 8:20 p.m.

\_\_\_\_\_  
Shanna Styron Sherrell, Mayor

ATTEST: \_\_\_\_\_  
Ellie Hooman, City Clerk



**Study Session**  
**Monday, April 9, 2018**  
**7:00 p.m.**

**CALL TO ORDER**

Mayor Styron Sherrell called the Study Session to order at 7:00 p.m.

**ROLL CALL**

Present: Mayor Pro Tem Hutson, Councilmembers Whitaker, Ott, Tompkins, and Whalen

Absent: Councilmembers Johnson and Morton

**MOTION** (Whalen/Whitaker) to excuse Councilmember Johnson's and Morton's absence. **Passed 6/0.**

**STAFF PRESENT**

Public Safety Administrator Hernandez, Municipal Services Administrator Peretti, Finance Director Dunford, Public Works Operations Superintendent Barnhart, Surface Water Compliance Inspector Jamie Carter and City Clerk Hooman

**STUDY ITEMS**

A. Pierce County READS Presentation and Proclamation

Pierce County Library Community Branch Manager Linda Case provided a brief presentation on the decade-long program, Pierce County READS. Mayor Styron Sherrell proclaimed March 11, 2018 – May 11, 2018 as Pierce County READS and encouraged citizens to come together to participate in this decade-long program focused on books that challenge our perceptions and further our outstanding of the world.

B. Council Dos and Don'ts

WCIA Risk Services Manager Robin Aronson presented sponsored risk management training aimed at elected officials.

C. Budget Update

Finance Director Tara Dunford presented a monthly financial status report.

**ADJOURNMENT**

The meeting was adjourned at 8:02 p.m.

\_\_\_\_\_  
Shanna Styron Sherrell, Mayor

ATTEST:

\_\_\_\_\_  
Ellie Hooman, City Clerk

DRAFT

2018

CITY OF MILTON  
**PAYROLL and CLAIMS VOUCHER APPROVAL**  
April 16, 2018

**Claim Vouchers:**

<b>Dates</b>	<b>Check #</b>	<b>Amount</b>
4/2/2018	63386	1,664.15
4/11/2018	63403-63421	31,733.78
4/12/2018	63422-63477	125,897.38
4/13/2018	63478-63480	7,576.05

**Payroll Disbursements:**

<b>Date</b>	<b>Check #</b>	<b>Amount</b>
4/5/2018	ACH	118,841.01
4/5/2018	63387-63402	153,286.91

**Total Accounts Payable:**

**\$ 166,871.36**

**Total Payroll:**

**\$ 272,127.92**

Voids - 63361

Printer Error Checks - none

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

04/02/2018 To: 04/15/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
<b>1979</b>	<b>04/02/2018</b>	<b>Claims</b>	<b>1</b>	<b>63386</b>	<b>DEPT OF LICENSING</b>	<b>1,664.15</b>	<b>Vehicle Purchase</b>
					107 - 521 20 48 001 - Vehicle Repairs and Mainten:	1,664.15	#542 2016 Nissan Maxima - Title, Tax & License
<b>2164</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63403</b>	<b>AHBL, INC</b>	<b>3,156.25</b>	<b>Planning Services</b>
					001 - 558 60 41 000 - Professional Services	3,156.25	Planning Services
<b>2165</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>E63404</b>	<b>SANDRA L. ALLEN</b>	<b>4,000.00</b>	<b>Judge Services</b>
					001 - 512 50 41 000 - Professional Services	4,000.00	Monthly Judge Services - Apr 2018
<b>2166</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63405</b>	<b>ALPINE PRODUCTS INC.</b>	<b>127.05</b>	<b>PWMaterial</b>
					001 - 518 30 31 000 - Operating Supplies	63.53	Reflective Tape
					001 - 576 80 31 000 - Operating Supplies	63.52	Reflective Tape
<b>2167</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63406</b>	<b>LENNA M ARBUCKLE</b>	<b>10.82</b>	<b>002876 - 2500 ALDER ST #56</b>
					401 - 343 30 00 000 - Electric Sales	-10.82	
<b>2168</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63407</b>	<b>BRAT WEAR</b>	<b>528.48</b>	<b>Uniforms</b>
					118 - 521 23 35 000 - Small Tools & Equipment	528.48	Jumpsuit - Grant
<b>2169</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63408</b>	<b>CANNON CONSTRUCTION INC</b>	<b>2,160.00</b>	<b>Training</b>
					406 - 531 30 49 002 - Misc/Trng, Registrations	513.00	OSHA Training Certification
					401 - 533 50 49 002 - Misc/Trng, Registrations	540.00	OSHA Training Certification
					403 - 534 50 49 002 - Misc/Trng, Registrations	1,107.00	OSHA Training Certification
<b>2170</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63409</b>	<b>CASCADE COLUMBIA DISTRIBUTION</b>	<b>89.02</b>	<b>Water Material</b>
					403 - 534 51 31 000 - Operating Supplies	89.02	Chemicals
<b>2171</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63410</b>	<b>CASCADE RECREATION, INC.</b>	<b>415.42</b>	<b>PWSupplies</b>
					001 - 518 30 31 000 - Operating Supplies	178.04	Waste Bags & Flags
					001 - 576 80 31 000 - Operating Supplies	237.38	Waste Bags & Flags
<b>2172</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63411</b>	<b>CHUCKALS</b>	<b>243.71</b>	<b>Office Supplies</b>
					001 - 511 60 31 000 - Operating Supplies	5.93	Copy Paper
					001 - 513 10 31 000 - Office and Operating Supplie	23.73	Copy Paper
					001 - 514 20 31 000 - Office and Operating Supplie	5.93	Copy Paper
					107 - 521 20 31 000 - Office and Operating Supplie	17.80	Copy Paper
					406 - 531 10 31 000 - Office and Operating Supplie	11.86	Copy Paper
					406 - 531 10 31 000 - Office and Operating Supplie	19.08	Batteries, Folders & Labels
					401 - 533 10 31 000 - Office and Operating Supplie	35.59	Copy Paper
					401 - 533 10 31 000 - Office and Operating Supplie	38.16	Batteries, Folders & Labels
					403 - 534 10 31 000 - Office and Operating Supplie	35.59	Copy Paper
					403 - 534 10 31 000 - Office and Operating Supplie	38.18	Batteries, Folders & Labels
					001 - 558 50 31 000 - Office and Operating Supplie	5.93	Copy Paper
					001 - 558 60 31 000 - Operating Supplies	5.93	Copy Paper
<b>2173</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63412</b>	<b>COBALT STORAGE</b>	<b>199.00</b>	<b>Archive Storage</b>
					001 - 518 50 45 000 - Operating Leases	199.00	Archive Storage - May 2018
<b>2174</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>E63413</b>	<b>COMCAST</b>	<b>1,526.25</b>	<b>Phone &amp; Internet</b>
					001 - 513 10 42 000 - Communication	76.31	Phone Lines & Internet
					001 - 514 20 42 000 - Communication	76.31	Phone Lines & Internet
					001 - 518 30 42 000 - Communication	38.16	Phone Lines & Internet
					107 - 521 20 42 000 - Communication	228.94	Phone Lines & Internet
					406 - 531 10 42 000 - Communication	152.63	Phone Lines & Internet
					401 - 533 10 42 000 - Communications	354.85	Phone Lines & Internet
					403 - 534 10 42 000 - Communication	370.12	Phone Lines & Internet
					101 - 542 30 42 000 - Communication	76.31	Phone Lines & Internet

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		501 - 548 30 42 000		Communications	38.16	Phone Lines & Internet
		001 - 558 50 42 000		Communications	38.16	Phone Lines & Internet
		001 - 558 60 42 000		Communication	38.16	Phone Lines & Internet
		001 - 576 80 42 000		Communication	38.14	Phone Lines & Internet
<b>2175</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63414 CORE &amp; MAIN</b>	<b>37.26</b>	<b>Storm Drain Project Supplies</b>
		407 - 594 31 63 133		Citywide Ditch/Culvert Proje	37.26	Pipes
<b>2176</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63415 DATA BAR INCORPORATED</b>	<b>4,100.63</b>	<b>Print &amp; Mail; Print &amp; Mail</b>
		406 - 531 10 49 003		Misc/Outside Printing	713.26	Utility Billing Print & Mail
		406 - 531 10 49 003		Misc/Outside Printing	106.86	Past Due Billing Print & Mail
		401 - 533 10 49 003		Misc/Outside Printing	1,426.53	Utility Billing Print & Mail
		401 - 533 10 49 003		Misc/Outside Printing	213.72	Past Due Billing Print & Mail
		403 - 534 10 49 003		Misc/Outside Printing	1,426.53	Utility Billing Print & Mail
		403 - 534 10 49 003		Misc/Outside Printing	213.73	Past Due Billing Print & Mail
<b>2177</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63416 DEPT OF LICENSING</b>	<b>1,132.22</b>	<b>Vehicle Purchase</b>
		107 - 521 20 48 001		Vehicle Repairs and Mainten:	1,132.22	#4514 2013 Ford - Tax & License
<b>2178</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63417 DKS ASSOCIATES</b>	<b>3,635.00</b>	<b>Consulting Services</b>
		401 - 533 10 41 000		Professional Services	3,635.00	Engineering Services
<b>2179</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63418 EAST PIERCE FIRE &amp; RESCUE DISTRICT #22</b>	<b>363.35</b>	<b>City Utilities</b>
		001 - 518 30 47 000		Public Utility Service	18.17	Electric, Water & Sewer
		107 - 521 20 47 000		Utilities	72.67	Electric, Water & Sewer
		406 - 531 30 47 000		Public Utility Services	72.67	Electric, Water & Sewer
		401 - 533 50 47 000		Public Utility Services	72.67	Electric, Water & Sewer
		403 - 534 50 47 000		Public Utility Services	72.67	Electric, Water & Sewer
		001 - 558 50 47 000		Public Utility Services	18.17	Electric, Water & Sewer
		001 - 558 60 47 000		Public Utilities	18.17	Electric, Water & Sewer
		001 - 576 80 47 000		Public Utility Service	18.16	Electric, Water & Sewer
<b>2180</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63419 EVERGREEN CONCRETE CUTTING, INC.</b>	<b>549.50</b>	<b>Professional Services</b>
		407 - 594 31 63 133		Citywide Ditch/Culvert Proje	549.50	Core Drill Hole
<b>2181</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63420 EXCEL SUPPLY COMPANY, INC</b>	<b>319.26</b>	<b>PW Material; PW Material</b>
		001 - 518 30 31 000		Operating Supplies	20.89	Batteries, Gloves & Glasses
		401 - 533 50 31 000		Operating Supplies	64.40	Sharps Gloves
		401 - 533 50 31 000		Operating Supplies	153.76	Batteries, Gloves & Glasses
		403 - 534 50 31 000		Office and Operating Supplie	73.61	Sharps Gloves
		501 - 548 30 31 000		Office & Operating Supplies	6.60	Gloves
<b>2182</b>	<b>04/11/2018</b>	<b>Claims</b>	<b>1</b>	<b>63421 FERGUSON ENTERPRISES, INC. #1539</b>	<b>9,140.56</b>	<b>Water Material; Water Material; Water Material; Water Material; Water Material; Water Material; Water Material</b>
		403 - 534 50 31 000		Office and Operating Supplie	80.97	Brass Plugs
		403 - 534 50 31 000		Office and Operating Supplie	503.12	Meter Yoke
		403 - 534 50 35 000		Small Tools and Equipment	68.60	Beveling Tool
		407 - 594 31 63 133		Citywide Ditch/Culvert Proje	276.95	Pipes
		407 - 594 31 63 133		Citywide Ditch/Culvert Proje	211.92	Pipe Plugs
		404 - 594 34 63 131		Misc Water Main Replaceme	1,058.55	Valves & Gaskets
		404 - 594 34 64 123		Meter Replacement	59.35	Meter Washers
		404 - 594 34 64 123		Meter Replacement	6,881.10	Meter Boxes
<b>2191</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63422 A WORKSAFE SERVICE, INC.</b>	<b>55.00</b>	<b>Testing</b>

