

Regular Council Meeting

AGENDA

Page

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approval of the Agenda

5. Presentations

- a. Tree City USA Award presented by Washington State Department of Natural Resources (G. Lim);
- b. Pierce County Briefing on the Cascadia Subduction Zone and Cascadia Rising Exercise (B. Sheehan);
- c. Unveiling of the City of DuPont Tourism Website (D. Rice/A. Walker);

6. Proclamations

- a. Proclamation celebrating April 20, 2016 as the 144th Anniversary Celebration of Arbor Day (G. Lim/Mayor).

7. Public Comments

8. Approval of the Consent Agenda Items

- a. Regular Council Meeting Minutes - March 22, 2016;
- b. Claims Vouchers List - April 12, 2016 (P. Barry);
- c. Resolution authorizing the Police Chief to enter into a Pierce County Metro Canine (K-9) Unit Interlocal Agreement (B. Sheehan);
- d. Resolution authorizing the Mayor to enter into a Purchase Agreement with Pump Tech, a Sole Source Supplier, in the amount of \$65,656.99, for the Hoffman Hills Booster Station Pump Upgrades (G. Lim).

9. Discussion Items

10. Mayor's Report

11. City Administrator's Report

12. Council Reports

13. Unfinished Business

14. New Business

- a. Resolution recommending the Naming of "Tract I" Park (A. Walker);
- b. Resolution selecting a Representative from the Cities and Towns within the Pierce County Regional Council Boundary to fill Position 2 on the Zoo and Trek Authority Board for a three-year term (Mayor/E. Larsen).
- c. Ordinance adopting the 2016 First Quarter Budget Adjustments - First Reading (P. Barry).

15. Public Comments

16. Council Comments

17. Executive Session

18. Adjournment

18. Adjournment

Council Study Session: WSDOT Update; Community Center;
Honorary Naming of City Street - April 19, 2016 @ 6PM
Regular Council Meeting - April 26, 2016 @ 7PM

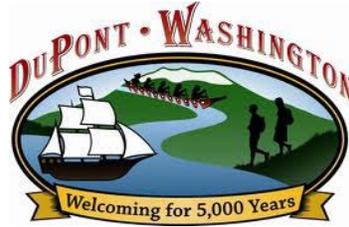
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OFFICE OF THE
MAYOR

CITY OF DUPONT



Agenda Item # 6a.
MAYOR

PROCLAMATION

NATIONAL ARBOR DAY

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, 2016 is the 144th anniversary of Arbor Day which is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Mike Courts, Mayor of the City of DuPont, do hereby proclaim April 29, 2016, as the 144th anniversary celebration of

ARBOR DAY

in the City of DuPont, and urge all citizens to celebrate and support efforts to care for our trees and woodlands and to support our city's community forestry program, and

FURTHER, I urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.

Signed this 12th day of April, 2016.

Mike Courts, Mayor



Agenda Item # 8a.
City Council Regular Meeting Minutes
Tuesday, March 22, 2016
7:00 PM

Call To Order: Mayor Courts called the meeting to order at 7:02 PM.

Roll Call: Those present were: Mayor Mike Courts; Deputy Mayor Roger Westman; and Councilmembers Penny Coffey, Eric Corp, Andy Estep, Michael Gorski and Matt Helder.

Those present were: City Administrator Danek, City Attorney Karg, Police Chief Sheehan, Fire Chief Creekmore, Public Works Director Lim, and Executive Assistant Ongoco.

Pledge of Allegiance: Mayor Courts led the flag salute.

Approval of the Agenda:

A motion was made and seconded to approve the agenda (Coffey/Corp); motion carried unanimously, 7/0.

Appointments:

Appointing Renee Buck to serve an unexpired term of Position 3 on the Planning Commission through March 31, 2018.

A motion was made and seconded to appoint Renee Buck to serve an unexpired term of Position 3 on the Planning Commission through March 31, 2018 (Westman/Coffey); motion carried unanimously, 7/0.

Public Comments:

Carol Estep, 2070 Arnold Street, DuPont Historical Society President, extended an invitation to the DuPont Historical Museum's artwork display of a local guest artist, Dean Wenzel, and that there will be an open house on April 3rd, between 1-4pm.

Renee Buck, 301 Brandywine Avenue, inquired about when an update on the status of the negotiations between CalPortland and the environmental caucus relative to the Sequatchew Creek restoration plan.

David Bungert, 2702 McArthur Street, commented on the need for a planning process to establish procedures, policies and codes, relative to the honorary naming of Center Drive, and meet the required 70% of affected residents to sign a petition prior to any final decision by the City Council. He also spoke about such naming would create confusion with emergency response and for Council to take into account the cost and ongoing maintenance to taxpayers.

Agenda Item # 8a.

Ray Conn, 1852 Johnson Avenue, asked what the current City logo is to represent a clear and real identity of the City. He also spoke of the possibility of setting up a genealogical society in DuPont and he is interested in providing his assistance.

Approval of Consent Agenda Items:

- Regular Council Meeting Minutes – March 8, 2016;
- Claims Vouchers List – March 22, 2016

A motion was made and seconded to approve the Consent Agenda (Coffey/Gasak); motion carried unanimously, 7/0.

Discussion Items

Honorary Naming of Center Drive as Wilburn K. Ross Boulevard.

Public Works Director Lim presented the City Council with a short PowerPoint presentation on four replacement sign options and graphics relative to the proposed naming of Center Drive in honor of a Medal of Honor recipient and DuPont resident, Master Sgt. Wilburn K. Ross; and maps of street locations through Center Drive.

Mayor Courts emphasized the significance and rarity of receiving a Medal of Honor. After discussion with City staff, he indicated that such naming would not impact any address change, explained the difference of the sign colors, and proposed to have the unveiling of the honorary street sign on Memorial Day weekend to Mr. Ross and the community.

There was consensus that said honorary naming would be a good opportunity to honor a Medal of Honor recipient in DuPont.

Discussion ensued on clarifying that State law is silent which gives the City the prerogative to name its streets and that it does not foresee any public safety issues that would arise from such action; the option to have only two signs placed at both ends of Center Drive which would keep costs down; finding out whether Town of Steilacoom has established a policy since they have implemented a similar signage; concerns about setting precedents for any future honorary signage when City assumes said costs for this proposal; looking into fundraising or donations instead of using taxpayer monies similar to that of the existing veterans memorial; concerns with what the City intends to accomplish in getting this done soon, being good stewards of tax money; and considering similar projects that serve all citizens by providing other avenues to honor Mr. Ross.

Further discussion ensued on spelling out “World War II Medal of Honor” recipient in lieu of the medal of honor emblem, and the possibility of securing lodging tax funding by marketing the City as home to a medal of honor recipient; creating a sign that would be highly visible or designate a centralized location and one that does not create confusion; where the sign would be facing, and design one similar to that of Steilacoom’s medal of honor sign; funding concerns while acknowledging that this is a worthy cause; other possible locations such as Wilmington Avenue or at the entrance of the Interstate 5; the need for a durable signage; tying in with the historical Ross Plaza; and project timeline (one week plus additional time for WSDOT and/or Pierce County to mount the signs).

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City Council Meeting Minutes of March 22, 2016

Agenda Item # 8a.

Mayor Courts indicated that further discussion will be scheduled at the April 19th Council Study Session.

Mayor's Report:

Mayor Courts reported on the following:

- Golf Tourism: April 10th meeting with representatives from various DuPont businesses (i.e. hotels, restaurants, local golf courses, concessionaires, etc.) to work on recreating DuPont as a tourist golf destination;
- March 25th: Attend the Pierce County Mayors' breakfast where public transportation will be discussed.

City Administrator's Report:

City Administrator Danek reported on the following:

- March 25th National Medal of Honor Day at the DuPont Historical Museum; inviting Councilmembers who are military veterans to share their experiences in the military;
- Several Clean-Up Schedules: Spring Clean-Up on April 9th; and Fall Clean Up on October 8th; with bulky waste drop-off at the Civic Center lot from 8am – 4pm. This will be included in a LeMay mailing/flyer and City website;
- Parks Appreciation Day will be held on April 23rd;
- He will be out of the office the week of April 4th, returning on April 11th.

Council Reports:

Councilmember Corp spoke about the Planning Commission meeting he attended last week, with members looking forward to the hiring of a Planning Manager.

Councilmember Coffey announced that she plans to attend the school board meeting on March 23rd where there will be further discussions on a hiring of a school resource officer.

Councilmember Estep announced that the Tree Board has scheduled to have trees moved to the nursery located behind the Fire Department on March 26th, at 10am. He spoke about the DuPont Historical Society meeting he attended on March 21st, together with Councilmembers Coffey and Corp, where an arborist provided a briefing relative to the Orchard and plans for future tree planting.

Councilmember Corp announced that Aaron VanAlstine is the new Chair for the Planning Commission.

Deputy Mayor Westman indicated that he will be meeting with Councilmembers Corp and Gasak to evaluate the feasibility and significant purpose of holding a Council Retreat and bring their recommendation to the City Council as a whole.

Department Reports:

Councilmember Coffey complimented City staff for their efforts in providing the Council with their monthly department reports showing their accomplishments.

Councilmember Helder acknowledged significant quicker call to service response times reported by the police department.

Unfinished Business:

None.

New Business:

None.

Public Comment:

David Bungert, 2702 McArthur Street, expressed his concerns on the Mayor's statements relative to the honorary naming of the street sign to seemingly override the vision he presented at the last Council workshop. He suggested the City establish policies and codes relative to any honorary naming of street signs, and instead rename Exit 119 in honor of Master Sgt. Ross.

Ray Conn, 1852 Johnson Avenue, spoke about a professional gardener who help plan a garden that was presented to and approved by the Residential Owners Association and hoped that it would help create more gardens in the City.

Council Comment:

Councilmember Coffey spoke about the DuPont Historical Society annual meeting she attended, together with Councilmembers Estep and Corp last night. She expressed her appreciation for the Committee's work in rebuilding the Orchard and looked forward to their report to the City Council.

Executive Session:

None.

Adjournment:

Mayor Courts adjourned the meeting at 8:05 P.M.

City of DuPont:

Mike Courts, Mayor

Attest:

Erin Larsen, City Clerk

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Payroll

Pay Type Register

User: pbarry
 Printed: 04/06/2016 - 8:06AM
 Check Date Range: All
 Period Date Range: 03/31/2016 to 03/31/2016
 Batch Info: All
 Pay Types: AD, BC, BF, BV, C, CA, CC, CF, CM, CR, CU, CV, DO, DR, DT, EI, FA, FC, FF, FH, FL, FM, FMLA, FO, FP, FS, FS2, FT, FV, H, HF, HO, HSACO, JD, KC, KD, KF, L2, L3, L4, L5, LD, LG, LGFix, MC, MD, MI, OC, OCB, OF, OFM, OHF, OLT, OMD, OO, OOC, OS, OSC, OSE, OSV, OT, OTR, OTW, PA, PD, PI, R, RD, RF, RS, RT, RT-OT, S, SB, SF, SH, SV, TF, U,

City of DuPont
 1700 Civic Drive
 DuPont, WA 98327
 (253) 964-8121

Agenda Item # 8b.



