



Moses Lake City Council

Todd Voth, Mayor | Karen Liebrecht, Deputy Mayor | Bill Ecret, Council Member | Ryann Leonard, Council Member | David Curnel, Council Member | Don Myer, Council Member | Mike Norman, Council Member

November 22, 2016

City Council Meeting Agenda

Call to Order – 7:00 pm

Roll Call

Pledge of Allegiance

Summary Reports:

Mayor's report

Additional Business

City Manager's Report

Citizen's Communications – Identification

Citizens who would like to address the council must complete one of the blue speaker request cards and submit it to the Executive Secretary. There is a (5) minute time limit per speaker.

Consent Agenda

All items listed below are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests specific items to be removed from the Consent Agenda for discussion prior to the time Council votes on the motion to adopt the Consent Agenda.

- #1
 - a. Approval of Minutes – November 8, 2016
 - b. Approval Bills and Checks Issued
 - c. Accept Manhole Lining Project 2016

Public Hearing

#2 Ordinance – 2017 Budget & Fee Schedule

Presented by Robert Taylor, Finance Director

Summary: Council to open public hearing, take testimony, discuss and consider ordinance as presented

Old Business

#3 Ordinance – MLMC Chapter 3.30 – Utility Occupational Tax

Presented by Robert Taylor, Finance Director

Summary: Council to consider increase in the utility occupational tax

#4 Ordinances – MLMC Chapter 17.09 Short Subdivisions & 17.12 Major Subdivisions Motion

Presented by Gil Alvarado, Community Dev Dir / Deputy City Manager

Summary: Council to review and adopt ordinances as presented

New Business

#5 Request to Award Fire Station No. 1 Fencing Project 2016 Motion

Presented by Gary Harer, Municipal Services Director

Summary: Council to review and award bid as presented

#6 Ordinance – Amend MLMC Chapter 3.27 – Real Estate Excise Tax

Presented by W. Robert Taylor, Finance Director

Summary: Council to review and consider changes to the ordinance as presented

#7 Transportation Benefit District

Presented by John Williams, City Manager

Summary: Council to review information and set public hearing date

Administrative Report

Council Communications and Reports

Executive Session

Adjournment

MOSES LAKE CITY COUNCIL
November 8, 2016

The regular meeting of the Moses Lake City Council was called to order at 7 p.m. by Mayor Voth in the Council Chambers of the Civic Center, 401 S. Balsam, Moses Lake, Washington.

Executive Secretary Sophia Guerrero called the roll. The following were:

Present: Mayor Todd Voth, Deputy Mayor Karen Liebrecht, and Council members Don Myers, David Curnel, Ryann Leonard, Mike Norman, and Bill Ecret

PLEDGE OF ALLEGIANCE: Troy Hesse, Firefighter, led the Council in the flag salute.

MAYOR'S REPORTS - None

ADDITIONAL BUSINESS - None

CITY MANAGER'S REPORTS

DOE - LARSON WASTEWATER TREATMENT PLANT - AWARD

Sean Thompson, Department of Ecology, presented an award for outstanding performance to the City for perfect compliance with state regulations in 2015 for the Sand Dunes Wastewater Treatment Plant. He mentioned that it is very difficult for a wastewater treatment facility to earn this award and commended the employees that work in this division. He pointed out that the Larson Wastewater Treatment Plant has earned this award every year since 2008.

GRANT COUNTY COMMISSIONERS

John Williams, City Manager, requested direction from the Council on whether to meet with the current Board of County Commissioners or wait until after the election and the new County Commissioners are in office.

After some discussion it was the consensus of the Council to meet as soon as possible with the current Board of County Commissioners.

CODE ENFORCEMENT

John Williams, City Manager, requested direction for the Council on the date of the requested study session on code enforcement issues.

There was considerable discussion by the Council on whether a study session is needed at this time or whether Council members should meet with staff individually about their concerns. No study session was set.

CITIZEN'S COMMUNICATIONS - None

CONSENT AGENDA

Minutes: The minutes of the October 25 meeting were presented for approval.

Approval of Claims, Prepaid Claims, Checks, and Payroll: Vouchers audited and certified by the Finance Director as required by RCW 42.24.080, and those expense reimbursement claims, certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Council for approval and is retained for public inspection at the Civic Center. As of November 8, 2016 the Council does approve for payment claims in the amount of \$266,344.06; prepaid claims in the amounts of \$280,092.59 and \$75,096.19; claim checks in the amount of \$854,945.50; and payroll in the amounts of \$313,573.02 and \$3,658.55.

Ray Louise Preliminary Major Plat and Findings of Fact: The Ray Louise Preliminary Major Plat and Findings of Fact were submitted for approval. The plat is 4.2 acres and is a replat of Lots 1 - 6, Block 3 and Lots 7, 8, 10, & 11, Block 2, Vance-Emery Subdivision. The site is zoned R-1, Single Family Residential, which corresponds with the underlying Comprehensive Plan Land Use Designation of Residential. The Planning Commission recommended that the final plat be approved with conditions.

Action Taken: Council member Liebrecht moved that the Consent Agenda be approved, seconded by Council member Curnel, and passed unanimously.

PUBLIC HEARING

ORDINANCES - PROPERTY TAXATION - PUBLIC HEARING

Ordinances were presented which provided for the estimated amount to be received by the City from taxes on assessed valuations for property within the City limits.

The public hearing was opened. There were no comments, so the public hearing was closed.

The ordinance fixing the amount to be received from municipal purposes from taxations on assessed valuations on property within the City of Moses Lake, Washington for 2017 was read by title only.

Action Taken: Council member Norman moved that the ordinance be adopted, seconded by Council member Curnel, and passed unanimously.

The ordinance providing for substantial need to increase the regular property tax limit factor above the rate of inflation pursuant to RCW 84.55.010 was read by title only.

Action Taken: Council member Curnel moved that the ordinance be adopted, seconded by Council member Norman, and passed unanimously.

OLD BUSINESS

SHORELINE MASTER PROGRAM UPDATE

Gilbert Alvarado, Community Development Director/Deputy City Manager, stated that after the last Council meeting staff was directed to draft an ordinance adopting the Shoreline Master Program that includes language regarding vesting and buffers. After further discussion with the Department of Ecology (DOE) it was determined that an ordinance would not be required. The only thing necessary to meet the statutory requirements is a letter to the Department of Ecology detailing the language agreed upon between the City and DOE.

There was considerable discussion by the Council.

Action Taken: Council member Leonard moved that the Mayor be authorized to sign the letter, seconded by Council member Norman, and passed with Mayor Voth opposed.

COST OF SERVICE STUDY - AMBULANCE

Brett Bastion, Fire Chief, explained that staff is presenting for Council consideration the Scope of Work and Task Plan from FCS Group for the Cost of Service and Ambulance Rate Study. He pointed out that there is a statutory requirement to have a cost of service study completed before any rate setting for the ambulance utility. He reviewed the scope of work proposed by FCS Group and recommended that Tasks 1 through 9 and Optional Task 10 be approved.

Council member Leonard stated for the record that she did not want this study to do anything negative to the Fire Department. It should not create a situation that recommends the City to look at volunteers, just hiring firefighters with EMT certifications. It is a benefit to the Fire Department that there are Firefighter/Paramedics as it provides an additional level of service, especially when there are less people who can respond. She did not want to see those types of changes come out of this type of study. It should only be used to benefit the city and the citizens by improving the Fire Department.

There was considerable discussion by the Council on which tasks should be included in the contract.

Action Taken: Council member Ecret moved that the City Manager be authorized to seek a contract with FCS Group for a Cost of Service study with Tasks 1 - 13, seconded by Mayor Voth, and failed with Council member Ecret and Mayor Voth in favor and Council members Norman, Liebrecht, Leonard, Myers, and Curnel opposed.

Action Taken: Council member Liebrecht moved that the City Manager be authorized to seek a contract with FCS Group for a Cost of Service study with Tasks 1 - 10, seconded by Council member Norman, and passed with Mayor Voth opposed.

Action Taken: Council member Ecret moved that Optional Tasks 11 and 12 be included in the contract, seconded by Mayor Voth and failed with Council member Ecret and Mayor Voth in favor and Council members Norman, Liebrecht, Leonard, Myers, and Curnel opposed.

NEW BUSINESS

APPEAL - CONNECT TO CITY SEWER - 730 GRAPE DRIVE

Shawn O'Brien, City Engineer, stated that the septic system at 730 Grape Drive has failed and it is required that the residence be connected to the existing city sewer. The home owners have appealed that requirement as it will cost over \$44,000 to connect to City sewer and about \$11,500 to install a new septic system. City staff has no objection to the installation of a new septic system.

Action Taken: Council member Ecret moved that the appeal be granted, seconded by Council member Myers, and passed unanimously.

REQUEST TO CONNECT TO CITY SERVICES - GUY'S WESTSHORE SHORT PLAT

Shawn O'Brien, City Engineer, stated that Columbia Northwest Engineering, on behalf of the property owner, has requested permission to connect Guy's Westshore Short Plat located at 2750 NE Westshore Drive to the City's sewer and water system without annexing the property to the City. The property is within one half mile of the City's limits but it would be impractical to annex since there are additional parcels and right-of-way between the lot and the City's limits. If approved, an Extra Territorial Utility Agreement would be required.

Action Taken: Council member Ecret moved that the request to connect to City utilities be granted with the stipulation that an Extra Territorial Utility Agreement be required, seconded by Council member Norman, and passed unanimously.

BARON ESTATES NO. 2 - COVENANT

Gilbert Alvarado, Community Development Director/Deputy City Manager, stated that when Baron Estates No. 2 was approved, a covenant was required for the improvement of the temporary cul-de-sac at the end of Skyline Drive after 5 years. The time limit has passed and staff is requesting the covenant be called in and the cul-de-sac be constructed.

There was some discussion by the Council on the process of calling in the covenant.

Action Taken: Council member Liebrecht moved that the covenant be called in, seconded by Council member Norman, and passed unanimously.

