



CITY COUNCIL MEETING AGENDA
Council Chambers, 1000 Laurel Street

Monday, May 07, 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 16, 2018 Regular Meeting Minutes

B. Claims Approval:

- i. Approval of the checks/vouchers/disbursements numbered 63487 and 63488-63535 in the amount of \$144,211.31. Voided check number 63481.
- ii. Approval of the payroll disbursement of April 20, 2018 in the amount of \$ 224,186.41.

6. Public Hearings

- A. Hill Creek Annexation

7. Regular Agenda

- A. Hill Creek Annexation – Ordinance 1st Read
- B. LGIP Resolution
- C. Signatory Authority Ordinance Update – 1st Reading
- D. Well #10 Bid Award
- E. Auditing Officer

8. Council Reports

9. Director's Reports

10. Mayor's Report

11. Adjournment

Council may add and take action on other items not listed on this agenda.

If you need ADA accommodations, please contact City Hall at (253) 517-2705
at least 24 hours prior to the meeting.

Thank you.

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Regular Meeting
Monday, April 16, 2018
7:00 p.m.

CALL TO ORDER

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

ROLL CALL

Present: Mayor Pro Tem Hutson, Councilmembers Whitaker, Tompkins, Johnson, Ott, Morton (arrived 7:18pm), and Whalen

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

MOTION (Hutson/Whitaker) to postpone Agenda Item 6C to the Study Session on May 14, 2018
Mayor Pro Tem Hutson rescinded the Motion

MOTION (Ott/Tompkins) to add a financial report from the finance committee to tonight's agenda.
Councilmember Ott rescinded the Motion

There was Council consensus to move forward with the meeting approving the agenda as presented.

CITIZEN PARTICIPATION

Speaker	Comments
Richard Cosner	Spoke about the parks being mowed and appreciates how it is looking. Also, the Electrical department response regarding outages.
Jacqueline Whalen	Spoke about Sound Transit Tacoma Dome Link Light Rail Extension Open House tomorrow 6 – 8pm at the Best Western 2611 East E Street.

CONSENT AGENDA

A. Claims Approval:

- i. Approval of the checks/vouchers numbered 63386-63480 in the amount of \$166,871.36. Voided check number 63361.
- ii. Approval of the payroll disbursement of 4/5/2018 in the amount of \$272,127.92

MOTION (Morton/Johnson) to approve the Consent Agenda as amended. **Passed 7/0.**

REGULAR AGENDA

A. Boards and Commissions Appointments

Speaker	Comments
Jim Gillespie, Planning Commission Chair	Spoke in support of the appointment of Scott Shampine to the Planning Commission.

MOTION (Johnson/Whalen) to confirm the Mayor's appointment of Scott Shampine to the Planning Commission Position 1 with a term ending 5/31/2023. **Passed 7/0.**

Speaker	Comments
Scott Shampine	Thanked the Mayor and Council for their appointment to the Planning Commission.

Speaker	Comments
April Balsley, Co- Chair Events Committee	Spoke in support of the appointment Linda Shampine, Shelly LaVergne, Karen Lynne Knaup.
Karen Lynn Knaup	Spoke about her love of Milton.
Linda Shampine	Spoke about her desire to serve the community.
Shelly LaVergne	Spoke about her desire to serve the community.

MOTION (Tompkins/Whalen)

2. I move to confirm the Mayor's appointment of Linda Shampine 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. **Passed 7/0.**

B. Water Department Van Purchase Approval

Mr. Barnhart spoke about the Water Department's need for the purchase of this cargo van. He noted that this purchase was accounted for in the 2018 budget process.

MOTION (Johnson/Whalen) 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 \$20,587.16 and authorize the Mayor to sign all documents necessary to execute the contract. **Passed 7/0.**

C. Exempt Employee Policy Amendment

Ms. Hooman presented an overview of the proposed changes to the Exempt Employee

MOTION (Morton/Johnson) 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. **Passed 7/0.**

D. Electric Utility Rate Increase

Ms. Dunford provided a brief explanation of why this item has returned to Council.

MOTION (Whalen/Morton) to accept this as the second reading of Ordinance 1940-18, repealing the version passed on April 2nd 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. **Passed 7/0.**

E. Water Utility Rate Increase

Ms. Dunford provided a brief explanation of why this item has returned to Council.

MOTION (Morton/Tompkins) to accept this as the second reading of Ordinance 1939-18, repealing the version passed on April 2nd 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. **Passed 7/0.**

F. Public Notice

Ms. Hooman provided a brief explanation of why this item has returned to Council.

MOTION (Morton/Whalen) to accept this as the second reading of Ordinance 1941-18, repealing the version passed on April 2nd 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. **Passed 7/0.**

G. Hill Creek Annexation

Mr. Peretti provided a brief history regarding the proposed annexation of the Hill Creek Development into the City of Milton.

Council took a 5-minute recess at 8:23 pm.

The Meeting resumed at 8:31 pm.

MOTION (Johnson/Whalen) 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. **Passed 7/0.**

Speaker	Comments
Jacqueline Whalen	Spoke about concern that police calls for service may increase when people realize that police will respond. Asked staff to look into whether the City owns the portion of the Interurban that was paved by the City. She noted that the second reading of the Ordinance would be May 21 instead of May 7.
Richard Cosner	Asked how the new residents would be billed for storm water utility fees.

COUNCIL REPORTS

Councilmember Whitaker

- Congratulated tonight's appointees for the City's boards and commissions.

Councilmember Morton

- Congratulated tonight's appointees for the City's boards and commissions.
- PDC filings are due today.

Councilmember Ott

- Asked about how often water quality and testing are reported.
- Spoke about Pierce County possibly reinstating a gang task force.

Councilmember Tompkins

- Spoke about the need for potentially adding a recruitment incentive.
- Congratulated Cathy Gillespie for being elected the new President of the Police Foundation.

Councilmember Whalen

- Spoke about moratorium on safe injection sites. Asked staff to look at the time limit before it needs to come back to the Council
- Noted the Milton Mini-Mart has begun to be cleaned out
- SK8 Milton event tomorrow from 3 – 5pm at the Milton Commons Skate Park

Councilmember Johnson

- Advised that she believes there was a ban passed by Resolution
- Earth day, April 22, 2018

Mayor Pro Tem Hutson

- Spoke about FME Chamber Lunch
- Thanked the volunteers that are helping to remodel the Fire Station Remodel.

DIRECTOR REPORTS

Chief Hernandez

- SK8 Milton event tomorrow from 3 – 5pm
- Community Shred and medication take back event on April 28th from 10am – 1pm
- Advised the \$40,000 budgeted for vehicle replacement has resulted in 3 new vehicles
- Officer was assaulted in a domestic violence incident

Public Works Director Mark Howlett

- Three Sound Transit Open Houses over the next few days. Dates and locations are available through the link on the City's website

Finance Director Dunford

- Met with Columbia bank regarding control procedures for the City's financial department
- Utility payment drop box will be installed in the near future.

Municipal Services Administrator Peretti

- Along with utility payment drop box, the post office mail box will be moved so people can place mail in from their vehicle and a new ballot box will be added.
- Well #10 improvements

Jamie Carter

- There are a couple open positions on the City Parks Board

MAYOR'S REPORT

- City's Official Facebook Page is live. It is meant to be a community notice board. The City will not be responding to comments from the Facebook page
- National dispatcher appreciation day

ADJOURNMENT

The meeting was adjourned at 9:12 p.m.