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

04/02/2018 To: 04/15/2018

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 518 30 41 000		Professional Services	55.00	Pre-employment Drug Test
<b>2192</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63423 ANNE SEARS &amp; ASSOCIATES</b>	<b>6,489.30</b>	<b>Financial Consulting</b>
		001 - 514 20 41 000		Professional Services	6,489.30	Financial Consulting - Jan-Mar 2018
<b>2193</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63424 BEAUTY AND GEEK</b>	<b>55.00</b>	<b>Vendor Refund</b>
		116 - 347 90 10 000		Milton Days-Vendor Fee	-55.00	Vendor Refund
<b>2194</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63425 HDS WHITE CAP CONST SUPPLY</b>	<b>210.76</b>	<b>Stormwater Material</b>
		406 - 531 30 31 000		Operating Supplies	210.76	Tape, Wedge Anchor, Glue & Bags
<b>2195</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>E63426 DANA HERRON</b>	<b>66.88</b>	<b>Reimbursement</b>
		001 - 558 60 43 000		Travel	66.88	Mileage & Parking WABO - Herron
<b>2196</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63427 HJ ARNETT INDUSTRIES, LLC</b>	<b>149.25</b>	<b>Electric Services</b>
		401 - 533 50 41 000		Professional Services	149.25	Glove Testing
<b>2197</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63428 HONEY BUCKET</b>	<b>162.40</b>	<b>Monthly Rental</b>
		001 - 576 80 45 000		Operating Rentals and Lease:	162.40	Monthly Rental - Interurban Trail
<b>2198</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63429 J.J. KELLER &amp; ASSOCIATES</b>	<b>157.20</b>	<b>Electric Material</b>
		401 - 533 50 31 000		Operating Supplies	157.20	Safety Glasses
<b>2199</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63430 KIMBALL MIDWEST</b>	<b>571.91</b>	<b>Fleet Material</b>
		501 - 548 30 35 000		Small Tools & Equipment	571.91	Shop Tools - Grinder, Bits & Rust Spray
<b>2200</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63431 KORUM AUTOMOTIVE GROUP</b>	<b>11.51</b>	<b>Vehicle Repair</b>
		107 - 521 20 48 001		Vehicle Repairs and Mainten:	11.51	Key
<b>2201</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63432 KUSTOM SIGNALS INC</b>	<b>1,501.45</b>	<b>Police Material</b>
		107 - 521 20 35 002		Equip Purchase - WASPC	1,501.45	Radar
<b>2202</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63433 LES SCHWAB FIFE</b>	<b>13.70</b>	<b>Fleet Material</b>
		403 - 534 50 48 001		Equipment Repair & Mainter	4.43	#15 Tire
		001 - 576 80 48 001		Equipment Repair & Mainter	9.27	#15 Tire
<b>2203</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63434 LOOKER ASPHALT INC.</b>	<b>18,232.41</b>	<b>Asphalt Paving</b>
		310 - 595 42 63 122		Misc Street Overlay	18,232.41	Mill Town Landing Asphalt Paving
<b>2204</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63435 MILES RESOURCES</b>	<b>144.47</b>	<b>Street Material</b>
		101 - 542 30 31 000		Office and Operating Supplie	144.47	Cold Mix
<b>2205</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63436 NATIONAL SAFETY, INC.</b>	<b>1,582.68</b>	<b>PW Material; PW Material</b>
		001 - 518 30 31 000		Operating Supplies	15.32	Rain Pants/Bibs
		001 - 518 30 31 000		Operating Supplies	30.35	Rain Coats
		406 - 531 30 31 000		Operating Supplies	105.35	Rain Pants/Bibs
		406 - 531 30 31 000		Operating Supplies	208.71	Rain Coats
		401 - 533 50 31 000		Operating Supplies	54.73	Rain Pants/Bibs
		401 - 533 50 31 000		Operating Supplies	108.45	Rain Coats
		403 - 534 50 31 000		Office and Operating Supplie	242.13	Rain Pants/Bibs
		403 - 534 50 31 000		Office and Operating Supplie	479.80	Rain Coats
		101 - 542 30 31 000		Office and Operating Supplie	57.18	Rain Pants/Bibs
		101 - 542 30 31 000		Office and Operating Supplie	113.27	Rain Coats
		501 - 548 30 31 000		Office & Operating Supplies	40.84	Rain Pants/Bibs
		501 - 548 30 31 000		Office & Operating Supplies	80.91	Rain Coats
		001 - 576 80 31 000		Operating Supplies	15.31	Rain Pants/Bibs
		001 - 576 80 31 000		Operating Supplies	30.33	Rain Coats

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2206	04/12/2018	Claims	1	63437	NAVIA BENEFIT SOLUTIONS	50.00	FSA Admin Fee
					631 - 589 90 00 002 - Discovery Benefits	50.00	FSA Claims
2207	04/12/2018	Claims	1	63438	NAVIA BENEFIT SOLUTIONS	212.00	FSA Claims
					631 - 589 90 00 002 - Discovery Benefits	212.00	FSA Claims
2208	04/12/2018	Claims	1	63439	NEWS TRIBUNE, THE	145.38	Legal Notice; Legal Notice; Legal Notice
					001 - 511 30 41 000 - Offc'l Pub/Code Publishing	48.46	Ord 1940-18
					001 - 511 30 41 000 - Offc'l Pub/Code Publishing	48.46	Ord 1939-18
					001 - 511 30 41 000 - Offc'l Pub/Code Publishing	48.46	Ord 1941-18
2209	04/12/2018	Claims	1	63440	NOFFKE'S TOWING SERVICE	259.64	Towing Service
					107 - 521 20 41 000 - Professional Services	259.64	Towing Service - 82 Chev Camaro
2210	04/12/2018	Claims	1	63441	NORTH COAST ELECTRIC COMPANY	17.90	Water Material
					403 - 534 51 31 001 - Operating Supplies	17.90	Line Clamps
2211	04/12/2018	Claims	1	63442	PARAMOUNT SUPPLY CO.	474.13	Water Material
					403 - 534 51 31 000 - Operating Supplies	474.13	Chlorination System
2212	04/12/2018	Claims	1	63443	PIERCE CO BUDGET & FINANCE	254.83	Crime Victims
					001 - 586 12 00 000 - Crime Victims Comp Fund	254.83	Crime Victims - March 2018
2213	04/12/2018	Claims	1	E63444	PIERCE COUNTY SEWER	242.89	Sewer; Sewer; Sewer; Sewer; Sewer; Sewer
					001 - 518 30 47 000 - Public Utility Service	35.32	Sewer
					001 - 518 30 47 000 - Public Utility Service	33.09	Sewer
					107 - 521 20 47 000 - Utilities	38.32	Sewer
					401 - 533 50 47 000 - Public Utility Services	44.73	Sewer
					001 - 569 00 47 000 - Public Utilities-SC	38.32	Sewer
					001 - 575 50 47 000 - Public Utilities Services	20.02	Sewer
					001 - 576 80 47 000 - Public Utility Service	33.09	Sewer
2214	04/12/2018	Claims	1	63445	POLLARD WATER	315.23	Electric Material
					401 - 533 50 31 000 - Operating Supplies	315.23	Traffic Control Paddles
2215	04/12/2018	Claims	1	63446	PRO-BUILD	12.08	Water Material
					403 - 534 50 31 000 - Office and Operating Supplie	12.08	Pad Lock
2216	04/12/2018	Claims	1	63447	PROFORCE LAW ENFORCEMENT	1,448.70	Police Material
					107 - 521 20 35 000 - Small Tools and Equipment	1,448.70	Taser Cartridges & Supplies
2217	04/12/2018	Claims	1	63448	PUMPTECH, INC.	2,291.14	Water Material
					403 - 534 51 48 001 - Repairs And Maintenance - V	2,291.14	Pull 25hp Submersible Pump From Well #1
2218	04/12/2018	Claims	1	63449	CITY OF PUYALLUP	9,215.00	Jail Services
					107 - 523 60 51 000 - Intergov. Jail Services	9,215.00	Jail Services - Feb 2018
2219	04/12/2018	Claims	1	63450	ALMA RUIZ	250.00	Facility Rental Deposit Refund
					001 - 589 10 00 000 - Refund Facility Deposit	250.00	Facility Rental Deposit Refund
2220	04/12/2018	Claims	1	63451	RYAN HERCO PRODUCTS CORP	270.46	Water Material; Water Material
					403 - 534 51 31 000 - Operating Supplies	129.81	PVC Pipe
					403 - 534 51 31 000 - Operating Supplies	140.65	PVC Pipe
2221	04/12/2018	Claims	1	63452	JAMES SCHMIDT	1,163.51	Packet Page Number 13 BPA Incentive