STORMWATER REPAIR PROJECT 2016

The City received six bids for the Stormwater Repair Project 2016. The project consists of installing, modifying, and replacing stormwater structures at 11 locations throughout the City and 9 non-conforming access ramps.

Action Taken: Council member Leonard moved that the contract be awarded to Pow Contracting, Inc. in the amount of \$106,508.00, seconded by Council member Ecret, and passed unanimously.

ORDINANCES - CHAPTER 17.09 & 17.12

Gilbert Alvarado, Community Development Director/Deputy City Manager, stated that the Planning Commission has recommended that the Short and Major Subdivision Chapters in the Municipal Code be amended by removing the 4 acre limit for a short subdivision. He explained the difference between the short and major subdivision processes.

ORDINANCE - 2017 BUDGET

John Williams, City Manager, provided the 2017 budget ordinance, without amounts, and spending plan. Staff requested a public hearing be set to consider the budget. He mentioned that the fee schedule would become part of the budget document and requested direction from the Council on whether to continue with the Transportation Benefit District.

There was some discussion and it was the consensus of the Council to begin work on the Transportation Benefit District.

Action Taken: Council member Leonard moved that a public hearing for the budget be set for November 22, seconded by Council member Norman, and passed unanimously.

FEE SCHEDULE

John Williams, City Manager, stated that the fee table would become part of the budget each year which would standardize the time for any approved increases in the City's fees. The fee schedule would be raised by a consumer price index as designated or other rate established by the Council during the budget process. Fees considered as pass-through fees would be increased to match payments made by the City.

There was considerable discussion by the Council.

Mayor Voth and Council member Norman felt the fee for the marijuana extraction system permit should be increased by \$100. Mayor Voth felt the water, sewer, and water development charges are exorbitant and was not in favor of the amount of increase and that the increases should be done on an incremental basis.

There was considerable discussion by the Council and staff was directed to provide additional information on some of the proposed increases.

RESOLUTION - ACCEPT DONATION - EPHRATA MOSES LAKE KENNEL CLUB

A resolution was presented which accepts \$430 from the Ephrata Moses Lake Kennel Club. The funds will be used to install a Dogi Pot Pet Station at Blue Heron Park.

The resolution accepting a cash donation of \$430 from the Ephrata Moses Lake Kennel Club was read by title only.

Action Taken: Council member Leonard moved that the resolution be adopted, seconded by Council member Myers, and passed unanimously.

ADMINISTRATIVE REPORTSGRANT COUNTY CITIES AND TOWNS

John Williams, City Manager, reminded the Council of the November 18 meeting of the Grant County Cities and Towns in Moses Lake at 6 p.m.

AIRPORT LAYOUT PLAN/COMPREHENSIVE PLAN 2016

Gilbert Alvarado, Community Development Director/Deputy City Manager, reminded the Council of a request from the Airport Commission to amend the Comprehensive Plan by including 100' of property to the existing Municipal Airport along the west side of the Municipal Airport. Since that time a conceptual layout has been provided of the land proposed to be included in the 2016 amendment and the development as shown would

require additional property to the west. The proposed improvements include additional hangers and a future taxiway. Staff requested direction on whether or not the Council wants to proceed to include the additional property in the 2016 Comp Plan amendment. He mentioned that staff has already notified the Department of Commerce of the scope of the City's 2016 Comp Plan amendment and this improvement is beyond the original scope.

Mayor Voth mentioned that he is the Council representative on the Airport Commission and he was unaware of the development as proposed. The only improvements he was aware of was in the originally requested 100' addition.

There was some discussion by the Council which was not in favor of making the changes since it was not what was originally approved by the Council.

COUNCIL COMMUNICATIONS AND REPORTS - None

EXECUTIVE SESSION

The regular meeting was recessed at 9:25 p.m. and the Council met in a 30 minute executive session with the City Attorney under RCW 42.30.110(l) to discuss potential litigation.

At 9:56 p.m. the Council requested an additional 10 minute Executive Session

At 10:12 p.m. the Council requested an additional 10 minute Executive Session.

The executive session was adjourned at 10:24 p.m. and the regular meeting was reconvened.

ADJOURNMENT: The regular meeting was adjourned at 10:25 p.m.

ATTEST

Todd Voth, Mayor

W. Robert Taylor, Finance Director

DATE 11/14/16
TIME 14:07:00

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 11/22/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
C B TECHNICAL CULINARY PROGRAM	00007589	0000079160	3,034.69	CATERED LUNCH
		TOTAL:	3,034.69	
CAVE B VINEYARDS	00006307	0000079189	1,000.00	CATERING FOR MAC EVENT
		TOTAL:	1,000.00	
DATABAR	00007974	0000079163	468.24	MAIL UTILITY BILLS
		0000079163	468.24	MAIL UTILITY BILLS
		0000079163	468.24	MAIL UTILITY BILLS
		0000079163	468.24	MAIL UTILITY BILLS
		0000079163	468.26	MAIL UTILITY BILLS
		TOTAL:	2,341.22	
HOME DEPOT CREDIT SERVICES	00007824	0000079199	92.47	MISC SUPPLIES
		0000079199	252.10	MISC SUPPLIES
		0000079199	123.40	MISC SUPPLIES
		0000079199	38.79	MISC SUPPLIES
		0000079199	3.56	MISC SUPPLIES
		0000079199	35.25	MISC SUPPLIES
		0000079199	6.84	MISC SUPPLIES
		TOTAL:	552.41	
LOWES	00003886	0000079162	108.64	MISC SUPPLIES
		0000079162	50.22	MISC SUPPLIES
		0000079162	49.07	MISC SUPPLIES
		0000079162	27.95	MISC SUPPLIES
		0000079162	39.39	MISC SUPPLIES
		0000079162	20.46	MISC SUPPLIES

DATE 11/14/16
TIME 14:07:00

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 11/22/2016

NAME OF VENDOR	VENDOR NO	Expenditure Account		
Department	Object Description	P.O. Number	P.O. Amount	Purpose of Purchase
		0000079162	57.28	MISC SUPPLIES
		0000079162	10.13	MISC SUPPLIES
		0000079162	56.00	MISC SUPPLIES
		0000079162	6.14	MISC SUPPLIES
		=====		
		TOTAL:	425.28	
PUD OF GRANT COUNTY	00001501			
		0000079192	592.78	ELECTRIC SERVICE
		0000079192	18.27	ELECTRIC SERVICE
		0000079192	384.97	ELECTRIC SERVICE
		0000079192	440.66	ELECTRIC SERVICE
		0000079192	2,432.92	ELECTRIC SERVICE
		0000079192	30.83	ELECTRIC SERVICE
		0000079192	-1,355.60	ELECTRIC SERVICE
		0000079192	27.78	ELECTRIC SERVICE
		0000079192	1,018.90	ELECTRIC SERVICE
		0000079192	285.56	ELECTRIC SERVICE
		0000079192	709.24	ELECTRIC SERVICE
		0000079192	104.43	ELECTRIC SERVICE
		0000079192	25.68	ELECTRIC SERVICE
		0000079192	647.91	ELECTRIC SERVICE
		0000079192	200.16	ELECTRIC SERVICE
		0000079192	37,504.39	ELECTRIC SERVICE
		0000079192	31,185.16	ELECTRIC SERVICE
		0000079192	10,338.73	ELECTRIC SERVICE

DATE 11/14/16
TIME 14:07:00

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 11/22/2016

NAME OF VENDOR	VENDOR NO	Expenditure Account		
Department	Object Description	P.O. Number	P.O. Amount	Purpose of Purchase
		0000079192	83.42	ELECTRIC SERVICE
		0000079192	1,957.17	ELECTRIC SERVICE
		0000079192	470.23	ELECTRIC SERVICE
		0000079192	1,109.78	ELECTRIC SERVICE
		0000079192	963.70	ELECTRIC SERVICE
		=====		
		TOTAL:	89,177.07	
SKAUG BROTHERS	00000005	0000079132	93.37	FLOOR TILE
		=====		
		TOTAL:	93.37	
TINA JEWELL	00003827	0000079161	18.15	REIMB/FUEL
		=====		
		TOTAL:	18.15	
		=====		
		REPORT TOTAL:	96,642.19	

CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 11/22/2016

TOTALS BY FUND

FUND NO	FUND NAME	AMOUNT
000	GENERAL FUND	9,025.85
103	GRANTS AND DONATIONS	1,000.00
116	STREET	37,792.41
410	WATER/SEWER	42,573.36
490	SANITATION	468.24
493	STORM WATER	468.24
495	AIRPORT	83.42
498	AMBULANCE FUND	468.26
519	EQUIPMENT RENTAL	18.15
528	BUILD MAINTENANCE	4,744.26
	TOTAL	96,642.19

CHANGES TO BE MADE SHOULD BE LISTED BELOW

VEND NO.	P.O. NO.	AMT LISTED	CORRECTED AMT	ACTION TO BE TAKEN
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CORRECT AMOUNT TO BE PAID

*
* CLAIMS APPROVAL *
*
* WE, THE UNDERSIGNED COUNCILMEN OF THE CITY OF MOSES LAKE, WASHINGTON, DO HEREBY CERTIFY THAT THE MERCHANDISE *
* OR SERVICES SPECIFIED HAVE BEEN RECEIVED AND THAT ABOVE CLAIMS ARE APPROVED, AS NOTED, FOR PAYMENT *
* IN THE AMOUNT OF \$96,642.19 THIS 22ND DAY OF NOVEMBER, 2016 *
*
* *
* COUNCIL MEMBER COUNCIL MEMBER *
*
* *
* COUNCIL MEMBER FINANCE DIRECTOR *

