



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

**May 13, 2019**  
**Monday**

**Study Session**  
**7:00 p.m.**

- 1. Call to Order and Flag Salute**
- 2. Roll Call of Councilmembers**
- 3. Proclamation – Police Week**
- 4. Regular Agenda**
  - A. Stormwater Report
  - B. 1<sup>st</sup> Quarter 2019 Financial Report
  - C. Budget Amendment Ordinance 1966-19
  - D. Water Leak Adjustment Ordinance 1967-19
- 5. Adjournment**

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# CITY OF MILTON, WASHINGTON PROCLAMATION

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**WHEREAS**, the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and;

**WHEREAS**, there are more than 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the City of Milton Police Department; and

**WHEREAS**, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

**WHEREAS**, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation;

**NOW THEREFORE**, BE IT RESOLVED that City of Milton, Washington formally designates May 12-18, 2019, as Police Appreciation Week and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

**PROCLAIMED** this 13<sup>th</sup> day of May 2019.



  
Shanna Styron Sherrell, Mayor

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## Agenda Item #: 4A

**To:** Mayor Styron Sherrell and City Council Members  
**From:** Jamie Carter, Interim Public Works Director/Surface Water Compliance Inspector  
**Date:** May 13, 2019  
**Re:** Stormwater Annual Report

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**ATTACHMENTS:** Annual Report

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Expenditure Required

**Recommendation/Action:** None

**Fiscal Impact/Source of Funds:** There is no budget impact for this item.

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**Discussion:**

- Review highlights of the annual report

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**2018**  
**STORMWATER UTILITY**  
**ANNUAL REPORT**  
Feb 15, 2019

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## **Background**

This annual report is being submitted in accordance with Section 13.26.120 of the Milton Municipal Code which requires that “The Director of Public Works shall conduct an annual review of the utility’s operations, the total costs of operation and maintenance of the stormwater retention, detention, collection and conveyance systems, and the schedule of rates and charges. The director shall submit an annual report to the mayor and city council...summarizing the review and containing any recommendations for rate adjustments...”.

## **Stormwater Planning**

Through a system of rates and multiple grants the stormwater utility has enjoyed a prosperous time where money has been available to spend on projects that are making a difference and are part of a comprehensive plan to clean water and reduce flooding. Planned projects include a new outflow for Surprise Lake and drainage improvements along Taylor St. between 10<sup>th</sup> and 15<sup>th</sup> Avenues.

The stormwater Capital Improvement Program (CIP) is a component of the Stormwater Comprehensive Plan, the last update of which was adopted in 2011. This, along with staff recommendations, is used to prioritize projects and plan the stormwater budget.

The stormwater CIP is regularly updated to reflect decisions made as part of the budget process. This document will be reviewed annually as part of the City’s annual CIP update.

## **2018 Financial Results**

### **406 – Stormwater Operations**

The Stormwater Operations Fund started the year with a balance of \$625,814. Revenues throughout the year totaled \$991,185 and expenditures, excluding transfers, were \$923,017. An interfund transfer from Stormwater Operations to Stormwater Capital Improvement (407) totaling \$150,005 was made and \$29,047 was transferred to the Asset Replacement Fund (408). The ending balance for 2018 was \$514,390.

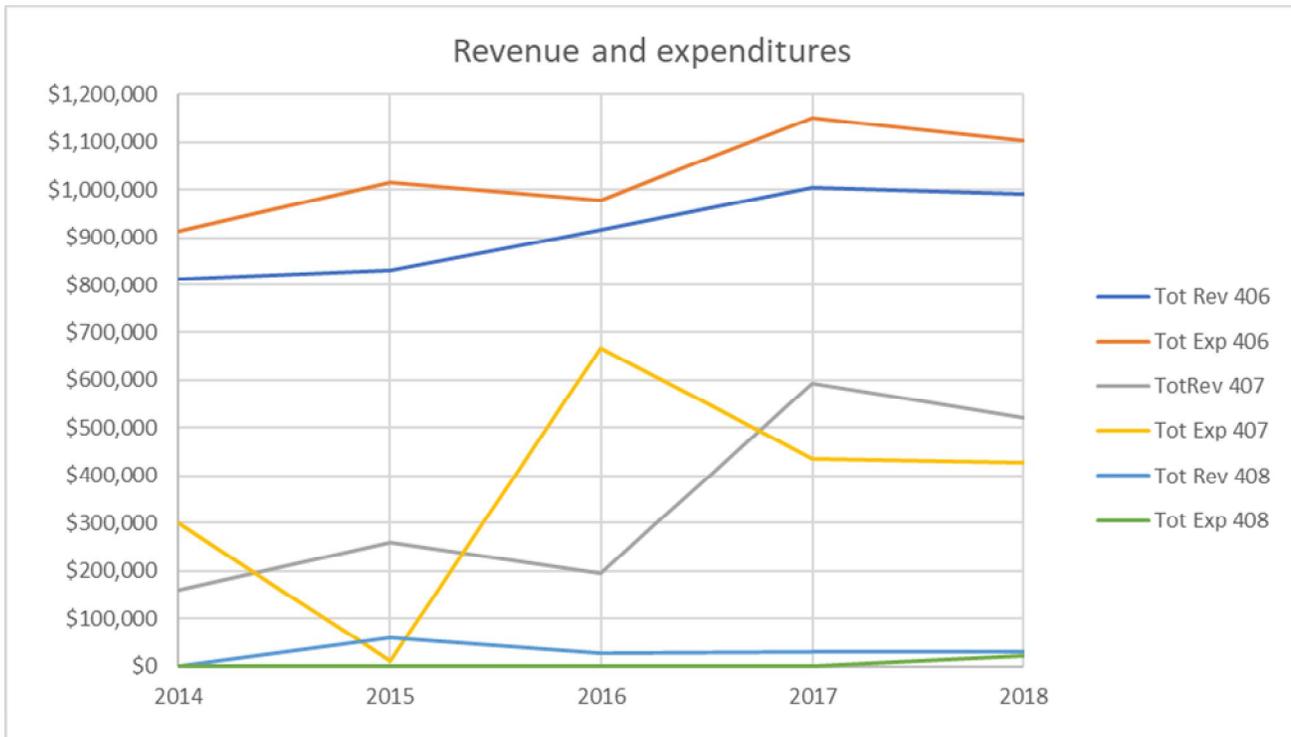
### **407 – Stormwater Capital Improvement**

The Stormwater Capital Improvement Fund started the year with a balance of \$453,624. Revenues, including transfers totaled \$520,452 and expenditures were \$427,706. The ending balance for the year was \$546,370.

### **408 – Stormwater Asset Replacement**

The Stormwater Asset Replacement Fund has been steadily building through transfers from operations since 2014. The Stormwater Asset Replacement Fund started the year \$117,228. Revenues, including transfers, totaled \$30,568 and expenditures were \$21,654. The ending balance for 2018 was \$126,142.