Shanna Styron Sherrell, Mayor

ATTEST: _____
City Clerk

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CITY OF MILTON
PAYROLL and CLAIMS VOUCHER APPROVAL
May 7, 2018

Claim Vouchers:

Payroll Disbursements:

Dates	Check #	Amount	Date	Check #	Amount
4/19/2018	63487	1,220.25	4/20/2018	ACH	214,492.66
4/26/2018	63488-63535 & EFT	128,742.22	4/20/2018	63482-63486	9,693.75
4/27/2018	EFT	14,248.84			

Total Accounts Payable:

\$ 144,211.31

Total Payroll:

\$ 224,186.41

Voids - 63481

Printer Error Checks - none

CHECK REGISTER

City Of Milton
MCAG #: 0590

04/19/2018 To: 05/31/2018

Time: 07:38:14 Date: 05/01/2018
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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2493	04/26/2018	Claims	1	EFT NEWS TRIBUNE, THE	1,128.82	Legal Notices
		001 - 514 20 41 000 - Professional Services			40.00	Finance Director Job Posting
		001 - 518 80 41 000 - Prof Svcs -			32.00	Finance Director Job Posting
		107 - 521 20 41 000 - Professional Services			96.00	Finance Director Job Posting
		406 - 531 10 41 000 - Professional Services			160.00	Finance Director Job Posting
		401 - 533 10 41 000 - Professional Services			200.00	Finance Director Job Posting
		403 - 534 10 41 000 - Professional Services			200.00	Finance Director Job Posting
		101 - 542 30 41 000 - Professional Services			32.00	Finance Director Job Posting
		501 - 548 30 41 000 - Professional Services			40.00	Finance Director Job Posting
		001 - 558 60 41 002 - Advertising			328.82	LUA 2017-007 - Tacoma RV
2494	04/26/2018	Claims	1	EFT SHELL FLEET PLUS	5,049.23	Fuel
		001 - 518 30 32 000 - Operating Supplies/Fuel			4.50	Fuel
		107 - 521 20 32 000 - Fuel			2,811.14	Fuel
		406 - 531 30 32 000 - Fuel			569.35	Fuel
		401 - 533 50 32 000 - Fuel			311.21	Fuel
		403 - 534 50 32 000 - Fuel			1,031.16	Fuel
		101 - 542 30 32 000 - Operating Supplies/Fuel			226.77	Fuel
		001 - 576 80 32 000 - Fuel			95.10	Fuel
2495	04/26/2018	Claims	1	EFT SHANNA STYRON SHERRELL	147.15	Reimbursement
		001 - 513 10 43 000 - Travel			147.15	Mileage Reimb - Chamber, Kiwanis, City Action Days, Training & Conferences
2497	04/26/2018	Claims	1	EFT WA DEPT OF REVENUE	26,240.63	Excise Tax
		107 - 521 20 31 000 - Office and Operating Supplie:			-9.80	Tax Owed - Rev Prev Datec, Inc.
		107 - 521 20 35 000 - Small Tools and Equipment			29.48	Tax Owed - L&M Precision Gun Works
		406 - 531 10 44 002 - Excise Tax			1,319.03	Excise Tax - Stormwater
		401 - 533 10 44 002 - Elect Excise Tax			16,445.70	Excise Tax - Electric
		403 - 534 10 44 002 - Water Excise Tax			8,415.61	Excise Tax - Water
		403 - 534 50 48 001 - Equipment Repair & Mainten			3.22	Tax Owed - Parks Geek LLC
		001 - 575 50 44 002 - Taxes On Bldg Rentals			33.83	Excise Tax - Rental
		001 - 576 80 31 000 - Operating Supplies			3.56	Tax Owed - NRPA
2550	04/27/2018	Claims	1	EFT US BANK PROCUREMENT CARD	14,248.84	
		001 - 511 60 43 000 - Travel			100.81	Council Retreat Luncheon
		001 - 511 60 43 000 - Travel			75.29	Council Retreat Food
		001 - 513 10 31 000 - Office and Operating Supplie:			41.57	Stapler, Fasteners, Hole Punch
		001 - 513 10 43 000 - Travel			13.51	Training Meal - Styron-Sherrell
		001 - 513 10 49 001 - Misc/Dues & Memberships			200.00	NEPELRA Membership Dues - Hooman
		001 - 513 10 49 001 - Misc/Dues & Memberships			209.00	SHRM Membership Dues - Hooman
		001 - 514 20 42 000 - Communication			5.45	Postage
		001 - 517 90 31 000 - Supplies - Employee Wellnes:			101.62	Supplies For Wellness Event - Cabbage Bowl
		001 - 517 90 31 000 - Supplies - Employee Wellnes:			12.35	Supplies For Wellness Event Cabbage Bowl
		001 - 517 90 31 000 - Supplies - Employee Wellnes:			50.00	Wellness Prizes
		001 - 517 90 31 000 - Supplies - Employee Wellnes:			72.97	Wellness Supplies
		001 - 517 90 43 000 - Travel - Employee Wellness			325.72	Wellness Conference Lodging - Zumach
		001 - 517 90 43 000 - Travel - Employee Wellness			66.00	Wellness Conference Meals - Zumach
		001 - 517 90 43 000 - Travel - Employee Wellness			45.14	Wellness Event Supplies - Cabbage Bowl
		001 - 518 30 31 000 - Operating Supplies			26.38	Keys For Bulletin Board
		001 - 518 30 31 000 - Operating Supplies			29.47	Boiler Room Parts
		001 - 518 30 31 000 - Operating Supplies			20.87	Batteries
		001 - 518 30 31 000 - Operating Supplies			15.99	Mounting Hardware For Enclosed Display Case
		001 - 518 30 31 000 - Operating Supplies			40.25	PD Kitchen Sink Repair Materials
		001 - 518 30 31 000 - Operating Supplies			10.37	Mounting Hardware For Enclosed Display Case

CHECK REGISTER

City Of Milton
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04/19/2018 To: 05/31/2018

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 518 30 31 000		- Operating Supplies	5.37	Mounting Hardware For Enclosed Display Case
		001 - 518 30 31 000		- Operating Supplies	59.02	Hardware To Mount Sharps Recepticles
		001 - 518 30 31 000		- Operating Supplies	37.85	Keys
		503 - 518 80 31 000		- Office & Operating Supplies	32.96	Computer Desk Mount
		503 - 518 80 31 000		- Office & Operating Supplies	112.08	Computer Desk Mounts
		503 - 518 80 31 000		- Office & Operating Supplies	89.00	Cables
		503 - 518 80 31 000		- Office & Operating Supplies	64.90	Software
		503 - 518 80 31 000		- Office & Operating Supplies	21.98	Cable
		503 - 518 80 35 000		- Small Tools And Minor Equip	616.62	2 Laptops
		107 - 521 20 20 002		- Uniforms	303.32	Uniform - Beauchamp
		107 - 521 20 31 000		- Office and Operating Supplie:	103.30	First Aid Supplies
		107 - 521 20 31 000		- Office and Operating Supplie:	51.64	Carrier For Radio
		107 - 521 20 31 000		- Office and Operating Supplie:	23.67	Writeable DVD's
		107 - 521 20 31 000		- Office and Operating Supplie:	24.90	Manilla Envelopes
		107 - 521 20 31 000		- Office and Operating Supplie:	12.94	Batteries
		107 - 521 20 31 000		- Office and Operating Supplie:	134.91	Evidence Tape
		107 - 521 20 31 000		- Office and Operating Supplie:	126.60	Meth Test Kits
		107 - 521 20 31 000		- Office and Operating Supplie:	293.35	Disposable Gloves
		107 - 521 20 31 000		- Office and Operating Supplie:	-56.30	Return Optic Site Mount
		107 - 521 20 31 000		- Office and Operating Supplie:	-56.05	Return Optic Site Mount
		107 - 521 20 31 000		- Office and Operating Supplie:	2.19	Cleaning Wipes For AFIS Mobile
		107 - 521 20 31 000		- Office and Operating Supplie:	28.58	Tactical Bags For Radar
		107 - 521 20 32 000		- Fuel	332.12	Fuel
		107 - 521 20 32 000		- Fuel	183.20	Fuel
		107 - 521 20 32 000		- Fuel	50.98	Fuel
		107 - 521 20 35 000		- Small Tools and Equipment	148.37	Office Chair - Camden
		107 - 521 20 35 000		- Small Tools and Equipment	126.60	Safety Vests - OSHA LG
		107 - 521 20 35 000		- Small Tools and Equipment	70.34	Safety Vests - OSHA XL - Luckman
		107 - 521 20 35 000		- Small Tools and Equipment	112.40	Weapon Lock Box
		107 - 521 20 35 000		- Small Tools and Equipment	319.39	Riot Equipment
		107 - 521 20 41 000		- Professional Services	19.98	Monthly Thumbnail Images
		107 - 521 20 41 000		- Professional Services	55.72	Investigative Services
		107 - 521 20 41 000		- Professional Services	2,906.86	Homicide Investigation Single Phone Unlock
		107 - 521 20 41 000		- Professional Services	19.95	Monthly Mobilelock 3/9 Charge
		107 - 521 20 41 000		- Professional Services	19.95	Monthly Mobilelock 4/4 Charge
		107 - 521 20 42 000		- Communication	3.75	Postage
		107 - 521 20 43 000		- Travel	117.90	Flight To Wenatchee To Pick Up Vehicle
		107 - 521 20 43 000		- Travel	309.69	Training Lodging - Sarff
		107 - 521 20 48 001		- Vehicle Repairs and Maintena	10.00	Car Wash
		107 - 521 20 48 001		- Vehicle Repairs and Maintena	500.00	Tonneau For PD Truck
		107 - 521 20 48 001		- Vehicle Repairs and Maintena	29.01	#663 PD Truck Bed Organizer
		107 - 521 20 48 001		- Vehicle Repairs and Maintena	51.43	#663 PD Truck Bed Organizer
		107 - 521 20 48 001		- Vehicle Repairs and Maintena	1,373.74	#663 PD Truck Bed Organizer
		107 - 521 20 48 001		- Vehicle Repairs and Maintena	5.00	Car Wash
		107 - 521 20 48 001		- Vehicle Repairs and Maintena	249.38	Car Detail - Chief
		107 - 521 20 48 001		- Vehicle Repairs and Maintena	10.00	Car Wash
		118 - 521 23 43 000		- Law Enforcement - Travel	10.67	Training Meal - Takiguchi
		406 - 531 10 32 000		- Fuel	25.84	Fuel
		406 - 531 10 35 000		- Small Tools and Minor Equip	219.99	Office Chair - Carter
		406 - 531 10 49 002		- Misc/Trng, Registrations	-150.00	Inspection Training Refund
		406 - 531 30 31 000		- Operating Supplies	3.49	Restroom Cleaning Materials
		406 - 531 30 35 000		- Small Tools and Equipment	103.31	Saw, Drill, Chisel And Caulk Gun For Stormwater Truck
		406 - 531 30 35 000		- Small Tools and Equipment	74.21	Smoke/CO2 Sensors PW Shop
		406 - 531 30 48 001		- Vehicle Repair & Maint	12.00	Scale Fee For Weighing Vactor Truck
		401 - 533 10 32 000		- Fuel	25.85	Fuel
		401 - 533 50 31 000		- Operating Supplies	155.58	Utility Pole Markers