DATE 11/17/16
TIME 12:49:36

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 11/22/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
UMPQUA BANK	00007077			
		0000079249	122.77	MEALS, LODGING, SUPPLIES
		0000079249	348.27	MEALS, LODGING, SUPPLIES
		0000079249	120.10	MEALS, LODGING, SUPPLIES
		0000079258	649.00	COMPUTER SUPPLIES/REGIS
		0000079233	-86.63	COFFEE AND OFFICE SUPPLIES
		0000079224	395.00	PURCHASES TUITION/SUPPLIES
		0000079232	630.84	TRAVEL PLANNING WORKSHOP
		0000079224	150.00	PURCHASES TUITION/SUPPLIES
		0000079224	31.63	PURCHASES TUITION/SUPPLIES
		0000079274	311.05	CREDIT PURCHASES / OCTOBER
		0000079219	1,221.32	MFSC SUPPLIES
		0000079219	45.00	MFSC SUPPLIES
		0000079230	142.96	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	10.79	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	100.00	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	110.00	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	313.76	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	1,002.40	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	40.00	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	35.27	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	152.92	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	37.50	PR/MAC/MAINT/SNS SUPPLIES

DATE 11/17/16
TIME 12:49:36

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CITY OF MOSES LAKE
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COUNCIL MEETING OF 11/22/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
UMPQUA BANK	00007077			
		0000079230	44.37	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	1,258.88	PR/MAC/MAINT/SNS SUPPLIES
		0000079205	997.80	MISCELLANEOUS
		0000079205	390.58	MISCELLANEOUS
		0000079205	1,269.25	MISCELLANEOUS
		0000079205	78.00	MISCELLANEOUS
		0000079205	58.37	MISCELLANEOUS
		0000079205	1,785.72	MISCELLANEOUS
		0000079205	1,313.00	MISCELLANEOUS
		0000079274	23.19	CREDIT PURCHASES / OCTOBER
		0000079277	618.92	CREDIT PURCHASES / OCTOBER
		0000079276	250.00	CREDIT PURCHASES / OCTOBER
		0000079277	1,120.36	CREDIT PURCHASES / OCTOBER
		0000079277	143.96	CREDIT PURCHASES / OCTOBER
		0000079277	965.81	CREDIT PURCHASES / OCTOBER
		0000079276	412.67	CREDIT PURCHASES / OCTOBER
		0000079233	54.10	COFFEE AND OFFICE SUPPLIES
		0000079205	32.35	MISCELLANEOUS
		0000079277	633.37	CREDIT PURCHASES / OCTOBER
		0000079230	654.37	PR/MAC/MAINT/SNS SUPPLIES
		0000079230	83.93	PR/MAC/MAINT/SNS SUPPLIES
		0000079203	107.89	MISC SUPPLIES/PARTS/TRAVEL
		0000079203	61.85	MISC SUPPLIES/PARTS/TRAVEL

DATE 11/17/16
TIME 12:49:36

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 11/22/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
UMPQUA BANK	00007077			
		0000079203	190.44	MISC SUPPLIES/PARTS/TRAVEL
		0000079203	10.56	MISC SUPPLIES/PARTS/TRAVEL
		0000079203	60.54	MISC SUPPLIES/PARTS/TRAVEL
		0000079203	150.50	MISC SUPPLIES/PARTS/TRAVEL
		0000079203	412.29	MISC SUPPLIES/PARTS/TRAVEL
		0000079258	25.69	COMPUTER SUPPLIES/REGIS
		0000079249	530.28	MEALS, LODGING, SUPPLIES
		0000079272	702.69	CREDIT PURCHASES / OCTOBER
		0000079277	965.81	CREDIT PURCHASES / OCTOBER
		0000079270	921.92	CREDIT PURCHASES / OCTOBER
		0000079258	2,453.56	COMPUTER SUPPLIES/REGIS
		0000079258	362.73	COMPUTER SUPPLIES/REGIS
		0000079203	51.18	MISC SUPPLIES/PARTS/TRAVEL
		0000079276	398.18	CREDIT PURCHASES / OCTOBER
		TOTAL:	25,479.06	
UNITED PARCEL SERVICE	00005456			
		0000079213	100.00	SHIPPING CHARGES
		0000079213	50.70	SHIPPING CHARGES
		TOTAL:	150.70	
		REPORT TOTAL:	25,629.76	

CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 11/22/2016

TOTALS BY FUND		
FUND NO	FUND NAME	AMOUNT
000	GENERAL FUND	16,819.63
103	GRANTS AND DONATIONS	1,404.02
116	STREET	370.74
410	WATER/SEWER	649.02
495	AIRPORT	530.28
498	AMBULANCE FUND	1,668.50
517	CENTRAL SERVICES	3,738.21
519	EQUIPMENT RENTAL	449.36
	TOTAL	25,629.76

CHANGES TO BE MADE SHOULD BE LISTED BELOW

VEND NO.	P.O. NO.	AMT LISTED	CORRECTED AMT	ACTION TO BE TAKEN
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.....
.....

CORRECT AMOUNT TO BE PAID

*
* CLAIMS APPROVAL *
*
* WE, THE UNDERSIGNED COUNCILMEN OF THE CITY OF MOSES LAKE, WASHINGTON, DO HEREBY CERTIFY THAT THE MERCHANDISE *
* OR SERVICES SPECIFIED HAVE BEEN RECEIVED AND THAT ABOVE CLAIMS ARE APPROVED, AS NOTED, FOR PAYMENT *
* IN THE AMOUNT OF \$25,629.76 THIS 22ND DAY OF NOVEMBER, 2016 *
*
*
* *
* COUNCIL MEMBER COUNCIL MEMBER *
*
*
* *
* COUNCIL MEMBER FINANCE DIRECTOR *

DATE 11/18/16
TIME 10:27:52

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 11/22/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
A & H PRINTERS	00000001	0000079202	195.84	PRINTING
		TOTAL:	195.84	
A-L COMPRESSED GASES INC	00006323	0000079135	44.24	TANK VISE
		TOTAL:	44.24	
AAA READYMIX INC	00000027	0000079134	407.73	CONCRETE
		TOTAL:	407.73	
ADAM MUNRO	00004799	0000078816	163.94	UNIFORMS
		TOTAL:	163.94	
AG WEST DISTRIBUTING CO INC	00006842	0000079143	13.60	MISC SUPPLIES
		TOTAL:	13.60	
BASIN PROPANE LLC	00007006	0000079153	71.00	PROPANE
		TOTAL:	71.00	
BASIN SEPTIC SERVICES	00000166	0000079208	550.30	SEPTIC SERVICE
		TOTAL:	550.30	
BOUND TREE MEDICAL LLC	00006022	0000079238	1,499.66	MEDICAL SUPPLIES
		TOTAL:	1,499.66	
BUD CLARY TOYOTA CHEVROLET	00000150	0000079191	495.49	MISC REPAIR/PARTS
		0000079191	264.12	MISC REPAIR/PARTS
		TOTAL:	759.61	
BUSINESS INTERIORS & EQUIPMENT	00003619	0000079151	312.90	PARKS & REC OFFICE CHAIR
		TOTAL:	312.90	
CASCADE NATURAL GAS CORP	00000203	0000079217	21.31	SNS/LRC GAS USAGE
		0000079217	46.35	SNS/LRC GAS USAGE
		0000079214	179.56	NAT GAS SERVICE

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
CASCADE NATURAL GAS CORP	00000203	0000079214	142.26	NAT GAS SERVICE
		TOTAL:	389.48	
CEDAR STREET CLEANERS	00004655	0000079196	761.79	UNIFORM MAINTENANCE
		TOTAL:	761.79	
CENTRAL MANUFACTURING INC	00005478	0000079136	833.85	ASPHALT PATCH
		TOTAL:	833.85	
CENTRAL SAW WORKS INC	00005058	0000079146	841.62	ZAMONI KNIVES
		TOTAL:	841.62	
CHS INC	00000249	0000079130	16,714.53	FUEL FOR VEHICLES
		TOTAL:	16,714.53	
CITY OF MOSES LAKE	00008201	0000079190	336.37	WATER SERVICE
		0000079190	104.74	WATER SERVICE
		0000079190	799.77	WATER SERVICE
		TOTAL:	1,240.88	
	00008107	0000079278	10.93	EXCISE TAX
		0000079278	.35	EXCISE TAX
		0000079278	78.06	EXCISE TAX
		TOTAL:	89.34	
	00008201	0000079190	583.26	WATER SERVICE
		TOTAL:	583.26	
	00008107	0000079278	2.66	EXCISE TAX
		TOTAL:	2.66	
	00008201	0000079190	395.33	WATER SERVICE
		TOTAL:	395.33	
	00008107			

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
		0000079278	.88	EXCISE TAX
		0000079278	869.00	EXCISE TAX
		=====		
		TOTAL:	869.88	
	00008201			
		0000079190	1,423.49	WATER SERVICE
		0000079190	377.53	WATER SERVICE
		0000079190	1,219.94	WATER SERVICE
		0000079190	256.78	WATER SERVICE
		0000079190	198.05	WATER SERVICE
		0000079190	228.08	WATER SERVICE
		0000079190	868.15	WATER SERVICE
		0000079190	98.82	WATER SERVICE
		=====		
		TOTAL:	4,670.84	
	00008107			
		0000079278	264.79	EXCISE TAX
		0000079278	27.22	EXCISE TAX
		0000079278	166.91	EXCISE TAX
		0000079278	15.27	EXCISE TAX
		=====		
		TOTAL:	474.19	
	00008201			
		0000079190	99.81	WATER SERVICE
		0000079190	176.91	WATER SERVICE
		0000079190	3,263.46	WATER SERVICE
		0000079190	1,917.44	WATER SERVICE
		0000079190	89.38	WATER SERVICE
		=====		
		TOTAL:	5,547.00	
	00008107			
		0000079278	15.80	EXCISE TAX
		0000079278	2.34	EXCISE TAX