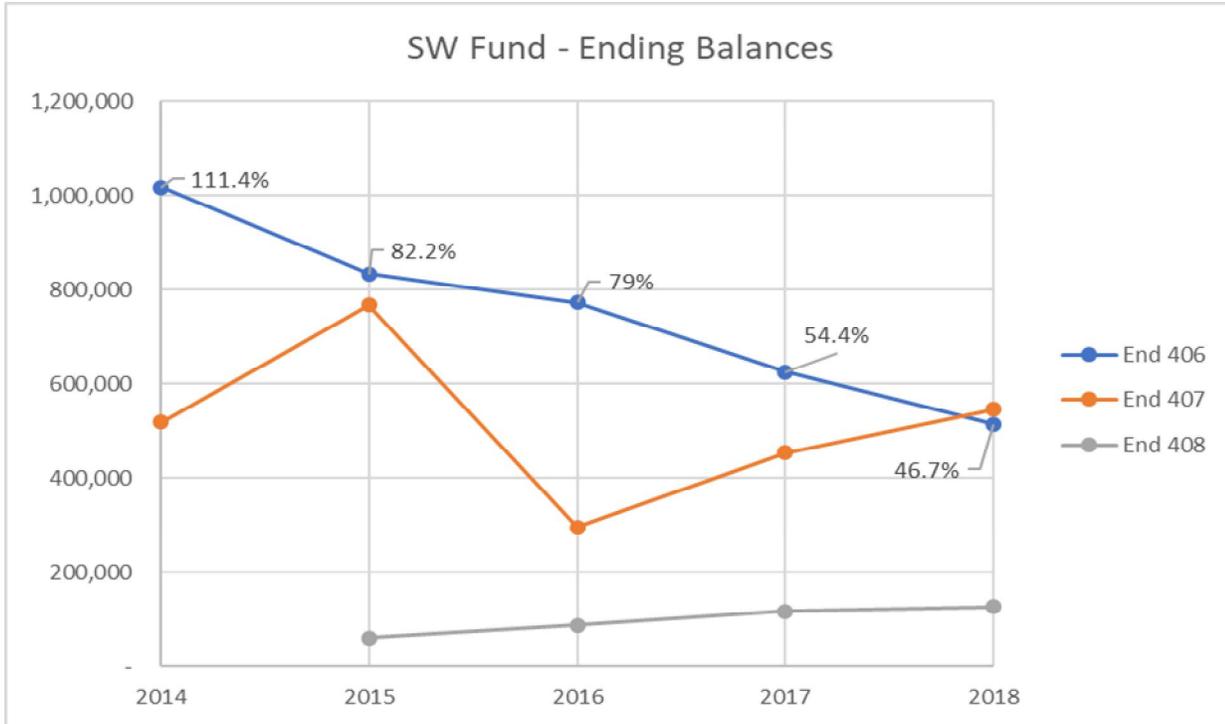
The following graphs show a timeline of the numbers reported in this section.



Graph 1 - Total SW Fund Revenue and Expenditures over time

Revenue from the Operations Fund (406) have leveled out in recent years after the implementation of the rate audit in 2016, while expenditures climb steadily with time. Revenues for the Capital Improvement Fund (407) will follow the same trend as 406 due to a percentage-based transfer. Until 2018 the Asset Replacement Fund (408) was still building, and no expenses were incurred prior.

Although we spent a fair amount of City money on improvements and projects, we had some help from the Department of Ecology, as well. In 2018, the City received \$61,798 from our Department of Ecology grants, with more to come during 2019. One of the grants is a routine capacity grant for state fiscal years 2017-2019 in the amount of \$50,000 which aids with expenses incurred as part of our continuing compliance with the National Pollutant Discharge Elimination System (NPDES).



Graph 2 – Stormwater Ending Fund Balances

The Operations Fund is at the heart of the stormwater utility. It receives the rates that fund the other funds. When we look at the balance as a percent of expenditures the trend is not good. We are required to retain at least 25% as reserve. The data points are labeled with their percentage of expenditures for each year. Rate increases will be needed by 2020 in order to maintain a 25% reserve.

### **2018 Maintenance Efforts**

In 2018, approximately 175 catch basins were cleaned utilizing the City’s vector truck. Money was set aside in the budget to achieve some long-standing goals for the stormwater department including comprehensive catch basin cleaning and ditch/culvert maintenance. Meeting Ecology’s NPDES requirements while keeping our stormwater collection system maintained to the highest standards possible is the shared goal.

### **2019 Operations Outlook**

As mentioned previously the Operations ending balance and fund balance as a percentage of expenditures are on a downward trend. Adjustments will need to be made in order to keep the utility compliant and sustainable.

## **2019 Capital Improvement Outlook**

Five projects have been budgeted for from the stormwater capital improvement fund this year:

1. The continuing construction of the **City of Milton Decant Facility**. This is an important project that will greatly benefit the City by saving time and money that is required to dump catch basin spoils at other facilities. It is grant supplemented and is the result of several years of hard work by city staff. We fully expect the facility to be completed during 2019.
2. **Taylor Street Drainage Improvements** – This project will install pipes and catch basins along Taylor St. between 10<sup>th</sup> and 15<sup>th</sup> Avenues. Construction is scheduled for the summer of 2019.
3. **Citywide Ditch/Culvert Projects** – Continuing maintenance of ditches and swales helps to avoid flooding and keep water moving through town. These projects are popular with residents.
4. **2017-2019 Department of Ecology Capacity Grant** – This is a routine grant that aids the city in paying for activities and materials associated with the maintenance of our storm collection and conveyance system. The grant is usually for \$50,000 over 2 years.
5. **Surprise Lake Outflow** – For years Surprise Lake Outflow has been an unregulated, outdated system that is not under the control of the City. Changing attitudes and positive budget numbers have made it possible to pursue a long-term, mutually beneficial solution that both the city and the property owners of Surprise Lake can support. The budget currently has money for the design phase of the outflow, which will include public comment and debate.

Capital Improvement Programs (CIP) are intended to deter flooding and potential overflow conditions while considering water quality and aesthetics. The most current comprehensive CIP for storm, adopted in February of 2011, identifies ten needed capital improvement projects of which 1 has been completed, one has been designed and at least 2 more have the potential to be funded by grants. See Table 2.

<b>Table 2 – 2011 Adopted CIP</b>			
	Estimated Cost (2019 \$)	Eligible for Grant	Completed
Kent Street Detention Pond			X
11th Ave Pipe Installation	\$271,200		
Taylor Street Drainage Improvements	\$363,600		Design Complete
Oak St. & 17 <sup>th</sup> Ave– Re-route stormwater	\$691,200		
Xavier and 14 <sup>th</sup> Ave – Install pipes to alleviate low spots	\$321,600		
Surprise Lake Outfall	\$324,000	X	
Milton Way & Yuma St. – Pipe flow to Yuma St.	\$838,800		
Emerald St. – Replace 12-inch culverts	\$196,800		
5 <sup>th</sup> Ave. – Replace culverts (pipes) w/box culvert	\$484,800	X	
Campus Green Retrofit	\$360,000	X	Design funded with a grant

## **2019 Maintenance Plan**

It is the goal of all involved to have a proactive culture that preemptively solves problems as well as being able to competently respond to unforeseen ones. To stay in compliance with our National Pollutant Discharge Elimination System Phase II permit, we have many obligations and goals.

One of our obligations is to clean all catch basins under the city’s control every 2 years. After cleaning almost 200 of them in 2018, we have our work cut out for us in 2019 as there are approximately 600 catch basins in this category. Fortunately, our new decant facility will be complete by this summer and that will speed up the process considerably, allowing us to achieve the benchmark.

Another mandated goal from Ecology is that 40% of the Municipal Separate Sewer System – MS4 (including pipes, catch basins and facilities) be screened by December 31<sup>st</sup>, 2017 and then 12% on average each subsequent year. It is the goal of this department to integrate the screening, inspection, cleaning programs to make the most efficient use of staff time and resources while performing quality work.