CHECK REGISTER

City Of Milton
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04/19/2018 To: 05/31/2018

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		401 - 533 50 31 000		Operating Supplies	51.39	Compasses For Cartegraph Transformer Phase ID
		401 - 533 50 31 000		Operating Supplies	6.00	Keys
		401 - 533 50 31 000		Operating Supplies	7.04	Restroom Cleaning Materials
		401 - 533 50 32 000		Fuel	12.01	Fuel
		401 - 533 50 35 000		Small Tools and Equipment	154.00	Hoist
		401 - 533 50 35 000		Small Tools and Equipment	221.33	Rubber Duct Swabs
		401 - 533 50 35 000		Small Tools and Equipment	57.13	#29 Tools For Vehicle
		401 - 533 50 35 000		Small Tools and Equipment	235.16	Ratchet Lift Cap And Handle
		401 - 533 50 35 000		Small Tools and Equipment	74.21	Smoke/CO2 Sensors PW Shop
		401 - 533 50 42 000		Communication	45.54	Postage
		401 - 533 50 49 002		Misc/Trng, Registrations	435.00	Electric Meter School - Duncan
		403 - 534 10 32 000		Fuel	25.85	Fuel
		403 - 534 50 31 000		Office and Operating Supplie:	102.13	#38 Body Repair Kit
		403 - 534 50 31 000		Office and Operating Supplie:	7.04	Restroom Cleaning Materials
		403 - 534 50 32 000		Fuel	18.00	Fuel
		403 - 534 50 35 000		Small Tools and Equipment	74.21	Smoke/CO2 Sensors PW Shop
		403 - 534 50 43 000		Travel	29.00	OT Meal Baker - Nicklaus Short Platt
		403 - 534 50 43 000		Travel	28.35	OT Meal - Magana-Bedolla - Nicklaus Short Platt Water Mains
		403 - 534 50 43 000		Travel	29.00	OT Meal - Miller - Nicklaus Short Platt Water Main
		403 - 534 50 43 000		Travel	56.00	WOW Conference Parking Fees - Sloan
		403 - 534 50 43 000		Travel	48.00	WOW Conference Parking Fees - Wetterlind
		403 - 534 51 31 000		Operating Supplies	8.66	Muriatic Acid
		403 - 534 51 31 000		Operating Supplies	9.83	Vent For New Chlorinator At Corridor Wells
		403 - 534 51 42 000		Communication	13.40	Postage
		101 - 542 30 35 000		Small Tools and Equipment	74.21	Smoke/CO2 Sensors PW Shop
		501 - 548 30 32 000		Fuel	55.52	Fuel
		501 - 548 30 35 000		Small Tools & Equipment	262.83	Shredder And Printer For Mechanics Office
		001 - 558 50 32 000		Fuel	66.86	Fuel
		001 - 576 80 41 000		Professional Services	190.50	Sk8 Event Instructor Fee Payment 2 Of 2
		001 - 589 90 00 000		Misc Non-Expenditure	80.00	Water Dist. Specialist Exam, Retest (Reimb. By Employee)
		310 - 594 18 61 143		City Hall Retrofit	36.08	Paint Supplies For City Hall Retrofit
		310 - 594 18 61 143		City Hall Retrofit	14.48	Taping Knife
		310 - 594 18 61 143		City Hall Retrofit	142.12	Painting Supplies City Hall Retrofit
		310 - 594 18 61 143		City Hall Retrofit	476.92	Shelving For City Hall Retrofit
		310 - 594 18 61 143		City Hall Retrofit	16.42	Parts For Boiler Disassemble
		310 - 594 18 61 143		City Hall Retrofit	-5.51	Credit For Returned Parts
		407 - 594 31 63 133		Citywide Ditch/Culvert Project	87.84	Concrete Catch Basin 28th
2438	04/19/2018	Claims	1	63487 DEPT OF LICENSING	1,220.25	Vehicle
				107 - 521 20 48 001 - Vehicle Repairs and Maintena	1,220.25	2006 PD Ford F-250 Title, Tax & Lic/Reg
2498	04/26/2018	Claims	1	63488 AERIE CREST LLC	27.25	005014 - 601 26TH AVE CT
				401 - 343 30 00 000 - Electric Sales	-5.96	
				403 - 343 40 10 000 - Water Sales	-21.29	
2499	04/26/2018	Claims	1	63489 AHBL, INC	4,607.50	Planning Services
				001 - 558 60 41 000 - Professional Services	4,607.50	Planning Services - March 2018
2500	04/26/2018	Claims	1	63490 ANIXTER INC	482.46	Electric Material; Electric Material
				401 - 533 50 31 000 - Operating Supplies	406.63	Nylon Cable & Adapter Guides
				401 - 533 50 31 000 - Operating Supplies	75.83	Curved Bases
2501	04/26/2018	Claims	1	63491 TOM BOSLEY	250.00	Facility Rental Deposit Refund
				001 - 589 10 00 000 - Refund Facility Deposit	250.00	Facility Rental Deposit Refund
2502	04/26/2018	Claims	1	63492 CALVERT TECHNICAL SERVICES INC	710.00	Water Services
				403 - 534 51 41 000 - Professional Services	710.00	Programming Corridor Well