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
CITY OF MOSES LAKE	00008107	0000079278	2.49	EXCISE TAX
		0000079278	18.07	EXCISE TAX
		TOTAL:	38.70	
	00008201	0000079190	1,814.34	WATER SERVICE
		TOTAL:	1,814.34	
	00008107	0000079278	25,982.85	EXCISE TAX
		0000079278	7,321.83	EXCISE TAX
		0000079278	2,797.72	EXCISE TAX
		TOTAL:	36,102.40	
	00008106	0000079261	1,980.48	RETAIN PE3 MICHELS SWR M/H 16
		TOTAL:	1,980.48	
	00008107	0000079278	16,966.35	EXCISE TAX
		TOTAL:	16,966.35	
	00008201	0000079190	1,828.06	WATER SERVICE
		TOTAL:	1,828.06	
	00008107	0000079278	1,116.63	EXCISE TAX
		TOTAL:	1,116.63	
	00008201	0000079190	83.88	WATER SERVICE
		TOTAL:	83.88	
	00008107	0000079278	15.09	EXCISE TAX
		0000079278	2,920.70	EXCISE TAX
		0000079165	33,665.56	INTERFUND LOAN REPYMT/AMB-W/S
		0000079165	336.65	INTERFUND LOAN REPYMT/AMB-W/S
		0000079278	34.08	EXCISE TAX

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CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		0000079278	135.08	EXCISE TAX
		0000079278	.25	EXCISE TAX
		0000079278	35.07	EXCISE TAX
		=====		
		TOTAL:	37,142.48	
	00008201			
		0000079190	286.82	WATER SERVICE
		0000079190	763.45	WATER SERVICE
		0000079190	414.29	WATER SERVICE
		0000079190	376.02	WATER SERVICE
		0000079190	783.91	WATER SERVICE
		0000079190	177.77	WATER SERVICE
		0000079190	98.82	WATER SERVICE
		=====		
		TOTAL:	2,901.08	
CITY OF SPOKANE	00004155			
		0000079207	16.98	EVIDENCE DESTRUCTION
		=====		
		TOTAL:	16.98	
COBIES FINE DRY CLEANING	00006041			
		0000079257	77.91	UNIFORM ALTERATIONS
		=====		
		TOTAL:	77.91	
COLUMBIA BASIN PUBLISHING CO	00000210			
		0000079280	1,001.82	PUBLICATIONS
		=====		
		TOTAL:	1,001.82	
COLUMBIA BASIN WATER WORKS	00004175			
		0000079204	5,371.21	LARGE METERS-TEST & REPAIR
		=====		
		TOTAL:	5,371.21	
COMMERCIAL TIRE	00005968			
		0000079154	903.01	PASSENGER TIRES/WHEEL BALANCE
		=====		
		TOTAL:	903.01	
CONFLUENCE HEALTH	00005069			
		0000079247	258.48	RESPIRATOR TEST / HOLLE
		=====		
		TOTAL:	258.48	
COPLAN & COPLAN INC	00004153			
		0000079225	246.04	REPLACEMENT CUTTER

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CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number P.O. Amount	Purpose of Purchase
		=====	
		TOTAL: 246.04	
DANIEL W CRADDOCK	00000281	0000079182 65.00	DENTAL CO-PAY
		=====	
		TOTAL: 65.00	
DAREL FULLER	00007041	0000079178 265.14	REIMB MILEAGE & LODGING
		=====	
		TOTAL: 265.14	
DENNIS DUKE	00000347	0000079184 409.05	DENTAL, PRESC CO-PAY
		=====	
		TOTAL: 409.05	
DEPT OF LABOR & INDUSTRIES	00007860	0000079147 71.50	INSPECTIONS LARSON/ICE RINK
		0000079147 71.50	INSPECTIONS LARSON/ICE RINK
		=====	
		TOTAL: 143.00	
DON GARRISON	00002768	0000079185 705.85	DENTAL CO-PAY
		=====	
		TOTAL: 705.85	
E F RECOVERY	00007244	0000079250 4,171.00	PCR BILLING / OCTOBER
		0000079250 788.70	PCR BILLING / OCTOBER
		0000079250 95.88	PCR BILLING / OCTOBER
		=====	
		TOTAL: 5,055.58	
EASTERN CASCADE DIST	00006909	0000079197 63.25	DRINKING WATER
		=====	
		TOTAL: 63.25	
ELVIS SWISHER	00002623	0000079181 1,937.00	DENTAL CO-PAY
		=====	
		TOTAL: 1,937.00	
EVOQUA WATER TECH LLC	00006318	0000079114 12,162.76	BIOXIDE
		=====	
		TOTAL: 12,162.76	
FASTENAL COMPANY	00007372	0000079210 40.10	MISC SUPPLIES
		0000079210 5.48	MISC SUPPLIES

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CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
		0000079138	427.91	MISC SUPPLIES/SAFETY SUPPLIES
		TOTAL:	473.49	
FERRELLGAS	00002207	0000079150	13.49	DOCK CYLINDER/HAZMAT FEE
		TOTAL:	13.49	
G & A TRUCK & AUTO REPAIR	00006726	0000079156	536.54	MISC SUPPLIES
		TOTAL:	536.54	
GALLS, LLC	00000133	0000079240	123.98	UNIFORM SHIRT / BELTS / TIES
		0000079240	123.97	UNIFORM SHIRT / BELTS / TIES
		TOTAL:	247.95	
GRAINGER PARTS OPERATIONS	00002755	0000079112	171.78	TRASH BAGS FOR AUGERS
		TOTAL:	171.78	
GRANITE CONSTRUCTION COMPANY	00003701	0000079142	599.18	GRAVEL
		TOTAL:	599.18	
GRANT CO SOLID WASTE DEPT	00000640	0000079171	19,518.33	LANDFILL DUMPING FEES
		TOTAL:	19,518.33	
GRANT COUNTY	00007249	0000079172	12,000.00	SIP LOAN REPAYMENT
		TOTAL:	12,000.00	
HACH COMPANY	00000712	0000079157	277.79	
		TOTAL:	277.79	
HEIMAN FIRE EQUIPMENT	00006634	0000079254	575.85	FIREBOXES
		TOTAL:	575.85	
J L G TRAINING ASSOCIATES INC	00006478	0000079222	150.00	REGISTRATION
		TOTAL:	150.00	
JERRYS AUTO SUPPLY	00005835	0000079211	98.05	MISC SUPPLIES
		0000079139	414.47	MISC SUPPLIES/CREDIT MEMOS

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CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
		=====		
		TOTAL:	512.52	
KATHERINE L KENISON PS	00006980	0000079179	35.00	PROF SERVICE/CITY ATTY
		0000079179	6,912.00	PROF SERVICE/CITY ATTY
		0000079179	376.66	PROF SERVICE/CITY ATTY
		0000079179	246.00	PROF SERVICE/CITY ATTY
		0000079179	180.00	PROF SERVICE/CITY ATTY
		=====		
		TOTAL:	7,749.66	
KONE INC	00006438	0000079186	65.35	ELEVATOR MAINTENANCE
		0000079186	371.47	ELEVATOR MAINTENANCE
		=====		
		TOTAL:	436.82	
KONICA MINOLTA BUSINESS SOL	00007194	0000079175	126.88	MAINT AGREE/CH COPIER
		=====		
		TOTAL:	126.88	
LAD IRRIGATION COMPANY INC	00001101	0000079137	1,200.43	SERVICE CALL WELL 12/PARTS
		=====		
		TOTAL:	1,200.43	
LAKESIDE DISPOSAL	00004080	0000079170	193,529.54	GARBAGE CONTRACT
		=====		
		TOTAL:	193,529.54	
LUCID CONCEPTS PHOTOGRAPHY	00007053	0000079223	53.95	SERVICES
		=====		
		TOTAL:	53.95	
LYNN PEAVEY COMPANY	00003799	0000079194	518.78	SUPPLIES
		=====		
		TOTAL:	518.78	
MICHAEL COYNE	00006816	0000079180	107.00	PRESC CO-PAY
		=====		
		TOTAL:	107.00	
MICHELS PIPE SERVICES	00004060	0000079260	40,758.17	PE 3 SEWER MANHOLE LINING 2016
		=====		
		TOTAL:	40,758.17	
MOMAR INC	00001248			

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CITY OF MOSES LAKE
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NAME OF VENDOR	VENDOR NO	Expenditure Account	
Department	Object Description	P.O. Number	P.O. Amount Purpose of Purchase
		0000079235	174.31 DEODORIZER
		TOTAL:	174.31
NORCO ENTERPRISES INC	00006590	0000079149	35.19 CYLINDER RENTAL
		0000079243	60.44 MEDICAL OXYGEN / CYLINDER RENT
		TOTAL:	95.63
O W L A	00007818	0000079200	175.00 REGISTRATION
		TOTAL:	175.00
OASIS AUTO SPA	00004834	0000079133	324.00 CAR WASHES-OCTOBER
		TOTAL:	324.00
OUTDOOR POWER & REPAIR	00005122	0000079140	352.80 REPLACE STARTER MOTOR
		TOTAL:	352.80
OXARC INC	00001412	0000079215	37.83 MISC SUPPLIES
		0000079234	157.85 MISC SUPPLIES/SAFETY
		TOTAL:	195.68
QCL INC	00006542	0000079226	50.50 PRE-EMPLOYMENT DRUG TEST
		0000079226	87.50 PRE-EMPLOYMENT DRUG TEST
		TOTAL:	138.00
QUILL CORPORATION	00004811	0000079227	536.60 FILE FOLDERS. BANKERS BOXES
		0000079255	157.69 OFFICE SUPPLIES
		0000079166	28.96 BOXES, BATTERIES
		0000079166	46.89 BOXES, BATTERIES
		0000079255	157.69 OFFICE SUPPLIES
		TOTAL:	927.83
RAINBOW FLYING SERVICE	00003974	0000079127	400.00 LAWN CARE CONTRACT