Department	Pay Type	Description	Hours	Amount
A1				
	FH	Floating Holiday	8.00	379.28
	LG	Longevity Pay	0.00	147.97
	OO	Opt Out of Medical Ins	0.00	402.38
	R	Regular	419.50	15,521.53
	S	Sick	15.50	653.97
	V	Vacation	62.00	2,217.26
		Department Total	505.00	19,322.39
BLDG1				
	LG	Longevity Pay	0.00	172.47
	R	Regular	182.50	6,694.35
	S	Sick	1.50	63.02
	V	Vacation	8.00	336.08
		Department Total	192.00	7,265.92
C1				
	R	Regular	58.00	3,925.00
		Department Total	58.00	3,925.00
F1				
	BC	BANK COMP TIME	1.75	0.00
	C	Comp Time Used	3.75	88.84
	OT	Overtime	4.00	104.12
	R	Regular	466.25	11,340.36
	RT	Retro Pay	8.00	378.48
	S	Sick	17.50	353.49
	U	Unpaid Hours	160.00	0.00
	V	Vacation	100.00	4,826.44
	VO	Vacation Cash Out - Ma	137.00	6,741.77
		Department Total	898.25	23,833.50
F2				
	BF	Bank Comp Time - Fire	28.00	0.00
	EI	Education Incentive	0.00	497.11
	FS	Firefighter EMT Special	0.00	789.45
	FS2	Firefighter 2 Specialty P	0.00	550.43
	KD	Kelly Day	120.00	0.00

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Department	Pay Type	Description	Hours	Amount
	LG	Longevity Pay	0.00	664.20
	OC	On Call / Out of Class	0.00	234.60
	OCB	OT for Call Back	48.00	1,618.56
	OSC	OT for Shift Coverage	132.00	5,616.12
	OT	Overtime	4.00	189.72
	R	Regular	1,522.70	33,487.18
	RT	Retro Pay	113.50	473.30
	S	Sick	115.00	3,730.13
	V	Vacation	120.00	3,052.08
	VC	Vacation Cash Out - aut	14.50	407.60
Department Total			2,217.70	51,310.48

Agenda Item # 8b.

P1

BC	BANK COMP TIME	6.00	0.00	
CC	Comp Cash Out	24.88	921.56	
CM	Community Resource O	0.00	65.88	
CR	Crime Response Unit 2%	0.00	140.16	
CV	Commercial Vehicle 2%	0.00	85.73	
DT	Detective 5%	0.00	150.17	
FA	Firearms Instructor 2%	0.00	189.73	
FH	Floating Holiday	13.50	492.80	
FT	Field Training Officer 3'	0.00	743.07	
LG	Longevity Pay	0.00	680.81	
MC	Metro Collision Team 1'	0.00	42.87	
OC	On Call / Out of Class	0.00	190.74	
OSC	OT for Shift Coverage	56.50	2,588.37	
OSE	OT for City Special Eve	6.00	266.52	
OT	Overtime	20.00	1,024.09	
OTR	OT for Training/Training	70.00	3,439.97	
R	Regular	899.50	29,800.14	
S	Sick	79.50	2,750.41	
V	Vacation	50.50	2,356.02	
VC	Vacation Cash Out - aut	22.84	826.01	
WC	WACOP LTD	0.00	873.81	
Department Total			1,249.22	47,628.86

PW1

BC	BANK COMP TIME	6.75	0.00	
C	Comp Time Used	2.25	41.49	
FH	Floating Holiday	32.00	810.72	
LG	Longevity Pay	0.00	655.21	
OC	On Call / Out of Class	0.00	600.00	
R	Regular	1,036.00	29,601.34	
S	Sick	38.00	976.60	
V	Vacation	44.50	1,154.96	
Department Total			1,159.50	33,840.32
Report Total			6,279.67	187,126.47

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Payroll

Deduction Register - Totals Only

User: cjackson
 Printed: 4/6/2016 - 8:22 AM
 Check Date Range: All
 Period End Range: 03/16/2016 to 03/31/2016
 Batch Info: All
 Deductions: D2r, D2rCor, D2rTx, DCPE, DORL2R, DORP1R, DORP2R, DORP3R, EAP, ESD1, ESDcor, FICAR, IAFER1, IAFFER, IAFFRC, ICMA-R, ICMAR1, L&I-ER, L&IR-C, L1, LEOFFR, LIR, LIX, M3, M4, M5, M5-C, MEDICR, MEDIR, PERSER, T1, UNEMP, V1, V1-C, WACOP, WDENTotals Only

City of DuPont
 1700 Civic Drive
 DuPont, WA 98327
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Agenda Item # 8b.



	Amount
DORL2R: LEOFF 2 - EMPLOYER	4,706.98
DORP1R: PERS 1 - EMPLOYER	312.73
DORP2R: PERS 2 - EMPLOYER	7,542.00
DORP3R: PERS 3D - EMPLOYER	1,111.22
ESD1: UNEMPLOYMENT	348.27
FICAR: FICA Employer Portion	8,662.15
IAFER1: IAFF- Nationwide 457- 1% Match	264.17
IAFFER: IAFF Nationwide 457 - ER	2,367.18
ICMAR1: ICMA Employer 1% matching	608.96
ICMA-R: ICMA--EMPLOYER %	1,769.90
L&I-ER: L&I - Employer	4,949.22
MEDIR: Medicare Employer Portion	2,712.32
WACOP: WA COP LTD - Benefit	873.81
Report Total:	36,228.91



CLAIMS VOUCHER APPROVAL

We hereby certify that the goods and/or services charged on the vouchers listed on the following pages have been furnished to the best of our knowledge. We further certify the following pages of claims to be valid and correct.

City Administrator

Finance Director

We, the undersigned Council members of the DuPont City Council, DuPont, Washington, do hereby certify that the voucher-check numbers 32047 through 32147 are approved for payment in the amount of \$164,568.20 this 12th day of April 2016.

Mayor

Councilmember

City of DuPont
1700 Civic Drive
DuPont, Washington 98327
253-964-8121 phone
253-964-3554 fax

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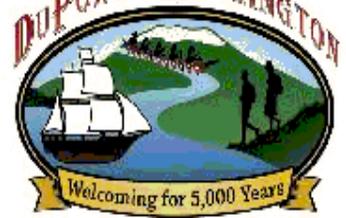
Accounts Payable

Checks by Date - Detail by Check Date

User: pbarry
Printed: 4/6/2016 8:45 AM

City of DuPont
1700 Civic Drive
DuPont, WA 98327
(253) 964-8121

Agenda Item # 8b.



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
32047	ARAMARK	Aramark Uniform Services	03/18/2016	
	1988441641	Uniform Cleaning		5.00
	1988441641	Uniform Cleaning		4.99
	1988441641	Uniform Cleaning		5.00
	1988441641	Uniform Cleaning		5.00
	1988441641	Uniform Cleaning		5.00
	1988452517	Uniform Cleaning		5.00
	1988452517	Uniform Cleaning		5.00
	1988452517	Uniform Cleaning		5.00
	1988452517	Uniform Cleaning		5.00
	1988452517	Uniform Cleaning		5.00
	1988452517	Uniform Cleaning		4.99
	1988463473	Uniform Cleaning		27.53
	1988463473	Uniform Cleaning		27.54
	1988463473	Uniform Cleaning		27.53
	1988463473	Uniform Cleaning		27.53
	1988463473	Uniform Cleaning		27.53
	1988474334	Uniform Cleaning		5.00
	1988474334	Uniform Cleaning		5.00
	1988474334	Uniform Cleaning		4.99
	1988474334	Uniform Cleaning		5.00
	1988474334	Uniform Cleaning		5.00
		Total for Check Number 32047:		212.63
32048	BLUMENTH 004961501	Blumenthal Uniforms & Equip Uniform allowance - UA Heatgear tactical comp	03/18/2016	55.76
		Total for Check Number 32048:		55.76
32049	DUPONT 0174839 160307-005483	City of DuPont Community Center Annual Fire Inspection & IFI Museum Roof/Siding improvements - Inspection	03/18/2016	180.00 128.50
		Total for Check Number 32049:		308.50
32050	PWF 104360	CLL Holdings Inc. Water Purification System	03/18/2016	87.04
		Total for Check Number 32050:		87.04
32051	CJTC 201125906	Wa State Criminal Justice Training Comm Blue Courage wrkshp - Cummings/Nelson/Sabot	03/18/2016	245.00
		Total for Check Number 32051:		245.00
32052	DATEC 32518	Datec Incorporated Thermal perforated roll paper - PD	03/18/2016	146.89
		Total for Check Number 32052:		146.89
32053	TACGOOD	Goodwill of the Olympics & Rainier Regio	03/18/2016	

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Agenda Item # 8b. Check Amount
	IN0060994	General Custodial - Tues/Thurs		1,166.00
Total for Check Number 32053:				1,166.00
32054	GOSSJ ADV TRVL 3/2016	Jordan Goss Advanced travel/Per diem - FTO Training/Brier	03/18/2016	320.00
Total for Check Number 32054:				320.00
32055	HERMANSC 16073	Hermanson Company LLP Preventative maintenance - Feb	03/18/2016	1,865.92
Total for Check Number 32055:				1,865.92
32056	HOLTL ADV TRVL 2/2016 ADV TRVL 3/2016	Larry Holt Per diem - PIO Training/Bellevue WA - Holt L Adv Travel/per diem - FTO Training/Brier WA -	03/18/2016	370.00 320.00
Total for Check Number 32056:				690.00
32058	HUMANE IVC0001605	Humane Society for Tacoma and Pierce Co Boarding Contract	03/18/2016 CITY-03	504.93
Total for Check Number 32058:				504.93
32059	LIFEAST 741163 744192 744192	Life-Assist, Inc. Shoecovers & sharps container Heartstart FRx AED w/standard carry case - FD Heartstart FRx AED w/standard carry case - FD	03/18/2016	65.92 1,000.00 484.41
Total for Check Number 32059:				1,550.33
32060	LNC 2135259-00	LN Curtis & Sons Spinning teeth nozzle parts - FD	03/18/2016	54.58
Total for Check Number 32060:				54.58
32061	PCBGT&F CI-211888	Pierce County Budget & Finance Booking & Jail Housing Fees	03/18/2016 99546	2,920.50
Total for Check Number 32061:				2,920.50
32062	PSEE 300000004741 300000010086	Puget Sound Energy 300000004741 - Street Lights 300000010086 - Street Lights	03/18/2016 300000004741 300000010086	844.25 13,370.87
Total for Check Number 32062:				14,215.12
32063	SFS P 51138	Smith Fire Systems Service & repair - Facilities	03/18/2016	332.00
Total for Check Number 32063:				332.00
32064	SAALLC 785	Surplus Ammo & Arms, LLC (Tacoma) Uniform/equip allowance - batt, monocular, pen,	03/18/2016	214.58
Total for Check Number 32064:				214.58
32065	VERIZON 9761506607	Verizon Wireless Mobile to Mobile card swiper	03/18/2016 342042808-00001	30.08
Total for Check Number 32065:				30.08