CHECK REGISTER

City Of Milton
MCAG #: 0590

04/19/2018 To: 05/31/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2503	04/26/2018	Claims	1	63493	CENTURYLINK	225.36	T1 Lines
					107 - 521 20 42 000 - Communication	75.11	T1 Lines
					401 - 533 10 42 000 - Communications	75.14	T1 Lines
					403 - 534 10 42 000 - Communication	75.11	T1 Lines
2504	04/26/2018	Claims	1	63494	CHUCKALS	189.68	Forms
					401 - 533 50 31 000 - Operating Supplies	75.87	Meter Install/Change Forms
					403 - 534 50 31 000 - Office and Operating Supplie:	113.81	Meter Install/Change Forms
2505	04/26/2018	Claims	1	63495	CITY OF MILTON	44.58	003815 - 2815 WELL 7 3 PHS MTR -WT
					401 - 343 30 00 000 - Electric Sales	-59.58	
					401 - 369 91 00 401 - Misc Revenue	15.00	
2506	04/26/2018	Claims	1	63496	CORE & MAIN	2,427.58	Water Material; Water Material; Water Material
					403 - 534 50 31 000 - Office and Operating Supplie:	160.92	Straps
					404 - 594 34 63 131 - Misc Water Main Replacemer	96.13	Locking Gasket
					404 - 594 34 63 131 - Misc Water Main Replacemer	2,170.53	Fire Hydrant Replacement
2507	04/26/2018	Claims	1	63497	DKS ASSOCIATES	1,885.00	Engineering Services
					401 - 533 10 41 000 - Professional Services	1,885.00	Engineering Services
2508	04/26/2018	Claims	1	63498	EAST PIERCE FIRE & RESCUE DISTRICT #22	411.48	City Utilities
					001 - 518 30 47 000 - Public Utility Service	20.57	Electric, Water & Sewer
					107 - 521 20 47 000 - Utilities	82.30	Electric, Water & Sewer
					406 - 531 30 47 000 - Public Utility Services	82.30	Electric, Water & Sewer
					401 - 533 50 47 000 - Public Utility Services	82.30	Electric, Water & Sewer
					403 - 534 50 47 000 - Public Utility Services	82.30	Electric, Water & Sewer
					001 - 558 50 47 000 - Public Utility Services	20.57	Electric, Water & Sewer
					001 - 558 60 47 000 - Public Utilities	20.57	Electric, Water & Sewer
					001 - 576 80 47 000 - Public Utility Service	20.57	Electric, Water & Sewer
2509	04/26/2018	Claims	1	63499	EVERGREEN EQUIPMENT CO INC	786.60	Park Material; Electric Material
					401 - 533 50 35 000 - Small Tools and Equipment	770.64	Chain Saw
					001 - 576 80 31 000 - Operating Supplies	15.96	Belt For Protective Chaps
2510	04/26/2018	Claims	1	63500	EXCEL SUPPLY COMPANY, INC	15.51	PW Material
					406 - 531 30 31 000 - Operating Supplies	5.17	Safety Glasses
					401 - 533 50 31 000 - Operating Supplies	5.17	Safety Glasses
					403 - 534 50 31 000 - Office and Operating Supplie:	5.17	Safety Glasses
2511	04/26/2018	Claims	1	63501	FERGUSON ENTERPRISES, INC. #1539	2,496.73	Electric Material; Electric Material; Water Material; Water Material
					401 - 533 50 35 000 - Small Tools and Equipment	483.56	Paddle Signs (To Be Returned)
					401 - 533 50 35 000 - Small Tools and Equipment	-483.56	Paddle Signs Credit Returned
					403 - 534 50 31 000 - Office and Operating Supplie:	1,185.66	Repair Clamps
					404 - 594 34 63 131 - Misc Water Main Replacemer	1,311.07	Fire Hydrant Replacement
2512	04/26/2018	Claims	1	63502	FIRE KING OF SEATTLE INC.	43.96	Police Services
					107 - 521 20 48 000 - Repairs and Maintenance	43.96	Fire Extinguisher Annual Inspection
2513	04/26/2018	Claims	1	63503	GOODYEAR AUTO SERVICE CENTER	671.36	Fleet Repair
					107 - 521 20 48 001 - Vehicle Repairs and Maintena	671.36	#119 Tires
2514	04/26/2018	Claims	1	63504	GRAY & OSBORNE INC	27,231.10	Engineering Services
					403 - 534 50 41 114 - Water Comp Plan Professiona	10,018.20	Engineering Services

CHECK REGISTER

City Of Milton
MCAG #: 0590

04/19/2018 To: 05/31/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			407 - 594 31 63 097 -		Decant Facility	9,274.63	Engineering Services
			404 - 594 34 63 100 -		Well #10 Design Project	7,938.27	Engineering Services
2515	04/26/2018	Claims	1	63505	ICMARC	250.00	Quarterly Plan Fee
			401 - 533 10 41 000 -		Professional Services	250.00	Quarterly Plan Fee 401A
2516	04/26/2018	Claims	1	63506	KORUM AUTOMOTIVE GROUP	910.96	Vehicle Repair
			107 - 521 20 48 001 -		Vehicle Repairs and Maintena	910.96	#120 15K Service & Brakes
2517	04/26/2018	Claims	1	63507	LARSON CHRYSLER JEEP DODGE RAM	912.66	Vehicle Repair
			107 - 521 20 48 001 -		Vehicle Repairs and Maintena	912.66	#668 Check Engine Light & Heater System Check
2518	04/26/2018	Claims	1	63508	LOCKE SYSTEMS INC	8,529.34	IT Services
			503 - 518 80 41 001 -		Professional Services - IT	8,529.34	IT Services - March 2018
2519	04/26/2018	Claims	1	63509	NAVIA BENEFIT SOLUTIONS	491.50	FSA Claims; FSA Claims
			631 - 589 90 00 002 -		Discovery Benefits	231.56	FSA Claims
			631 - 589 90 00 002 -		Discovery Benefits	259.94	FSA Claims
2520	04/26/2018	Claims	1	63510	NEWS TRIBUNE, THE	3,126.70	Legal Notice; Legal Notice; Legal Notice; Legal Notice; Legal Notice; Legal Notice; Legal Notice
			001 - 511 30 41 000 -		Offc'l Pub/Code Publishing	59.18	Legal Notice ORD 1940-18
			001 - 511 30 41 000 -		Offc'l Pub/Code Publishing	153.54	Legal Notice - RES 18-1903
			001 - 511 30 41 000 -		Offc'l Pub/Code Publishing	53.82	Legal Notice - ORD 1941-18
			001 - 511 30 41 000 -		Offc'l Pub/Code Publishing	59.18	Legal Notice - ORD 1939-18
			001 - 558 60 41 002 -		Advertising	242.19	Legal Notice - W Milton Ball Fields
			001 - 558 60 41 002 -		Advertising	203.38	Legal Notice - TAC Sounder Stadium
			404 - 594 34 63 100 -		Well #10 Design Project	680.65	Legal Notice - Call For Bids
			310 - 595 42 63 141 -		TIB Yuma Street Overlay	1,674.76	Legal Notice - RFQ Yuma St Overlay
2521	04/26/2018	Claims	1	63511	O'REILLY/FIRST CALL	263.57	Fleet Repair
			401 - 533 50 48 001 -		Vehicle R&M	105.43	#20 Floor Mats #51 LOF Service/Brakes
			403 - 534 50 48 001 -		Equipment Repair & Mainten	158.14	#20 Floor Mats #51 LOF Service/Brakes
2522	04/26/2018	Claims	1	63512	OGDEN MURPHY WALLACE	90.00	Legal Services
			001 - 515 30 41 000 -		City Attorney	90.00	Legal Services
2523	04/26/2018	Claims	1	63513	PAPE MATERIAL HANDLING	514.38	Fleet Material
			401 - 533 50 31 000 -		Operating Supplies	514.38	#29 Monitor
2524	04/26/2018	Claims	1	63514	PIERCE CO BUDGET & FINANCE	155.00	Auditor Recording Fees
			001 - 524 60 00 000 -		Enforcement Of Codes & Reg	155.00	Auditor Recording Fees
2525	04/26/2018	Claims	1	63515	PRO-BUILD	21.27	Material; Electric Material
			401 - 533 50 31 000 -		Operating Supplies	12.07	Lighter & Dispose Of Propane Cylinder
			310 - 594 18 61 143 -		City Hall Retrofit	9.20	Material
2526	04/26/2018	Claims	1	63516	PRO-VAC	2,621.12	Street Sweeping
			406 - 594 31 63 083 -		5th Ave Stormwater Project	2,621.12	Street Sweeping
2527	04/26/2018	Claims	1	63517	PUBLIC SAFETY TESTING	125.00	Quarterly Subscription
			107 - 521 20 41 000 -		Professional Services	125.00	Subscription Fee- 1st Qtr 2018
2528	04/26/2018	Claims	1	63518	PUGET SOUND CLEAN AIR AGENCY	1,239.00	Clean Air Assessment
			001 - 518 50 49 001 -		Misc/Dues & Memberships	1,239.00	2nd Qtr Installment - Clean Air Assessment