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CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
		TOTAL:	400.00	
REDFLEX TRAFFIC SYSTEMS	00004837	0000079176	15,507.87	PROF SERV/RED LIGHT TICKETS
		TOTAL:	15,507.87	
RICHARD PEARCE	00006577	0000079177	96.00	REIMB MILEAGE
		TOTAL:	96.00	
ROYAL ORGANIC PRODUCTS	00007187	0000079167	2,923.37	TIPPING FEES
		TOTAL:	2,923.37	
SHERWIN-WILLIAMS	00006229	0000079216	19.73	MISC SUPPLIES
		TOTAL:	19.73	
SHIRTBUILDERS INC	00004022	0000079152	328.58	CO-ED SOFTBALL SHIRTS
		0000079241	304.93	T-SHIRTS
		0000079241	304.92	T-SHIRTS
		TOTAL:	938.43	
SHRED IT	00003144	0000079169	6.25	RECORDS DESTRUCTION
		0000079169	6.25	RECORDS DESTRUCTION
		0000079169	12.50	RECORDS DESTRUCTION
		0000079169	12.50	RECORDS DESTRUCTION
		0000079169	12.50	RECORDS DESTRUCTION
		0000079169	4.17	RECORDS DESTRUCTION
		0000079169	4.16	RECORDS DESTRUCTION
		0000079169	4.17	RECORDS DESTRUCTION
		TOTAL:	62.50	
SIRENNET.COM	00007692	0000078791	4,305.93	WARNING LIGHTS/EMERGENCY EQUIP
		TOTAL:	4,305.93	
SKAGIT COUNTY FIRE DIST #6	00007590			

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CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
		0000079074	300.00	REG / FO 1 / BEACH
		TOTAL:	300.00	
SOLID WASTE SYSTEMS INC	00005276	0000079141	1,576.24	MISC SUPPLIES/CREDIT MEMO
		TOTAL:	1,576.24	
STATE AUDITORS OFFICE	00003249	0000079228	2,020.28	GEN AUDIT CHARGES
		TOTAL:	2,020.28	
THERESA BUGNI	00004086	0000079148	100.00	MAC PRESENTER HONORARIUM PAY
		TOTAL:	100.00	
THOMAS R CRAGHEAD	00002731	0000079183	117.04	PRESC CO-PAY
		TOTAL:	117.04	
U S BANK - EFT	00007071	0000079168	595,000.00	DEBT SERV PYMT/2010 GO BONDS
		0000079168	45,681.25	DEBT SERV PYMT/2010 GO BONDS
		TOTAL:	640,681.25	
UTIL UNDRGRND LOCATION CENTER	00004598	0000079131	52.89	UNDERGROUND UTILITY LOCATES
		0000079131	52.89	UNDERGROUND UTILITY LOCATES
		0000079131	52.89	UNDERGROUND UTILITY LOCATES
		TOTAL:	158.67	
VERIZON WIRELESS	00002107	0000079221	40.01	AIR CARD CHARGES
		0000079221	25.53	AIR CARD CHARGES
		0000079221	1,108.74	AIR CARD CHARGES
		0000079221	40.01	AIR CARD CHARGES
		0000079221	80.02	AIR CARD CHARGES
		0000079221	40.01	AIR CARD CHARGES
		0000079221	40.01	AIR CARD CHARGES
		0000079221	40.01	AIR CARD CHARGES

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CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
=====				
		TOTAL:	1,414.34	
WEINSTEIN BEVERAGE COMPANY	00005990	0000079188	13.00	WATER FOR MAC DISPLAY
		TOTAL:	13.00	
WESTERN PETERBILT INC	00006802	0000079159	471.67	AIR DRYER/CORE
		TOTAL:	471.67	
WHITNEY EQUIPMENT COMPANY	00004149	0000079144	568.63	SERVICE CALL-MOSES POINTE LS
		TOTAL:	568.63	
WILBUR ELLIS COMPANY	00002262	0000079145	2,173.14	MISC CHEMICALS
		0000079145	917.41	MISC CHEMICALS
		0000079145	1,314.30	MISC CHEMICALS
		0000079145	1,058.55	MISC CHEMICALS
		0000079145	4,498.02	MISC CHEMICALS
		TOTAL:	9,961.42	
WILSON ENGINEERING	00007286	0000079218	2,716.00	PROFESS SERV DUNES WWTF IMPROV
		TOTAL:	2,716.00	
Z ENGINEERS PLLC	00005614	0000079220	1,630.00	PROFESS SERV DUNES WWTF IMPROV
		TOTAL:	1,630.00	
=====				
		REPORT TOTAL:	1,134,013.72	

CITY OF MOSES LAKE
TABULATION OF CLAIMS TO BE APPROVED
COUNCIL MEETING OF 11/22/2016

TOTALS BY FUND

FUND NO	FUND NAME	AMOUNT
000	GENERAL FUND	49,564.71
103	GRANTS AND DONATIONS	113.00
116	STREET	7,194.14
410	WATER/SEWER	66,187.41
477	WATER SEWER CONSTRUCTION	47,084.65
490	SANITATION	232,941.76
493	STORM WATER	3,051.19
495	AIRPORT	845.02
498	AMBULANCE FUND	44,140.26
517	CENTRAL SERVICES	200.97
519	EQUIPMENT RENTAL	26,493.88
528	BUILD MAINTENANCE	644,196.73
623	DEPOSIT	12,000.00
	TOTAL	1,134,013.72

CHANGES TO BE MADE SHOULD BE LISTED BELOW

VEND NO.	P.O. NO.	AMT LISTED	CORRECTED AMT	ACTION TO BE TAKEN
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.....
.....
.....

CORRECT AMOUNT TO BE PAID

CLAIMS APPROVAL

WE, THE UNDERSIGNED COUNCILMEN OF THE CITY OF MOSES LAKE, WASHINGTON, DO HEREBY CERTIFY THAT THE MERCHANDISE OR SERVICES SPECIFIED HAVE BEEN RECEIVED AND THAT ABOVE CLAIMS ARE APPROVED, AS NOTED, FOR PAYMENT IN THE AMOUNT OF \$1,134,013.72 THIS 22ND DAY OF NOVEMBER, 2016

.....

COUNCIL MEMBER COUNCIL MEMBER

.....

COUNCIL MEMBER FINANCE DIRECTOR



CITY OF MOSES LAKE STAFF REPORT

To: John Williams, City Manager
From: Gary Harer, Municipal Services Director
Date: November 22nd, 2016
Proceeding Type: MOTION
Subject: Request To Accept
Sewer Manhole Lining Project - 2016

Legislative History:

- | | |
|-----------------------|----------------------------------|
| • First Presentation: | November 22 nd , 2016 |
| • Action | Motion |
-

Staff Report Summary

Michels Corporation has completed work on the Sewer Manhole Lining Project – 2016 and it is ready to be accepted.

Background

The project consisted of lining 117 existing brick manholes with cementitious material to reinforce and protect the structures. The project was awarded in the amount of \$133,764.71 to address approximately 90 manholes with permission from City Council to increase the project quantities per the contract if it was in the best interest of the City and the Contractor. The final contract amount is \$190,917.72. The additional cost was within the budgeted amount and the work was included in the plans and specifications.

Fiscal and Policy Implications

Upon acceptance, the City will enter into the 60 day lien period as required by Washington State Law.

Options

<i>Option</i>	<i>Results</i>
• <i>Approve a motion to accept the project.</i>	The 60 day lien period will begin.
• <i>Take no action.</i>	The project won't be accepted at this time.

Staff Recommendation

Staff recommends accepting the Sewer Manhole Lining Project – 2016.

Attachments

A.	None
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Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
•		



CITY OF MOSES LAKE
STAFF REPORT

To: John Williams, City Manager
From: W. Robert Taylor, Finance Director
Date: November 8, 2016
Proceeding Type: Consideration
Subject: 2017 Budget

Legislative History:

• First Presentation:	November 08, 2016
• Public Hearing Required:	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Second presentation:	
• Action:	Consideration

Staff Report Summary

This is the presentation of the budget ordinance establishing the authorization and spending plan for the 2017 fiscal year for all City operations. It requires a hearing to accept public comments and input. A balanced budget needs to be adopted by December 31, 2016.

Background

The Budget provides for the financial planning, control and evaluation of all funds. Prior to Council presentation the City Manager, Finance Director and department Directors met in September to review all budget proposals. The 2017 Preliminary Budget considers all the guidance and direction given by Council throughout the budget process.

Fiscal and Policy Implications

Total proposed 2017 expenditure Budget is approximately \$60,491,000 with the General Fund Operating Budget amounting to \$24,000,000.

Options

Presentation only.

Staff Recommendation

Presentation only. Provide staff with direction to any changes to make in the proposed budget ordinance including but not limited to revenue and expenditure adjustments.

Attachments

A.	Budget ordinance
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Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
•		

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF MOSES LAKE,
WASHINGTON FOR THE YEAR OF 2017

THE CITY COUNCIL OF THE CITY OF MOSES LAKE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. The total amounts of said budget for the year 2017 are as follows:

000	GENERAL FUND	\$ 21,869,400
102	TOURISM ACTIVITIES	922,200
103	GRANTS AND DONATIONS	440,400
114	PATHS & TRAILS	77,000
116	STREET FUND	2,059,100
119	STREET REPAIR AND RECONSTRUCTION FUND	1,911,600
314	PARK AND RECREATION IMPROVEMENT FUND	105,700
315	PARK MITIGATION CAPITAL PROJ FUND	153,900
410	WATER/SEWER FUND (M & O)	12,975,200
471	WATER RIGHTS	1,687,000
477	WATER/SEWER CONSTRUCTION FUND	5,867,700
490	SANITATION FUND	3,637,800
493	STORMWATER	1,060,900
495	AIRPORT	106,400
498	AMBULANCE FUND	1,871,700
501	UNEMPLOYMENT COMPENSATION INSURANCE FUND	88,800
503	SELF INSURANCE FUND	1,171,500
517	CENTRAL SERVICES FUND	743,600
519	EQUIPMENT RENTAL FUND	3,070,300
528	BUILDING FUND, (M & O)	2,682,300
611	FIREMEN'S PENSION FUND	339,300
	TOTAL	<u>\$ 62,751,800</u>

Section 2. The 2017 Budget includes \$ 8,640,000 of operating "transfers-out" which are also budgeted at their point of expenditure or are transferred to non-budgeted debt service accounts. The 2017 Budget provides for internal service fund service expenditures of \$ 7,756,500. These funds provide services for the other funds and are supported by rates included in other budgets, as well as being budgeted as internal service funds. Ending fund balances in operating funds excluding internal service, debt service, and fiduciary funds total \$3,701,500 and require further appropriation by the City Council before they can be expended.