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
32066	ZOLL 9024794	ZOLL Medical Corporation Fire RMS Service	03/18/2016	282.88
Total for Check Number 32066:				282.88
Total for 3/18/2016:				25,202.74
32067	BINW DEPOSIT	Business Interiors NW, Inc. Lobby curio cabinet - Deposit	03/21/2016	2,051.20
Total for Check Number 32067:				2,051.20
Total for 3/21/2016:				2,051.20
32068	BNYM 252-1932133	Bank of NY Mellon Trust Co, NA 2016 Escrow Agent & Administrative fees	03/25/2016	2,000.00
Total for Check Number 32068:				2,000.00
32069	BWN 10436	BrightWire Networks, LLC IT Professional Svcs - April 2016	03/25/2016	2,443.78
Total for Check Number 32069:				2,443.78
32070	COSTCO 066749	Capital One Commercial Superbowl Party supplies (2015 Auction prize) -	03/25/2016	124.89
Total for Check Number 32070:				124.89
32071	QWEST	CenturyLink	03/25/2016	
	206T011133 454B	206T011133 454B Police T-Line	206T011133 454B	468.34
	206T367078 390B	206T367078 390B Data Circuits	206T367078 390B	505.37
	2539125102 944B	253-912-5102 944B PW Shop Fax	253-912-5102 944B	11.02
	2539125102 944B	253-912-5102 944B PW Shop Fax	253-912-5102 944B	14.70
	2539125102 944B	253-912-5102 944B PW Shop Fax	253-912-5102 944B	11.03
	2539125102 944B	253-912-5102 944B PW Shop Fax	253-912-5102 944B	36.76
	2539125210 753B	253-912-5210 753B CivicCtr Ext	253-912-5210 753B	251.31
Total for Check Number 32071:				1,298.53
32072	CLINK	CenturyLink Business Services	03/25/2016	
	1369333563	PW Shop Long Distance	253-964-4931/964-6808	7.16
	1369333563	PW Shop Long Distance	253-964-4931/964-6808	2.15
	1369333563	PW Shop Long Distance	253-964-4931/964-6808	2.15
	1369333563	PW Shop Long Distance	253-964-4931/964-6808	2.85
	1369333563	1798 Bell Hill Long Distance	253-964-1798	7.13
Total for Check Number 32072:				21.44
32073	CHKLS	Chuckals Inc.	03/25/2016	
	859184-0	Nameplates - P Barry		11.91
	859686-0	Nameplates - T Ongoco, B Sheehan, L Creekmoi		61.80
Total for Check Number 32073:				73.71
32074	COMCAST	Comcast	03/25/2016	
	35 013 0108401	303 Louviers internet	35 013 0108401	65.61
	35 013 0108401	303 Louviers internet	35 013 0108401	19.68
	35 013 0108401	303 Louviers internet	35 013 0108401	26.25

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	35 013 0108401	303 Louviers internet	35 013 0108401	19.68
	35 013 0340616	City Hall Internet	35 013 0340616	141.17
Total for Check Number 32074:				272.39
32075	GRGR 9050684092	Grainger Emergency light, exit signs, 6v batteries - PW/Fa	03/25/2016	522.90
Total for Check Number 32075:				522.90
32076	G&O	Gray & Osborne Inc.	03/25/2016	
	12251.00-21	12251.00 Northwest Logistics Center #2 R/I Isle		1,457.11
	13269.00-23	13269.00 Home 2 Suites at Barksdale Station R/		3,604.82
	14259.00-10	14259.00 Bell Hill Booster Upgrades		4,688.35
	14552.00-10	14552.00 Williamson Lot 10 Constuction R/I Da		509.58
	15206.01-11	15206.01 Water Util: Hoffman Hill BS Evaluatic		1,994.40
	15206.03-5	15206.03 Water Util: Automatic Reader System		2,535.84
	15206.04-8	15206.04 Water Util: Reservoir Inspection & Cle		2,842.46
	15236.00-8	15236.00 Intel Property Short Plat R/I Industrial		1,584.26
	15242.00-11	15242.00 Fairfield Inn at DuPont R/I Northwest		4,340.70
	15258.00-8	15258.00 Historic Village Water Mains		145.71
	15271.01-5	15271.01 Museum Roof and Siding Replacemen		445.59
	16205.00-2	16205.00 Parks Dept - 2016 Gen Engineering		487.03
	16205.01-2	16205.01 Parks Dept: Off Lease Dog Area at Pov		965.20
	16206.00-2	16206.00 Water Util: 2016 Gen Engineering		1,013.82
	16207.00-2	16207.00 Street Utility 2016 Gen Engineering		1,252.44
	16208.00-2	16208.00 Storm Utility 2016 Gen Engineering		898.48
	16209.00-1	16209.00 Planning Dept - 2016 Gen Engineering		458.85
	16210.00-1	16210.00 - 2016 Technical Review Committee		458.85
Total for Check Number 32076:				29,683.49
32077	HFE 502222	Hughes Fire Equipment Inc. Replacement seat for E25 - FD	03/25/2016	281.05
Total for Check Number 32077:				281.05
32078	KENYON 183833	Kenyon Disend, PLLC Attorney Svcs Acct #128-95000M	03/25/2016 128-95000M	1,064.24
Total for Check Number 32078:				1,064.24
32079	LANDCARE	LandCare USA LLC	03/25/2016	
	8080742	LandCare - Center Drive 57%	Cust #249593	3,271.97
	8080742	LandCare - McNeil Street	Cust #249593	1,146.75
	8080742	LandCare - McLeod Circle	Cust #249593	189.31
	8080742	LandCare - Center Drive 43%	Cust #249593	2,468.32
Total for Check Number 32079:				7,076.35
32080	LIFEAST 741643	Life-Assist, Inc. Misc EMS supplies	03/25/2016	120.90
Total for Check Number 32080:				120.90
32081	SUF MAR 2016	Kevin McFarland Urban Forestry Consultation	03/25/2016	210.24
Total for Check Number 32081:				210.24
32082	ORKIN 107825891	Orkin Pest Control, Inc. City Hall Pest Control	03/25/2016 D-10014997 City Hall	190.05

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	107827424	41% Police Pest Control	D-12240342 Police	38.81
	107827424	59% Fire Pest Control	D-12240342 Fire	55.85
Total for Check Number 32082:				284.71
32083	PAO S6266-6	Pacific Office Automation City Hall copier model C654E	03/25/2016 900-0242073-000	243.11
Total for Check Number 32083:				243.11
32084	PPI 05440019	Positive Promotions, Inc. Fire safety stickers - FD	03/25/2016	386.69
Total for Check Number 32084:				386.69
32085	REINARTG 004-16	Gerilyn Reinart, P.E. Traffic & Transportation Engineering Services -	03/25/2016	906.00
Total for Check Number 32085:				906.00
32086	S&BINC sB-24220	S & B Inc Hoffman Hill BS Repairs due to electrical/storm	03/25/2016	2,416.99
Total for Check Number 32086:				2,416.99
32087	STAPLES 8038311098 8038311098 8038311098 8038311098 8038311098 8038400872 8038400872	Staples Advantage #3295482913 Misc central services supplies #3295482917 Misc fire & EMS supplies #3295482912 Misc facility supplies for new bath #3295482916 Puffs Plus tissue #3295482913 Yellow ink cartridge - Museum #3296010037 Copy paper - dark green #3296010036 Box of mugs - Central services	03/25/2016	87.87 314.33 1,566.28 5.86 20.55 56.53 48.05
Total for Check Number 32087:				2,099.47
32088	TNT 02192016 02192016 02192016	The News Tribune City wide advertising Transporation Benefit District advertising Parks advertising	03/25/2016	257.49 66.65 66.65
Total for Check Number 32088:				390.79
32089	TRIAIR 96125	TRI Air Testing Inc. SCBA Air testing and analysis - Quarterly	03/25/2016	164.00
Total for Check Number 32089:				164.00
32090	DOP 73146106	WA State Enterprise Svs - Printing Window envelopes	03/25/2016	234.33
Total for Check Number 32090:				234.33
32091	ZOLL 9023055	ZOLL Medical Corporation Fire RMS Service	03/25/2016	282.88
Total for Check Number 32091:				282.88
Total for 3/25/2016:				52,602.88
32092	UB*01564	Mark & Nida Ackerson	03/28/2016	

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	001026-004			61.96
			Total for Check Number 32092:	61.96
32093	UB*01570 108413-000	Nancy Adams	03/28/2016	104.28
			Total for Check Number 32093:	104.28
32094	UB*01574 113281-000	Jeanette Alvau	03/28/2016	1.80
			Total for Check Number 32094:	1.80
32095	UB*01573 112050-001	Taira Caldwell	03/28/2016	29.49
			Total for Check Number 32095:	29.49
32096	UB*01568 104993-001	Chad & Michelle Froehlich	03/28/2016	4.36
			Total for Check Number 32096:	4.36
32097	UB*01566 101029-000	Michael & Jenny Grayum	03/28/2016	40.79
			Total for Check Number 32097:	40.79
32098	UB*01569 106645-000	Christopher & Jill Hanmer	03/28/2016	18.64
			Total for Check Number 32098:	18.64
32099	UB*01572 111598-000	George & Goldi Leslie	03/28/2016	41.69
			Total for Check Number 32099:	41.69
32100	ub*01567 101365-000	Ralph & Catherine Pallotta	03/28/2016	56.85
			Total for Check Number 32100:	56.85
32101	UB*01553 113109-000	RG Construction	03/28/2016	1,016.14
			Total for Check Number 32101:	1,016.14
32102	UB*01565 003093-001	Gergen & Donna Robinson	03/28/2016	100.10
			Total for Check Number 32102:	100.10
32103	UB*01571 108662-000	Mary Verner	03/28/2016	30.00
			Total for Check Number 32103:	30.00
			Total for 3/28/2016:	1,506.10
32105	BWN	BrightWire Networks, LLC	04/01/2016	

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Agenda Item # 8b. Check Amount
	10449	Service tickets - IT maintenance		2,254.61
	10457	Service tickets - IT maintenance		675.65
Total for Check Number 32105:				2,930.26
32106	CLINK	CenturyLink Business Services	04/01/2016	
	1370099425	253-912-5102 Long distance	253-912-5102	1.35
	1370099425	253-912-5102 Long distance	253-912-5102	3.39
	1370099425	253-912-5102 Long distance	253-912-5102	1.01
	1370099425	253-912-5102 Long distance	253-912-5102	1.02
	1370099426	253-964-0153 Long Distance	253-964-0153	5.67
	1370099427	253-964-0310 Long Distance	253-964-0310	5.68
	1370099427	253-964-0310 Long Distance	253-964-0310	1.71
	1370099427	253-964-0310 Long Distance	253-964-0310	2.27
	1370099427	253-964-0310 Long Distance	253-964-0310	1.71
	1370099428	253-964-2399 Long Distance	253-964-2399	5.67
	1370099429	253-964-2855 Long distance	253-964-2855	5.67
	1370099430	253-964-4272 Long distance	253-964-4272	5.67
	1370099431	253-964-8225 Long Distance	253-964-8225	2.84
	1370099431	253-964-8225 Long Distance	253-964-8225	0.85
	1370099431	253-964-8225 Long Distance	253-964-8225	0.85
	1370099431	253-964-8225 Long Distance	253-964-8225	1.13
Total for Check Number 32106:				46.49
32107	CNH	CNH Industrial Capital America	04/01/2016	
	IH23116	New Holland mower repair parts & new door - P		1,070.51
	SH01075	New Holland mower service & repair - PW		595.90
Total for Check Number 32107:				1,666.41
32108	CFCB	Crown Films/Custom Bioplastics LLC	04/01/2016	
	80906	Dog waste bags - PW		602.23
Total for Check Number 32108:				602.23
32109	DRS	Dept of Retirement Systems	04/01/2016	
	1156323	Old Age and Survivors Insurance - 2015 Tax Yea		25.00
Total for Check Number 32109:				25.00
32110	EHC	Emerald Hills Coffees	04/01/2016	
	857339	Coffee Service Supplies - PD	Cust #28020	57.34
Total for Check Number 32110:				57.34
32111	GALLS	Galls Inc	04/01/2016	
	005040856	Uniform allowance/Pants & boots - Nelson		228.46
Total for Check Number 32111:				228.46
32112	GOODTOGC	Good To Go!	04/01/2016	
	TB-161392760	Good to Go bridge toll - Lic #49582D - PD		7.00
	TB-161392769	Good to Go bridge toll - Lic #56958D - PD		7.00
Total for Check Number 32112:				14.00
32113	GTLLP	Grant Thornton LLP	04/01/2016	
	952998948	Cash Flow and Yield Verification Services - Bon		2,500.00
Total for Check Number 32113:				2,500.00