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MCAG #: 0590

04/19/2018 To: 05/31/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2529	04/26/2018	Claims	1	63519	CITY OF PUYALLUP	55.43	Jail Services
					107 - 523 60 51 000 - Intergov. Jail Services	55.43	Jail Services - Feb 2018 Medical Services
2530	04/26/2018	Claims	1	63520	ROBINSON AND NOBLE, INC.	2,695.25	Consulting Services
					403 - 534 50 41 114 - Water Comp Plan Professiona	2,695.25	Consulting Services
2531	04/26/2018	Claims	1	63521	SCORE	1,575.00	Jail Services
					107 - 523 60 51 000 - Intergov. Jail Services	1,575.00	Jail Services - March 2018
2532	04/26/2018	Claims	1	63522	SHARP BUSINESS SYSTEMS	1,087.99	Copier Maintenance; Copier Maintenance; Copier Maintenance; Copier Maintenance
					001 - 513 10 48 000 - Repairs and Maintenance	123.17	Copier Maintenance & Overages
					001 - 514 20 48 000 - Repairs and Maintenance	10.01	Copier Maintenance & Overages
					001 - 514 20 48 000 - Repairs and Maintenance	61.59	Copier Maintenance & Overages
					001 - 518 30 48 000 - Repairs & Maintenance	6.77	Copier Maintenance & Overages
					107 - 521 20 48 000 - Repairs and Maintenance	123.52	Copier Maintenance & Overages
					406 - 531 10 48 000 - Repairs and Maintenance	33.86	Copier Maintenance & Overages
					406 - 531 10 48 000 - Repairs and Maintenance	61.59	Copier Maintenance & Overages
					401 - 533 10 48 000 - Repairs and Maintenance	108.36	Copier Maintenance & Overages
					401 - 533 10 48 000 - Repairs and Maintenance	184.76	Copier Maintenance & Overages
					403 - 534 10 48 000 - Repairs and Maintenance	108.36	Copier Maintenance & Overages
					403 - 534 10 48 000 - Repairs and Maintenance	184.74	Copier Maintenance & Overages
					101 - 542 30 48 000 - Repairs and Maintenance	16.93	Copier Maintenance & Overages
					501 - 548 30 48 000 - Repairs & Maintenance	16.93	Copier Maintenance & Overages
					001 - 558 50 48 000 - Repairs and Maintenance	16.93	Copier Maintenance & Overages
					001 - 558 60 48 000 - Repairs and Maintenance	16.93	Copier Maintenance & Overages
					001 - 575 50 48 000 - Repair & Maint -	3.39	Copier Maintenance & Overages
					001 - 576 80 48 000 - Repair & Maintenance	10.15	Copier Maintenance & Overages
2533	04/26/2018	Claims	1	63523	STANDARD PARTS CORPORATION (NAPA)	354.77	Fleet Material
					501 - 548 30 31 000 - Office & Operating Supplies	215.83	Bulbs, Glue, Kwik Weld & Oil
					501 - 548 30 35 000 - Small Tools & Equipment	138.94	Radiator Pressure Tester
2534	04/26/2018	Claims	1	63524	SUMNER, CITY OF	2,205.42	Animal Control
					107 - 554 30 51 107 - Animal Control	2,205.42	Animal Control - April 2018
2535	04/26/2018	Claims	1	63525	SUNNYSIDE, CITY OF	3,015.00	Jail Services
					107 - 523 60 51 000 - Intergov. Jail Services	3,015.00	Jail Services - March 2018
2536	04/26/2018	Claims	1	63526	SUPPLYWORKS	116.62	Facility Material
					001 - 518 30 31 000 - Operating Supplies	116.62	Stone
2537	04/26/2018	Claims	1	63527	SYSTEMS FOR PUBLIC SAFETY, INCL.	11,500.00	Vehicle Purchase
					107 - 521 20 35 004 - Vehicle Purchase	11,500.00	#663 2006 Ford F250
2538	04/26/2018	Claims	1	63528	TACOMA CITY TREASURER	1,080.00	Range Rental
					107 - 521 20 45 000 - Operating Rentals and Leases	1,080.00	Range Rental - March 2018
2539	04/26/2018	Claims	1	63529	TACOMA ELITE COUGARS CHEER	250.00	Facility Rental Deposit Refund
					001 - 589 10 00 000 - Refund Facility Deposit	250.00	Facility Rental Deposit Refund
2540	04/26/2018	Claims	1	63530	UNIFIRST CORPORATION	789.42	Uniforms; Uniforms
					001 - 518 30 20 002 - Uniforms	7.28	Uniforms
					406 - 531 30 20 002 - Uniforms	50.06	Uniforms
					401 - 533 50 20 002 - Uniforms	517.77	Uniforms
					401 - 533 50 20 002 - Uniforms	33.76	Uniforms
					403 - 534 50 20 002 - Uniforms	118.94	Uniforms
					101 - 542 30 20 002 - Uniforms	34.96	Uniforms
					501 - 548 30 20 002 - Uniforms	19.37	Uniforms

PAYROLL DISBURSEMENT – 4/20/2018

001 General Fund	15,201.78	
101 Street Fund	6,213.43	
107 Criminal Justice Fund	105,441.99	
116 Community Events Fund	63.57	
401 Electric Utility Operations Fund	32,664.62	
402 Electric Capital Improvement Fund	268.37	
403 Water Utility Operations Fund	39,268.70	
404 Water Capital Improvement Fund	1,096.05	
406 Stormwater Operations Fund	21,344.28	
407 Stormwater Capital Fund	104.60	
501 Vehicle Repair & Maintenance Fund	1,575.56	
503 Information Technology	943.46	
	224,186.41	Payroll: 224,186.41

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.

_____ Date

Finance Director

_____ Date

Mayor

Approved for release prior to council meeting per Council Authorization.

_____ Date

Mayor

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Agenda Item #6A:

To: Mayor Styron Sherrell and City Council Members
From: Mark Howlett, P.E., Public Works Director/City Engineer
Date: May 7, 2018
Re: Hill Creek Annexation - Public Hearing

ATTACHMENTS: See Agenda Item 7A - Ordinance First Read

TYPE OF ACTION:

Information Only Public Hearing Action Expenditure Required

Issue: At the April 16, 2018 meeting the City Council passed Resolution 1903-18 stating the Council's intent to annex to Milton an unincorporated area of King County known as Hill Creek. This Resolution also set today's meeting as a Public Hearing to gather input from the public.

It is a requirement of the annexation process to hold a public hearing prior to the passage of an annexation ordinance.

Discussion:

As was discussed at the April 16, 2018 City Council meeting, the City received a Petition for annexation from residents of the Hill Creek/Regency Woods neighborhoods of unincorporated King County. 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. The City Council passed a Resolution of Intent to annex the area and set a Public Hearing for tonight's meeting.

It is recommended that this hearing remain open until the May 21, 2018 meeting in order to fully comply with RCW 35.13.182.

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Agenda Item #7A:

To: Mayor Styron Sherrell and City Council Members
From: Mark Howlett, P.E., Public Works Director/City Engineer
Date: May 7, 2018
Re: Ordinance 1st Read – Hill Creek Annexation

ATTACHMENTS: 1. Ordinance
2. Impact Report

TYPE OF ACTION:

Information Only Discussion Action Public Hearing

Recommendation/Action: No Action. First Read of Ordinance

Fiscal Impact/Source of Funds: See Attached Impact Report

Issue: The City received a Petition for annexation and brought a proposal to Council at the March 5, 2018 meeting. The Council then directed staff to proceed with evaluation of the impacts of the annexation. At the April 16, 2018 meeting the City Council passed Resolution 1903-18 stating the Council's intent to annex the unincorporated area of King County known as Hill Creek and for staff to proceed with the annexation process.

Discussion: The next step of the annexation process is for the City Council to adopt the annexation by ordinance after holding a public hearing.

The timeline of the potential annexation process would then proceed as follows:

- 1) Public Hearing - May 7 and 21, 2018
- 2) First reading of proposed Ordinance - May 7, 2018
- 3) Notice of intent to annex submitted to the King County Boundary Review Board
- 4) Second reading and adoption of the proposed Ordinance - May 21, 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

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, PROVIDING FOR ANNEXATION TO MILTON OF UNINCORPORATED KING COUNTY TERRITORY KNOWN AS HILL CREEK, AND FOR SIMULTANEOUS ADOPTION OF MILTON ZONING FOR THE ANNEXATION; SETTING AN EFFECTIVE DATE; PROVIDING FOR PUBLICATION OF SAID EFFECTIVE DATE AT LEAST ONCE A WEEK FOR TWO WEEKS AFTER PASSAGE; AND ESTABLISHING A REFERENDUM PROCESS APPLICABLE TO THE ANNEXATION

WHEREAS, the Milton City Council on April 16, 2018 passed Resolution 1903-18, which stated the Council's intent to annex to Milton via the island annexation method established in RCW 35A.14.295, .297 and .299 that unincorporated King County territory known as Hill Creek; and

WHEREAS, in accordance with Resolution 1903-18 and the above-cited state laws, the City has scheduled a hearing on the proposed annexation for May 7, 2018 and May 21, 2018 and, pursuant to state law, has given notice of such hearing by publication in the Tacoma News Tribune; and

WHEREAS, the Milton City Council has determined that the interests of the Citizens of Milton and of Hill Creek would be served by annexation to Milton;

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

Section 1. The unincorporated King County territory known as Hill Creek, depicted and described in Exhibit A, is hereby annexed to the City of Milton, and is simultaneously assigned Milton zoning of Single Family Residential.

Section 2. The recitals and provisions of Resolution 1903-18 are affirmed except that Hill Creek property owners shall not be required to assume any of the outstanding bonded indebtedness of the City of Milton.