## **National Pollutant Discharge Elimination System (NPDES) Phase II**

In 2006, the Public Works Department established the position of Storm Water Compliance Inspector to ensure that all development in the City of Milton complies with the most current version of the Department of Ecology Stormwater Manual for Western Washington and the City’s NPDES permit. The

City of Milton's National Pollutant Discharge Elimination System Phase II (NPDES) permit was officially issued on January 17, 2007.

The City is currently in compliance with all requirements of its NPDES permit. A new and updated NPDES permit was anticipated to be issued in 2018, but the Department of Ecology has delayed it until 2019.

## **Stormwater Grants / Loans**

Our current grant agreements with the Washington State Department of Ecology are for the City of Milton Decant Facility (currently under construction), our bi-annual capacity grant for 2017-2019, a design grant to retrofit our City Hall with Low Impact Development (Green Infrastructure) features, and later this year we plan to sign a new grant agreement that will bring funds in for a sweeper truck and associated program.

## **Inspection Report**

In compliance with MMC 13.26.250, the director shall report annually to the City Council about the status of the stormwater inspections. We conduct 4 different types of stormwater inspections.

First, we inspect all active construction sites for proper Best Management Practices (BMP's) regarding erosion and sediment control and material handling. These sites have the potential to cause pollution and problems for downstream structures and property. All active construction sites in town were inspected multiple times in 2018, by the city inspector and, on larger jobs, the Ecology inspector. The city worked with contractors to avoid polluting or violating the terms of their permits and although no formal enforcement actions were taken against any developers this last year, the need for this oversight is important.

The second kind of inspection we do is the Private Business Inspection. Many businesses have the potential to pollute and we attempt to be pro-active and talk to business and property owners about how they can stay out of trouble with the city and the state. These inspections are ongoing.

We also inspect Private Developments such as apartment buildings, condo communities, and retirement homes. Some of these developments enjoy a discounted stormwater rate based on their storm collection system. Inspections help determine if the systems are working properly and allow the discounts to continue. In 2018, development and capital projects took precedence over the Private Business inspections. These inspections are scheduled to resume in 2019.

The city's stormwater inspector is also responsible for inspection of city owned facilities and new storm infrastructure constructed during city projects. These inspections happen annually and during construction.

## **Summary and Recommendations**

Overall the stormwater utility is on firm financial ground. We continue to pursue and win grants and we expect to accomplish much in 2019.

As mentioned in the 2019 Operations Outlook section, the fund balance as a percent of revenues is on a downward trend. Streamlining spending can help offset some of these losses but, like all utilities, rates should be increased slowly over time, rather than a large increase all at once.

Staff recommends not only looking at a basic rate study for the utility, but also generating a new Stormwater Comprehensive Plan. The last plan was written in 2005 and updated in 2011. A new SW Comp Plan would help to inform the rate study with a more up to date financial and technical picture of the utility.

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## Agenda Item #: 4B

**To:** Mayor Styron Sherrell and City Council Members  
**From:** Tara Dunford, CPA, Finance Director  
**Date:** May 13, 2019  
**Re:** **First Quarter Budget Report**

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**ATTACHMENTS:** March Year-to-Date Budget Position Report  
March 2019 Treasurer's Report

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Expenditure Required

**Recommendation/Action:** None

**Fiscal Impact/Source of Funds:** There is no budget impact for this item.

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**Discussion:**

- Review highlights of year-to-date budget position and treasurer's reports.

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## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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001 General Fund Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes	3,591,386.00	736,896.85	2,854,489.15	20.5%
320 Licenses & Permits	247,900.00	52,096.21	195,803.79	21.0%
330 State Generated Revenues	56,000.00	5,652.16	50,347.84	10.1%
340 Charges For Services	152,200.00	124,873.11	27,326.89	82.0%
350 Fines & Forfeitures	102,700.00	27,742.83	74,957.17	27.0%
360 Misc Revenues	74,500.00	22,275.14	52,224.86	29.9%
380 Non Revenues	149,200.00	37,408.37	111,791.63	25.1%
390 Other Revenues	9,500.00	0.00	9,500.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

<b>Fund Revenues:</b>	<b>4,383,386.00</b>	<b>1,006,944.67</b>	<b>3,376,441.33</b>	<b>23.0%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
511 City Council	47,227.00	5,589.02	41,637.98	11.8%
512 Judicial	297,000.00	25,808.68	271,191.32	8.7%
513 Mayor & Executive Offices	159,656.00	7,507.46	152,148.54	4.7%
514 Administration & Finance	95,343.00	18,006.68	77,336.32	18.9%
515 Legal Services	30,150.00	(8,622.49)	38,772.49	28.6%
517 Other Admin & Personnel	10,185.00	4,598.84	5,586.16	45.2%
000	(113,419.00)	(28,341.55)	(85,077.45)	25.0%
001 Facilities	139,729.00	37,657.30	102,071.70	27.0%
002 Central Stores	53,653.00	49,521.24	4,131.76	92.3%
003 Engineering	0.00	0.00	0.00	0.0%
518 Central Services	79,963.00	58,836.99	21,126.01	73.6%
524 Protective Inspections	1,000.00	0.00	1,000.00	0.0%
553 Conservation	200.00	0.00	200.00	0.0%
554 Nuisance Control	1,000.00	0.00	1,000.00	0.0%
557 Community Services	0.00	0.00	0.00	0.0%
001 Building	351,906.00	78,393.46	273,512.54	22.3%
002 Planning	70,799.00	31,732.64	39,066.36	44.8%
558 Planning & Community Devel	422,705.00	110,126.10	312,578.90	26.1%

569 Senior Services	0.00	0.00	0.00	0.0%
575 Cultural & Recreational Fac	31,900.00	2,380.84	29,519.16	7.5%
576 Park Facilities	159,863.00	28,309.44	131,553.56	17.7%
580 Non Expenditures	153,100.00	34,542.76	118,557.24	22.6%
591 Debt Service	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	3,080,347.00	768,167.01	2,312,179.99	24.9%