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		401 - 533 50 33 006 -		BPA Reimbursement/Incentiv	1,163.51	BPA Reimbursement Incentive
<b>2222</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63453 ROBERT A SCHROEDER</b>	<b>61.73</b>	<b>002935 - 2500 ALDER ST #100</b>
		401 - 343 30 00 000 -		Electric Sales	-76.73	
		401 - 369 91 00 401 -		Misc Revenue	15.00	
<b>2223</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63454 SELEX ES INC DBA ELSAG</b>	<b>1,230.00</b>	<b>Police Material</b>
		107 - 521 20 48 001 -		Vehicle Repairs and Mainten:	1,230.00	Cable & Mounting Disk
<b>2224</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63455 NANCY SHATTUCK</b>	<b>150.00</b>	<b>Court Services</b>
		001 - 512 50 41 000 -		Professional Services	150.00	DV Victim Advocacy
<b>2225</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63456 SHOPE CONCRETE PRODUCTS CO.</b>	<b>840.13</b>	<b>Material</b>
		407 - 594 31 63 133 -		Citywide Ditch/Culvert Proje	840.13	Catch Basin, Riser & Cover
<b>2226</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63457 SHRED-IT USA LLC</b>	<b>73.22</b>	<b>Shredding Services</b>
		001 - 514 20 41 000 -		Professional Services	24.16	Shredding Services Finance
		107 - 521 20 41 000 -		Professional Services	49.06	Shredding Services Police
<b>2227</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63458 SONSRAY MACHINERY LLC</b>	<b>923.80</b>	<b>PW Material; PW Material; Fleet Material</b>
		406 - 531 30 48 000 -		Repairs and Maintenance	87.62	#31 Tube Hydraulic & Elbow
		406 - 531 30 48 000 -		Repairs and Maintenance	188.29	#31 Fluids
		401 - 533 50 48 000 -		Repairs and Maintenance	58.41	#31 Tube Hydraulic & Elbow
		401 - 533 50 48 000 -		Repairs and Maintenance	125.53	#31 Fluids
		403 - 534 50 48 001 -		Equipment Repair & Mainte	87.62	#31 Tube Hydraulic & Elbow
		403 - 534 50 48 001 -		Equipment Repair & Mainte	4.10	#31 Exchange For Correct Elbow
		403 - 534 50 48 001 -		Equipment Repair & Mainte	188.29	#31 Fluids
		101 - 542 30 48 001 -		Equipment Repair & Maint	58.41	#31 Tube Hydraulic & Elbow
		101 - 542 30 48 001 -		Equipment Repair & Maint	125.53	#31 Fluids
<b>2228</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63459 SOUTH SOUND 911</b>	<b>47,272.50</b>	<b>Quarterly Communcation Services</b>
		107 - 528 00 51 000 -		Intergov't Svcs-Dispatch	47,272.50	911 Communication Services - Apr-Jun 2018
<b>2229</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63460 STANDARD PARTS CORPORATION (NAPA)</b>	<b>101.11</b>	<b>Fleet Material</b>
		406 - 531 30 48 001 -		Vehicle Repair & Maint	30.33	Oil Dry
		401 - 533 50 48 001 -		Vehicle R&M	20.22	Oil Dry
		403 - 534 50 48 001 -		Equipment Repair & Mainte	30.33	Oil Dry
		101 - 542 30 48 001 -		Equipment Repair & Maint	20.23	Oil Dry
<b>2230</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63461 SUPPLYWORKS</b>	<b>510.40</b>	<b>Electric Material; PW Material</b>
		001 - 518 30 31 000 -		Operating Supplies	345.75	Swiffer Sweeper, Towels & Liners
		406 - 531 30 31 000 -		Operating Supplies	10.07	Polypropylene Sleeves
		401 - 533 50 31 000 -		Operating Supplies	36.47	Gloves
		401 - 533 50 31 000 -		Operating Supplies	10.07	Polypropylene Sleeves
		403 - 534 50 31 000 -		Office and Operating Supplie	10.07	Polypropylene Sleeves
		001 - 576 80 31 000 -		Operating Supplies	97.97	Liners
<b>2231</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63462 SURPLUS AMMO &amp; ARMS, LLC</b>	<b>1,119.85</b>	<b>Police Material</b>
		107 - 521 20 35 001 -		Firearms	1,119.85	Cowitness Mount
<b>2232</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63463 TACOMA CITY TREASURER</b>	<b>3,591.00</b>	<b>Dispatch</b>
		107 - 528 00 51 000 -		Intergov't Svcs-Dispatch	3,591.00	Dispatch - 2Q 2018
<b>2233</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63464 TITUS-WILL FORD</b>	<b>53.57</b>	<b>Fleet Material</b>
		406 - 531 30 48 001 -		Vehicle Repair & Maint	40.18	#32 Wiper Blades
		101 - 542 30 48 000 -		Repairs and Maintenance	6.69	#32 Wiper Blades
		001 - 576 80 48 000 -		Repair & Maintenance	6.70	#32 Wiper Blades

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<b>2234</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63465 UNIFIRST CORPORATION</b>	<b>1,482.67</b>	<b>Uniforms; Uniforms; Uniforms; Uniforms; Uniforms; Uniforms; Uniforms; Uniforms; Uniforms</b>	
		001 - 518 30 20 002 - Uniforms			7.28	Uniforms	
		001 - 518 30 20 002 - Uniforms			8.31	Uniforms	
		001 - 518 30 20 002 - Uniforms			7.28	Uniforms	
		001 - 518 30 20 002 - Uniforms			7.28	Uniforms	
		406 - 531 30 20 002 - Uniforms			50.06	Uniforms	
		406 - 531 30 20 002 - Uniforms			57.17	Uniforms	
		406 - 531 30 20 002 - Uniforms			50.06	Uniforms	
		406 - 531 30 20 002 - Uniforms			50.06	Uniforms	
		401 - 533 50 20 002 - Uniforms			33.76	Uniforms	
		401 - 533 50 20 002 - Uniforms			38.55	Uniforms	
		401 - 533 50 20 002 - Uniforms			151.35	Uniforms	
		401 - 533 50 20 002 - Uniforms			68.72	Uniforms	
		401 - 533 50 20 002 - Uniforms			33.76	Uniforms	
		401 - 533 50 20 002 - Uniforms			68.72	Uniforms	
		401 - 533 50 20 002 - Uniforms			68.72	Uniforms	
		401 - 533 50 20 002 - Uniforms			33.76	Uniforms	
		403 - 534 50 20 002 - Uniforms			118.94	Uniforms	
		403 - 534 50 20 002 - Uniforms			135.83	Uniforms	
		403 - 534 50 20 002 - Uniforms			118.94	Uniforms	
		403 - 534 50 20 002 - Uniforms			118.94	Uniforms	
		101 - 542 30 20 002 - Uniforms			34.96	Uniforms	
		101 - 542 30 20 002 - Uniforms			39.91	Uniforms	
		101 - 542 30 20 002 - Uniforms			34.96	Uniforms	
		101 - 542 30 20 002 - Uniforms			34.96	Uniforms	
		501 - 548 30 20 002 - Uniforms			19.37	Uniforms	
		501 - 548 30 20 002 - Uniforms			22.13	Uniforms	
		501 - 548 30 20 002 - Uniforms			19.37	Uniforms	
		501 - 548 30 20 002 - Uniforms			19.37	Uniforms	
		001 - 576 80 20 002 - Uniforms			7.28	Uniforms	
		001 - 576 80 20 002 - Uniforms			8.31	Uniforms	
		001 - 576 80 20 002 - Uniforms			7.28	Uniforms	
		001 - 576 80 20 002 - Uniforms			7.28	Uniforms	
<b>2235</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63466 UNIVAR USA INC</b>	<b>6,755.43</b>	<b>Water Material</b>	
		403 - 534 51 31 000 - Operating Supplies			6,755.43	Chemicals	
<b>2236</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>E63467 US BANK</b>	<b>66.86</b>	<b>Copier Lease</b>	
		<b>ACCOUNTABILITIES</b>					
		001 - 515 30 48 000 - Repairs And Maintenance			66.86	Copier Lease	
<b>2237</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63468 TREASURY DIV.-MONEY</b>	<b>32.00</b>	<b>Safekeeping Fees</b>	
		<b>CENTE US BANK N.A. - CUSTODY TREASURY</b>					
		001 - 514 20 49 000 - Miscellaneous			32.00	Safekeeping Fees	
<b>2238</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63469 UTILITIES UNDERGROUND</b>	<b>56.98</b>	<b>Monthly Locate</b>	
		<b>LOC CENT</b>					
		401 - 533 50 41 000 - Professional Services			28.49	Monthly Locates	
		403 - 534 50 41 000 - Professional Services			28.49	Monthly Locates	
<b>2239</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63470 VERMEER NORTHWEST</b>	<b>787.23</b>	<b>Equipment Repair</b>	
		403 - 534 50 48 000 - Repairs and Maintenance			787.23	Repair Hole Hog Piercing Tool	
<b>2240</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63471 WA STATE TREASURER</b>	<b>13,095.01</b>	<b>Court Remittance &amp; Bldg Code</b>	
		001 - 586 83 00 000 - Trama/Auto Theft/Brain Inju			759.56	Court Remittance	
		001 - 586 88 00 000 - State General Fund 54 (PSE)			134.19	Court Remittance	