Section 3. The effective date of annexation and assignment of Milton zoning shall be Pursuant to state law, notice of said effective date of annexation and of adoption of Milton zoning, together with a description of the annexation, shall be published at least once each week for two weeks subsequent to passage of this ordinance in The Tacoma News Tribune, which is the official newspaper of record of the City of Milton.

Section 4. This annexation ordinance shall be subject to referendum for 45 days after its passage. Pursuant to RCW 35A.14.299, upon the filing of a timely referendum petition signed by qualified electors in number equal to not less than 10 percent of the votes cast in the last general state election in the annexation area, the question of annexation shall be submitted to the voters of the Hill Creek in a general election if one is to be held within 90 days or at a special election called for that purpose according to RCW 29A.04.330. Notice of such election shall be given as provided in RCW 35A.14.070 and the election shall be conducted as provided in RCW 35A.29.151. The annexation shall be deemed approved by the voters unless a

Ordinance No. _____

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majority of the votes cast on the proposition are in opposition thereto. After the expiration of the 45th day from but excluding the date of passage of this annexation ordinance, which 45th day is July 5, 2018, if no timely and sufficient referendum petition has been filed, Hill Creek shall become a part of Milton on the effective date of July 5, 2018.

Section 5. SEVERABILITY. If any section, sentence, clause or phrase of this ordinance should be held to be invalid 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.

Passed by the Milton City Council the 21st day of May 2018, and approved by the Mayor, the __ day of _____, 2018.

SHANNA STYRON SHERRELL, MAYOR

ATTEST/AUTHENTICATED:

CITY CLERK

APPROVED AS TO FORM:

BY: _____
CITY ATTORNEY

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

SUMMARY OF ORDINANCE NO. _____

of the City of Milton, Washington

On the 21st day of May, 2018, the City Council of the City of Milton, passed Ordinance No. _____. A summary of the content of said ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, PROVIDING FOR ANNEXATION TO MILTON OF UNINCORPORATED KING COUNTY TERRITORY KNOWN AS HILL CREEK, AND FOR SIMULTANEOUS ADOPTION OF MILTON ZONING FOR THE ANNEXATION; SETTING AN EFFECTIVE DATE; PROVIDING FOR PUBLICATION OF SAID EFFECTIVE DATE AT LEAST ONCE A WEEK FOR TWO WEEKS AFTER PASSAGE; AND ESTABLISHING A REFERENDUM PROCESS APPLICABLE TO THE ANNEXATION

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

DATED this ____ day of _____, 2018.

CITY CLERK

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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 28th Avenue South by way of S. 380th 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 380th Street
- South 380th Place
- South 379th Street
- 19th Avenue South
- 20th Place South
- 20th Court South
- 21st Court South
- 23rd Place South
- 23rd Court South
- 24th Court South

South 380th 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 28th Avenue South by way of S. 380th 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. 380th 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. 380th Place west of 19th Avenue South.
- To the north of S. 379th Street along 21st Court South.
- Within the 23rd Ct Cul-de-Sac.
- 23rd Place South – North/west of S. 380th 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 21st Pl. S. and homes in the 23rd 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 379th 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.



Agenda Item #7B:

To: Mayor Styron-Sherrell and City Council Members
From: Finance Director Dunford
Date: May 7, 2018
Re: **Local Government Investment Pool (LGIP) Authorization**

ATTACHMENTS:

- A. Resolution, authorizing investment of monies in the Local Government Investment Pool (LGIP).
- B. WA State LGIP March 2018 Statement Enclosure
- C. Logon Authorization
- D. Transaction Authorization

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required:

Recommendation/Action:

"I move to approve the Resolution authorizing the Municipal Services Administrator, on behalf of the City, to deposit and withdraw monies to and/or from the LGIP in the manner prescribed by law, rule, and applicable policies and procedures for LGIP".

Issue: As required by the Office of the State Treasurer, all investors in the Local Government Investment Pool (LGIP) must authorize, by resolution, individuals to make contributions to or withdraw from the pool. This information may be updated annually, or at any time a change in authority occurs.

Background: The Local Government Investment Pool (LGIP) is a voluntary investment vehicle operated by the State Treasurer. Over 530 local governments have participated in the pool since it was started in 1986 to provide safe, liquid, and competitive investment options for local government pursuant to RCW 43.250.

The LGIP lets local governments use the State Treasurer's resources to safely invest their funds while enjoying the economies of scale available from a \$10-16 billion pooled fund investment portfolio.

LGIP's investment objectives are, in priority order: 1) safety of principal, 2) maintaining adequate liquidity to meet cash flows, and 3) providing a competitive interest rate relative to other comparable investment alternatives. LGIP offers 100% liquidity to its participants.

The LGIP portfolio is managed in a manner generally consistent with SEC regulated Rule 2a-7 money market funds. LGIP investment guidelines are spelled out in the LGIP Investment Policy.

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**CITY OF MILTON
RESOLUTION NO. _____**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON,
WASHINGTON, AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL
GOVERNMENT INVESTMENT POOL (LGIP).**

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the authorized governmental entity, the City of Milton, the “governmental entity”, to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the City of Milton, the “governing body” or any designee of the governing body pursuant to this resolution. or a subsequent resolution; and

WHEREAS, the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

WHEREAS, the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

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

Section 1. The governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

Section 2. The governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by Steve Peretti, Municipal Services Administrator, and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

Section 3. The governmental entity designates Steve Peretti, Municipal Services Administrator, the “authorized individual” to authorize all amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

Section 4. This delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual’s instructions until such time as said notice has been provided.

Section 5. The Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual’s delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual.

Section 6. The governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to

making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

PASSED AND APPROVED by the City Council of the City of Milton, Washington, at a regularly scheduled meeting this _____ of _____, 20__.

Shanna Styron Sherrell, Mayor

Attest:

City Clerk

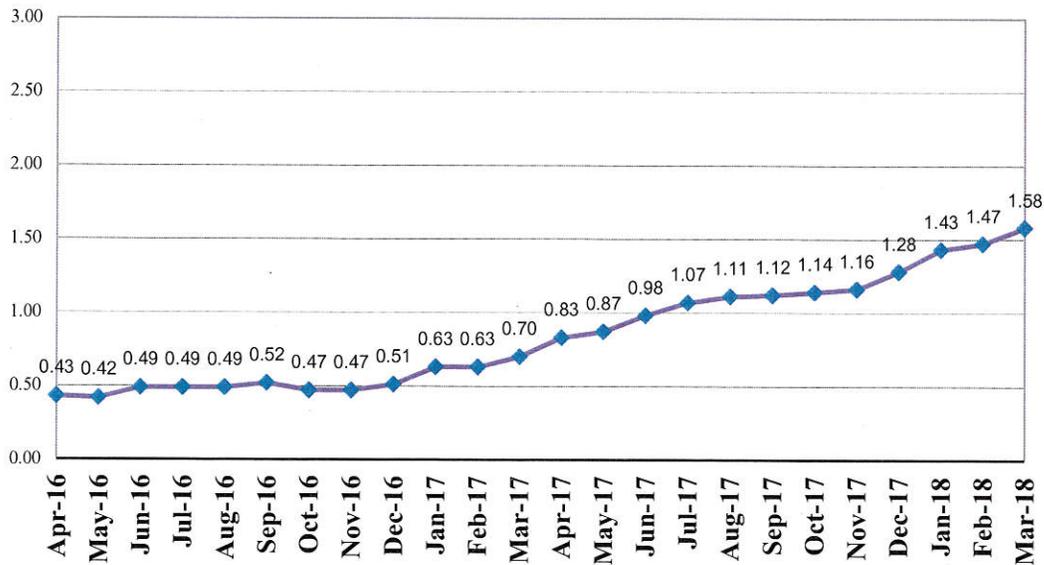
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**WASHINGTON STATE
LOCAL GOVERNMENT INVESTMENT POOL
March 31, 2018**

Investment Type	Average Balance <u>Mar-18</u>	Mar-18 <u>Percentage</u>	Average Balance <u>CY 2018</u>	CY 2018 <u>Percentage</u>
Agency Bullets	0.00	0.00%	0.00	0.00%
Agency Discount Notes	1,712,109,811.98	14.69%	1,212,338,410.50	10.10%
Agency Floating Rate Notes	1,108,382,556.80	9.51%	1,173,302,667.15	9.78%
Agency Variable Rate Notes	840,009,446.07	7.21%	840,012,376.76	7.00%
Certificates of Deposit	123,053,870.97	1.06%	109,604,166.67	0.91%
IB Bank Deposit	1,048,574,333.60	9.00%	1,025,511,588.02	8.55%
Repurchase Agreements	1,260,322,580.64	10.82%	1,647,277,777.77	13.73%
Supras - Bullets	94,516,407.81	0.81%	76,741,974.43	0.64%
Supras - Discount Notes	149,235,944.44	1.28%	285,510,562.96	2.38%
Supras- Floating Rate Notes	98,387,096.77	0.84%	66,666,666.67	0.56%
Supras - Variables	84,931,123.73	0.73%	85,504,051.28	0.71%
Term Repurchase Agreements	1,206,451,612.90	10.35%	1,493,333,333.33	12.45%
U.S. Treasury Securities	3,925,632,928.43	33.69%	3,981,933,539.26	33.19%
US Treasury Floating Rate Notes	0.00	0.00%	0.00	0.00%
Total Avg Daily Balance	11,651,607,714.14	100.00%	11,997,737,114.80	100.00%