Section 3. The 2017 Comprehensive Budget for the city as a whole is \$ 52,569,500 which includes an estimated \$ 3,059,000 for debt service expense, continuing capital projects, assessment funds and other non-budgeted items. These items are an estimation only and can be changed as necessary without further budget appropriation, unless the total expenditures of a carryover project exceeds the original appropriation.

The 2017 Operating Budget including all carry over projects, estimations for debt service and debt service fund balances is \$ 67,866,200.

Section 4. The above as an expenditure budget represents estimated expenditures and projected ending fund balances. As a revenue budget they include estimated receipts and estimated beginning fund balances. Expenditure and Revenue Budgets are equal or are in balance in all funds.

Section 5. Internal service fund rates have been computed for 2017 as directed by the City Manager. The rates by fund and department are spread in the various budgets in the preliminary budget document. The internal service fund rates are hereby confirmed and approved by this ordinance.

Section 6. The budget for the 2017 fiscal year is inclusive of the 2017 fee shedule as approved and accepted by Council and is adopted by reference.

Section 7. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on _____.

ATTEST:

Todd Voth, Mayor

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney



CITY OF MOSES LAKE STAFF REPORT

To: City Council
From: Robert Taylor, Finance Director
Date: November 22, 2016
Proceeding Type: 2nd Presentation
Subject: Ordinance – Relating to Utility Occupational Tax

Legislative History:

• First Presentation:	October 22, 2016
• Second presentation:	November 8, 2016
• Action:	November 22, 2016

Staff Report Summary

Ordinance would change the rate of utility tax charged on city operated utilities to 10% and dedicate 2% of the tax collected to support of public safety and other council priorities.

Background

City Council provided direction to staff at the recent budget retreat and at the November 8, 2016 meeting. Council supported the increase to have the funds dedicated to the support of public safety enhancements and other council priorities.

Fiscal and Policy Implications

The change in the tax rate would create approximately \$296,000 in revenue to be used for public safety in 2017. This increase would impact the average residential utility customer \$1.56 per month.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none">• <i>Adopt the ordinance</i>	Revenues would be collected and dedicated to support police and fire services allowing the city to purchase additional equipment needed such as police cars and a fire brush truck
<ul style="list-style-type: none">• <i>Take no action.</i>	No increase to the 2017 budget and very limited purchases of equipment would be allowed in 2017.

Staff Recommendation

Staff recommends the adoption of the ordinance.

Attachments

A.	Ordinance
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ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 3.30 OF THE MOSES LAKE MUNICIPAL CODE ENTITLED "UTILITY OCCUPATIONAL TAX"

THE CITY COUNCIL OF THE CITY OF MOSES LAKE, WASHINGTON ORDAINS AS FOLLOWS:

Section 1. Chapter 3.30 of the Moses Lake Municipal Code entitled "Utility Occupational Tax" is amended as follows:

3.30.050 Occupations Subject to Tax - Amount: There is hereby levied upon, and there shall be collected from, every person engaged in carrying on the following businesses for hire or for the sale of a commodity, or service within or partly within the corporate limits of the city the tax for the privilege of so doing business as herein after defined, as follows:

- A. Upon every person engaged in or carrying on the business of selling, furnishing, delivering, or distributing any telephone service for residential, commercial, or industrial use a tax equal to 6% of the first one hundred thousand dollars (\$100,000) of total annual gross operating revenue of sales of telephone service to each customer within the limits of the city.

Gross operating income for this purpose shall not include charges which are passed on to the subscribers by a telephone company pursuant to tariffs required by regulatory order to compensate for the cost to the company of the tax imposed by this chapter.

- B. Upon every person engaged in or carrying on the business of selling, furnishing, delivering, or distributing electric light and power or electrical energy service for residential, commercial, or industrial use a tax equal to six percent (6%) of the first one hundred thousand dollars (\$100,000) of annual total gross operating revenue from distributing electric light and power or electrical energy to each customer within the limits of the city.
- C. Upon every person engaged in or carrying on the business of selling or furnishing water service for residential, commercial, or industrial use a tax equal to ten percent (10%) of the first one hundred and fifty thousand dollars (\$150,000) of total annual gross operating revenue for selling or furnishing water service to each customer within the limits of the city.
- D. Upon every person engaged in or carrying on the business of selling or furnishing sewer service for residential, commercial, or industrial use a tax equal to ~~ten~~ eight percent (8 10%) of the first one hundred and fifty thousand dollars (\$150,000) of total annual gross operating revenue for selling or furnishing sewer service to each customer within the limits of the city.
- E. Upon every person engaged in or carrying on the business of selling or furnishing stormwater management service for residential, commercial, or industrial use within the City there shall be levied a tax equal to ~~ten~~ eight percent (8 10%) of the total annual gross operation revenue.
- F. Upon every person engaged in or carrying on the business of selling or furnishing of natural, manufactured, or mixed gas service for residential, commercial, or industrial use a tax equal to six percent (6%) of the first one hundred thousand dollars (\$100,000) of total annual gross operating revenue from selling or furnishing natural, manufactured, or mixed gas service to each customer within the limits of the city.
- G. Upon every person engaged in or carrying on the business of selling or furnishing garbage facilities and/or service for domestic or industrial use within the city there shall be levied a tax equal to ~~ten~~ eight percent (8 10%) of the total annual gross operating revenue.

- H. Upon every person engaged in or carrying on the business of furnishing a cable subscription system for television signal distribution within the city there shall be levied a tax equal to three percent (3%) of the total annual gross operating revenue. It is not the intent of this section to classify the business as a public utility.
- I. Upon every person engaged in or carrying on the business of furnishing competitive telephone service, including but not limited to, cellular telephone service within the city there shall be levied a tax equal to eight percent (8%) of the total annual gross operating revenue.
- J. Total annual gross operating revenue shall be calculated on a calendar year basis beginning January 1 of any year and ending on December 31 of the same year.

3.30.055 Dedication of Revenue: Of the utility occupational tax levied in Section 3.30.050 (C), (D), (E), and (G), two percent (2%) shall be dedicated to public safety and any other priorities determined by the Council.

Section 2. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on

Todd Voth, Mayor

ATTEST:

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney



CITY OF MOSES LAKE STAFF REPORT

To: John Williams, City Manager
From: Gilbert Alvarado, Community Dev. Director/Deputy City Manager
Date: November 22, 2016
Proceeding Type: Motion
Subject: Ordinance – Amend MLMC Chapter 17.09, Short Subdivisions and 17.12, Major Subdivisions

Legislative History:

• First Presentation:	November 8, 2016
• Second presentation:	November 22, 2016
• Action:	Motion

Staff Report Summary

The Planning Commission, at their June 30, 2106 regularly scheduled meeting, discussed amending MLMC 17.09, Short Subdivisions, and 17.12, Major Subdivisions, by removing the limitation that a short subdivision could only be for land less than 4 acres. It was the consensus of the Commission to recommend to the City Council that MLMC 17.09 and 17.12. Attached is an ordinance reflecting the proposed changes as recommended by the Commission.

Background

The 4-acre limit for short plats found in MLMC 17.09 and 17.12 is a local requirement and not state statute per RCW 58.17, Plats – Subdivision – Dedications. This requirement has forced multiple industrial and public one-lot plats to go through the more lengthy major subdivision process. The Commission recommended the change in order to expedite development. The Council has recently adopted consistent changes to the definitions of short and major subdivisions found in MLMC 17.06, Definitions.

Fiscal and Policy Implications

N/A

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none">• <i>Adopt the ordinance amending MLMC 17.09 and 17.12</i>	Large parcels can be divided through the short subdivision process and development approval is expedited.
<ul style="list-style-type: none">• <i>Take no action.</i>	Development continues as status quo

Staff Recommendation

Staff recommends the City Council consider the amendments and adopt the ordinances as presented.

Attachments

N/A	Ordinances
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Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
Ordinance		

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 17.09 OF THE MOSES LAKE MUNICIPAL CODE ENTITLED "SHORT SUBDIVISIONS"

THE CITY COUNCIL OF THE CITY OF MOSES LAKE, WASHINGTON ORDAINS AS FOLLOWS:

Section 1. Chapter 17.09 of the Moses Lake Municipal Code entitled "Short Subdivisions" is amended as follows:

17.09.020 Scope: This chapter regulates the division or redivision of land into nine (9) or fewer lots for the purpose of sale, lease, or transfer of ownership; ~~not exceeding four (4) acres in total area~~; and which has not been divided into a short subdivision within a period of five (5) years.

17.09.030 Preliminary Short Subdivision Conditions and Requirements:

A. General Conditions and Requirements:

1. The subdivision shall make adequate provision for municipal improvements, street lighting circuits, alleys, drainage ways, irrigation water right-of-ways, other public ways, public access, and other improvements as deemed necessary in conformance with Community Street and Utility Standards, Chapter 17.21, Chapter 17.24 and other codes and regulations that are applicable.
2. The subdivision shall comply with all zoning and health regulations.
3. The subdivision shall be consistent with the Comprehensive Plan.
4. The applicant shall make arrangements with Grant County PUD for payment of all street lighting fees.
5. The subdivision shall provide for irrigation water right-of-ways pursuant to state law.
6. The subdivision shall not have been divided by a short subdivision within five (5) years by a different owner.
7. The subdivision shall consist of nine (9) or fewer lots; ~~and shall not exceed four (4) acres in total area~~.
87. Unless an applicant requests otherwise, and the Plat Administrator agrees, a preliminary subdivision application shall be processed simultaneously with the application for rezones, deviations, planned development districts, building plan approvals, and similar quasi-judicial or administrative actions to the extent that procedural requirements applicable to those actions permit simultaneous processing.
98. Every decision or recommendation made under this chapter by the City Council or Planning Commission shall be in writing and shall include findings of fact and conclusions to support the decision or recommendation.
109. Preliminary subdivision applications shall be approved, disapproved, or returned to the applicant for modification within the time limitations established by state law; provided, if an Environmental Impact Statement is required pursuant to state law, or if deviations are required, the time spent reviewing and circulating the Environmental Impact Statement and deviation request by the local governmental agency is not counted in the time limitation period.