<b>Fund Expenditures:</b>	<b>4,569,639.00</b>	<b>1,055,251.33</b>	<b>3,514,387.67</b>	<b>23.1%</b>
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<b>Fund Excess/(Deficit):</b>	<b>(186,253.00)</b>	<b>(48,306.66)</b>		
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## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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004 Asset Replacement & Capital Reserve			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	3,700.00	1,902.69	1,797.31	51.4%
380 Non Revenues	35,836.00	0.00	35,836.00	0.0%
397 Interfund Transfers	87,668.00	21,917.01	65,750.99	25.0%
<b>Fund Revenues:</b>	<b>127,204.00</b>	<b>23,819.70</b>	<b>103,384.30</b>	<b>18.7%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	70,000.00	17,499.99	52,500.01	25.0%
<b>Fund Expenditures:</b>	<b>70,000.00</b>	<b>17,499.99</b>	<b>52,500.01</b>	<b>25.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>57,204.00</b>	<b>6,319.71</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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101 Street Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
320 Licenses & Permits	2,000.00	218.00	1,782.00	10.9%
330 State Generated Revenues	175,000.00	42,256.46	132,743.54	24.1%
340 Charges For Services	0.00	0.00	0.00	0.0%
360 Misc Revenues	0.00	109.77	(109.77)	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers	190,000.00	47,499.99	142,500.01	25.0%
<b>Fund Revenues:</b>	<b>367,000.00</b>	<b>90,084.22</b>	<b>276,915.78</b>	<b>24.5%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance	250,347.00	94,340.15	156,006.85	37.7%
580 Non Expenditures	0.00	0.00	0.00	0.0%
591 Debt Service	91,789.00	0.00	91,789.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	25,000.00	6,249.99	18,750.01	25.0%
<b>Fund Expenditures:</b>	<b>367,136.00</b>	<b>100,590.14</b>	<b>266,545.86</b>	<b>27.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>(136.00)</b>	<b>(10,505.92)</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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103 Rainy Day Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	3,700.00	1,773.68	1,926.32	47.9%
397 Interfund Transfers	200,000.00	50,000.01	149,999.99	25.0%
<b>Fund Revenues:</b>	<b>203,700.00</b>	<b>51,773.69</b>	<b>151,926.31</b>	<b>25.4%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
514 Administration & Finance	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>203,700.00</b>	<b>51,773.69</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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105 Drug Seizure Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	10,000.00	0.00	10,000.00	0.0%
<b>Fund Revenues:</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	10,000.00	21,401.36	(11,401.36)	214.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>10,000.00</b>	<b>21,401.36</b>	<b>(11,401.36)</b>	<b>214.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>(21,401.36)</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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107 Criminal Justice Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes	160,000.00	42,032.47	117,967.53	26.3%
320 Licenses & Permits	3,500.00	986.00	2,514.00	28.2%
330 State Generated Revenues	118,000.00	28,811.78	89,188.22	24.4%
340 Charges For Services	6,650.00	3,860.94	2,789.06	58.1%
360 Misc Revenues	4,700.00	0.00	4,700.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
390 Other Revenues	0.00	31,461.54	(31,461.54)	0.0%
397 Interfund Transfers	2,665,000.00	666,249.99	1,998,750.01	25.0%
<b>Fund Revenues:</b>	<b>2,957,850.00</b>	<b>773,402.72</b>	<b>2,184,447.28</b>	<b>26.1%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	2,489,523.00	674,564.24	1,814,958.76	27.1%
523 Jail Costs	182,200.00	10,114.28	172,085.72	5.6%
525 Emergency Services	6,500.00	5,699.25	800.75	87.7%
528 Comm/Alarms/Dispatch	200,150.00	53,817.50	146,332.50	26.9%
554 Nuisance Control	43,000.00	12,112.59	30,887.41	28.2%
580 Non Expenditures	35,586.00	617.87	34,968.13	1.7%
591 Debt Service	250.00	0.00	250.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>2,957,209.00</b>	<b>756,925.73</b>	<b>2,200,283.27</b>	<b>25.6%</b>
<b>Fund Excess/(Deficit):</b>	<b>641.00</b>	<b>16,476.99</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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116 Community Events Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
340 Charges For Services	6,600.00	1,360.00	5,240.00	20.6%
360 Misc Revenues	9,145.00	10.00	9,135.00	0.1%
397 Interfund Transfers	7,679.00	0.00	7,679.00	0.0%
<b>Fund Revenues:</b>	<b>23,424.00</b>	<b>1,370.00</b>	<b>22,054.00</b>	<b>5.8%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
573 Spectator & Community Events	23,424.00	109.51	23,314.49	0.5%
580 Non Expenditures	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>23,424.00</b>	<b>109.51</b>	<b>23,314.49</b>	<b>0.5%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>1,260.49</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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118 Reserve Officer Fund		Months: 01 To: 03		
Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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130 Municipal Improvement Fund (REET 1)			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes	148,000.00	38,398.03	109,601.97	25.9%
360 Misc Revenues	3,650.00	643.40	3,006.60	17.6%
<b>Fund Revenues:</b>	<b>151,650.00</b>	<b>39,041.43</b>	<b>112,608.57</b>	<b>25.7%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	175,000.00	43,749.99	131,250.01	25.0%
<b>Fund Expenditures:</b>	<b>175,000.00</b>	<b>43,749.99</b>	<b>131,250.01</b>	<b>25.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(23,350.00)</b>	<b>(4,708.56)</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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131 Municipal Project Fund (REET 2)

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes	148,000.00	38,397.97	109,602.03	25.9%
360 Misc Revenues	2,740.00	741.53	1,998.47	27.1%
<b>Fund Revenues:</b>	<b>150,740.00</b>	<b>39,139.50</b>	<b>111,600.50</b>	<b>26.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	185,000.00	46,249.98	138,750.02	25.0%
<b>Fund Expenditures:</b>	<b>185,000.00</b>	<b>46,249.98</b>	<b>138,750.02</b>	<b>25.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(34,260.00)</b>	<b>(7,110.48)</b>		

## 2019 BUDGET POSITION

City Of Milton  
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140 Traffic Impact Fee Fund		Months: 01 To: 03		
Revenues	Amt Budgeted	Revenues	Remaining	
340 Charges For Services	60,000.00	8,380.00	51,620.00	14.0%
360 Misc Revenues	450.00	1,077.96	(627.96)	239.5%
<b>Fund Revenues:</b>	<b>60,450.00</b>	<b>9,457.96</b>	<b>50,992.04</b>	<b>15.6%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	75,000.00	18,750.00	56,250.00	25.0%
<b>Fund Expenditures:</b>	<b>75,000.00</b>	<b>18,750.00</b>	<b>56,250.00</b>	<b>25.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(14,550.00)</b>	<b>(9,292.04)</b>		

## 2019 BUDGET POSITION

City Of Milton  
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150 Park Impact Fee Fund		Months: 01 To: 03		
Revenues	Amt Budgeted	Revenues	Remaining	
340 Charges For Services	10,000.00	3,100.00	6,900.00	31.0%
360 Misc Revenues	450.00	224.54	225.46	49.9%
<b>Fund Revenues:</b>	<b>10,450.00</b>	<b>3,324.54</b>	<b>7,125.46</b>	<b>31.8%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>10,450.00</b>	<b>3,324.54</b>		

## 2019 BUDGET POSITION

City Of Milton  
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310 Capital Improvement Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
330 State Generated Revenues	837,203.00	0.00	837,203.00	0.0%
360 Misc Revenues	2,800.00	1,386.60	1,413.40	49.5%
397 Interfund Transfers	300,000.00	74,999.97	225,000.03	25.0%
<b>Fund Revenues:</b>	<b>1,140,003.00</b>	<b>76,386.57</b>	<b>1,063,616.43</b>	<b>6.7%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	1,275,336.00	33,404.94	1,241,931.06	2.6%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>1,275,336.00</b>	<b>33,404.94</b>	<b>1,241,931.06</b>	<b>2.6%</b>
<b>Fund Excess/(Deficit):</b>	<b>(135,333.00)</b>	<b>42,981.63</b>		

## 2019 BUDGET POSITION

City Of Milton  
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Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2019 BUDGET POSITION

City Of Milton  
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401 Electric Utility Operations Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
320 Licenses & Permits	1,500.00	612.00	888.00	40.8%
330 State Generated Revenues	0.00	0.00	0.00	0.0%
340 Charges For Services	4,530,000.00	1,348,688.03	3,181,311.97	29.8%
350 Fines & Forfeitures	40,000.00	10,432.74	29,567.26	26.1%
360 Misc Revenues	151,000.00	16,952.28	134,047.72	11.2%
380 Non Revenues	0.00	0.00	0.00	0.0%
390 Other Revenues	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>4,722,500.00</b>	<b>1,376,685.05</b>	<b>3,345,814.95</b>	<b>29.2%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
000	380,652.00	95,163.00	285,489.00	25.0%
001 Administration	776,060.00	195,034.09	581,025.91	25.1%
002 Operations	3,871,689.00	879,735.22	2,991,953.78	22.7%
533 Electric Utility	5,028,401.00	1,169,932.31	3,858,468.69	23.3%
580 Non Expenditures	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	454,000.00	135,973.28	318,026.72	30.0%
<b>Fund Expenditures:</b>	<b>5,482,401.00</b>	<b>1,305,905.59</b>	<b>4,176,495.41</b>	<b>23.8%</b>
<b>Fund Excess/(Deficit):</b>	<b>(759,901.00)</b>	<b>70,779.46</b>		

## 2019 BUDGET POSITION

City Of Milton  
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402 Electric Capital Improvement Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	33,650.00	11,920.92	21,729.08	35.4%
397 Interfund Transfers	319,000.00	95,181.30	223,818.70	29.8%
<b>Fund Revenues:</b>	<b>352,650.00</b>	<b>107,102.22</b>	<b>245,547.78</b>	<b>30.4%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	750,000.00	67,890.64	682,109.36	9.1%
<b>Fund Expenditures:</b>	<b>750,000.00</b>	<b>67,890.64</b>	<b>682,109.36</b>	<b>9.1%</b>
<b>Fund Excess/(Deficit):</b>	<b>(397,350.00)</b>	<b>39,211.58</b>		

## 2019 BUDGET POSITION

City Of Milton  
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403 Water Utility Operations Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
320 Licenses & Permits	5,000.00	684.00	4,316.00	13.7%
340 Charges For Services	2,219,350.00	571,812.46	1,647,537.54	25.8%
350 Fines & Forfeitures	20,000.00	4,019.47	15,980.53	20.1%
360 Misc Revenues	25,500.00	6,577.28	18,922.72	25.8%
380 Non Revenues	2,500.00	102.00	2,398.00	4.1%
390 Other Revenues	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>2,272,350.00</b>	<b>583,195.21</b>	<b>1,689,154.79</b>	<b>25.7%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
000	263,862.00	65,965.50	197,896.50	25.0%
001 Administration	605,164.00	166,083.38	439,080.62	27.4%
002 Operations	1,063,610.00	220,426.73	843,183.27	20.7%
003 Water Quality	176,850.00	17,994.94	158,855.06	10.2%
534 Water Utility	2,109,486.00	470,470.55	1,639,015.45	22.3%
580 Non Expenditures	0.00	356.00	(356.00)	0.0%
591 Debt Service	193,350.00	41,675.00	151,675.00	21.6%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	214,000.00	57,651.59	156,348.41	26.9%
<b>Fund Expenditures:</b>	<b>2,516,836.00</b>	<b>570,153.14</b>	<b>1,946,682.86</b>	<b>22.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>(244,486.00)</b>	<b>13,042.07</b>		

## 2019 BUDGET POSITION

City Of Milton  
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404 Water Capital Improvement Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	30,000.00	4,753.27	25,246.73	15.8%
370 Capital Contributions	75,000.00	42,568.00	32,432.00	56.8%
397 Interfund Transfers	150,000.00	40,356.12	109,643.88	26.9%
<b>Fund Revenues:</b>	<b>255,000.00</b>	<b>87,677.39</b>	<b>167,322.61</b>	<b>34.4%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	1,173,000.00	207,135.51	965,864.49	17.7%
<b>Fund Expenditures:</b>	<b>1,173,000.00</b>	<b>207,135.51</b>	<b>965,864.49</b>	<b>17.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>(918,000.00)</b>	<b>(119,458.12)</b>		

## 2019 BUDGET POSITION

City Of Milton  
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405 Water Utility Asset Replacement Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	4,700.00	1,616.50	3,083.50	34.4%
397 Interfund Transfers	64,000.00	17,295.47	46,704.53	27.0%
<b>Fund Revenues:</b>	<b>68,700.00</b>	<b>18,911.97</b>	<b>49,788.03</b>	<b>27.5%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	227,000.00	0.00	227,000.00	0.0%
<b>Fund Expenditures:</b>	<b>227,000.00</b>	<b>0.00</b>	<b>227,000.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(158,300.00)</b>	<b>18,911.97</b>		

## 2019 BUDGET POSITION

City Of Milton  
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406 Stormwater Operations Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
320 Licenses & Permits	1,000.00	0.00	1,000.00	0.0%
340 Charges For Services	980,000.00	232,076.86	747,923.14	23.7%
350 Fines & Forfeitures	5,000.00	1,816.11	3,183.89	36.3%
360 Misc Revenues	18,700.00	4,170.09	14,529.91	22.3%
<b>Fund Revenues:</b>	<b>1,004,700.00</b>	<b>238,063.06</b>	<b>766,636.94</b>	<b>23.7%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
000	191,703.00	47,925.75	143,777.25	25.0%
001 Administration	315,714.00	67,807.34	247,906.66	21.5%
002 Operations	567,574.00	130,643.20	436,930.80	23.0%
531 Stormwater Utility	1,074,991.00	246,376.29	828,614.71	22.9%
554 Nuisance Control	8,000.00	0.00	8,000.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%
591 Debt Service	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers	97,100.00	44,511.78	52,588.22	45.8%
<b>Fund Expenditures:</b>	<b>1,180,091.00</b>	<b>290,888.07</b>	<b>889,202.93</b>	<b>24.6%</b>
<b>Fund Excess/(Deficit):</b>	<b>(175,391.00)</b>	<b>(52,825.01)</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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407 Stormwater Capital Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
330 State Generated Revenues	620,000.00	159,898.53	460,101.47	25.8%
360 Misc Revenues	6,300.00	3,315.56	2,984.44	52.6%
397 Interfund Transfers	228,600.00	77,494.99	151,105.01	33.9%
<b>Fund Revenues:</b>	<b>854,900.00</b>	<b>240,709.08</b>	<b>614,190.92</b>	<b>28.2%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	1,465,000.00	171,804.29	1,293,195.71	11.7%
<b>Fund Expenditures:</b>	<b>1,465,000.00</b>	<b>171,804.29</b>	<b>1,293,195.71</b>	<b>11.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>(610,100.00)</b>	<b>68,904.79</b>		

## 2019 BUDGET POSITION

City Of Milton  
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408 Stormwater Utility Asset Replacement Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	1,650.00	581.95	1,068.05	35.3%
397 Interfund Transfers	28,500.00	7,016.78	21,483.22	24.6%
<b>Fund Revenues:</b>	<b>30,150.00</b>	<b>7,598.73</b>	<b>22,551.27</b>	<b>25.2%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	72,000.00	0.00	72,000.00	0.0%
<b>Fund Expenditures:</b>	<b>72,000.00</b>	<b>0.00</b>	<b>72,000.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(41,850.00)</b>	<b>7,598.73</b>		

## 2019 BUDGET POSITION

City Of Milton  
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409 Electric Utility Asset Replacement Fund			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
360 Misc Revenues	6,450.00	2,792.68	3,657.32	43.3%
397 Interfund Transfers	135,000.00	40,791.98	94,208.02	30.2%
<b>Fund Revenues:</b>	<b>141,450.00</b>	<b>43,584.66</b>	<b>97,865.34</b>	<b>30.8%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures	330,000.00	0.00	330,000.00	0.0%
<b>Fund Expenditures:</b>	<b>330,000.00</b>	<b>0.00</b>	<b>330,000.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(188,550.00)</b>	<b>43,584.66</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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501 Vehicle Repair & Maintenance Fund

Months: 01 To: 03

Revenues	Amt Budgeted	Revenues	Remaining	
340 Charges For Services	265,000.00	20,158.50	244,841.50	7.6%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>265,000.00</b>	<b>20,158.50</b>	<b>244,841.50</b>	<b>7.6%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
548 Municipal Vehicles/Equipment	261,103.00	42,247.18	218,855.82	16.2%
580 Non Expenditures	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>261,103.00</b>	<b>42,247.18</b>	<b>218,855.82</b>	<b>16.2%</b>
<b>Fund Excess/(Deficit):</b>	<b>3,897.00</b>	<b>(22,088.68)</b>		

## 2019 BUDGET POSITION

City Of Milton  
MCAG #: 0590

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503 Information Technology			Months: 01 To: 03	
Revenues	Amt Budgeted	Revenues	Remaining	
340 Charges For Services	224,698.00	68,324.76	156,373.24	30.4%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>224,698.00</b>	<b>68,324.76</b>	<b>156,373.24</b>	<b>30.4%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
518 Central Services	224,698.00	50,141.16	174,556.84	22.3%
580 Non Expenditures	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>224,698.00</b>	<b>50,141.16</b>	<b>174,556.84</b>	<b>22.3%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>18,183.60</b>		

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## 2019 BUDGET POSITION TOTALS

City Of Milton  
MCAG #: 0590

Months: 01 To: 03

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	4,383,386.00	1,006,944.67	23.0%	4,569,639.00	1,055,251.33	23%
004 Asset Replacement & Capital Re:	127,204.00	23,819.70	18.7%	70,000.00	17,499.99	25%
101 Street Fund	367,000.00	90,084.22	24.5%	367,136.00	100,590.14	27%
103 Rainy Day Fund	203,700.00	51,773.69	25.4%	0.00	0.00	0%
105 Drug Seizure Fund	10,000.00	0.00	0.0%	10,000.00	21,401.36	214%
107 Criminal Justice Fund	2,957,850.00	773,402.72	26.1%	2,957,209.00	756,925.73	26%
116 Community Events Fund	23,424.00	1,370.00	5.8%	23,424.00	109.51	0%
118 Reserve Officer Fund	0.00	0.00	0.0%	0.00	0.00	0%
130 Municipal Improvement Fund (R	151,650.00	39,041.43	25.7%	175,000.00	43,749.99	25%
131 Municipal Project Fund (REET 2	150,740.00	39,139.50	26.0%	185,000.00	46,249.98	25%
140 Traffic Impact Fee Fund	60,450.00	9,457.96	15.6%	75,000.00	18,750.00	25%
150 Park Impact Fee Fund	10,450.00	3,324.54	31.8%	0.00	0.00	0%
310 Capital Improvement Fund	1,140,003.00	76,386.57	6.7%	1,275,336.00	33,404.94	3%
314 Capital Improvement Reserve Fu	0.00	0.00	0.0%	0.00	0.00	0%
401 Electric Utility Operations Fund	4,722,500.00	1,376,685.05	29.2%	5,482,401.00	1,305,905.59	24%
402 Electric Capital Improvement Fu	352,650.00	107,102.22	30.4%	750,000.00	67,890.64	9%
403 Water Utility Operations Fund	2,272,350.00	583,195.21	25.7%	2,516,836.00	570,153.14	23%
404 Water Capital Improvement Func	255,000.00	87,677.39	34.4%	1,173,000.00	207,135.51	18%
405 Water Utility Asset Replacement	68,700.00	18,911.97	27.5%	227,000.00	0.00	0%
406 Stormwater Operations Fund	1,004,700.00	238,063.06	23.7%	1,180,091.00	290,888.07	25%
407 Stormwater Capital Fund	854,900.00	240,709.08	28.2%	1,465,000.00	171,804.29	12%
408 Stormwater Utility Asset Replace	30,150.00	7,598.73	25.2%	72,000.00	0.00	0%
409 Electric Utility Asset Replaceme	141,450.00	43,584.66	30.8%	330,000.00	0.00	0%
501 Vehicle Repair & Maintenance F	265,000.00	20,158.50	7.6%	261,103.00	42,247.18	16%
503 Information Technology	224,698.00	68,324.76	30.4%	224,698.00	50,141.16	22%
	<u>19,777,955.00</u>	<u>4,906,755.63</u>	<u>24.8%</u>	<u>23,389,873.00</u>	<u>4,800,098.55</u>	<u>20.5%</u>

# TREASURERS REPORT

## Fund Totals

City Of Milton  
MCAG #: 0590

03/01/2019 To: 03/31/2019

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	555,728.68	277,840.30	356,445.04	477,123.94	36,150.12	2,849.01	-14,435.24	501,687.83
004 Asset Replacement & Capital Reserve	504,417.56	7,924.12	5,833.33	506,508.35	0.00	0.00	0.00	506,508.35
101 Street Fund	23,986.83	33,652.88	23,859.57	33,780.14	3,288.03	0.00	0.00	37,068.17
103 Rainy Day Fund	303,908.51	17,732.67		321,641.18	0.00	0.00	0.00	321,641.18
105 Drug Seizure Fund	18,912.09	0.00		18,912.09	0.00	0.00	0.00	18,912.09
107 Criminal Justice Fund	-61,970.13	251,010.26	180,356.94	8,683.19	11,076.05	24,056.79	-71.75	43,744.28
116 Community Events Fund	15,066.09	985.00		16,051.09	40.00	0.00	0.00	16,091.09
118 Reserve Officer Fund	2,249.20	0.00		2,249.20	0.00	0.00	0.00	2,249.20
130 Municipal Improvement Fund (REET 1)	182,111.96	6,660.49	14,583.33	174,189.12	0.00	0.00	0.00	174,189.12
131 Municipal Project Fund (REET 2)	208,515.28	6,687.56	15,416.66	199,786.18	0.00	0.00	0.00	199,786.18
140 Traffic Impact Fee Fund	296,437.73	4,494.16	6,250.00	294,681.89	0.00	0.00	-4,190.00	290,491.89
150 Park Impact Fee Fund	62,529.90	1,618.53		64,148.43	0.00	0.00	-1,550.00	62,598.43
310 Capital Improvement Fund	193,350.83	25,956.08	14,867.34	204,439.57	712.21	0.00	0.00	205,151.78
401 Electric Utility Operations Fund	821,284.10	549,012.94	457,410.50	912,886.54	16,129.03	0.00	-31,320.86	897,694.71
402 Electric Capital Improvement Fund	2,151,386.18	41,619.29	2,964.58	2,190,040.89	2,940.00	0.00	0.00	2,192,980.89
403 Water Utility Operations Fund	1,396,068.73	216,029.38	199,758.75	1,412,339.36	65,171.96	0.00	-13,124.98	1,464,386.34
404 Water Capital Improvement Fund	1,266,832.73	16,263.80	14,470.37	1,268,626.16	1,965.09	0.00	0.00	1,270,591.25
405 Water Utility Asset Replacement Fund	366,568.04	7,102.42		373,670.46	0.00	0.00	0.00	373,670.46
406 Stormwater Operations Fund	458,788.58	95,742.06	92,425.92	462,104.72	13,212.22	0.00	-2,427.00	472,889.94
407 Stormwater Capital Fund	451,603.00	174,096.89	10,424.37	615,275.52	645.60	0.00	0.00	615,921.12
408 Stormwater Utility Asset Replacement Fund	130,665.28	3,074.86		133,740.14	0.00	0.00	0.00	133,740.14
409 Electric Utility Asset Replacement Fund	620,043.59	17,470.58		637,514.17	0.00	0.00	0.00	637,514.17
501 Vehicle Repair & Maintenance Fund	-18,851.14	5,978.00	12,997.70	-25,870.84	1,188.36	0.00	0.00	-24,682.48
503 Information Technology	74,391.42	18,724.92	9,276.31	83,840.03	75.00	0.00	0.00	83,915.03
631 Trust / Suspense Funds	24,961.18	926.00	497.75	25,389.43	204.00	0.00	0.00	25,593.43
632 Muni Court	9,461.00	39,240.45	37,740.45	10,961.00	39,380.45	0.00	-4,410.00	45,931.45
	<b>10,058,447.22</b>	<b>1,819,843.64</b>	<b>1,455,578.91</b>	<b>10,422,711.95</b>	<b>192,178.12</b>	<b>26,905.80</b>	<b>-71,529.83</b>	<b>10,570,266.04</b>

**TREASURERS REPORT**

**Account Totals**

City Of Milton  
 MCAG #: 0590

03/01/2019 To: 03/31/2019

Time: 16:07:33 Date: 05/06/2019  
 Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking	409,146.00	521,631.00	545,326.41	385,450.59	-188.76	132,045.00	517,306.83
2	Depository Acct	902,080.07	1,093,834.83	717,629.31	1,278,285.59	-66,931.07	0.00	1,211,354.52
3	EFT Acct	10,000.00	417,193.40	417,193.40	10,000.00	0.00	47,658.47	57,658.47
5	Petty Cash	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
10	LGIP	4,785,604.94	10,254.62	0.00	4,795,859.56	0.00	0.00	4,795,859.56
12	Investment Bonds	3,941,180.21	0.00	0.00	3,941,180.21	0.00	0.00	3,941,180.21
15	Court Checking	9,436.00	39,240.45	37,740.45	10,936.00	-4,410.00	39,380.45	45,906.45
Total Cash:		10,058,447.22	2,082,154.30	1,717,889.57	10,422,711.95	-71,529.83	219,083.92	<b>10,570,266.04</b>
		10,058,447.22	2,082,154.30	1,717,889.57	10,422,711.95	-71,529.83	219,083.92	<b>10,570,266.04</b>

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## Agenda Item # 4C

**To:** Mayor Styron Sherrell and City Council Members  
**From:** Tara Dunford, Finance Director  
**Date:** May 13, 2019  
**Re:** **Discussion – 2019 Budget Amendment #2**

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**ATTACHMENTS:** Draft Ordinance  
Exhibit A – Proposed Budget Amendment

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### TYPE OF ACTION:

Information Only  Discussion  Action  Public Hearing  Expenditure

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**Discussion:** Detailed descriptions of items included in budget amendment #2 are as follows:

- Increase REET 1 (fund 130) beginning fund balance by \$150,000 and transfer additional resources to Capital Improvement (fund 310) to fund fire station roof replacement and correctly account for completed city-wide lighting project. The proposed increase in REET 1 beginning fund balance brings the budgeted fund balance to \$175,231 (slightly less than the actual balance of \$178,898). Actual beginning fund balance for 2019 was substantially higher than budgeted due to 2018 REET revenues coming in much higher than anticipated.
- Increase Criminal Justice (fund 107) insurance recovery revenue by \$32,000 to reflect actual proceeds received to date; and increase vehicle repair and maintenance expenditures by the same amount to allow proceeds to be spent.
- Increase Street (fund 101) beginning fund balance by \$39,500 to bring the budgeted total fund balance to \$44,197 (nearly equal to actual balance of \$44,286). Increase expenditure budget by \$39,500 in order to fund de-icer; absorb additional overtime costs incurred during the inclement weather in January and February; and correct total repair and maintenance line. This adjustment does not require any additional general fund allocation since funds are already available in the form of fund balance in the Street fund.
- Increase Drug Seizure (fund 105) expenditure budget by \$22,000 to fund the purchase of a drone. The drone was included in the 2018 budget and was ordered in 2018, but since it was not received until 2019 it must be recorded as a 2019 expenditure. Fund balance in the fund is sufficient to cover the expenditure increase with no increase in budgeted revenue.
- Increase Electric Capital Improvement (fund 402) by \$1,400,000 to fund substation land acquisition (\$850,000) and substation engineering/design (\$550,000). Both items were included in the rate study analysis and increased rates adopted by

Council on May 6, 2019 have ensured adequate funding is in place to begin work. Fund balance in the fund is sufficient to cover the expenditure increase with no increase in budgeted revenue.

CITY OF MILTON, WASHINGTON

**ORDINANCE NO. 1966-19**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, MAKING CERTAIN FINDINGS OF FACT AND AMENDING THE 2019 BUDGET ADOPTED WITH ORDINANCE NO. 1954-18 ON DECEMBER 3, 2018 AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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WHEREAS, the Milton City Council adopted the 2019 Budget with Ordinance No. 1954-18 on December 3, 2018; and

WHEREAS, 2019 beginning fund balances were substantially higher than budgeted in REET 1 (fund 130) and Street (fund 101); and

WHEREAS, immediate needs for capital improvements and street operations, which were not included in the 2019 budget, have been identified; and

WHEREAS, the police department has received \$32,000 of insurance proceeds which cannot be spent on related repairs and maintenance without a budget amendment; and

WHEREAS, the 2018 budget for Drug Seizure (fund 105) included \$22,000 for an asset purchase which was not received until 2019 and which was not budgeted in 2019; and

WHEREAS, the City Council adopted increased electric utility rates in order to fund substation replacement; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Milton to increase the 2019 Budget by \$1,793,500; and

WHEREAS, this will result in a decreased fund balance in Electric Capital Improvement (fund 402) and Drug Seizure (fund 105); and

WHEREAS, this will not result in a decreased fund balance in any other funds; and

NOW, THEREFORE,

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

Section 1. The above stated recitals are hereby adopted as the council's findings and reasons for the adoption of this ordinance.

Section 2. The 2019 Budget, as adopted with Ordinance 1954-18 is hereby amended with an increase of \$371,500 to revenues and resources and \$1,793,500 to expenditures as detailed in the attached exhibit (Exhibit A – Proposed Budget Amendment).

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. Effective Date. This ordinance, being an exercise of a power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect 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 May 20, 2019, and approved by the Mayor, the \_\_\_\_ day of May 2019.

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

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
TRISHA SUMMERS, CITY CLERK

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

BY \_\_\_\_\_  
OGDEN, MURPHY & WALLACE, CITY ATTORNEY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE: 1966-19

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## 2019 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

Time: 09:14:15 Date: 04/23/2019  
Page: 1

	Original	Proposed	Difference	
308 80 00 101 BFB - Unreserved	4,697.00	44,197.00	39,500.00	941.0%
542 30 11 000 Overtime	2,979.00	8,479.00	5,500.00	284.6%
542 30 48 000 Repairs and Maintenance	3,000.00	10,000.00	7,000.00	333.3%
594 30 64 000 Capital Expenditures/Expenses -	0.00	27,000.00	27,000.00	0.0%
521 80 35 001 Machinery & Equipment	10,000.00	32,000.00	22,000.00	320.0%
398 20 00 107 Insurance Recovery	0.00	32,000.00	32,000.00	0.0%
521 20 48 001 Vehicle Repairs and Maintenance	65,000.00	97,000.00	32,000.00	149.2%
308 80 00 130 BFB - Unreserved	25,231.00	175,231.00	150,000.00	694.5%
597 03 10 130 Contrib to Capital Projects	100,000.00	250,000.00	150,000.00	250.0%
397 01 30 310 Transfer in REET Improvements	100,000.00	250,000.00	150,000.00	250.0%
594 18 61 143 City Hall Retrofit	80,000.00	230,000.00	150,000.00	287.5%
594 33 60 124 Substation - Design	0.00	550,000.00	550,000.00	0.0%
594 33 61 124 Substation - Prop Acq	0.00	850,000.00	850,000.00	0.0%

## 2019 PROPOSED BUDGET CHANGES

City Of Milton  
MCAG #: 0590

### Fund Totals

Time: 09:14:15 Date: 04/23/2019  
Page: 2

Fund	Revenues				Expenditures			
	Original	Proposed	Difference		Original	Proposed	Difference	
001 General Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
004 Asset Replacement & Capital Reser	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
101 Street Fund	4,697.00	44,197.00	39,500.00	941.0%	5,979.00	45,479.00	39,500.00	760.6%
103 Rainy Day Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
105 Drug Seizure Fund	0.00	0.00	0.00	0.0%	10,000.00	32,000.00	22,000.00	320.0%
107 Criminal Justice Fund	0.00	32,000.00	32,000.00	0.0%	65,000.00	97,000.00	32,000.00	149.2%
116 Community Events Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
118 Reserve Officer Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
130 Municipal Improvement Fund (REE	25,231.00	175,231.00	150,000.00	694.5%	100,000.00	250,000.00	150,000.00	250.0%
131 Municipal Project Fund (REET 2)	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
140 Traffic Impact Fee Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
150 Park Impact Fee Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
310 Capital Improvement Fund	100,000.00	250,000.00	150,000.00	250.0%	80,000.00	230,000.00	150,000.00	287.5%
314 Capital Improvement Reserve Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
401 Electric Utility Operations Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
402 Electric Capital Improvement Fund	0.00	0.00	0.00	0.0%	0.00	1,400,000.00	1,400,000.00	0.0%
403 Water Utility Operations Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
404 Water Capital Improvement Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
405 Water Utility Asset Replacement Fu	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
406 Stormwater Operations Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
407 Stormwater Capital Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
408 Stormwater Utility Asset Replaceme	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
409 Electric Utility Asset Replacement F	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
501 Vehicle Repair & Maintenance Func	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
503 Information Technology	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
631 Trust / Suspense Funds	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
632 Muni Court	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
<b>Excess/(Deficit):</b>	<b>129,928.00</b>	<b>501,428.00</b>	<b>371,500.00</b>	<b>385.9%</b>	<b>260,979.00</b>	<b>2,054,479.00</b>	<b>1,793,500.00</b>	<b>787.2%</b>



## Agenda Item # 4D

**To:** Mayor Styron Sherrell and City Council Members  
**From:** Tara Dunford, Finance Director  
**Date:** May 13, 2019  
**Re:** **Discussion – Water Leak Adjustments**

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**ATTACHMENTS:** Ordinance - Redline  
Ordinance - Clean

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

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**Discussion:** MMC 13.28.050 currently allows for one leak adjustment per customer, per year. Leak adjustments allow the customer to receive a credit of 50 percent of the additional consumption charges incurred due to a leak. There is currently no limit on how quickly leaks shall be repaired in order for the customer to qualify for a leak adjustment.

Sensus is able to detect leaks almost immediately and the City then notifies customers. The proposed code update would require leaks to be repaired within 30 days of when the City notifies the customer of a potential leak in order for the customer to qualify for a leak adjustment credit. Additionally, customers would be required to submit the request for adjustment and appropriate receipts within 60 days.

In the event that significant repairs are necessary which may require additional time due to cost or availability of contractors the Public Works Director or designee would have the authority to grant an additional 30 days, for a total of 60 days. In those cases, the customer would have 90 days from leak notification to submit paperwork.

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**ORDINANCE NO. 1967-19**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, AMENDING MILTON MUNICIPAL CODE SECTION 13.28.050; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

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

WHEREAS, the City is able to detect water leaks and notify customers almost immediately; and

WHEREAS, customers are currently entitled to an account credit/adjustment for additional water consumption due to leaks; and

WHEREAS, the time period for which leak adjustments are allowed is not currently limited; and

WHEREAS, it is reasonable to limit the amount of time for which leaks can go unrepaired and still result in a leak credit to the customer.

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

Section 1. Section 13.28.050 of the Milton Municipal Code is amended to read as follows:

**13.28.050 Water leak adjustments.**

The water leak adjustment shall be established as follows:

A. The leak adjustment will be for a time period not to exceed 30 days from the date the customer is notified of the leak by the City; or, if no notification is provided the leak adjustment will be for a time period not to exceed 30 days from date of discovery by the customer. The Public Works Director or designee may approve an additional 30 days for significant repairs which may require additional time due to cost or availability of contractors.

A.B. A request for a water leak adjustment must be made in writing to the city of Milton, administration/finance department. The written request must include the date the leak was repaired and a copy of the repair bill or receipt for materials. **Written requests must be received within 30 days of the date of repair.**

~~B. C.~~ Each customer is allowed one leak adjustment per 12-month period.

~~C. D.~~ The bill that includes leak consumption must be paid in accordance with the normal payment procedures. Approved adjustments shall be credited on the bill following the adjustment approval.

~~D. E.~~ The adjustment shall be based on water use during the previous year.

~~E. F.~~ The maximum adjustment shall be 50 percent of the consumption amount that exceeds the consumption amount during the same billing period in the previous year. For customers occupying premises for less than one year, the consumption adjustment shall be made from the average consumption of the three billing periods previous to the leak consumption bill. (Ord. 1243 § 1, 1994).

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 4. Effective Date. This ordinance shall be published in the official newspaper of the City, and shall take effect June 1, 2019, which is at least five (5) days from and after its passage, approval, and publication, as provided by law.

PASSED by the Milton City Council the \_\_\_ day of 2019, and approved by the Mayor, the \_\_\_ day of \_\_\_\_\_, 2019.

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

Attest/Authenticated:

\_\_\_\_\_  
TRISHA SUMMERS, CITY CLERK

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

\_\_\_\_\_  
CITY ATTORNEY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO: 1967-19

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**ORDINANCE NO. 1967-19**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, AMENDING MILTON MUNICIPAL CODE SECTION 13.28.050; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

---

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

WHEREAS, the City is able to detect water leaks and notify customers almost immediately; and

WHEREAS, customers are currently entitled to an account credit/adjustment for additional water consumption due to leaks; and

WHEREAS, the time period for which leak adjustments are allowed is not currently limited; and

WHEREAS, it is reasonable to limit the amount of time for which leaks can go unrepaired and still result in a leak credit to the customer.

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

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B. A request for a water leak adjustment must be made in writing to the city of Milton, administration/finance department. The written request must include the date the leak was repaired and a copy of the repair bill or receipt for materials. Written requests must be received within 30 days of the date of repair.

- C. Each customer is allowed one leak adjustment per 12-month period.
- D. The bill that includes leak consumption must be paid in accordance with the normal payment procedures. Approved adjustments shall be credited on the bill following the adjustment approval.
- E. The adjustment shall be based on water use during the previous year.
- F. The maximum adjustment shall be 50 percent of the consumption amount that exceeds the consumption amount during the same billing period in the previous year. For customers occupying premises for less than one year, the consumption adjustment shall be made from the average consumption of the three billing periods previous to the leak consumption bill. (Ord. 1243 § 1, 1994).

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 4. Effective Date. This ordinance shall be published in the official newspaper of the City, and shall take effect June 1, 2019, which is at least five (5) days from and after its passage, approval, and publication, as provided by law.

PASSED by the Milton City Council the \_\_\_ day of 2019, and approved by the Mayor, the \_\_\_ day of \_\_\_\_\_, 2019.

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

Attest/Authenticated:

\_\_\_\_\_  
TRISHA SUMMERS, CITY CLERK

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

\_\_\_\_\_  
CITY ATTORNEY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO: 1967-19

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