Avg Days to Maturity 37 days

LGIP NET RATE OF RETURN

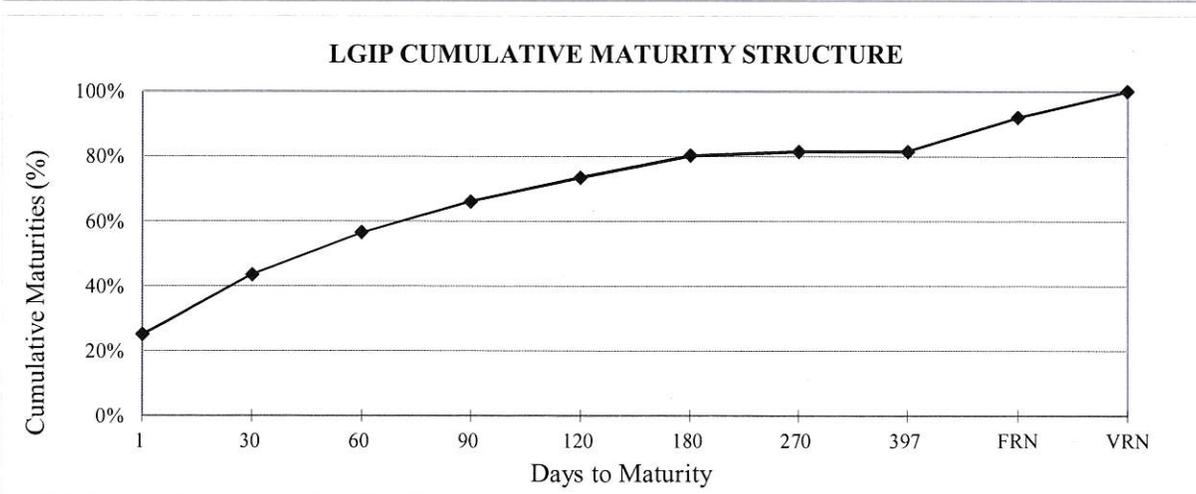
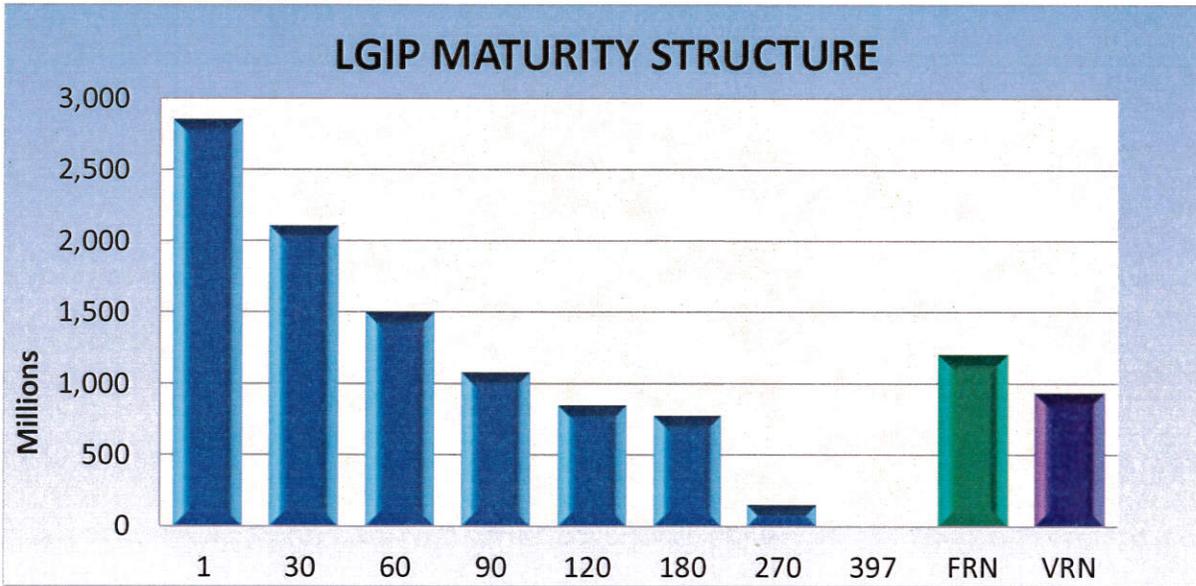


* Rates are calculated on a 365-day basis

**WASHINGTON STATE
LOCAL GOVERNMENT INVESTMENT POOL
March 31, 2018**

<u>DAYS TO MATURITY</u>	<u>\$ MATURING (PAR VALUE)*</u>	<u>% MATURING</u>	<u>CUMULATIVE % MATURING</u>
1	2,846.86	25.0%	25.0%
2-30	2,104.18	18.4%	43.5%
31-60	1,496.00	13.1%	56.6%
61-90	1,080.00	9.5%	66.0%
91-120	847.40	7.4%	73.4%
121-180	775.00	6.8%	80.2%
181-270	144.83	1.3%	81.5%
271-397	0.00	0.0%	81.5%
Floating Rate Notes	1,198.00	10.5%	92.0%
Variable Rate Notes	925.00	8.1%	100.0%
PORTFOLIO TOTAL:	11,417.27		

* Amounts in millions of dollars



OFFICE OF THE WASHINGTON STATE TREASURER
LOCAL GOVERNMENT INVESTMENT POOL and/or REVENUE DISTRIBUTION
TREASURY MANAGEMENT SYSTEM (TM\$)
WEB CLIENT LOGON AUTHORIZATION FORM

Name of Entity: CITY OF MILTON

Note: each Full access LGIP person must also be listed on the Transaction Authorization Form. Please fill out this form completely, including any existing information, as this form will **replace** the previous form.

TM\$ LGIP / Revenue Dist. Web access requested for the following

1. <input checked="" type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/> Update <input type="checkbox"/> No Change LGIP: <input checked="" type="checkbox"/> Full Access <input type="checkbox"/> View only Rev Dist: <input type="checkbox"/> View only	2. <input checked="" type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/> Update <input type="checkbox"/> No Change LGIP: <input checked="" type="checkbox"/> Full Access <input type="checkbox"/> View only Rev Dist: <input type="checkbox"/> View only
---	---

Name: Steve Peretti	Name: Tara Dunford
Title: Municipal Services Administrator	Title: Finance Director
E-mail address: speretti@cityofmilton.net	E-mail address: tdunford@cityofmilton.net
Phone: (253) 831-4276	Phone: (253) 320-1564
OST Appr Date: UserID:	OST Appr Date: UserID:

3. <input checked="" type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/> Update <input type="checkbox"/> No Change LGIP: <input type="checkbox"/> Full Access <input checked="" type="checkbox"/> View only Rev Dist: <input type="checkbox"/> View only	4. <input type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/> Update <input type="checkbox"/> No Change LGIP: <input type="checkbox"/> Full Access <input type="checkbox"/> View only Rev Dist: <input type="checkbox"/> View only
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Name: Marci Mayer	Name:
Title: Fiscal Tech II	Title:
E-mail address: mmayer@cityofmilton.net	E-mail address:
Phone: (253) 922-8733 ext. 2005	Phone:
OST Appr Date: UserID:	OST Appr Date: UserID:

By signature below, I certify I am authorized to represent the institution/agency for the purposes of this transaction.

	Municipal Services Adminstrator	04/09/2018
<i>(Authorized Signature)</i>	<i>(Title)</i>	<i>(Date)</i>
	speretti@cityofmilton.net	(253) 831-4276
<i>(Print Authorized Name)</i>	<i>(E-mail address)</i>	<i>(Phone no.)</i>

Any changes to these instructions must be submitted in writing to the Office of the State Treasurer. Please mail this form to the address listed below:

OFFICE OF THE STATE TREASURER
 LOCAL GOVERNMENT INVESTMENT POOL
 LEGISLATIVE BUILDING
 P. O. BOX 40200
 OLYMPIA WA 98504-0200
 Fax: 360/902-9044

Date Received: ____ / ____ / ____
Fund Number: _____
OK'd by: _____
45 of 61 <i>(For OST use only)</i> 02/22/13

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**LOCAL GOVERNMENT INVESTMENT POOL
TRANSACTION AUTHORIZATION FORM**

Please fill out this form completely, including any existing information, as this form will **replace** the previous form.

Name of Entity: City of Milton	Mailing Address: 1000 Laurel Street Milton, WA 98354
Fax Number: (253) 922-2385	
E-mail Contact: speretti@cityofmilton.net	

How do you wish to have your monthly LGIP statements faxed or emailed to the information listed above?

Please note – if you choose to receive statements via email, fax or U.S. Mail.

Email Fax U.S. Mail

Bank account where funds will be wired when a withdrawal is requested.

(Note: Funds will not be transferred to any account other than that listed).

Bank Name: Columbia Bank
Branch Location: 1250 Meridian St E
Bank Routing Number:
Account Number:
Account Name: City of Milton Main Checking Account

Persons authorized to make deposits and withdrawals for the entity listed above.

Name	Title	Signature	Telephone Number
Steve Peretti	Municipal Services Administrator		(253) 831-4276
Tara Dunford	Finance Director		(253) 320-1564

By signature below, I certify I am authorized to represent the institution/agency for the purpose of this transaction.

	Municipal Services Administrator	04/09/2018
<i>(Authorized Signature)</i>	<i>(Title)</i>	<i>(Date)</i>
	speretti@cityofmilton.net	(253) 831-4276
<i>(Print Authorized Signature)</i>	<i>(E-mail Address)</i>	<i>(Telephone number)</i>

Any changes to these instructions must be submitted in writing to the Office of the State Treasurer. Please mail this form to the address listed below:

OFFICE OF THE STATE TREASURER
LOCAL GOVERNMENT INVESTMENT POOL
PO BOX 40200
OLYMPIA, WA 98504-0200
FAX: (360) 902-9044

Date Received: ____ / ____ / ____
Fund Number: _____
(for LGIP use only)

State of Washington)
County of _____) ss.

Signed or attested before me by _____.
Dated this ____ day of _____, 20__.

Signature of Notary

SEAL OR STAMP

Typed or printed name of Notary
Notary Public in and for the State of Wash.47 of 61
My appointment expires: _____

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Agenda Item #: 7C

To: Mayor Styron Sherrell and City Council Members
From: Tara Dunford, CPA, Interim Finance Director
Date: May 7, 2018
Re: Ordinance 1st Read – Check Signatory Authority

ATTACHMENTS: Ordinance

TYPE OF ACTION:

Information Only Discussion Action Public Hearing

Recommendation/Action: None

Fiscal Impact/Source of Funds: None.

Issue: Milton Municipal Code 3.24.150 delegates check signing authority to the Finance Director, with the City Clerk as the back-up.

Discussion: The Municipal Services Administrator oversees the Finance Department and is therefore a more appropriate delegate in the absence of the Finance Director.

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ORDINANCE NO.

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, MODIFYING SECTION 3.24.150 OF THE MILTON MUNICIPAL CODE RELATING TO THE SIGNATORY AUTHORITY FOR CHECK VALIDATION; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the existing Milton Municipal Code provides for signatory authority for check validation to be vested with the Finance Director and, in her absence, the City Clerk; and;

WHEREAS, in order to provide a more-efficient procedure for check validation in the future, it is more efficient to designate the Municipal Services Administrator the authority to validate checks in the Finance Director's absence;

NOW, THEREFORE,

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

Section 1. The following Section of Chapter 3.24 FUNDS is amended as follows:

3.24.150 Authorizing the usage of bank check and electronic fund transfers (EFTs).

A. All claims or other obligations of the city, which are payable out of solvent funds, shall be paid by the issuance of bank checks or electronic funds transfers (EFTs), provided that this section does not authorize any creditor to demand payment upon any obligation prior to its proof and normal maturity in due course. Electronic funds transfers shall be monitored the same as payments by check.

B. Two signatures shall be required to validate the checks herein authorized and the first signature shall be that of the mayor, or in the mayor's absence the mayor pro tempore, and the second signature shall be that of the finance director, or in the finance director's absence, ~~the city clerk~~ the individual designated by the mayor to perform duties of the position of city administrator pursuant to 2.06.020 MMC and designated as the municipal services administrator.

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 full force five (5) days from and after publication.

Passed by the Milton City Council the __ day of _____, 2018, and approved by the Mayor, the __ day of _____, 2018.

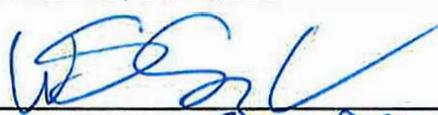
SHANNA STYRON SHERRELL, MAYOR

ATTEST/AUTHENTICATED:

CITY CLERK

APPROVED AS TO FORM:

BY



CITY ATTORNEY - *Special Counsel*

FILED WITH THE CITY CLERK:

PASSED BY THE CITY COUNCIL:

PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO:

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Agenda Item #7D:

To: Mayor Styron Sherrell and City Council Members
From: Mark Howlett, P.E., Public Works Director/City Engineer
Date: May 7, 2018
Re: Construction Contract Award - Well # 10 Replacement

ATTACHMENTS: Bid Results

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required

Recommendation/Action: "I move to authorize the Mayor to award the construction contract for the Well Number 10 construction to Equity Builders, LLC in the amount of \$620,522.98 and authorize the Mayor to sign all necessary documents to execute such contract."

Fiscal Impact/Source of Funds: Funding for this work will be from the Well #10 Capital Project Fund.

Issue: The City solicited bids for construction of a new Well #10. Bids were received from 5 firms with the lowest bid received from Equity Builders, LLC in the amount of \$620,522.98 which is below the estimated cost of \$648,443.

Discussion: Well Number 10, located at the City's Public Works Operations site, is a primary source of drinking water for the City. This well experienced a failure that requires action by the City to ensure continued reliable drinking water for the City. The new well shaft was drilled under a previous contract. This contract is to complete the pumps, enclosure, electrical and other control systems needed to put the well back into production mode.

The City's consultant prepared the bid package these bids were opened and evaluated on May 2, 2018.

The lowest bid was received from Equity Builder, LLC out of Bellingham Washington. This firm has been in the construction business over 17 years and has constructed many similar projects including the City of Milton's Corridor Well Filtration Project. We recommend awarding the contract to them in the amount of \$620,522.98.

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**WELL NO. 10 RECONSTRUCTION
BID RESULTS - MAY 2, 2018**

Bid #	Contractor Name	Bid Amount
1	Equity Builders LLC	\$620,522.98
2	Western Engineering Construction	\$687,210.20
3	McClure & Sons Inc.	\$693,869.04
4	Larry Brown Construction Inc.	\$710,811.50
5	Ceccanti	\$844,867.24
	Engineer's Estimate	\$648,443.00

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Agenda Item #: 7E

To: Mayor Styron Sherrell and City Council Members
From: Tara Dunford, CPA, Interim Finance Director
Date: May 7, 2018
Re: **Resolution – Auditing Officer**

ATTACHMENTS: Resolution

TYPE OF ACTION:

Information Only Discussion Action Public Hearing

Recommendation/Action: I move to approve the attached Resolution designating the Finance Director as the Auditing Officer for the City.

Issue: RCW 42.24.080 requires appointment of an Auditing Officer.

Discussion: The Finance Director is responsible for implementing and maintaining appropriate internal controls over disbursements of City funds; and for complying with all requirements established by the State Auditor's Office. The role of the Auditing Officer is to audit all claims against the City in the manner prescribed by the State Auditor's Office and to certify that claims are just, due and unpaid obligations of the City. The Finance Director position is the most appropriate to serve as the Auditing Officer. In the absence of the Finance Director, the Municipal Services Administrator could perform the duties of the Auditing Officer.

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RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON DESIGNATING AN AUDITING OFFICER.

WHEREAS, RCW 42.24.080 requires appointment of an Auditing Officer; and

WHEREAS, the role of the Auditing Officer is to audit all claims presented against the City in the manner prescribed by the state auditor in order to provide for certification that materials have been furnished, services rendered, and labor performed as described; and that claims are just, due and unpaid obligations against the City;

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

The City's Auditing Officer shall be the Finance Director, or in absence of the Finance Director shall be the Municipal Services Administrator.

PASSED AND APPROVED at a regular meeting of the Council of the City of Milton, this _____ day of _____, 2018.

Shanna Styron Sherrell, Mayor

ATTEST:

City Clerk