B. Specific Conditions and Requirements:

1. Prior to submitting a preliminary short subdivision application, the applicant shall schedule a pre-application conference with the Plat Administrator. During the pre-application conference, the applicant shall present a conceptual idea of the subdivision, and City personnel will respond informally to the applicant about potential items of concern or clarification, to aid the applicant in preparing the preliminary short subdivision application.
2. All preliminary subdivision applications shall be submitted to the Plat Administrator.
3. A completed preliminary short subdivision application shall include the following items:
 - a. A completed preliminary subdivision application form, signed by the property owner, on a form provided by the Community Development Department.
 - b. A non-refundable fee per Chapter 3.54.
 - c. A reduced set of all application drawings, each drawing on eleven inch (11") by seventeen inch (17") paper. Smaller sized drawings may be approved by the Plat Administrator.
 - d. A plat certificate from a title company licensed to do business in the State of Washington confirming that the title of the lands corresponds with the owners described and shown on the plat and instrument of dedication. The plat certificate shall be dated within thirty (30) calendar days of filing.
 - e. Twelve (12) full-size copies of the preliminary plat. The preliminary plat shall be a neat and accurate drawing, stamped and signed by a land surveyor. The preliminary short plat shall show sufficient detail and information to provide verification that the proposed subdivision layout can meet all approval requirements of a subdivision. The format shall be as specified in Chapter 17.15, with the ultimate goal of the applicant to provide a final plat per specifications in Chapter 17.15. Specific items that are required on a preliminary plat are listed below.
 - 1) Name of proposed subdivision, names of all existing streets within the survey, and names of all proposed streets.
 - 2) Boundaries of proposed subdivision established by the preliminary survey, and locations of the monuments found and established during the preliminary survey.
 - 3) All proposed lots with their dimensions, lot numbers, block numbers, and lot areas.
 - 4) Location and dimension of all existing and proposed streets, alleys, right-of-ways, municipal easements, public utility easements, and other public lands within and adjacent to the proposed subdivision.
 - 5) Location and dimensions of all existing and proposed USBR irrigation water right-of-ways on and adjacent to the proposed subdivision.
 - 6) Legal description of land within the proposed subdivision.
 - 7) Name, address, and seal of the land surveyor who made the preliminary survey.
 - 8) Date map is prepared, vicinity map, scale, north arrow, basis of bearing, vertical datum.

- f. Three (3) full-size copies of the site plan. Site plans shall be provided on a separate sheet from the plat, per site plan requirements listed in Chapter 17.15.
- g. Deviation requests.
- h. Traffic memos are required if the subdivision will increase traffic by more than one hundred (100) trips per day or more than ten (10) peak-hour trips.

Section 2. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on November 22, 2016.

Todd Voth, Mayor

ATTEST:

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 17.12 OF THE MOSES LAKE MUNICIPAL
CODE ENTITLED "MAJOR SUBDIVISIONS"

THE CITY COUNCIL OF THE CITY OF MOSES LAKE, WASHINGTON ORDAINS AS FOLLOWS:

Section 1. Chapter 17.12 of the Moses Lake Municipal Code entitled "Major Subdivisions" is amended as follows:

17.12.020 Scope: This chapter regulates the division or redivision of land into ten (10) or more lots, ~~or that exceeds four (4) acres in total land area;~~ or that has been divided by a short subdivision within five (5) years ~~by a different owner;~~ for the purpose of sale, lease, or transfer of ownership.

Section 2. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on November 22, 2016.

Todd Voth, Mayor

ATTEST:

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney



CITY OF MOSES LAKE
STAFF REPORT

To: City Council
From: John Williams, City Manager
Date: November 22, 2016
Proceeding Type: MOTION
Subject: Request To Award Fire Station Fencing Project - 2016

Legislative History:

- | | |
|-----------------------|-------------------|
| • First Presentation: | November 22, 2016 |
| • Action | Motion |
-

Staff Report Summary

On November 16th staff opened bids for the Fire Station Fencing Project – 2016. The City's received five (5) bids for the work.

Background

The 2016 budget includes \$100,000 for fencing in fire station parking lot and training area. This project will install a 6-foot chain link fence.

Fiscal and Policy Implications

The project will require budgeted funds to be spent.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none">• <i>Approve a motion to award the Fire Station Fencing Project – 2016.</i>	Staff will move forward with executing a contract with the low bidder to complete the work..
<ul style="list-style-type: none">• <i>Take no action.</i>	Staff will stop working on this project and wait for further direction from City council.

Staff Recommendation

Staff recommends awarding the Fire Station Fencing Project – 2016 to Fencing & Awning, Inc. in the amount of \$22,038.82.

Attachments

A.	Bid Summary
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Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<ul style="list-style-type: none">•		

FIRE STATION FENCE PROJECT - 2016 BID SUMMARY

11/16/16


Contract #E-279

Engineer's Estimate				Fencing & Awning Inc. Moxee, WA		Angler Fencing & Construction Spokane, WA	
ITEM	DESCRIPTION	APPROX. QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$5,000.00		\$4,500.00	\$4,500.00
2	HMA Patch Cl. 3/8-Inch PG 64-28	15	SY	\$100.00	\$1,500.00	\$115.00	\$1,725.00
3	Chain Link Fence Type 5	725	LF	\$40.00	\$29,000.00	\$29.50	\$21,387.50
4	End, Gate, Corner, and Pull Post for Chain Link Fence	17	EA	\$110.00	\$1,870.00	\$145.00	\$2,465.00
5	Double 20 Ft. Chain Link Gate	1	EA	\$1,500.00	\$1,500.00	\$1,100.00	\$1,100.00
6	Double 24 Ft. Chain Link Gate	2	EA	\$1,800.00	\$3,600.00	\$1,100.00	\$2,200.00
7	Single 6 Ft. Chain Link Gate	1	EA	\$700.00	\$700.00	\$700.00	\$700.00
Subtotal					\$43,170.00		\$34,077.50
Sales Tax (7.9%)					\$3,410.43		\$2,692.12
Total					\$46,580.43		\$36,769.62

Northwest Fence Company Spokane, WA				L & S Fencing Yakima, WA		Cortez Fencing Moses Lake, WA	
ITEM	DESCRIPTION	APPROX. QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$1,000.00	\$1,000.00	\$500.00	\$500.00
2	HMA Patch Cl. 3/8-Inch PG 64-28	15	SY	\$365.00	\$5,475.00	\$7413.45	\$97,500.00
3	Chain Link Fence Type 5	725	LF	\$31.00	\$22,475.00	\$18,139.50	\$13,175.00
4	End, Gate, Corner, and Pull Post for Chain Link Fence	17	EA	\$100.00	\$1,700.00	\$5,361.97	\$3,825.00
5	Double 20 Ft. Chain Link Gate	1	EA	\$1,200.00	\$1,200.00	\$997.00	\$1,250.00
6	Double 24 Ft. Chain Link Gate	2	EA	\$1,300.00	\$2,600.00	\$2,085.72	\$2,900.00
7	Single 6 Ft. Chain Link Gate	1	EA	\$475.00	\$475.00	\$593.23	\$450.00
Subtotal					\$34,925.00		\$127,675.00
Sales Tax (7.9%)					\$2,759.08		\$10,086.33
Total					\$37,684.08		\$137,761.33

Shading indicates a discrepancy between the proposal and the bid summary.



CITY OF MOSES LAKE
STAFF REPORT

To: City Council
From: W. Robert Taylor, Finance Director
Date: November 22, 2016
Proceeding Type: Motion
Subject: Ordinance – Amending MLMC Chapter 3.27 Real Estate Excise Tax

Legislative History:

- | | |
|------------------------|-------------------|
| • First Presentation: | November 22, 2016 |
| • Second presentation: | |
| • Action: | Motion |
-

Staff Report Summary

Council enacted the additional real estate excise tax in 2015. As of December 31st 2016 the usage of the tax can no longer be used for operations and maintenance of existing capital projects. Effective January 1, 2017 the tax imposed under RCW 82.46.035 shall be used exclusively for the improvement of streets, sidewalks, street lighting systems, traffic signals, bridges and construction of parks. The tax had helped support the operations and maintenance of parks as allowed under the chapter. The extension of the tax would benefit the street fund in the rehabilitation and improvements of streets that are in a declining state.

Background

The additional Real Estate Excise Tax of one quarter (1/4) of one percent (1%) has been enforced since March 13, 2015. The tax is due to sunset on March 13 2017. The tax is imposed upon and collected from those persons who are taxable by the state under RCW Chapter 82.45 and

authorized under RCW 82.46.035(2). The tax is imposed and collected on all real estate transactions recorded with Grant County.

Fiscal and Policy Implications

The continuance of the tax would generate funds to supplant contributions by the general Fund and further improve the status of the fund balance. It would allow the City the ability to maintain streets at a higher level of sustainability through seal coats and crack seals thus preventing major reconstruction which comes at a higher cost and subject to additional guidelines and statutory requirements.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none">• <i>Adopt ordinance as presented</i>	Action would amend the ordinance allowing for the continuation of the tax to support the street fund
<ul style="list-style-type: none">• <i>Modify the ordinance</i>	Action could require staff to bring an amended additional ordinance to council for consideration
<ul style="list-style-type: none">• <i>Take no action</i>	No change to MLMC 3.27 would result in the elimination the tax on March 13 and possible reduction of street projects in the future.

Staff Recommendation

Staff recommends that City Council move to adopt the ordinance as presented.

