



**Study Session**  
**Monday, May 14, 2018**  
**7:00 p.m.**

**CALL TO ORDER**

Mayor Styron Sherrell called the to order at 7:04 p.m. and Councilmember Morton led the flag salute.

**ROLL CALL**

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

Absent: Councilmember Ott

**STAFF PRESENT**

Public Safety Administrator Hernandez, Municipal Services Administrator Peretti, Public Works Director Howlett and Finance Director Dunford.

**PRESENTATION**

Laura Ramos of Fife High School introduced Caley White and Darrion Brunelle who are students at Fife High School and members of the Future Business Leaders of America (FBLA) program. They gave a presentation outlining their efforts at assembling care packages for the homeless.

Laura Ramos then explained more details about the FBLA program including the upcoming national competition, job shadowing, the reports that the students prepare and other efforts underway as part of the FBLA program. She mentioned the upcoming June 27<sup>th</sup> event at the Arlington National Cemetery that FBLA members will be attending. She also mentioned the license plate holder fundraiser sale.

April Balsley explained the Fife/Milton/Edgewood Chamber of Commerce's perspective of the program and how they are partnering with the FBLA for fundraising efforts including an upcoming dinner and donation envelopes that were made available at the Council meeting.

Councilmembers thanked the students for their presentation and their involvement in the program and asked some clarifying questions.

## **PROCLAMATION**

### **A. National Police Week**

The Mayor gave an overview of the history of National Police Week.

Public Safety Administrator Hernandez expressed his appreciation to the City and the community support.

The Mayor read the proclamation.

## **STUDY ITEMS**

### **A. Check Approval Process**

Finance Director Dunford gave an overview of the check approval process and how enacting this Resolution will greatly improve the efficiency of the day-to-day operation of the City by expediting check processing while providing the City Council more information about City expenses.

Dunford explained how the process will occur and the checks and balances that are in-place to ensure a full accountability to the City Council and the citizens of Milton.

Councilmembers posed some clarifying questions that Director Dunford responded to.

### **B. 1<sup>st</sup> Quarter Finance Report**

Finance Director Dunford gave an overview of this item. She provided an explanation of the report components and reviewed some highlights. She explained the revenues, cash balances and how the utility funds are in generally good shape. She also asked for guidance on whether to provide these reports to the Council on a monthly basis or a quarterly basis.

The Councilmembers asked some clarifying questions and supported the quarterly reporting scenario. They also provided comments about the clarity and comfort level in the new reporting process.

Public Safety Administrator Hernandez added that if the Councilmembers have questions, they should feel free to call and ask at any time.

### **C. City Attorney Services**

Municipal Services Administrator Peretti gave an overview of this item and the process that went in to the solicitation and evaluation of proposals from law firms and how we determined that Ogden Murphy Wallace was the best fit for the City of Milton. He also covered how the City

is utilizing other sources of legal advice such as the Association of Washington Cities (AWC) and the Municipal Research and Services Center (MRSC).

Public Safety Administrator Hernandez added comments about his experience with Ogden Murphy Wallace in the past and how they meet the City's needs.

Councilmembers asked some clarifying questions and provided comments about past practices, billing rates and how we will proceed with legal services.

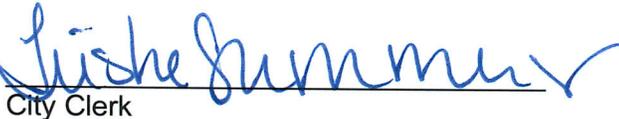
**ADJOURNMENT**

The meeting was adjourned at 8:26 p.m.



Shanna Styron Sherrell, Mayor

ATTEST:

  
City Clerk