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		001 - 586 89 00 000 -		Death Investigation Account	475.30	Court Remittance
		001 - 586 91 00 000 -		State General Fund 40 (PSE)	7,160.17	Court Remittance
		001 - 586 92 00 000 -		State General Fund 50 (PSE)	2,803.34	Court Remittance
		001 - 586 97 00 000 -		JIS	1,732.32	Court Remittance
		001 - 586 99 00 000 -		School Zone Safety	3.13	Court Remittance
		001 - 589 30 01 000 -		Building Code Fee	27.00	Building Code Fees
<b>2241</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63472 WASHINGTON AUDIOLOGY SERVICES INC</b>	<b>20.00</b>	<b>Hearing Test</b>
		401 - 533 50 41 000 -		Professional Services	10.00	Hearing Test Results - Zahn
		403 - 534 50 41 000 -		Professional Services	10.00	Hearing Test Results - Zahn
<b>2242</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63473 WATER MANAGEMENT LABORATORIES</b>	<b>287.00</b>	<b>Water Testing</b>
		403 - 534 51 41 000 -		Professional Services	287.00	Water Testing
<b>2243</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63474 WESCOM COMMUNICATIONS</b>	<b>176.00</b>	<b>Police Services; Police Services</b>
		107 - 521 20 31 000 -		Office and Operating Supplie	88.00	Radar Calibration & Certification
		107 - 521 20 31 000 -		Office and Operating Supplie	88.00	Radar Calibration & Certification
<b>2244</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>E63475 ROBERT WHALEN</b>	<b>129.98</b>	<b>Reimbursement</b>
		310 - 594 18 61 143 -		City Hall Retrofit	129.98	Plumblng Parts
<b>2245</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>63476 ROGER H WOOLDRIDGE</b>	<b>250.00</b>	<b>Facility Rental Deposit Refund</b>
		001 - 589 10 00 000 -		Refund Facility Deposit	250.00	Facility Rental Deposit Refund
<b>2246</b>	<b>04/12/2018</b>	<b>Claims</b>	<b>1</b>	<b>E63477 XPRESS BILL PAY ACCOUNTS PAYABLE</b>	<b>804.10</b>	<b>Online Web Payments</b>
		406 - 531 10 41 000 -		Professional Services	265.35	Online Web Payment Services Fee
		401 - 533 10 41 000 -		Professional Services	273.39	Online Web Payment Services Fee
		403 - 534 10 41 000 -		Professional Services	265.36	Online Web Payment Services Fee
<b>2249</b>	<b>04/13/2018</b>	<b>Claims</b>	<b>1</b>	<b>E63478 CHASE PAYMENTECH</b>	<b>7,078.66</b>	<b>Credit Card Processing</b>
		406 - 531 10 41 000 -		Professional Services	1,415.73	Credit Card Fees
		401 - 533 10 41 000 -		Professional Services	2,831.46	Credit Card Fees
		403 - 534 10 41 000 -		Professional Services	2,831.47	Credit Card Fees
<b>2250</b>	<b>04/13/2018</b>	<b>Claims</b>	<b>1</b>	<b>E63479 COLUMBIA BANK</b>	<b>391.42</b>	<b>Service Charges</b>
		001 - 512 50 41 000 -		Professional Services	35.07	Service Charges
		001 - 514 20 41 000 -		Professional Services	101.38	Service Charges
		406 - 531 10 41 000 -		Professional Services	50.99	Service Charges
		401 - 533 10 41 000 -		Professional Services	101.99	Service Charges
		403 - 534 10 41 000 -		Professional Services	101.99	Service Charges
<b>2251</b>	<b>04/13/2018</b>	<b>Claims</b>	<b>1</b>	<b>E63480 MERCHANT CARD SVCS</b>	<b>105.97</b>	<b>Merchant Services</b>
		001 - 512 50 41 000 -		Professional Services	105.97	Court Credit Card Fees

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001 General Fund	30,399.35
101 Street Fund	746.88
107 Criminal Justice Fund	69,028.81
116 Community Events Fund	55.00
118 Reserve Officer Fund	528.48
310 Capital Improvement Fund	18,362.39
401 Electric Utility Operations Fund	12,593.70
403 Water Utility Operations Fund	19,751.24
404 Water Capital Improvement Fund	7,999.00
406 Stormwater Operations Fund	4,410.09
407 Stormwater Capital Fund	1,915.76
501 Vehicle Repair & Maintenance Fund	818.66
631 Trust / Suspense Funds	262.00



# Payroll Disbursements

001 General Fund	36,809.64
101 Street Fund	8,846.05
107 Criminal Justice Fund	86,230.31
401 Electric Utility Operations Fund	42,754.64
402 Electric Capital Improvement Fund	384.20
403 Water Utility Operations Fund	51,738.21
404 Water Capital Improvement Fund	815.02
406 Stormwater Operations Fund	37,543.05
407 Stormwater Capital Fund	1,088.40
501 Vehicle Repair & Maintenance Fund	3,292.64
503 Information Technology	2,625.76

272,127.92	Payroll:	272,127.92
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I hereby certify that the expenditures shown above reflect the true and correct expenditures to the best of my knowledge. I further certify the expenditures above to be valid and correct.

Finance Director	Date
------------------	------

Mayor	Date
-------	------

Approved for release prior to council meeting per Council Authorization.

Mayor	Date
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To: City Council Members  
From: Mayor Shanna Styron Sherrell  
Date: April 16, 2018  
Re: Appointment to Planning Commission

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**ATTACHMENT:** None, Applications Available for Council Review if Requested

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Expenditure Required:

**Recommendation/Action:**

1. I move to confirm the Mayor's appointment of Scott Champine to the Planning Commission Position 1 with a term ending 5/31/2023.
2. I move to confirm the Mayor's appointment of Linda Champine to the Events Committee Position 9 with a term ending 05/31/2020.
3. I move to confirm the Mayor's appointment of Shelly LaVergne to the Events Committee Position 10 with a term ending 05/31/2020.
4. I move to confirm the Mayor's appointment of Karen Lynne Knaup to the Events Committee Position 11 with a term ending 05/31/2021.

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**Issue:** Confirmation of the Mayor's appointments to the Planning Commission & Events Committee.

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## Agenda Item # 6B

**To:** Mayor Styron Sherrell and City Council Members  
**From:** Bill Barnhart, Public Works Superintendent  
**Date:** April 16, 2018  
**Re:** Purchase of Cargo Van for Water Department

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**ATTACHMENTS:** 1. Quote

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Expenditure Required:

**Recommendation/Action:** “I move to approve the purchase of a new cargo van for the Water Department from the Webb Auto Group off the Washington State Department of Enterprise Services Contract in an amount not to exceed \$\_\_\_\_\_ and authorize the Mayor to sign all documents necessary to execute the contract.”

**Fiscal Impact/Source of Funds:** This expenditure was included in the 2018 adopted Budget from the Water and Storm Asset Replacement Funds.

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**Issue:** The City’s Water Department currently utilizes a pick-up truck for its Water Quality functions. The Department needs a new van with better cargo space. The City’s Storm Department has no dedicated vehicles of its own and would greatly benefit from a vehicle to effectively complete its work assignments.

**Discussion:** The City’s Water Quality Technician currently uses a 2011 Ford F-250 pick-up truck that is not meeting the department’s needs. The Water Department would be better served with a cargo van.

The City continues to build its Storm Water Department as a separate entity. Currently, the Storm Water Department does not have its own dedicated truck. They have been utilizing a motor pool car or borrowing vehicles from other departments. This has proven to be a burden on their ability to effectively accomplish their work.

Once the City purchases a new van for the Water Department, the existing 2011 F-250 Pick-up truck could be utilized by the Storm Water Department.

This purchase and transfer was part of our vehicle replacement strategy for 2018.

This is part of the City's efforts to continue to evaluate vehicles as they age to better support other requirements to allow for continued use.

This truck will be purchased off the Washington State Department of Enterprise Services Contract 05916. The Statewide master contracts for goods and services are designed to make it easier for state agencies, local and tribal governments, public school districts, colleges and nonprofit organizations throughout Washington to focus on their missions. The statewide contracts have met state requirements for competitive bidding and other procurement laws, reducing risk and streamlining the purchasing process for agencies. This agreement would be a great financial benefit to the City of Milton.

**From:** NOREPLY@des.wa.gov  
**Sent:** Thursday, March 29, 2018 2:27 PM  
**To:** Patrick Mendiola  
**Cc:** Philip.Saunders@des.wa.gov  
**Subject:** Vehicle Quote - 2018-3-577 - MILTON, CITY OF - POLICE DEPARMENT - 22709

**Vehicle Quote Number: 2018-3-577**     [Create Purchase Request](#)     [View organization purchase requests](#)

This is a **quote** only. You must create a purchase request to order this vehicle(s)

**Contract & Dealer Information**

Contract #: 05916 Dealer: Webb Auto Group (W59283) 3608 NE Auto Mall Dr Vancouver WA 98662	Dealer Contact: George Zumwalt Dealer Phone: (360) 892-9004 Dealer Email: georgez@alanwebbautogroup.com
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**Organization Information**

Organization: MILTON, CITY OF - POLICE DEPARMENT - 22709 Email: pmendiola@cityofmilton.net Quote Notes: Vehicle Location: MILTON/PIERCE
--

**Color Options**

Fresh Powder QM1 - 1
Tax Exempt: N

**Vehicle Options**

Order Code	Option Description	Qty	Unit Price	Ext. Price
2016-0402-001	2016 NISSAN NV200 S non cip	1	\$18,743.92	\$18,743.92
2016-0402-003	Emergency Road Kit	1	\$66.17	\$66.17
2016-0402-005	Extra Keys (1) each	1	\$129.34	\$129.34

**Quote Totals**

<b>Total Vehicles:</b>	1
<b>Sub Total:</b>	\$18,939.43
<b>8.7 % Sales Tax:</b>	\$1,647.73
<b>Quote Total:</b>	\$20,587.16

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To: Mayor Styron Sherrell and City Councilmembers  
From: Ellie Hooman, City Clerk/Human Resources Generalist  
Date: April 16, 2018  
Re: **Amendment to Exempt Employee Policy**

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**ATTACHMENTS:** 1. Resolution  
2. Exempt Employee Policy (Red-Lined)

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**TYPE OF ACTION:**

Information Only     Discussion     Action     Expenditure Required

**Recommendation/Action:** I move to adopt the attached Resolution amending the Exempt Employee Policy for clarification regarding conditions of Severance Pay structure and the addition of language to allow the Chief of Police the option of participating in the same medical plan offered to members of the Milton Police Guild.

**Fiscal Impact Statement:** The Chief of Police's benefits package will increase by \$100 per month due to addition of HRA/Veba Contribution parity with the Milton Police Guild membership.

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**Issue:** The City has received legal counsel from a Summit Law Group attorney that was assigned to us for review of our separation and severance documentation. It was their recommendation that we add language to our Exempt Employee Policy to make signing the separation agreement a stipulation for receiving any severance payment. For a separation agreement to be enforceable in court, the City must be able to show that the employee will receive financial consideration that they would not otherwise be entitled to.

The salary survey section is amended for clarification purposes only; this action matches other labor contracts, and past and current practice.

Currently there are eight funded exempt positions, which include the Police Chief/Public Safety Administrator, Municipal Services Administrator, City Attorney, Public Works Director, Public Works Operations Superintendent, Finance Director, City Clerk/Human Resources Generalist, and Surface Water Compliance Officer.

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**EXHIBIT "A"**  
**AMENDED**  
**CITY OF MILTON**  
**PERSONNEL POLICY**  
**COMPENSATION FOR EXEMPT EMPLOYEES**  
~~August 1, 2016~~ April 16, 2018

**Purpose and Scope**

This personnel policy applies to all employees of the City of Milton who are exempt from the Fair Labor and Standards Act and non-represented positions, not covered by collective bargaining agreements. This document provides policies for matters of salary, fringe benefits and other conditions of employment for exempt and non-represented positions. Unless otherwise stipulated, this policy covers all persons and positions noted above.

In the event these policies conflict with any City, State or Federal law, those laws shall prevail. This policy shall not supersede any provisions of an executed employment agreement between the City of Milton and the City Administrator. This policy covers matters of compensation and is not intended to provide the full spectrum of policies, regulations and conditions of employment. These provisions are not a contract, create no vested right, and may be amended at any time.

**Salary Ranges**

The City shall establish a salary range for each position covered by this policy on an annual basis, as recommended by the Mayor and approved by the City Council. A market survey of salaries for similar positions will normally be done ~~annually every three years~~ in order to attract and retain qualified employees. The range shall have a beginning and ending salary. Upon initial appointment to a position, the Mayor shall set an employee's salary within the range based upon experience and qualifications. An employee's advancement through the range shall be based on performance.

**Merit Pay**

A written performance evaluation shall be conducted for an employee covered by this policy on an annual basis and on a schedule pre-determined by the employee and his/her supervisor. Based upon the performance evaluation, an employee's salary may be adjusted within the established range commensurate with his/her performance. Such merit pay adjustment shall be recommended by an employee's supervisor and approved by the Mayor.

## Incentive Pay

In order to retain qualified employees in City service, an employee may be qualified for incentive pay. To be eligible for incentive pay, an employee must have reached the top of his/her salary range and served more than three (3) years in a position covered by this policy. Incentive pay shall be in the following increments:

3 – 5 years of service	1% of base salary
6 – 8 years of service	1.5% of base salary
8+ years of service	2% of base salary

An employee's eligibility for incentive pay shall be reassessed annually at the time of the evaluation of performance. Continued eligibility for incentive pay shall be based upon performance that achieves the projects and goals established in the prior year's performance evaluation. Incentive pay shall be recommended by an employee's supervisor and approved by the Mayor.

## Cost of Living Adjustment

Upon the recommendation of the Mayor and the approval of the City Council, employees' pay may be adjusted by an annual cost-of-living adjustment. Such adjustment shall also adjust the salary ranges.

## Severance Pay

The City Administrator and Department Directors are "at will" employees and serve at the pleasure of the Mayor. No person, who voluntarily resigns, shall be entitled to severance pay. In the event the City Administrator or a Department Director is asked to resign, is laid off due to lack of work or funding, or is terminated without just cause while willing to perform the duties of the job, the employee shall receive severance pay in the following increments only if the City's separation agreement is signed by the employee:

13 - 24 months of service	One (1) months pay
25 – 36 months of service	Two (2) months pay
37+ months of service	Three (3) months pay

Note: It is recognized that the City Administrator's employment agreement may include provisions that supersede the severance pay provisions of this policy.

## Uniform Allowance

Uniformed employees will be eligible for uniform allowance of \$750 per year which will be taxable as per IRS regulations, to be paid in equal parts with payroll checks.

## Benefits

Certain benefits are required for public employees by Federal and State law. This policy covers only those benefits that are discretionary on the part of the City.

Health Insurance: The City shall pay ninety percent (90%) of the monthly premium necessary to provide coverage under AWC HealthFirst Plan for full-time employees and dependents. The Public Safety Administrator/Chief of Police shall be given the option of parity with the medical plan offered to the Milton Police Guild, or participation in the AWC HealthFirst Plan listed above.

The City shall also pay 100% of the monthly premiums necessary to provide AWC Vision Service Plan, Dental Plan "F" and Orthodontia Rider Plan V coverage for full-time employees and dependents. Employee's working less than full time shall pay a prorated share of the insurance premium based on the hours of work.

Opt Out Provision: An employee may elect to opt out of medical insurance coverage for spouse and or dependents, provided that the employee has medical insurance coverage through another provider for them, and this decision is in conjunction with the annual, enrollment period. In the event that the terms of the medical insurance policy limit the number or percentage of employees who may opt out, the employer shall accept elections to opt out on a first come/first served basis. If the employee opts out, then in the month the employer is no longer required to pay the employee's health care insurance premiums, the employer shall pay the employee an amount equal to fifty percent (50%) of the monthly premium as compensation for each month the employer does not have to pay the insurance premium. This payment will not be considered as part of the base wage compensation for calculating overtime, longevity, or any other special pay.

FSA Account: The Employer will set up a Flexible Spending Arrangement (FSA) account to allow employees to pay for qualified healthcare and daycare expenses on a pre-tax basis, as governed by Section 125 of the IRS Tax Code.

Life Insurance: Exempt employees shall be covered by a life insurance policy in the amount of \$100,000. The premium shall be paid in full by the City.

Deferred Compensation Plan: The City shall provide a deferred compensation plan for the voluntary contributions by employees covered by this policy.

## Leave Accrual

It is recognized that the City's Personnel Policies and Procedures include provisions for the accrual, use, and cash-out of leave time or other types of leave not covered by this policy. This policy is intended only to provide for the types and amounts of leave for employees covered by this agreement.

Vacation Leave: Employees, working full-time, shall receive vacation leave based upon the following schedule. Vacation leave shall be accrued on a monthly basis.

1 – 5 years	12 days per year
6 – 15 years	18 days per year
16 – 19 years	20 days per year
20+ years	22 days per year

Upon hiring in order to attract experienced personnel, the Mayor is authorized to place an individual on the accrual chart at a level commensurate with prior experience. Exempt employees are salaried and therefore, are required to use vacation leave only for absences in excess of four hours per day.

Sick Leave: Sick leave shall be accrued at the rate of one day per month or a total of 12 days per year. Accrual rates for employees working less than 40 hours per week shall be prorated. Exempt employees are salaried and therefore, are required to use sick leave only for absences in excess of four hours per day.

Holiday Leave: Employees, covered by this policy, shall be entitled to holiday pay for all holidays designated by the City Council. In addition, employees shall receive 16 hours per year in holiday leave to be taken at their discretion. This additional holiday leave must used within a calendar year or it will be forfeited.

Management Leave: It is recognized that employees covered by this policy are required and expected to work beyond the normal work day/week to carry-out the duties of their position. Exempt employees are salaried and are not entitled to overtime or compensatory time for work in excess of 40 hours per week or 8 hours per day. In recognition of the additional work time, exempt employees are entitled to take management leave in an amount agreed upon between the employee and his/her supervisor based upon the amount of extra time work. Additional work time shall not be recorded and exempt employees are not entitled to an hour-for-hour amount of management leave for additional hours worked.

**CITY OF MILTON  
RESOLUTION 18-1902**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, AMENDING THE PERSONNEL POLICY FOR COMPENSATION FOR EXEMPT EMPLOYEES AND REPEALING RESOLUTION 16-1881.**

**WHEREAS**, the City of Milton has an adopted the Personnel Policy for Compensation of Exempt Employees, and

**WHEREAS**, the policy needs to be amended to reflect a change in benefits for the Chief of Police and language related to the Severance Pay structure;

**NOW, THEREFORE**, the City Council of the City of Milton, Washington, does hereby resolve as follows:

**Section 1.** Resolution 16-1881 is hereby repealed.

**Section 2.** That the Amended Personnel Policy for Compensation for Exempt Employees, April 16, 2018, attached hereto as Exhibit A, is adopted.

PASSED AND APPROVED by the City Council of the City of Milton, Washington, at a regularly scheduled meeting thereof this 16<sup>th</sup> day of April 2018.

\_\_\_\_\_  
Shanna Styron Sherrell, Mayor

Attest/Authenticated:

\_\_\_\_\_  
Ellie Hooman, City Clerk

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## Agenda Item # 6D

**To:** Mayor Styron Sherrell and City Council Members  
**From:** Tara Dunford, CPA, Interim Finance Director  
**Date:** April 16, 2018  
**Re:** Ordinance 2<sup>nd</sup> Read – Electric Utility Rate Increase

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**ATTACHMENTS:** 1. Ordinance

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing

**Recommendation/Action:** I move to accept this as the second reading of Ordinance 1940-18, repealing the version passed on April 2<sup>nd</sup> and reenacting the Ordinance with the proposed amendment to the effective date of the Ordinance itself and adopt the attached Ordinance amending Section 13.08.280 of Milton Municipal Code; providing for severability, an effective date, and summary publication by Ordinance title.

**Fiscal Impact/Source of Funds:** This increase has the potential to increase Revenue for the Electric Fund by approximately \$65,000 in the 2018 Fiscal Year.

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**Issue:** On April 2, 2018, the Milton City Council passed Ordinance 1940-18. The City Attorney at the time had prepared and reviewed the Ordinance but separated from the City before attesting to form. City staff asked our contracted legal service to review the Ordinance so that it could be signed off on and enacted. The legal consultant who reviewed the Ordinance noted that there was an issue with the original version as it lacked an effective date for the Ordinance itself. City staff is bringing the amended Ordinance back to the Council to ensure that the Council's intention of passing this legislation is completed.

**Discussion:** The CPI from last June as reported by Municipal Research increased by 3.0%. The proposed Ordinance is based on that 3.0% increase.

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**ORDINANCE NO. 1940-18**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, REPEALING AND REENACTING INCREASES TO ELECTRIC RATES OF THREE PERCENT BY THE AMENDMENT OF MILTON MUNICIPAL CODE SECTION 13.08.280; PROVIDING FOR THE EFFECTIVE DATE OF THE RATE INCREASE, SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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

WHEREAS, the Milton Municipal Code 13.08.280 provides that rates will be adjusted annually based on the CPI from June of the previous year;

WHEREAS, increases were enacted by Ordinance 1940-18 which did not include an effective date for the ordinance; and

WHEREAS, the City Council deems it to be in the public interest to correct the deficiency; NOW, THEREFORE,

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

**Section 1.** Ordinance No. 1940-18 is hereby repealed, and the provisions of this ordinance enacted in order to amend Section 13.08.280 **Electric Utility—Regular and commercial service rates** of Chapter 13.08 ELECTRIC UTILITY to read as follows:

**13.08.280      Electric Utility – regular and commercial service rates.**

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

Base Rate =	\$7.20
Charges for Each Kilowatt Hour =	\$0.0673

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

Commercial Base Rate	\$15.00
Booster Stations Electric	\$22.31
100-Watt Yard Light Electric	\$10.81
200-Watt Yard Light	\$11.10
400-Watt Lights	\$26.18
Charges for Each Kilowatt Hour - Commercial	\$0.0744
<u>Low Income</u> SR/Disability Base Rate	\$5.04
<u>Low Income</u> SR/Disability – Charges for Each Kilowatt Hour	\$0.0471
<u>Low Income</u> SR/Disability Yard Light	\$7.87

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

Section 2. The rates established by the amendments set forth in Section 1 shall apply to all billings on or after May 1, 2018. Billings prior to that date shall utilize the rates in effect prior to these amendments.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction,

such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4.     Publication by Summary. The Clerk may publish a summary of this ordinance.

Section 5.     Effective Date. This ordinance shall take effect and be in force five (5) days from and after its publication, provided that the rates established herein apply to all billings by the electric utility from and after May 1, 2018.

PASSED by the Milton City Council the \_\_\_ day of 2018, and approved by the Mayor, the \_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
SHANNA STYRON SHERRELL, MAYOR

Attest/Authenticated:

\_\_\_\_\_  
ELLIE HOOMAN, CITY CLERK

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

\_\_\_\_\_  
W SCOTT SNYDER, INTERIM CITY ATTORNEY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO: 1940-18

**SUMMARY OF ORDINANCE NO. 1940-18**

of the City of Milton, Washington

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On the \_\_\_\_ day of April 2018, the City Council of the City of Milton, passed Ordinance No. 1940-18. A summary of the content of said Ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, REPEALING AND REENACTING INCREASES TO ELECTRIC RATES OF THREE PERCENT BY THE AMENDMENT OF MILTON MUNICIPAL CODE SECTION 13.08.280; PROVIDING FOR THE EFFECTIVE DATE OF THE RATE INCREASE, SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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

DATED this \_\_\_\_\_ day of April 2018.

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ELLIE HOOMAN, CITY CLERK



## Agenda Item # 6E

**To:** Mayor Styron Sherrell and City Council Members  
**From:** Tara Dunford, CPA, Interim Finance Director  
**Date:** April 16, 2018  
**Re:** Ordinance 2<sup>nd</sup> Read – Water Utility Rate Increase

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**ATTACHMENTS:** 1. Ordinance

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing

**Recommendation/Action:** I move to accept this as the second reading of Ordinance 1939-18, repealing the version passed on April 2<sup>nd</sup> and reenacting the Ordinance with the proposed amendment to the effective date of the Ordinance itself and adopt the attached Ordinance amending Section 13.28.185, 13.28.195, and 13.28.230 of Milton Municipal Code; providing for severability, an effective date, and summary publication by Ordinance title.

**Fiscal Impact/Source of Funds:** This increase has the potential to increase Revenue for the Water Fund by approximately \$33,000 in the 2018 Fiscal Year.

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**Issue:** On April 2, 2018, the Milton City Council passed Ordinance 1939-18. The City Attorney at the time had prepared and reviewed the Ordinance but separated from the City before attesting to form. City staff asked our contracted legal service to review the Ordinance so that it could be signed off on and enacted. The legal consultant who reviewed the Ordinance noted that there was an issue with the original version as it lacked an effective date for the Ordinance itself. City staff is bringing the amended Ordinance back to the Council to ensure that the Council's intention of passing this legislation is completed.

**Discussion:** The CPI from last June as reported by Municipal Research increased by 3.0%. The proposed Ordinance is based on that 3.0% increase.

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**ORDINANCE NO. 1939-18**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, REPEALING AND REENACTING INCREASES TO WATER RATES AND CHARGES BY THREE PERCENT BY THE AMENDMENT OF SECTIONS 13.28.185, 13.28.195, AND 13.28.230 OF THE MILTON MUNICIPAL CODE; PROVIDING FOR THE EFFECTIVE DATE OF THE RATE INCREASE, SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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

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

WHEREAS, increases were enacted by Ordinance 1939-18 which did not include an effective date for the ordinance;

WHEREAS, the City Council deems it to be in the public interest to correct the deficiencies; NOW, THEREFORE,

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

**Section 1.** Ordinance No. 1939-18 is hereby repealed, and the provisions of this ordinance enacted in order to amend the following Sections 13.28.185, 13.28.195 and 13.28.230 of Chapter 13.28 WATER UTILITY as follows:

**CHAPTER 13.28  
WATER UTILITY**

\* \* \*

**13.28.185.1.1.1 Permit and system development charges.**

Prior to any water service construction, the owner shall pay the City permit and construction fees as established by the following schedules:

A. Permit and Inspection Fees. Said fee shall cover all costs of administration, plan review, inspection, purity tests and preparation and filing of as-builts. Pressure test and backflow test are the responsibility of the applicant or his/her contractor. The permit and inspection fees shall be as set by the City of Milton permit and utility fee and charge schedule, adopted by authority of MMC [3.48.010](#). All permit and inspection fees shall be paid to the finance department at the time the permit application is issued.

B. System Development Charges. It is the policy of the City that all property owners seeking to connect to the City water system shall bear their equitable share of the cost of the general facilities of such system. The City therefore sets the schedule for system development charges (SDC) as set by the City of Milton permit and utility fee and charge schedule, adopted by authority of MMC [3.48.010](#).

1. Single-family dwellings are considered one equivalent residential unit (ERU) with 24 or less fixture units per the National Plumbing Code and needing no more than a three-quarter-inch meter.

2. Each commercial establishment per building as set by the City of Milton permit and utility fee and charge schedule, adopted by authority of MMC [3.48.010](#).

3. Each industrial customer per acre fee (based on 3.50 ERUs per acre) as set by the City of Milton permit and utility fee and charge schedule, adopted by authority of MMC [3.48.010](#). In the event the amount of water needed by the industrial customer should exceed 3.50 ERUs per acre, the City shall calculate and charge the SDC based on actual anticipated water use.

4. The system development charge funds collected under this chapter shall be deposited in the utilities capital asset fund/account used only for utility system capital improvements.

5. On May 1st of each year, the system development charge shall be adjusted according to the June CPI for the previous year for the Seattle-Puget Sound area.

C. Service Installation Fee. The cost of the actual construction of a water service connection including meter and meter box shall be borne by the applicant. The City water utility staff will tap all City-owned mains for services up to and including two-inch. Charges for this service are a lump sum amount based on the average cost for said work. These charges shall be set by the City of Milton permit and utility fee and charge schedule, adopted by authority of MMC [3.48.010](#).

**13.28.195 Rates for metered service.**

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

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

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

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

E. The schedule of rates is as follows:

Water – Monthly Base Rate per meter within the General Service Area:	
Meter Size	Base Rate
3/4"	\$25.70
1"	\$95.33
1 3/4"	\$129.09
1 1/2"	\$158.71
2"	\$190.46
3"	\$317.53

4"	\$476.22
6"	\$952.41

Water – Monthly Consumption Rate – Single Family, Duplex Units, within the General Service Area:	
Per 100 Cubic Feet:	
Up to 800 cubic feet consumed	\$2.55
801 – 1,000 cubic feet consumed	\$2.77
1,001 + cubic feet consumed	\$2.98

Water – Monthly consumption Rate – commercial, including Multi-Family and irrigation units within the General Service Area:	
Per 100 Cubic Feet:	
Up to 800 cubic feet consumed	\$2.68
801 – 1,000 cubic feet consumed	\$2.89
1,001 – 2,000 cubic feet consumed	\$3.10
2,001 – 3,000 cubic feet consumed	\$3.31
3,001 + cubic feet consumed	\$3.52

\* \* \*

**13.28.230 Fire protection line charges.**

The rates for fire protection lines inside and outside of the corporate limits of the City shall be \$27.86 per month, plus \$.27 per 100 cubic feet of water used.

\* \* \*

**Section 2.** The rates established by the amendments set forth in Section 1 shall apply to all billings on or after May1st, 2018. Billings prior to that date shall utilize the rates in effect prior to these amendments.

**Section 3.** Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such

invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**Section 4.** Publication by Summary. The Clerk may publish a summary of this ordinance.

**Section 5.** Effective Date. This ordinance shall take effect and be in force five (5) days from and after its passage and publication, provided, however, that the rates established herein shall apply to billings by the utility on or after May 1, 2018.

Passed by the Milton City Council the \_\_ day of \_\_\_\_\_, 2018, and approved by the Mayor, the \_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
SHANNA STYRON SHERRELL, MAYOR

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
ELLIE HOOMAN, CITY CLERK

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

BY \_\_\_\_\_  
W. SCOTT SNYDER INTERIM CITY ATTORNEY

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

**SUMMARY OF ORDINANCE NO. 1939-18**

of the City of Milton, Washington

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On the \_\_\_\_\_ day of April 2018, the City Council of the City of Milton passed Ordinance No. 1939-18. A summary of the content of said Ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, REPEALING AND REENACTING INCREASES TO WATER RATES AND CHARGES BY THREE PERCENT BY THE AMENDMENT OF SECTIONS 13.28.185, 13.28.195, AND 13.28.230 OF THE MILTON MUNICIPAL CODE; PROVIDING FOR THE EFFECTIVE DATE OF THE RATE INCREASE, SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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

DATED this \_\_\_\_\_ day of April 2018.

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ELLIE HOOMAN, CITY CLERK



## Agenda Item # 6F

**To:** Mayor Sherrell and City Council Members  
**From:** Ellie Hooman, City Clerk/HR Generalist  
**Date:** April 16, 2018  
**Re:** Official Notices

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**ATTACHMENTS:** 1. Ordinance

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

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**Recommended Motion:** I move to accept this as the second reading of Ordinance 1941-18, repealing the version passed on April 2<sup>nd</sup> and reenacting the Ordinance with the proposed amendment to the effective date of the Ordinance itself and adopt the attached Ordinance amending Section 1.10.010 of Milton Municipal Code; providing for severability, an effective date, and summary publication by Ordinance title.

**Financial Impact:** None

**Issue:** On April 2, 2018, the Milton City Council passed Ordinance 1941-18. The City Attorney at the time had prepared and reviewed the Ordinance but separated from the City before attesting to form. City staff asked our contracted legal service to review the Ordinance so that it could be signed off on and enacted. The legal consultant who reviewed the Ordinance noted that there was an issue with the original version as it lacked an effective date for the Ordinance itself. City staff is bringing the amended Ordinance back to the Council to ensure that the Council's intention of passing this legislation is completed.

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**ORDINANCE NO. 1941-18**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, RELATING TO THE POSTING OF OFFICIAL NOTICES; REPEALING ORDINANCE NO. 1941-18 AND REENCTING AMENDMENTS TO SECTION 1.10.010 OF THE MILTON MUNICIPAL CODE; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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**WHEREAS**, it is no longer possible to place official city notices at the United States Post Office; and

**WHEREAS**, it is often necessary or desirable to provide appropriate notice to the public of hearings, actions, or other matters under consideration or being taken by the City; **NOW, THEREFORE**,

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

**Section 1.** Section 1.10.010 of the Milton Municipal Code be, and the same hereby is, amended to read as follows:

**1.10.010 NOTICE PROVISIONS**

The following public places in the City are designated as the official posting places for all city notices and other documents required to be posted pursuant to RCW [35A.12.160](#):

- A. Milton City Hall, 1000 Laurel Street, Milton, Washington;
- B. The Tacoma News Tribune;
- C. The City may use additional forms of notice including the City of Milton's official website; and
- D. The failure to post notice or the unavailability of any notice or place of notice does not affect the efficacy of any action taken in good faith by the City Council or other public body or officer.

**Section 2.** Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

**Section 3.** Effective Date. This Ordinance shall take effect and be in force five (5) days after passage and publication of an approved summary thereof consisting of the title.

Passed by the Milton City Council the \_\_\_ day of April 2018, and approved by the Mayor, the \_\_\_ day of April 2018.

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SHANNA STYRON-SHERRELL, MAYOR

ATTEST/AUTHENTICATED:

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ELLIE HOOMAN, CITY CLERK

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

---

W. SCOTT SNYDER, INTERIM CITY ATTORNEY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO. 1941-18

**SUMMARY OF ORDINANCE NO. 1941-18**

of the City of Milton, Washington

---

On the \_\_\_\_ day of April 2018, the City Council of the City of Milton, passed Ordinance No. 1941-18. A summary of the content of said Ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, RELATING TO THE POSTING OF OFFICIAL NOTICES; REPEALING ORDINANCE NO. 1941-18 AND REENCTING AMENDMENTS TO SECTION 1.10.010 OF THE MILTON MUNICIPAL CODE; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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

DATED this 2nd day of April 2018.

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ELLIE HOOMAN, CITY CLERK

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## Agenda Item #: 6G

To: Mayor Styron Sherrell and City Council Members  
From: Steve Peretti, Municipal Services Administrator  
Date: April 16, 2018  
Re: **Hill Creek Development Annexation Estimated Effects Presentation**

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**ATTACHMENTS:**

1. Estimated Effects and Financial Impact of Annexation Document
2. Resolution Setting Public Hearing Date

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Expenditure Required:

**Recommendation/Action:** I move to adopt the attached Resolution stating the Council's intent to annex to Milton the unincorporated area of King County known as Hill Creek and setting a Public Hearing date of May 7, 2018 as required under RCW 35A.14.295.

**Issue:** The City received a Petition for annexation and brought it to Council at the March 5, 2018 Regular Meeting. City staff reviewed the petition and presented Council with a recommendation to move forward with annexation through the Island Territory method under RCW 35A.14.295.

There was a Council consensus directing staff to return with the estimated effects of annexation which are attached to this agenda bill, along with a proposed Resolution to set a Public Hearing date as stipulated in RCW 35A.14.295.

**Discussion:** If the Council approves of staff's recommendation, then the timeline of the potential annexation process would proceed as follows:

- 1) Public Hearing held May 7, 2018
- 2) Notice of intent to annex submitted to the King County Boundary Review Board
- 3) First reading of proposed Ordinance May 7, 2018
- 4) Second reading and adoption of the proposed Ordinance May 7, 2018
- 5) If the Ordinance is approved by the Council, then written notice is provided to property owners within the annexation area
- 6) If a sufficient Referendum Petition is received, then the issues of the potential annexation would be placed on the ballot of the next general election, if one is to be held within 90 days, or at a special election called not less than 45 days nor more than 90 days after the filing of the Referendum Petition. The issue would then be decided by a simple majority vote
- 7) If clearance is received by the King County Boundary Review Board and if no sufficient referendum petition is filed within 45 days from the passage of the annexation Ordinance, then the annexation will be effective on the date fixed in the Ordinance

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**Hill Creek Annexation to the City of Milton  
Impact Report**

**General Annexation Description**

**History**

The City received a petition of annexation from 89 residents of the Regency Woods Division 4 and Hill Creek Division 2 Development areas located in the northeast portion of the City's Potential Annexation Area (See Exhibit 1). This petition represents over 65-percent of the assessed value of this area and signifies a significant commitment from the area regarding annexation. There are several different methods of annexing an area into a City. In this case it was determined that the most-expeditious method of annexation would be to utilize the "Island Method" of annexation.

**Overview**

The Regency Woods Division 4 Plat was completed in April 1991 and the Hill Creek Division 2 Plat was completed in November 1993. Both of these plats were completed under the jurisdiction of King County. Houses were generally constructed between 1993 and 1995.

The Regency Woods Division 4 Plat consists of 111 lots and the Hill Creek Division 2 plat consists of 14 lots. There are also 3 additional lots near the entrance to the annexation area. One of these 3 lots contains a house and the other two are vacant. This results in a total of 128 lots. There are also several Tracts for sensitive areas, native growth protection easements, storm detention facilities, drainage and a Tot-Lot park. Some of these tracts are owned by the respective Home Owner's Associations and others are owned by King County. The City would obtain ownership of the tracts owned by King County. The total area of the area to be annexed is approximately 40 acres.

The developments are accessed from 28<sup>th</sup> Avenue South by way of S. 380<sup>th</sup> Street.

The Assessed Value of these properties, as shown on King County's records is \$41,000,000.

**Financial Impact**

**Revenues**

The City will receive increased tax revenue estimated to be \$103,100, from the following sources:

- Property taxes - \$63,300
- Electric utility taxes - \$11,600
- Telephone and cable tv taxes - \$11,400
- Water utility taxes - \$4,000
- Sewer utility taxes - \$3,700
- Natural gas utility taxes - \$3,400
- Solid waste utility taxes - \$3,200
- Storm water utility taxes - \$2,500

All tax revenues are credited to the City's General Fund.

The City will also receive an estimated \$26,400 in increased storm drainage fees, which will be credited to the City's Stormwater Operations Fund.

### **Expenditures**

The estimated annual cost increase for Public Works is \$23,700. Most of this cost is street overlay maintenance (estimated to be \$15,000/year). Other costs include maintenance of street signs, stormwater pipes, fire hydrants and sidewalks/curbs/gutters. Street maintenance will be charged to the City's Street Maintenance Fund, which is subsidized by the General Fund. Remaining costs will be charged to the appropriate utility operations funds.

## **Public Works, Parks and Community Development Impacts**

### **Streets**

The City will assume responsibility for the maintenance of the street system within the new annexation area. This responsibility will include the pavement, street signs, pavement markings, guardrail, rockeries and sidewalks/curbs/gutters.

The streets in the proposed annexation area include:

- South 380<sup>th</sup> Street
- South 380<sup>th</sup> Place
- South 379<sup>th</sup> Street
- 19<sup>th</sup> Avenue South
- 20<sup>th</sup> Place South
- 20<sup>th</sup> Court South
- 21<sup>st</sup> Court South
- 23<sup>rd</sup> Place South
- 23<sup>rd</sup> Court South
- 24<sup>th</sup> Court South

South 380<sup>th</sup> Street terminates at a dead-end with barricades. It appears that the original intent was to extend this roadway through to the south. However, it is unlikely that this will happen anytime in the near future.

### **Pavement**

There are 6,120 Lineal Feet of new roadway with an average width of 28 feet resulting in approximately 171,500 square feet of new asphalt. The asphalt is in generally good condition. It is unknown when the roadway was last overlaid. These records would be in King County's possession. It is assumed that the pavement has a remaining service life of approximately 10 to 15 years.

Since these developments are only accessed from 28<sup>th</sup> Avenue South by way of S. 380<sup>th</sup> Street, no cut through traffic issues will occur. It is unknown at this time whether there is an issue with speeding within the neighborhood.

### **Street Signs**

The City will have to evaluate the existing street signs to determine if they meet the current standards for retroreflectivity. If not, these signs would have to be added to our list for replacement.

### **Pavement Markings**

There are currently no pavement markings in the new annexation area. In the future the City may elect to install stop bars or other markings, but at this time there are no plans to immediately install any pavement markings.

### **Guardrail**

There is an approximately 200-foot-long section of guardrail near the entrance to the annexation area. It is currently in good shape. Future repairs of this guardrail would fall under the responsibility of the City. No immediate work will be required.

### **Rockerries**

There are no existing concrete retaining walls but there are rock retaining walls adjacent to the sidewalks in a couple locations. They are relatively good shape without any existing damage. Future maintenance of these walls would fall under the responsibility of the City.

### **Sidewalks/Curbs/Gutters**

Within the developments the curbs are rolled curbs which do not meet the current standards of the City of Milton. These curbs would not be reconstructed but would be allowed to remain.

There are several hundred feet of vertical curb along the S. 380<sup>th</sup> Street leading into the development that conform to the existing City standards.

There are approximately 10,000 lineal feet of sidewalk with a general width of 5-feet. The sidewalks are in good condition with no buckling or street tree damage and are not in need of any obvious repairs at this time. There are no sidewalks at the following locations:

- Along a section of S. 380<sup>th</sup> Place west of 19<sup>th</sup> Avenue South.
- To the north of S. 379<sup>th</sup> Street along 21<sup>st</sup> Court South.
- Within the 23<sup>rd</sup> Ct Cul-de-Sac.
- 23<sup>rd</sup> Place South – North/west of S. 380<sup>th</sup> Street

There are generally no street trees but there are some trees located sporadically throughout the development.

Parking is allowed on both sides of the street.

Many of the wheelchair ramps were updated in 2012 to conform with the Americans with Disability Act(ADA)standards that were in effect at that time. It is anticipated that these ramps still meet current ADA standards.

### **Street Lights**

This area has very limited street lighting. There are broadly spaced pedestrian lights that provide some coverage, but overall this area does not have significant lighting. It is assumed that the Homeowner's Association is responsible for maintenance and electricity costs of these street lights.

### **Fire Hydrants**

There are approximately 6 fire hydrants located within this annexation area. The City is coordinating with Lakehaven Utilities to determine the cost of maintaining these facilities.

### **Storm Drainage**

Overall the neighborhood's storm drainage system appears to be well cared for and in relatively good condition.

### **Critical Areas/Slope and Landslide Hazard Areas**

There are steep slopes and potential landslide areas mapped by King County in the neighborhood. The areas in question run behind the backyards of homes that are on the east side of 21<sup>st</sup> Pl. S. and homes in the 23<sup>rd</sup> Pl. S. cul-de-sac. There are also areas to the north of the neighborhood that are steep and listed as landslide hazard areas. These areas actually slope down to our Inter Urban Trail.

The risk of a landslide in this highly developed area is slight unless there is an event that would cause widespread damage anyway. In other words, the critical areas around this neighborhood are stable enough to not cause a failure under normal circumstances. A large seismic event, or something similarly disruptive, could cause a failure here, as it would cause many failures in may developed areas.

Any actual development or redevelopment of areas would require information provided by actual testing by a professional.

### **Wetlands**

According to King County iMAP there is a wetland area delineated next to the northeast pond behind the homes on S 379<sup>th</sup> St. This area does not appear to be developable due to its proximity to the Interurban Trail and no road access. In addition, the parcel is owned by the City of Milton as a buffer to the trail, giving us complete control over this particular critical area.

### **Stormwater**

Stormwater facilities in the area consist mainly of catch basins, pipes, and ponds. In addition, the neighborhood is almost completely surrounded by City of Milton owned property.

It is estimate that there is approximately 8,000 lineal feet of stormwater pipe and approximately 40 catch basins. The diameters of these pipes are unknown and the size of the catch basins are assumed to be Type 1's.

By virtue of their existence in the ROW the stormwater facilities will become the City's responsibility. The neighborhood has 3 stormwater ponds that are currently maintained by King County, who receives the residents' stormwater fees. These ponds would become the responsibility of the City along with all of the above and underground stormwater infrastructure.

Milton would initiate stormwater utility accounts with the 126 residences (2 properties are vacant) for an approximate monthly total of \$2,200.00.

A new Stormwater account will have to be added to the City's billing system for each of the new customers.

### **Other Utilities**

#### **Power**

Electricity is currently provided by Puget Sound Energy. This will continue after annexation.

#### **Gas**

Natural gas is currently provided by Puget Sound Energy. This will continue after annexation.

#### **Water**

Water is provided by Lakehaven Water and Sewer District. This will continue after annexation.

#### **Sanitary Sewer**

Sanitary Sewer is provided by Lakehaven Water and Sewer District. This will continue after annexation.

#### **Telecommunications**

This area is served by Comcast and Centurylink. It is unknown at this time whether any other private companies offer services to this area.

#### **Solid Waste**

Solid Waste disposal is provided by Waste Management.

It is anticipated that no changes will be required to the franchises because they automatically expand if the City annexes a new area.

## **Parks**

Even though the upper 850 feet of the trail is not in the City of Milton, we have been maintaining that portion of the trail through an agreement with King County. After annexation, this trail segment will officially become the responsibility of the City.

There is also an existing park located within the Regency Woods Division 4 Plat. This park is owned and maintained by the Homeowner's Association. After annexation this park will continue to be owned and maintained by them.

## **Community Development**

**Overview:** The area to be annexed under this proposal does not contain any properties that are zoned for Business or Manufacturing. All of the properties in this area are zoned Single Family Residential. This includes a section of UGA that is identified, by King County, as belonging to Milton. All of the annexation area is developed with no real potential for redevelopment.

**Anticipated Impacts:** The majority of the impacts on the Community Development Department will occur prior to, and during the annexation proceedings.

The newly annexed area would need to be incorporated into the City's Comprehensive Plan, and zoning maps.

The Building Department would experience a slight increase of permits associated with minor Site Improvements.

## **Police and Fire**

**Overview:** The area of the proposed annexation will add an approximate 300-350 residents with approximately 126 residences. The area is considered residential with some anticipated home businesses. There are minimal areas of concern as far as crime impact and calls for service. Public perception is this area has not seen any proactive policing as this area is at the end of unincorporated King County and law enforcement services are provided by KCSO.

Fire Services are currently provided by King County South Fire. Per Milton Code the proposed annexation area will move to East Pierce Fire for fire rescue and emergency services.

**Future Impacts:** It is reasonable to expected that the annexation will increase the amount of caseload for Fire and Police by 100 (+-) calls for service during a 12-month period. The current proposed annexation financial burden will be absorbed within the existing 2018 Police Department Budget.



## **EXHIBIT B – LEGAL DESCRIPTION**

### **Hill Creek Annexation**

#### **Legal Description**

All of Regency Woods Division Number 4 according to the Plat thereof recorded in Volume 156, Pages 32 through 37, Records of King County, Washington, together with;

All of Hill Creek Division Number 2 according to the Plat thereof recorded in Volume 167 of Plats, Pages 29 through 31, in King County, Washington, and;

Lot 15, Block 24 of Curtis' Addition to East Tacoma as recorded in Volume 4, at Page 45 in Section 33, T21N, R4E, WM, in King County Washington, together with;

A Portion of Block 24 of Curtis' Addition to East Tacoma as recorded in Volume 4, at Page 45 in Section 33, T21N, R4E, WM, in King County Washington, more described as King County Parcel Number 241874001655, together with;

A portion of Tract A of the Plat of Sterling Crest as recorded in Volume 176 of Plats, Pages 25 through 28, records of King County, Washington, together with;

All roads and tracts included in the above-described areas.

**RESOLUTION NO. 1903-18**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, STATING THE COUNCIL'S INTENT TO ANNEX TO MILTON THE UNINCORPORATED KING COUNTY TERRITORY KNOWN AS HILL CREEK; DESCRIBING THE BOUNDARIES OF THE AREA TO BE ANNEXED; STATING THE NUMBER OF VOTERS RESIDING THEREIN, AS NEARLY AS MAY BE; SETTING A PUBLIC HEARING DATE ON THE PROPOSED ASSUMPTION OF BONDED INDEBTEDNESS AND ADOPTION OF PROPOSED ZONING REGULATIONS

**WHEREAS**, the Washington State Growth Management Act (“the Act”), codified as RCW 36.70A, requires counties planning under the Act to designate urban growth areas, “within which urban growth shall be encouraged and outside of which can occur only if it is not urban in nature”; and

**WHEREAS**, the Act at RCW 36.70A.110(4) states that within such urban growth areas, “In general, cities are the units of local government most appropriate to provide urban governmental services”; and

**WHEREAS**, the Act at RCW 36.70A.110(7) states, “An urban growth area designated in accordance with this section may include within its boundaries urban service areas or potential annexation areas designated for specific cities or towns within the county”; and

**WHEREAS**, Pierce County and King County have collaborated with their municipalities to designate potential annexation areas for specific cities and towns within the respective counties; and

**WHEREAS**, within King County such designated potential annexation areas are termed Municipal Urban Growth Areas (MUGAs) and are formally adopted in the King County Countywide Planning Policies (CPPs); and

**WHEREAS**, within King County such designated potential annexation areas are termed Potential Annexation Areas (PAAs) and are formally adopted in the King County CPPs; and

**WHEREAS**, a portion of the City of Milton is in Pierce County, and a portion is in King County; and

**WHEREAS**, adjacent to the Milton city limits within King County exists unincorporated territory which has been designated in the King County CPPs as the Milton MUGA; and

**WHEREAS**, adjacent to the Milton city limits within King County exists unincorporated territory which has been designated in the King County CPPs as the Milton PAA; and

**WHEREAS**, the Milton MUGA and PAA are depicted for illustration purposes on Exhibit A attached hereto; and

**WHEREAS**, citizens from the Milton MUGA within King County and the Milton PAA within King County have on numerous occasions approached the City Council and city staff seeking to annex to Milton in order to receive municipal services provided by the City; and

**WHEREAS**, the City Council in its March 5, 2018 Regular Meeting, authorized a comprehensive and deliberate process to explore the potential annexation of portions of all of the Milton MUGA and the Milton PAA, which has resulted in the estimated effects and financial impacts of annexation statement presented to the Council at its April 16, 2018 Regular Meeting; and

**WHEREAS**, the City Council on March 5, 2018 and April 16, 2018, reviewed the data presented, and determined that the interests of the citizens of the City of Milton, the Milton MUGA and the Milton PAA would be served by annexation; and

**WHEREAS**, Hill Creek is surrounded by the City of Milton on 82.3 percent of its boundaries; and

**WHEREAS**, RCW 35A.14.295, 35A.14.297, and 35A.14.299 establish a process by which legislative bodies of code cities such as Milton may by Resolution and subsequent Ordinance annex unincorporated territory containing less than 175 acres of residential property and having at least 80 percent of the boundaries of such territory contiguous to the code city; and

**WHEREAS**, the City Council has determined that the above-described process is the most appropriate mechanism under state law to annex the smaller part of the MUGA, which part is also known as Hill Creek;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, RESOLVES AS FOLLOWS:**

**Section 1.** The Milton City Council hereby states its intent to annex the unincorporated King County territory known as Hill Creek via the process established in RCW 35A.14.295, 34A.14.297, and 35A.14.299. To qualify for annexation under this method, an area must comprise residential property owners, contain less than 175 acres and be contiguous to the annexing code city on at least 80 percent of its boundaries. Hill Creek comprises residential property owners, contains 40 acres and is contiguous to the City of Milton on 82.3 percent of its boundaries.

**Section 2.** The boundaries of the proposed Hill Creek annexation are depicted and described in Exhibit B and Exhibit C to this Resolution, respectively, which exhibits are attached hereto and incorporated by this reference as if set forth in full.

**Section 3.** Approximately 221 voters reside within the proposed Hill Creek Annexation area, according to the King County Elections Office.

**Section 4.** The Milton City Council hereby schedules a Public Hearing concerning the proposed Hill Creek Annexation for the City Council Meeting on May 7, 2018, starting at 7 pm. or later, in the Milton City Council Chambers, located at 1000 Laurel Street, Milton, Washington. The meeting date accommodates the amount of time anticipated to be needed for review and approval by the King County Boundary Review Board. Notice of the hearing will be given by publication in the Tacoma News Tribune of this Resolution at least once a week for two weeks prior to the date of the hearing.

**Section 5.** At the May 7, 2018 Public Hearing, residents or property owners of the area included in this Resolution for annexation shall be afforded an opportunity to be heard. Following the hearing, the City Council may adopt an Ordinance approving the proposed Hill Creek Annexation, but the effective date of the Ordinance shall be not less than 45 days after the passage thereof. Notice of the effective date of the annexation, together with the description of the property to be annexed, will be published in the Tacoma News Tribune at least once each week for two weeks subsequent to passage of the Ordinance. Such annexation Ordinance shall be subject to Referendum for 45 days after the passage of the annexation Ordinance, if no timely and sufficient referendum petition has been filed, Hill Creek shall become a part of the City of Milton upon the date set in the annexation Ordinance. The City Council intends to include in the Ordinance provisions for assumption of indebtedness and for adoption of a proposed zoning regulation.

RESOLVED this \_\_\_ day of \_\_\_\_\_, 2018.

APPROVED:

\_\_\_\_\_  
SHANNA STYRON SHERRELL, MAYOR

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
ELLIE HOOMAN, CITY CLERK



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