Attachments

A.	Ordinance No.
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Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<ul style="list-style-type: none">•		

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 3.27 OF THE MOSES LAKE MUNICIPAL
CODE ENTITLED "REAL ESTATE EXCISE TAX: 1986"

THE CITY COUNCIL OF THE CITY OF MOSES LAKE, WASHINGTON ORDAINS AS FOLLOWS:

Section 1. Chapter 3.27 of the Moses Lake Municipal Code entitled "Real Estate Excise Tax: 1986" is amended as follows:

3.27.050 Imposition of Additional Real Estate Excise Tax: There is hereby imposed a real estate excise tax as authorized by RCW 82.46.035(2), upon every taxable event, as defined in RCW 82.46.035(2), occurring within the City of Moses Lake. The tax shall be imposed upon and collected from those persons who are taxable by the state under RCW Chapter 82.45. The tax shall be imposed and collected on all real estate transactions recorded with Grant County beginning March 13, 2017 2015. ~~The tax imposed by this section shall be sunsetted as of March 13, 2017.~~

Section 2. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on December 13, 2016.

Todd Voth, Mayor

ATTEST:

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney



CITY OF MOSES LAKE STAFF REPORT

To: City Council
From: John Williams, City Manager
Date: November 22, 2016
Proceeding Type: Presentation
Subject: Transportation Benefit District (TBD)

Legislative History:

• First Presentation:	November 22, 2016
• Second presentation:	
• Action:	Consideration

Staff Report Summary

After discussion at a recent Council meeting and at the budget study session, Council directed staff to provide information regarding the creation of a TBD.

Background

Transportation Benefit Districts are quasi-municipal corporations with independent taxing authority. A TBD can impose specific taxes or fees either through a vote of the people or through district board action.

The members of the legislative authority proposing to establish a TBD serve as the governing body. The legislative body acts ex officio and independently as the TBD governing body and the City's Finance Director would act as the treasurer of the district. TBD's can provide for acquiring, constructing, improving and funding an adopted list of projects that is consistent with the City's transportation plan.

RCW 36.73.050 Establishment of district – Public Hearing – Ordinance

Steps for establishment of a district:

Director would act as the treasurer of the district. TBD's can provide for acquiring, constructing, improving and funding an adopted list of projects that is consistent with the City's transportation plan.

RCW 36.73.050 Establishment of district – Public Hearing – Ordinance

Steps for establishment of a district:

1. Set a public hearing date
2. Conduct a public hearing
3. Adopt an ordinance providing for the action

The ordinance should include:

- Establishment of the TBD
 - Creation of the board and functions
 - Specify improvements/projects to be funded
 - Authorize the TBD Board to establish a vehicle fee or provide for a ballot measure
 - Provide for dissolution when all indebtedness has been retired and anticipated responsibilities have been satisfied.
4. Adopt a resolution authorizing an interlocal agency agreement between the City and the District
 5. Conduct a TBD Board meeting, elect Chair and officers, authorize the interlocal agency agreement between the City and the District, adopt by-laws
 6. Determine funding mechanism

Fiscal and Policy Implications

Two specific sources of TBD revenue are utilized by most cities

1. **Sales and use tax up to 0.2%.** A sales tax requires voter approval. The sales and use tax cannot be imposed for a period exceeding 10 years unless reauthorized by voters. Revenue is estimated at \$4.75 million over 10 years. TBD boundaries can be less than city-wide. The sales tax cannot be collected until the Department of Revenue (DOR) receives 75 days' notice. The new tax begins on the first day of January, April, July, or October. Thereafter, DOE will remit the proceeds to the TBDE monthly.

2. **Annual vehicle fee up to \$20.** This fee is collected at the time of vehicle renewal. The current average count of vehicles per the Department of Licensing subject to the fee is estimated at 11,845. Annual revenue is estimated at \$235,500 or \$2.45 million over 10 years. City Council approves the fee and there is no statutory “sunset”. No fee can be collected until 6 months after approval. The TBD boundaries must be city-wide. The Department of Licensing administers and collects the fees.

Options

<i>Option</i>	<i>Results</i>
• <i>Accept public testimony and adopt ordinance</i>	Adopted projects and improvement will be funded with revenues from the TBD
• <i>Accept public testimony and do not adopt the ordinance</i>	Projects and improvements will go unfunded
• <i>Take no action.</i>	No public testimony will be accepted and projects and improvements will go unfunded

Staff Recommendation

Staff recommends Council set a date for a public hearing for December 13th council meeting

Attachments

A.	Proposed Ordinance
B.	Proposed boundary map

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
• Ordinance		

ORDINANCE NO.

AN ORDINANCE ESTABLISHING A TRANSPORTATION BENEFIT DISTRICT, SPECIFYING THE BOUNDARIES FOR THE TRANSPORTATION BENEFIT DISTRICT, SPECIFYING THE MAINTENANCE AND PRESERVATION OF EXISTING TRANSPORTATION IMPROVEMENTS

WHEREAS, RCW 35.21.225 authorizes the City Council to establish a Transportation Benefit District subject to the provisions of Chapter 36.73 RCW; and

WHEREAS, the City Council of the City of Moses Lake has the responsibility under the Constitution of the State of Washington for the construction, improvement, maintenance, protection and operation of public ways within the corporate limits of the City pursuant to RCW 35A.11.020 and Chapter 35A.47 RCW; and

WHEREAS, the construction, improvement, maintenance, protection and operation of public ways requires preserving existing transportation improvements to avoid both catastrophic failure of the improvements which require significant additional funds to reconstruct as well as their gradual deterioration; and

WHEREAS, the number one priority in the "Washington Transportation Plan for 2007-2026" adopted by the Washington Transportation Commission is to preserve and to extend prior investments and existing transportation facilities and the services they provide to the people and commerce; and

WHEREAS, the State Transportation Plan establishes unfunded high priorities of statewide significance and includes the need to "preserve, maintain and operate city streets" thereby recognizing that the shortfall in funding to preserve, maintain and operate city streets is a matter of statewide significance and, accordingly, an eligible transportation improvement listed on a state plan within the meaning of RCW 36.73.015; and

WHEREAS, the City of Moses Lake has limited transportation funding to pay for necessary transportation construction, preservation and maintenance; and

WHEREAS, dedicated revenues for the City of Moses Lake have decreased at the same time that the ongoing annual costs reserved to maintain the City's transportation infrastructures continue to rise leaving the City unable to continue to adequately preserve and maintain the City's transportation infrastructure; and

WHEREAS, the City desires to form a Transportation Benefit District which includes the entire City of Moses Lake as the boundary may currently exist and may hereafter be expanded by annexation; and

WHEREAS, the City Council of the City of Moses Lake finds it to be in the best interest of the City to establish a City wide Transportation Benefit District for the preservation, construction and maintenance of the City's Transportation Infrastructure consistent with Chapter 36.73 RCW and to protect the City's long term investment in that infrastructure, to reduce the risk of transportation facility failure, to improve safety, to continue optimal performance of the infrastructure over time, and to avoid more expensive infrastructure replacements in the future;

NOW THEREFORE, the City Council of the City of Moses Lake, Washington does hereby ordain, as follows:

Section 1. Purpose. The purpose of this ordinance is to establish a Transportation Benefit District pursuant to RCW 35.21.225 and RCW 36.73. The City Council of Moses Lake finds that it is in the public interest to provide adequate levels of funding for the purposes of ongoing transportation improvements that preserve, maintain and, as appropriate, construct or reconstruct the transportation infrastructure of the City of Moses Lake consistent with Chapter 36.73 RCW.

Section 2. Providing for a Formation of a Transportation Benefit District. The City of Moses Lake adopts a new chapter of the Moses Lake Municipal Code as follows:

1. Establishing Transportation Benefit District: There is created a Transportation Benefit District to be known as the Moses Lake Transportation Benefit District or "District" with geographical boundaries comprised of the corporate limits of the City as they currently exist or as they may expand in their existence following future annexation.

2. Governing Board:

A. A governing board of the Transportation Benefit District shall be the Moses Lake City Council acting as ex officio and independent capacity, which shall have the authority to exercise the statutory powers set forth in Chapter 36.73 RCW.

B. The Board shall issue an annual report, pursuant to the requirements of RCW 36.73.160(2).

3. Officers: The Treasurer of the Transportation Benefit District shall be the City Finance Director of the City of Moses Lake. The Chairman of the Transportation Benefit District shall be the Mayor of the City of Moses Lake.

4. Functions of the District: The District Board may authorize certain funding mechanisms as provided in RCW 36.73.040, RCW 36.73.060, RCW 36.73.065 and RCW 36.73.070. The District Board will also have authority to hire staff, enter into contracts, acquire, hold and dispose of real property and to sue and be sued.

5. Transportation Improvements Fund: The funds generated by the Transportation Benefit District shall be used for transportation improvements that construct, reconstruct, preserve, maintain and operate the existing transportation infrastructure of the City of Moses Lake consistent with the criteria of Chapter 36.73 RCW and as contained in the City's Transportation Plan. Funds may be utilized for any lawful purposes under the chapter, but all funds raised through the TBD shall be expended only for such preservation, maintenance and operation, construction and reconstruction in accordance with the provisions of RCW 36.73 as the same exists or is hereafter amended.

The funds expended by the Transportation Benefit District shall construct, reconstruct, preserve, maintain and operate the City's previous investments in the transportation infrastructure, reduce the risk of transportation facility failure, improve safety, continue the cost effectiveness of the City's infrastructure investments, and continue the optimal performance of the transportation system. Additional transportation projects may be funded only after compliance with provisions of RCW 36.73.050(b) following notice, public hearing and enactment of an authorizing ordinance.

6. Dissolution: The Transportation Benefit District shall be automatically dissolved in accordance with and in the matter provided in state law, when all indebtedness of the District has been retired and when all the District's anticipated responsibilities have been satisfied.

Section 3. Severability. If any provision this ordinance or its application or any person, legal entity or circumstances held invalid the remainder of the ordinance or its application or any person, legal entity or circumstances is not affected.

Section 4. Corrections. The City Clerk is authorized to make necessary corrections to this ordinance, including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering sections/subsection numbers and any references thereto.

Section 5. This ordinance shall take effect and be in force thirty (30) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on

Todd Voth, Mayor

ATTEST:

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney