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Agenda Item # 8b. Check Amount
32114	KHD 2015-INV0024	Kathryn Herrington LT6-013 Shamrock Walk 2016 Poster update	04/01/2016	108.80
Total for Check Number 32114:				108.80
32115	HOOFTD REIMB 03/2016 REIMB 03/2016	Diana Hooft Reimbursement for mileage - D Hooft Reimbursement for misc supplies - D Hooft	04/01/2016	9.94 43.47
Total for Check Number 32115:				53.41
32116	JFRANK 609524 610615	J Frank Schmidt & Son Co Nursery Trees - PW Freight charge on Nursery Trees - PW	04/01/2016	4,968.85 150.00
Total for Check Number 32116:				5,118.85
32117	JACKSOCK REIMB 03/2016 REIMB 03/2016	Corine Jackson Reimbursement for return receipt/overnight mail Mileage and parking reimbursement/Notary Pub	04/01/2016	2.80 18.85
Total for Check Number 32117:				21.65
32118	LOCHNER 11888-1	Lochner Wilmington Drive Overlay - design & project ad	04/01/2016	20,153.36
Total for Check Number 32118:				20,153.36
32119	NEOPOST N5837519 N5837519 N5837519	MailFinance Folder Inserter Lease Qtr Folder Inserter Lease Qtr Folder Inserter Lease Qtr	04/01/2016 Lease #N14122581 Lease #N14122581 Lease #N14122581	109.92 109.96 109.92
Total for Check Number 32119:				329.80
32120	NSCI 901844580	Northern Safety & Industrial Personal protective equipment & first aid supplie	04/01/2016	672.54
Total for Check Number 32120:				672.54
32121	PAO S6630-6	Pacific Office Automation PD copier lease - C284E, C454E	04/01/2016 900-0242071-000	348.86
Total for Check Number 32121:				348.86
32122	PLG LTGO Bonds 2016	Pacifica Law Group LLP Legal services - Bond Refunding 2016	04/01/2016	25,300.00
Total for Check Number 32122:				25,300.00
32123	PARENTMP 0316034	Parent Map LT6-013 Shamrock Walk - Display ad	04/01/2016	666.00
Total for Check Number 32123:				666.00
32124	PCBGT&F CI-213591	Pierce County Budget & Finance Booking & Jail Housing Fees	04/01/2016 99546	309.50
Total for Check Number 32124:				309.50
32125	PROVAC 160221-013 160221-013	Pro-Vac Clean catch basin & jet line - PW/Water Clean catch basin & jet line - PW/Storm	04/01/2016	918.00 918.00

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 32125:	1,836.00
32126	PURPOWER 28977189	Purchase Power Postage Meter Refill #28977189	04/01/2016 8000-9000-0144-6966	2,083.09
			Total for Check Number 32126:	2,083.09
32127	QTI 21600999	Qualification Targets Inc. Training targets for PD	04/01/2016	244.59
			Total for Check Number 32127:	244.59
32128	RICED REIMB 03/2016	Diane Rice Mileage reimbursement - D Rice	04/01/2016	23.70
			Total for Check Number 32128:	23.70
32129	SMITHN REIMB 03/2016	Nicholas Smith Meal & mileage reimbursement/Emer Mgmt Tra	04/01/2016	22.82
			Total for Check Number 32129:	22.82
32130	SCI 2162	Studio Cascade, Inc Planning support services	04/01/2016	9,411.00
			Total for Check Number 32130:	9,411.00
32131	SYSTEMS 28669	Systems for Public Safety, Inc. Battery draw down test - PD	04/01/2016	27.90
			Total for Check Number 32131:	27.90
32132	THIBEAUW REFUND 03/2016	William Thibeau Rental deposit refund/ Powderworks Park - W TI	04/01/2016	50.00
			Total for Check Number 32132:	50.00
32133	ULINE 75184373 75184373	Uline Storage cabinet - PD Velcro tape - PD	04/01/2016	708.75 34.00
			Total for Check Number 32133:	742.75
32134	WALKERA REIMB 03/2016	Amy L. Walker Shamrock Walk & Community P&R mtg supply	04/01/2016	20.62
			Total for Check Number 32134:	20.62
32135	WARDA REIMB 03/2016	Andre Ward Water Distribution Examination - A Ward	04/01/2016	79.00
			Total for Check Number 32135:	79.00
32136	WTRMG 148176	Water Management Lab, Inc. Water sample testing	04/01/2016	126.00
			Total for Check Number 32136:	126.00
32137	WMG 2016 Baskets	Windmill Gardens LT6-004 Sun City hanging baskets	04/01/2016	1,173.57

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Agenda Item # 8b.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 32137:	1,173.57
			Total for 4/1/2016:	76,994.00
32138	DUPONT	City of DuPont	04/05/2016	
	02.2016	2668 - 1350 Foreman Rd - Stormwater		267.75
	02.2016	2668-001 Bell Hill Reservoir - Storm		183.60
	02.2016	2668-005 - Powderworks Domestic		335.30
	02.2016	1305 - 301 Louviers		69.96
	02.2016	1305 - 301 Louviers		52.47
	02.2016	1305 - 301 Louviers		174.90
	02.2016	1305 - 301 Louviers		52.47
	02.2016	1306 - City Reservoir		153.00
	02.2016	103728-004 - 1780 Civic -Fire		971.26
	02.2016	103728-005 - 1780 Civic Fireline -Police		24.23
	02.2016	103728-005 - 1780 Civic Fireline - Fire		34.87
	02.2016	102790-001 - 1695 Burnshide/HH Well		150.90
	02.2016	103728-002 - 1700 Civic Domestic		1,303.45
	02.2016	103728-003 - 1700 Civic Fireline		59.10
	02.2016	103728-004 - 1780 Civic Police		674.94
	02.2016	51 - Museum Domestic		139.40
	02.2016	53 - 303 Barksdale Ave		105.00
	02.2016	99 - 303 Louviers		32.26
	02.2016	99 - 303 Louviers		24.20
	02.2016	99 - 303 Louviers		80.65
	02.2016	99 - 303 Louviers		24.19
	02.2016	2668-007 Powderworks Park Storm		512.55
	02.2016	108857-000 Stormwater cleaning		105.00
	02.2016	001307-000		122.40
	02.2016	112968-000		105.00
			Total for Check Number 32138:	5,758.85
32139	UB*01576 107729-000	Eric Bishop	04/05/2016	49.86
			Total for Check Number 32139:	49.86
32140	UB*01581 111830-000	Laura Bradstreet	04/05/2016	67.50
			Total for Check Number 32140:	67.50
32141	UB*01575 107511-001	Josh & Mary Catherine Grimes	04/05/2016	51.69
			Total for Check Number 32141:	51.69
32142	UB*01582 112502-000	Michael and Gloria Hultquist	04/05/2016	65.99
			Total for Check Number 32142:	65.99
32143	UB*01579 110702-000	Mia & Rhamar Phipps	04/05/2016	51.69
			Total for Check Number 32143:	51.69
32144	UB*01580	Amanda Reho	04/05/2016	

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Agenda Item # 8b.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	110996-000			63.47
			Total for Check Number 32144:	63.47
32145	UB*01578 110118-000	Sylvia Velez or Roberto Rosado	04/05/2016	28.98
			Total for Check Number 32145:	28.98
32146	UB*01583 113460-000	Mark Tuttle	04/05/2016	7.74
			Total for Check Number 32146:	7.74
32147	UB*01577 108590-000	Cesaer Zertuche	04/05/2016	65.51
			Total for Check Number 32147:	65.51
			Total for 4/5/2016:	6,211.28
			Report Total (99 checks):	164,568.20



MEETING DATE: April 12, 2016 **Agenda Item # 8c.**

- Consent Agenda
- Discussion Item
- Unfinished Business
- New Business
- Other _____

TITLE:

2016 Interlocal Agreement for Metro Canine (K9) Services

Department: Police	Date of First Reading:
Originator: Staff	Date of Second Reading:
Assigned to: Bob Sheehan, Police Chief	Date of Public Hearing:

BUDGET IMPACT: Yes No

FUND:

Amount Budgeted	\$0.00	General
Additional Required		Grant

DETAILED SUMMARY STATEMENT:

This is the renewal of the interlocal agreement with the Pierce County Metro K9 Unit.

This agreement will allow the DuPont Police Department to call on the Pierce County Metro K9 Unit when needed for specific calls for service in DuPont requiring the expertise of a K9 unit.

This agreement recognizes that the City of DuPont, along with other Pierce County cities, contracts with the Pierce County Metro K9 Unit for services.

RECOMMENDATION:

Staff recommends acceptance of this interlocal agreement.

CITY OF DuPONT
WASHINGTON
RESOLUTION NO. _____

Agenda Item # 8c.

A RESOLUTION OF THE CITY OF DUPONT, WASHINGTON, AUTHORIZING THE EXECUTION OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF DUPONT, WASHINGTON AND PIERCE COUNTY, WA

WHEREAS, Pierce County, Washington and the City of DuPont "DuPont" wish to cooperate and enter into this Agreement for canine response and services provided by Pierce County, Washington; and

WHEREAS, the combined agencies of Tacoma Police Department, Pierce County Sheriff's Department, Puyallup Police Department, Lakewood Police Department and Fife Police Department, in Pierce County, Washington have the capacity to provide Metro K9 services to the City of DuPont, in a manner beneficial to all parties and that DuPont desires to use these services; and

WHEREAS, Title 39.34 of the Revised Code of Washington authorizes joint and cooperative Agreements between governmental agencies;

WHEREAS, the City Council finds that it is in the public interest to authorize the Mayor to execute the Interlocal Agreement, attached hereto as Exhibit A;

NOW THEREFORE, BE IT RESOLVED by the City of DuPont:

Section 1. The Mayor is hereby authorized to execute the Interlocal Agreement with Pierce County, Washington in the form attached hereto as "Exhibit A."

ADOPTED BY THE DUPONT CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 12TH DAY OF APRIL, 2016.

CITY OF DuPONT

ATTEST/AUTHENTICATED:

Mike Courts, Mayor

Erin Larsen, City Clerk

Approved as to form:

Gordon Karg, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.:

PIERCE COUNTY METRO CANINE UNIT AGREEMENT



CITY OF PUYALLUP

FEB 12 2016

CITY CLERK

The Metro K9 was formed out of a recognized need to better serve local law enforcement agencies within the Pierce County area through a cooperative, collaborative effort to canine response and service. Metro K9 is currently made up of representatives from the Tacoma Police Department, Pierce County Sheriff's Department, Puyallup Police Department, Lakewood Police Department, and Fife Police Department. Any agency in Pierce County wishing to add a canine team may do so at any time by signing on to this agreement.

Metro K9 Mission:

The mission of Metro K9 is to provide field officers with the assistance of a trained K9 team as rapidly as possible. The field officer must be able to rely on obtaining a canine team of like quality at any given time, from any responding Metro Team. Therefore, canine teams involved in the Metro K9 Agreement will receive analogous training under the guidance of the Metro Trainers.

Metro K9 Oversight Committee:

The Metro K9 Oversight Committee shall consist of command level representatives from participating agencies who provide a recognized canine team. The Metro K9 Oversight Committee will provide inter-agency contact at the command level and address administrative and policy issues beyond the scope of the Management Committee. It is anticipated that this committee will address overall policy issues affecting participating members and not necessarily involve itself with everyday operational matters.

The Metro K9 Oversight Committee will meet at least quarterly to discuss issues related to the Metro K9 Agreement and to discuss other administrative and operational matters as necessary.

The Oversight Committee will elect a chairperson to serve a term of one year beginning January 1st of each year.

PIERCE COUNTY METRO CANINE UNIT AGREEMENT

Metro K9 Management Committee:

The Metro K9 Management Committee shall be made up of the participating K9 teams' immediate supervisors and the Metro Trainers.

The Metro K9 Management Committee's duties are to act as a guide for the Metro K9 Trainers, ensure that each team complies with this agreement, and oversee the daily activities and coordination between the participating metro agencies. The Metro K9 Management Committee shall also review for acceptance each participating agency's written K9 policy and operating procedures to insure that they comply with the current police K9 application standards.

The Metro K9 Management Committee shall meet at least quarterly. This meeting may be in conjunction with the Metro K9 meeting.

Metro Trainers:

Metro Trainers shall be recognized Master Trainers with the Washington State Police Canine Association (WSPCA). Any participating agency that provides a K9 team to Pierce County Metro K9 Unit may also provide a Master Trainer to support the unit.

The Oversight Committee has the final say in determining who will serve as a Master Trainer for Metro K9.

Metro Trainers' Duties and Responsibilities:

Metro Trainers will equally share and be responsible for the Patrol Dog Generalist and Narcotic Detection Dog training. The duties and responsibilities of Metro Trainers are as follows:

- Maintain a strong understanding of current case law and best practices related to the use of police K9s.
- Provide continuing training to Metro K9 teams in areas of case law and civil liability related to the use of police K9s.
- Provide scenario-based training to Metro K9 teams.
- Organize Metro Training meetings and identify the appropriate training topics for the meeting.
- Select training sites that maximize the performance levels of the teams while ensuring that the sites are rotated amongst the participating agencies.
- Provide the yearly training schedule to the Oversight and Management Committees in January of each year.

PIERCE COUNTY METRO CANINE UNIT AGREEMENT

- Document the training that each team receives in the manner as prescribed by the Oversight Committee.
- Review Metro K9 teams' logs on a routine basis.
- Provide a current list of all Metro K9 teams to the Oversight and Management Committees as well as a callout list to South Sound 911.
- A Metro trainer shall be notified of any inappropriate incident (i.e. failure to release/recall, re-bite, or inappropriate contact) concerning a Metro K9 team application. The Metro trainer who has been notified shall ensure that other designated Metro trainers have been notified of the inappropriate incident.
- The Metro trainers shall review and make recommendations to the team's supervisor.

Metro K9 Team:

All Metro K9 teams must meet the requirements as established in the Washington State Administrative Code (WAC) 139-05-915.

Metro K9 Team Duties and Responsibilities:

The duties of each Metro K9 team include, but are not limited to, the following:

- Attend the Metro K9 Meeting, and if unable to attend, notify the trainer and/or the Metro Team's immediate supervisor regarding the absence. An attendance roster will be kept and will be retained by the Master Trainer.
- Attend at least one of the training seminars offered yearly by the WSPCA, unless excused by their supervisor.
- Sign in and out of service with dispatch.
- Contact the Metro trainers at least once a week for Generalist or Detection training, and at least once a month be observed by both trainers.
- Immediately inform the K9 Management Team Member of his/her department and Metro Trainer of any inappropriate contact or unusual circumstances involving the behavior of the K9.
- Demonstrate that their team can meet the performance standards set forth by the WAC 139-05-915 for their specific discipline when requested to do so by a Metro Trainer.

Metro K9 Team Assessment and WAC Certification:

All Metro K9 teams shall be assessed on an ongoing basis. The assessments shall be conducted by the Metro K9 Master Trainers or if required by the standard an independent evaluator. Records related to Metro K9 assessments and WAC certifications shall be retained by the respective K9 teams' agency and kept in accordance with WAC 139.05.915.7. The minimum standard for evaluations shall be:

PIERCE COUNTY METRO CANINE UNIT AGREEMENT

- Semi-annual assessments as spelled out by the Oversight Committee and Master Trainers.
- Annually complete a full WAC 139-05-915.6 Canine Performance Standards for their respective discipline, except for agencies who by policy allow the use of a remote electronic training collar (commonly referred to as an e-collar).
- At least two Metro K9 Master Trainers need to be present to conduct the assessments and/or certifications.
- Should any team (handler or K9) be unable to pass an assessment or WAC certification, two Master Trainers have the authority to suspend that team from this Metro agreement. Both trainers must agree on the suspension. If an agreement cannot be reached, the Metro K9 Management Committee will make the decision.
- While a Metro K9 team may pass the assessments and WAC certification, the Master trainers still have the authority to suspend a team from this Metro Agreement for performance issues that, in their expert opinion, create a liability in deployment of that team. Particular attention will be paid to incidents involving failure to release/recall, re-bite, or inappropriate contact.
- Metro K9 Master Trainers must be in agreement to re-instate a suspended team (the team must clearly meet the standards).
- Metro K9 Master Trainers must agree in the permanent de-certification of a K9 team (involuntary status).

Metro K9 Deployment Criteria:

- At a minimum, prior to the application of a police canine, all Metro handlers shall ensure that an arrestable offense has been committed. Some exceptions may apply, and in those special circumstances, it is the duty of the handler to consult with a supervisor.
- The handler's determination to deploy the K9 shall be based on the standard of reasonableness, weighing the safety of the public against the immediate need to apprehend. Handlers may initiate deployment when, in the handler's reasonable judgment, an offender presents an imminent threat to the community or police officers, and the crime or circumstances necessitate immediate apprehension.
- A K9 shall not be applied against the direction of requesting agency's Incident Commander. The handler may refuse to apply their K9 at any time.
- The Incident Commander and/or handler shall have the right and duty to cease a K9 deployment based on any facts obtained after the deployment has been initiated, which would alter the original reason for the deployment.
- The final decision to apply a police K9 to a specific operation shall remain with the handler, provided that the handler must keep in mind the K9 capabilities and the reasonable and probable results of such use. Should a K9 be applied against the direction of the Incident Commander, the agency for whom the handler is employed assumes all liability that occurs as a result of the deployment.

PIERCE COUNTY METRO CANINE UNIT AGREEMENT

Metro K9 Call:

- A metro K9 call is defined as a request for the assistance of a metro K9 team by a police agency within Pierce County that may or may not have its own K9 team.
- The police agency requesting assistance shall use its own on-duty team first, prior to requesting Metro assistance, unless circumstances such as distance from call dictate otherwise.
- Metro calls for agencies that either do not have a K9 team or do not have a K9 team on duty shall be offered to the closest available on-duty team.

Metro K9 Call-Out:

- A Metro K9 Call-Out shall be defined as a request for a K9 response when no Metro K9 Team is on duty and the response necessitates that a K9 team be "called out" beyond their regular duty hours.
- A Call-Out request shall be initiated through South Sound 911 Communications. South Sound 911 Communications shall maintain a current Metro K9 roster and map of available K9 teams' residences and will contact the closest Metro K9 Team for a response.
- Each metro team's department shall bear fiscal responsibility for all costs incurred in maintaining their team(s), and for all costs associated with call-outs to participating members with active K9 teams.

Incidental Contact:

In the event a K9 makes an incidental contact, the handler involved will notify the on scene supervisor, their unit supervisor, and a Metro Master Trainer. All Metro Master Trainers will review the incident as soon as possible, collaborate, and make any recommendations. If the incident involved a non-Metro agency, the unit supervisor will notify the Chair of the Metro Oversight Committee.

Liability and Indemnification:

When any Metro K9 team responds to a call for K9 service for any agency, the requesting agency agrees by its request that the team will be acting under the direction and control of the requesting agency from the time of the request and agrees to assume liability under RCW 10.93.040 Liability for Exercise of Authority. This assumption of liability commences at the time the K9 is deployed within the scope of this agreement. In signing this agreement, the requesting agency agrees hereby to defend, indemnify, and hold harmless the responding Metro K9 team, any and all individual officer(s) involved in the response in both their official

PIERCE COUNTY METRO CANINE UNIT AGREEMENT

and individual capacities, the municipality of the responding Metro K9 team, as well as any participating municipality and or its current and former officials, officers, agents, assigns, including but not limited to past or current Metro K9 Trainers, Metro K9 Management Committee members, and or Metro K9 Oversight Committee members, from any and all claims whatsoever of and from all claims, demands, damages, actions, or causes of action, including appeals, whether on account of damage to property; bodily injuries; civil liberties deprivation; tort; death; local, state, or federal law; or any other theory of law, including, but not limited to; attorney's fees and costs, arising in whole or in part out of the Metro K9 response.

The responding Metro K9 team will act in accordance with the written policies, procedures, and guidelines set forth within the Metro K9 Agreement.

The following municipalities (cities, towns, or states) and their designated law enforcement agencies agree to abide by the Metro K9 Agreement when requesting assistance from a Metro K9 team. Use of a Metro K9 team does not void any other contract or provision requiring payment for certain police services.

Length of Agreement: This agreement shall be reviewed and updated every four years by the Oversight Committee and submitted for review and signatory approval by the respective agencies participating with K9 teams. Every two years, the Oversight Committee will conduct a review of the agreement, and that review will be forwarded to the respective agencies participating with K9 teams. If that review demonstrates the need to make significant changes, the agreement will be updated.

This agreement shall supersede all prior Metro K9 Agreements on the date that the agreement is filed with the Puyallup City Clerk.

Withdrawal from Agreement: Any signatory municipality may withdraw as a participating party to this agreement upon seven days advanced written notice. Written notice of withdrawal must be delivered to the elected or administrative head of every other participating municipal agency.

Public Records: This is an interlocal agreement between separate municipalities. It is not intended to create a separate legal entity. The parties to this agreement do not consider either the Metro K9 Management Committee or the Metro K9 Oversight Committee to constitute an "agency" for purposes of RCW 42.56.010, nor entities that can be separately or collectively subject to suit. Municipalities who participate as signatories to this agreement understand that records prepared, owned, used, or retained by their employees or officials concerning the implementation of this agreement may be subject to disclosure under the Public Records Act (PRA), RCW 42.56 et. seq. Persons seeking to inspect or copy records pursuant to the PRA would need to submit any record request to the individual participating municipalities.

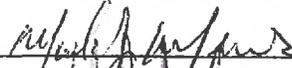
PIERCE COUNTY METRO CANINE UNIT AGREEMENT

AGENCIES PARTICIPATING WITH K9 TEAMS

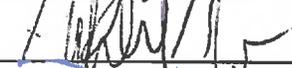
AGENCY

AGENCY REPRESENTATIVE

Fife P.D.



Lakewood P.D.



Pierce County S.D.

Paul A. Pastan

Puyallup P.D.



Tacoma P.D.



AGENCIES PARTICIPATING WITHOUT K9 TEAMS

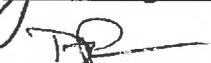
AGENCY

AGENCY REPRESENTATIVE

Buckley P.D.

Jan B. Olesch

Bonney Lake P.D.



Dupont P.D.

Robert H. Sheedy

Eatonville P.D.

Mike Sch

Fircrest P.D.



Gig Harbor P.D.

John B. Bynum

Milton P.D.



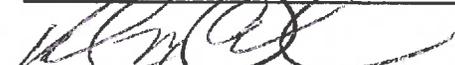
Orting P.D.

Willy E. Hansen

Roy P.D.



Ruston P.D.



Steilacoom D.P.S.

T.G. King

Sumner P.D.

Ronald M. Merchie

APPROVED through City of DuPont Resolution No. 16-_____ on the _____ of April, 2016.

Mike Courts, Mayor

Attest:

Erin Larsen, CMC, City Clerk

Gordon P. Karg, City Attorney



- Consent Agenda
- Discussion Item
- Unfinished Business
- New Business
- Other _____

TITLE:

Resolution authorizing the Purchase of Upgraded Pumps for Hoffman Hill Booster Pumps

Department: Public Works	Date of First Reading:
Originator: Staff	Date of Second Reading:
Assigned to: Gus Lim, Public Works Director	Date of Public Hearing:

BUDGET IMPACT: Yes No

FUND:

Amount Budgeted	\$180,000.00	Water
Additional Required		

DETAILED SUMMARY STATEMENT:

1. During spring/summer of irrigation, water consumption spikes. At Hoffman Hill, we have 2 domestic water pumps and 2 fire protection pumps. During spikes, fire pumps are engaged to meet system demands. Solution: Upgrade domestic water pumps to larger size so that the fire protection pumps remain on "stand-by". Upgrade existing 25 HP pumps to 30 HP. Existing two fire pumps are 30 HP.

2. Project Cost Estimate:

- Engineering: Evaluation of Booster Station \$5,000
- Procurement of Replacement Booster Pumps, Valves & Pipe Manifold \$66,000
- Engineering: Mechanical and Electrical Design \$16,000
- Construction: Electrical Components \$54,000
- Engineering: Construction Management \$15,000
- Contingency (Including Stainless Steel Impeller Replacement) \$24,000
- Total \$180,000

3. Pumps, valves, and pipe manifolds to be purchased via Pump Tech as a sole source purchase.

4. Justification: Pump Tech was the designer of record and builder of the Hoffman Hill Booster Pump Station. Pump Tech is also the only company in Washington, capable of providing and installing the equipment by May 2016.

RECOMMENDATION:

Staff recommends entering into a purchase agreement (\$66,000) with Pump Tech for pumps, valves, and pipe manifolds as a sole source purchase.

The construction of the electrical components portion will be competitively bid.

Water Project

Hoffman Hill Booster Pump Upgrades

- Est. Cost: \$180K
- **Scope:**
 - ✓ Complete before May 2016, start of irrigation season.
 - ✓ During spring/summer of irrigation, water consumption spikes.
 - ✓ We have 2 domestic water pumps and 2 fire protection pumps. During spikes, fire pumps are engaged to meet system demands.
 - ✓ Solution: Upgrade domestic water pumps from 25 HP to 30 HP so that the fire protection pumps remain on "stand-by". Two fire pumps are 30 HP.



CITY OF DuPONT
WASHINGTON

Agenda Item # 8d.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF DUPONT, WASHINGTON, AUTHORIZING
THE SOLE SOURCE PURCHASE AGREEMENT BETWEEN THE CITY OF
DUPONT, WASHINGTON AND PUMP TECH, INC, BELLEVUE,
WASHINGTON FOR UPGRADED PUMPS FOR THE HOFFMAN HILL
BOOSTER PUMP STATION

WHEREAS, Pump Tech, Inc., and the City of DuPont wish to enter into a sole source purchase agreement for pumps, valves, and pipe manifold;

WHEREAS, Pump Tech, Inc., was the designer of record and builder of the Hoffman Hill Booster Pump Station.; and

WHEREAS, Pump Tech is also the only company in Washington, capable of providing and installing the equipment by May 2016;

WHEREAS, the City Council finds that is in the public interest to authorize the Mayor to execute the sole source purchase agreement, attached hereto as Exhibit A;

NOW THEREFORE, BE IT RESOLVED by the City of DuPont:

Section 1. The Mayor is hereby authorized to execute the sole source purchase agreement with Pump Tech, Inc., in the form attached hereto as “Exhibit A.”

ADOPTED BY THE DUPONT CITY COUNCIL AT A REGULAR MEETING
THEREOF ON THE _____ DAY OF _____, 2016.

CITY OF DuPONT

Mike Courts, Mayor

ATTEST/AUTHENTICATED:

Erin Larsen, City Clerk

Approved as to form:

Gordon Karg, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.:
Date Posted:



PumpTech Inc. Page: 1
 12020 SE 32ND Street Suite 2
 Bellevue, WA 98005
Agenda Item # 8d.
 Phone: 425-644-8501
 Fax: 425-562-9213
 mhoskison@pumptechnw.com

Sales Quotation

TO:
 Gus Lim
 Dupont, City of
 1700 Civic Drive
 Dupont, WA 98327
 Phone: 253-964-8121
 Fax: 253-964-3554

Salesperson: Mike Hoskison
Lead Time:
FOB: FOB ORIGIN - FFA
Ship Via: BEST WAY

Customer#: 0046200
Quote #: 0118687-C
Date: 3/16/2016
Expires: 4/6/2016

Project Name: DuPont Hoffman Hills Booster Station

Item	Price	Qty	Extend
We are pleased to offer the following labor and materials for the upgrade to the Hoffman Hills Booster Pump Station.	0.00		0.00

Continued



Sales Quotation

TO:
 Gus Lim
 Dupont, City of
 1700 Civic Drive
 Dupont, WA 98327
 Phone: 253-964-8121
 Fax: 253-964-3554

Salesperson: Mike Hoskison
Lead Time:
FOB: FOB ORIGIN - FFA
Ship Via: BEST WAY

Customer#: 0046200
Quote #: 0118687-C
Date: 3/16/2016
Expires: 4/6/2016

Project Name: DuPont Hoffman Hills Booster Station

Item	Price	Qty	Extend
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Booster Station Upgrades	<p>PumpTech Hydronix division to build Qty (1) new 8" suction manifold and Qty (1) new 8" discharge manifold in order to re-plumb two of the existing Peerless 30 hp model C830A pumps and add Qty (2) new Paco 30 hp model LC 30707-7 close coupled centrifugal pumps with stainless steel impellers in place of the two existing 25hp model C825A pumps. The two new 30 hp pumps would be rated for 600 GPM @ 150 Ft TDH. The manifolds would be fabricated out of type 304 sch 10 stainless steel with 8" diameter main manifold line and 6" branch connections leading to and adapted for the pump suction and discharge connections. Each pump would have 6" isolation valves on both the suction and discharge sides of the branch piping. Each pump would have a 6" check valve on the discharge piping branch connection.</p>	60,346.50	1.00	60,346.50
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PumpTech service truck and crew mobilize at the City of Dupont Hoffman Hills Booster Pump Station. Service crew to disconnect the existing suction and discharge manifolds from the incoming and outgoing station piping. Disassemble the existing suction and discharge manifolds. Remove Qty (2) of the existing Peerless 25 hp model C825A pumps. Install Qty (2) new Paco 30 hp model LC 30707-7 pumps in the place of the two 25 hp pumps that were removed. Install new suction and discharge manifolds, plumb pump suction and discharge connections to all pumps. Reinstall customers existing pressure gauges and pressure transducers into new manifolds. Reconnect skid manifolds to customer existing incoming and discharge station piping.

Assist customer with startup of pumps after electrical connections are completed.

Continued



Sales Quotation

TO:
 Gus Lim
 Dupont, City of
 1700 Civic Drive
 Dupont, WA 98327
 Phone: 253-964-8121
 Fax: 253-964-3554

Salesperson: Mike Hoskison
Lead Time:
FOB: FOB ORIGIN - FFA
Ship Via: BEST WAY

Customer#: 0046200
Quote #: 0118687-C
Date: 3/16/2016
Expires: 4/6/2016

Project Name: DuPont Hoffman Hills Booster Station

Item	Price	Qty	Extend
To include the following new components: ** (2) Paco 30 hp model LC 30707-7 pumps with stainless steel impeller rated for 600 GPM @ 150 Ft TDH. ** 1 Lot of 8" type 304 sch 10 pipe for main suction and discharge manifolds. ** 1 Lot of 6" type 304 sch 10 pipe for suction and discharge branch manifold connections. ** 1 Lot misc stainless steel flanges and adaptors necessary to adapt to suction and discharge connections on pumps. ** 1 Lot misc gaskets and hardware to make up all piping connections.	0.00	1.00	0.00
Freight Full Freight Allowed to Job Site, F. O. B. Canby Oregon.	0.00		0.00
Notes & Clarifications: *** The customer is responsible for any temporary station by-pass pumping required while booster station is taken out of service for upgrades. *** The customer is responsible for removal and reinstallation of all electrical connections. *** There is no labor or materials included for electrical work in this offering.	0.00		0.00

SubTotal 60,346.50

The above order is subject to Pumptech Inc. standard terms and conditions and credit approval which are attached and made part of this agreement. We appreciate your interest in our products and services and if you have any questions on our offerings please do not hesitate to call.
 By signature below, I accept this offering:

Signed: _____
 Name: _____ Title: _____

Sales Tax: 5,310.49
Total: 65,656.99



STANDARD TERMS & CONDITIONS *Agenda Item # 8d.*

SHIPMENT

Estimated shipment from manufacturer can proceed as quoted after receipt of approved submittals and purchase order. Quoted shipment time is not guaranteed and is based on information from our suppliers. Any late delivery charges due to shipment beyond the above estimated schedule will not be accepted.

CONDITIONS OF SALE

PUMPTECH INC is not bound by the terms and conditions in Purchaser's Purchase Order or in Purchaser's or Owner's Plans & Specifications unless such terms are delivered to PumpTech prior to quotation and referenced in the quotation.

PUMPTECH INC is not responsible for delay, disruption, consequential or liquidated damages of any sort, unless Purchaser requests and receives a quotation which includes pricing and terms for such damages.

CREDIT APPROVAL AND PAYMENT TERMS

Credit approval is required by PUMPTECH INC. prior to release of order to manufacturer; however, submittal may begin at the time of receipt of purchase order. PUMPTECH, INC.'s payment terms are Net 30 days from invoice date. In some circumstances PUMPTECH, INC. may require Progress Payments. Progress payments are due and payable on receipt of invoice. "Standard Progress Payment Plan" is defined as a payment plan that includes the following terms in the Purchase Order or in the agreement:

- a. 15% - Fifteen percent on receipt of approved drawings
- b. 30% - Thirty percent with order of major components
- c. 20% - Twenty percent on receipt of major components at our facility
- d. 30% - Thirty percent upon shipment
- e. 5% - Five percent on start up

A finance charge of 1.5% per month will be charged on all past due balances. If PUMPTECH, INC. is forced to turn this over to a collection agency; purchaser agrees to pay costs of the collection to the extent that is allowed by law for commercial accounts. Purchaser also agrees to pay attorney fees and court costs in the event of a suit.

WARRANTY

The only warranty/guarantee implied or applied to this quotation are those as put forth by the original manufacturer. Products manufactured by PUMPTECH INC. are warranted to be free from defects in material and workmanship for a period of one (1) year from the date of installation provided that the product is properly installed, serviced, and operated under normal conditions.

TAXES

The pricing in the quotation does not include any local, state, or federal taxes. If applicable, taxes will be included on the invoice.

With the signature below, purchaser agrees to the above terms and conditions, and authorizes PUMPTECH INC. to proceed with the order.

(Purchaser's signature)

Printed Name & Title

(Date)



MEETING DATE: April 12, 2016 **Agenda Item # 14a.**

- Consent Agenda
- Discussion Item
- Unfinished Business
- New Business
- Other _____

TITLE:

A Resolution naming Tract I Park "Pola Andre Park"

Department: Parks and Recreation	Discussion Date: 04/12/16
Originator: Staff	First Reading Date:
Assigned to: Amy Walker, Coordinator	Public Hearing Date:

BUDGET IMPACT: Yes No

FUND:

Amount Budgeted	\$1,000.00	General
Additional Required		

DETAILED SUMMARY STATEMENT:

The City Of DuPont opened a public process for input on naming Tract I Park in March 2016. Four recommendations were presented to the Park Agency. The Park Agency has reviewed these recommendations and is formally recommending "Pola Andre Park."

RECOMMENDATION:

Review recommendations and adopt a Resolution accepting the name "Pola Andre Park."

CITY OF DuPONT
WASHINGTON
RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF DuPONT, WASHINGTON,
AUTHORIZING THE NAMING OF TRACT I PARK, "POLA ANDRE PARK"

WHEREAS, the City of DuPont recognizes the significance of Pola Andre’s life as it helped shaped the future of DuPont. Ms. Andre was the first female Mayor of DuPont and helped create the vision of Northwest Landing. She was an advocate for Historic Village, city parks, residents and the future of DuPont. Ms. Andre oversaw the first comprehensive plan for DuPont. She was known for her love of the community, respect to all citizens and her long term vision for the City of DuPont; and

WHEREAS, the City Council desired input through a public process; and

WHEREAS, the City Council and the Park and Recreation Agency agree that naming Tract I Park "Pola Andre Park" is appropriate and aligns with DuPont’s park naming policy;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF DuPONT, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Council hereby names Tract I Park "Pola Andre Park;" and

Section 2. City staff is hereby authorized to place appropriate signage in the park to educate citizens on the significance of Pola Andre’s life.

ADOPTED BY THE DuPONT CITY COUNCIL AT A REGULAR MEETING THEREOF
ON THE _____ DAY OF _____, 2016.

CITY OF DuPONT

ATTEST/AUTHENTICATED:

Mike Courts, Mayor

Erin Larsen, City Clerk

Approved as to form:

Gordon Karg, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.:



MEETING DATE: **Agenda Item # 14b.**
April 12, 2016

- Consent Agenda
- Discussion Item
- Unfinished Business
- New Business
- Other _____

TITLE:

A Resolution selecting a representative from the cities and towns within the Pierce County Regional Council boundary to fill position 2 on the Zoo and Trek Authority (ZTA) Board.

Department: Administration	Discussion Date:
Originator: Staff	First Reading Date:
Assigned to: Erin Larsen, City Clerk	Public Hearing Date:

BUDGET IMPACT: Yes No

FUND:

Amount Budgeted		
Additional Required		

DETAILED SUMMARY STATEMENT:

Pierce County Regional Council (PCRC) is again requesting our participation in the selection of a representative to fill position 2 for a term of three years on the ZTA Board. Candidates for position 2 must be from the smaller 11 cities/towns in population. Each city/town may select from the nominated candidates or write-in a candidate. In accordance with our interlocal agreement, candidates must be an elected official from cities/towns other than Tacoma, representing at least 60% of the combined populations of those cities. The ballot must be submitted to Pierce County Regional Council Clerk no later than May 18, 2016.

RECOMMENDATION:

Review candidates and adopt a Resolution selecting a representative to the Zoo and Trek Authority Board.

**ZOO and TREK AUTHORITY BOARD
POSITION TWO**

**OFFICIAL BALLOTS
VOTE FOR ONE**

Justin Evans

City of Bonney Lake

Denise McCluskey

City of University Place

Heather Shadko

City of Puyallup

The city/town of _____ wishes to cast its vote for _____ of the City/Town of _____ to serve as a member of the Zoo and Trek Authority Board (ZTA) for a three-year term, representing the 11 larger cities and towns within the Pierce County Regional Council boundary.

Date: _____

By: _____

Title: _____

Please submit this form with a council resolution or motion. Please email your ballots to Cindy Anderson, PCRC Clerk, at cander5@co.pierce.wa.us or call 253-798-2630 if you have any questions. Thank you.

Zoo and Trek Authority Board **Agenda Item # 14b.**
Position Two Nominations
Biographies

Justin Evans – City of Bonney Lake

Family: Married with one daughter

Community Service: Founder of “A March to Give” toy drive to benefit the children of Seattle Children’s Hospital-Strong Against Cancer Foundation, Volunteer Firefighter / EMT, and Beautify Bonney Lake volunteer

Professional Experience: Operations manager, project manager, project engineer, and logistics coordinator

Elected/Legislative Experience: City of Bonney Lake Councilmember also serving on the Public Safety and Economic Development committees, PSRC alternate, PCRC alternate, legislative session assistant to State Senator Jim Kastama

Denise McCluskey – City of University Place

Family: Married with two grown children and one grandchild

Schooling: AA in Arts and Business; BA-Organizational Leadership: Chapman University; MS-Human Resources Development: Chapman University

Occupation: Regional Manager, RMHS, Fort Lewis

Community Services: School enhancement instructor, Dance Theatre Northwest board, Boy Scouts, Girl Scouts, Pierce College business advisory committee, University Place Capital Strategy Task Force, Conservation Futures board, Curran Cider Squeeze, Gilda Club, Hess Park Committee liaison, Homestead Park volunteer; Parks Appreciation Day facilitator; University Place Planning Commission, Preservation committees for Kobayashi, Colgate, and Curran House, Regional Center Advisory committee member, steering committee for fire chief selection, Tahoma Audubon Society, Toastmasters, United Way

Heather Shadko – City of Puyallup

Personal Information: Married, originally from the Midwest, has lived in Puyallup since 1998

Education: BS in Business Administration, University of Mississippi

Professional Experience: Contract and procurement specialist Port of Tacoma, Hospital clinic administrator and educational testing administrator

Community Involvement: Puyallup City Council, Puyallup Library Board Chair and Board member, Puyallup Planning Commission, Puyallup Library Foundation member, Girl Scouts, volunteers for projects such as rain garden installation, Pierce Conservation tree plantings, and Library Foundation program

**CITY OF DuPONT
WASHINGTON**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF DuPONT ELECTING A REPRESENTATIVE TO FILL POSITION 2 ON THE ZOO/TREK AUTHORITY BOARD

WHEREAS, the City of DuPont is one of the eleven small cities and town within the Pierce County Regional Council’s boundary which is eligible to vote for a representative on the Zoo/Trek Authority Board; and

WHEREAS, a representative must be elected for a three-year term and must be voted upon by the eleven small towns and cities within the Pierce County Regional Council’s boundary; and

WHEREAS, the City Council of the City of DuPont has reviewed the nominees and believes it is in the best interest to elect as their representative to the Zoo/Trek Authority Board, _____; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DuPONT THAT:

Section 1. _____ is hereby elected as the City of DuPont’s choice as a representative to fill position 2 on the Zoo/Trek Authority Board for a three-year term, to represent the eleven small towns and cities within the Pierce County Regional Council’s boundary.

ADOPTED THIS _____ DAY OF _____ 2016.

CITY OF DuPONT

Mike Courts, Mayor

ATTEST/AUTHENTICATED:

Erin Larsen, City Clerk

Approved as to form:

Gordon P. Karg, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.:



MEETING DATE: April 12, 2016 **Agenda Item # 14c.**

- Consent Agenda
- Discussion Item
- Unfinished Business
- New Business
- Other _____

TITLE:

First Quarter 2016 Budget Amendment - 1st Reading

Department: Finance	Discussion Date:
Originator: Staff	First Reading Date: 04/12/16
Assigned to: Paula Barry, Finance Director	Public Hearing Date:

BUDGET IMPACT: Yes No

FUND:

Amount Budgeted	\$14,785,003.00	All Funds
Additional Required	\$661,174.00	Various Funds

DETAILED SUMMARY STATEMENT:

The Council adopted the 2016 Budget at the December 8, 2015 City Council meeting. This first quarter 2016 budget amendment contains three types of adjustments: miscellaneous, housekeeping and carryforward items.

Please see the attachment for further details on this budget amendment.

RECOMMENDATION:

Move ordinance adjusting the 2016 Budget forward to 2nd reading and adopt at the April 26, 2016 City Council meeting.

Agenda Item # 14c.

DATE: April 12, 2016

TITLE: First Quarter 2016 Budget Amendment – 1st Reading

DEPARTMENT: Finance

ORIGINATOR: Paula Barry, Finance Director

PREVIOUS ACTIONS, DISCUSSION, AND/OR PRESENTATION: The Council adopted the 2016 Budget at the December 8, 2015 City Council meeting.

BUDGET INFO: This budget amendment consists of three types of adjustments - miscellaneous adjustments, housekeeping adjustments, and carryforward items. Miscellaneous adjustments account for unanticipated expenditure items and revenue adjustments, recognizing revenues and expenditures due to grants, insurance recoveries, settlements, and donations. Housekeeping adjustments account for corrections and adjustments due to necessary accounting rules and the adjustment of each fund's beginning fund balance to equal the actual 2015 ending fund balance. Carryforward items happen in the 1st quarter of the year and account for projects which were budgeted in one year but not yet completed, items ordered in one year but not received till the next, certain appropriation balances remaining in the Capital Projects and Utility Funds, and any restricted revenue proceeds.

The following items are being recommended for adjustment:

Revenue Adjustments:

- *All Funds:* Adjust beginning fund balances to reflect the 2015 actual ending fund balances.
- *General Fund:* Recognize fire mobilization reimbursements and off leash donations.
- *Revenue Stabilization and Contingency Reserves:* Allocate 50% of the adjustment to General Fund's beginning fund balance (in excess of original budget) to the Revenue Stabilization Fund (\$95,000) and Contingency Reserve Fund (\$50,000).
- *Operating Reserve Fund:* Reverse budgeted transfer in from General Fund and anticipated interest earnings to use those funds for settlement expenditures.
- *Street Fund:*
 - Recognize grant proceeds from the Transportation Improvement Board (TIB) for the Wilmington Drive Overlay project.
 - Increase the operating transfer in from Street Depreciation Fund to cover the matching cost required on the Wilmington Drive Overlay project.
- *Public Safety Mitigation Fund:* Recognize \$500 donation received.

Agenda Item # 14c.

- *Capital Projects Fund:*
 - Recognize grant proceeds from Department of Commerce and match provided by the historical society for the museum roof and siding project.
 - Add transfer in from General Fund to cover a portion of the cost to engage a consultant to lead the effort for a new community center.

Expenditure Adjustments:

- *General Fund:*
 - Increase appropriation for supplies (\$5,100).
 - Add appropriation to better equip a brush truck to use for wildfires (\$2,000) and for mobile data terminals in fire vehicles (\$12,761).
 - Increase appropriation for professional services for the remainder of the Studio Cascade contract (\$11,000).
 - Add appropriation for off lease area (\$26,900).
 - Reduce appropriation for transfer out to Operating Reserve Fund (\$337,000).
 - Add appropriation for miscellaneous settlements (367,000).
 - Add appropriation for upgraded or new phone system (\$40,000).
 - Add appropriation to transfer out 50% of the adjustment to General Fund's beginning fund balance (in excess of original budget) to the Revenue Stabilization Fund (\$95,000) and the Contingency Reserve (\$50,000).
 - Add appropriation for the transfer of funds to the Capital Projects Fund to cover part of the cost associated with the consultant to lead the effort for a new community center (13,500).
- *Street Depreciation Fund:* Increase appropriation of transfer out to Street Fund for TIB grant match on the Wilmington Drive Overlay project (\$8,413).
- *Public Safety Mitigation Fund:* Add appropriation for AED equipment to be purchased with donated funds (\$1,000).
- *Capital Projects Fund:*
 - Add appropriation for museum roofing and siding (\$62,000).
 - Add appropriation to engage a consultant to lead the effort for a new community center (\$80,000).
- *Water Fund:* Add appropriations for salaries and benefits related to a new maintenance worker II position with a mid-year hire date (\$60,000).
- *Storm Water Fund:* Add appropriations for salaries and benefits related to a new maintenance worker II position with a mid-year hire date (\$60,000) and vehicle for new employee (\$30,000).
- *Equipment Repair & Replacement Fund:* Increase appropriation for the capital equipment line item for the purchase of equipment for a patrol car (\$17,000) and adjust the cost to purchase two trucks with safety equipment for public works (\$7,000).

Agenda Item # 14c.

Carryforward Adjustments: Bring forward appropriations for the following:

- *Street Fund:*
 - Wilmington Drive Overlay project funded primarily through a TIB grant (\$49,500).

BACKGROUND: It is a prudent financial practice to periodically adjust an adopted budget to reflect major revenue or expenditure items that occur during the year and were unanticipated during the budget process. Quarterly budget amendments are needed to address these issues and ensure that we adjust revenues or appropriations as necessary to keep us within authorized budget limits. The State Auditor expects such adjustments to occur.

ALTERNATIVES: Only prepare an annual budget amendment towards the end of the year. This is not a viable option as it makes the budget amendment cumbersome and does not allow for as timely and accurate tracking of what is actually occurring within City finances.

RECOMMENDATION: Move ordinance adjusting the 2016 Budget forward to 2nd reading and adopt at the April 26, 2016 City Council meeting.

ASSIGNED TO: Paula Barry, Finance Director

**CITY OF DuPONT
WASHINGTON**

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DuPONT, WASHINGTON, RELATING TO BUDGETS AND FINANCE, REVISING THE 2016 ANNUAL BUDGET AMENDING SECTION 2 OF ORDINANCE NO. 15-996.

WHEREAS, the DuPont City Council adopted the 2016 budget pursuant to Ordinance No. 15-996; and

WHEREAS, the City is prohibited from over expending its appropriated budget as set forth in Ordinance No. 15-996; and

WHEREAS, certain revisions to the 2016 budget are now necessary;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DuPONT:

Section 1. The 2016 budget, as adopted in Ordinance No. 15-996, is hereby amended as set forth in Exhibit "A".

Section 2. The explanations of the amendments are listed in Exhibit "B".

Section 3. This Ordinance shall be in force and take effect following passage, approval, and publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 26th DAY OF APRIL, 2016.

CITY OF DUPONT

Mike Courts, Mayor

ATTEST/AUTHENTICATED:

Erin Larsen, City Clerk

APPROVED AS TO FORM:

Gordon P. Karg, City Attorney
Ordinance No.:

Filed with the City Clerk:
Passed by the City Council:
Date of Publication:
Effective Date:

CITY OF DuPONT
2016 Budget Appropriation Adjustment
Exhibit "A"

Ordinance adopting the 2016 First Quarter Budget Adjustments - First Reading (P. Barry).

FUND	REVENUES AND OTHER SOURCES			EXPENDITURES AND OTHER USES			ENDING BALANCE
	Current Budget	Adjustment	Revised Budget	Current Budget	Adjustment	Revised Budget	
General Government Operating Funds							
General Fund							
001 General	\$ 8,935,213	\$ 305,684	\$ 9,240,897	\$ 8,118,564	\$ 286,261	\$ 8,404,825	\$ 836,072
002 Revenue Stabilization	203,200	95,005	298,205	-	-	-	298,205
003 Contingency Reserve	102,100	50,003	152,103	-	-	-	152,103
004 Operating Reserve Fund	337,210	(337,210)	-	-	-	-	-
Subtotal General Fund & Reserves	9,577,723	113,482	9,691,205	8,118,564	286,261	8,404,825	1,286,380
Special Revenue Funds							
101 Street Operating	920,511	71,861	992,372	900,794	49,500	950,294	42,078
102 Street Depreciation	558,289	9,628	567,917	69,072	8,413	77,485	490,432
103 Hotel/Motel Tax	312,277	31,525	343,802	190,550	-	190,550	153,252
Subtotal Special Revenue Funds	1,791,077	113,014	1,904,091	1,160,416	57,913	1,218,329	685,762
Internal Service Funds							
501 Equipment Repair & Replacement	1,641,565	923	1,642,488	112,804	24,000	136,804	1,505,684
Subtotal Internal Service Fund	1,641,565	923	1,642,488	112,804	24,000	136,804	1,505,684
Total General Government Operating Funds	13,010,365	227,419	13,237,784	9,391,784	368,174	9,759,958	3,477,826
General Government Non-Operating Funds							
Special Revenue Funds							
104 Public Safety Mitigation	428,698	(2,585)	426,113	138,142	1,000	139,142	286,971
107 Glacier NW Settlement	618,317	56	618,373	-	-	-	618,373
150 Donations Fund	3,095	-	3,095	-	-	-	3,095
160 Drug Enforcement Fund	9,328	-	9,328	-	-	-	9,328
Subtotal Special Revenue Funds	1,059,438	(2,529)	1,056,909	138,142	1,000	139,142	917,767
Debt Service Funds							
202 General Obligation Bonds	914,568	-	914,568	914,016	-	914,016	552
Subtotal Debt Service Funds	914,568	-	914,568	914,016	-	914,016	552
Capital Improvement Funds							
301 Capital Projects	438,646	112,171	550,817	356,835	142,000	498,835	51,982
Subtotal Capital Improvement Fund	438,646	112,171	550,817	356,835	142,000	498,835	51,982
Fiduciary Funds							
631 Transportation Benefit District	95,940	27,520	123,460	83,815	-	83,815	39,645
Subtotal Fiduciary Fund	95,940	27,520	123,460	83,815	-	83,815	39,645
Total General Govt Non-Operating Funds	2,508,592	137,162	2,645,754	1,492,808	143,000	1,635,808	1,009,946
Enterprise Funds							
401 Water Utility	5,656,742	276,346	5,933,088	2,636,120	60,000	2,696,120	3,236,968
403 Stormwater Utility	3,699,659	81,221	3,780,880	1,264,291	90,000	1,354,291	2,426,589
Subtotal Enterprise Funds	9,356,401	357,567	9,713,968	3,900,411	150,000	4,050,411	5,663,557
Total Enterprise Funds	9,356,401	357,567	9,713,968	3,900,411	150,000	4,050,411	5,663,557
Total Budget	\$ 24,875,358	\$ 722,148	\$ 25,597,506	\$ 14,785,003	\$ 661,174	\$ 15,446,177	\$ 10,151,329

CITY OF DuPONT
2016 Budget Appropriation Adjustment
Exhibit "B"

REVENUES & OTHER SOURCES			EXPENDITURES & OTHER USES		
Description	Account Number	Amount	Description	Account Number	Amount
General Fund (001)			General Fund (001)		
Beginning fund balance	001-000-308-80-00-00	\$ 286,396	Mayoral supplies	001-001-511-60-31-00	\$ 1,000
Fire mobilization reimbursement (personnel-2015)	001-000-342-21-00-00	2,453	Foyer cabinet	001-001-511-60-35-00	4,100
Fire mobilization reimbursement (equipment-2015)	001-000-362-90-00-00	11,835	Equipment for fire vehicle (from mobilation revenue)	001-008-522-20-35-00	2,000
Off leash donation (to be raised by park agency)	001-000-367-11-01-02	5,000	Equipment for fire vehicle (mobile data terminals)	001-008-522-20-35-00	12,761
			Professional services-remainder of Studio Cascade contract	001-011-558-60-41-00	11,000
			Off leash area	001-012-594-76-63-02	26,900
			Miscellaneous (settlements)	001-099-518-61-00-00	367,000
			Phones	001-005-518-81-64-00	40,000
			Transfer out-Operating Reserve	001-099-597-05-00-00	(337,000)
			Transfer out-Revenue Stabilization Fund	001-099-597-02-00-00	95,000
			Transfer out-Contingency Reserve	001-099-597-03-00-00	50,000
			Transfer out-Capital Projects Fund	001-099-597-00-79-00	13,500
Total General Fund Adjustment		\$ 305,684	Total General Fund Adjustment		\$ 286,261
Revenue Stabilization Fund (002)			Revenue Stabilization Fund (002)		
Beginning fund balance	002-000-308-10-00-00	\$ 5			
Transfer in	002-000-397-10-00-00	95,000			
Total Revenue Stabilization Fund Adjustment		\$ 95,005	Total Revenue Stabilization Fund Adjustment		\$ -
Contingency Reserve (003)			Contingency Reserve (003)		
Beginning fund balance	003-000-308-10-00-00	\$ 3			
Transfer in	003-000-397-10-00-00	50,000			
Total Contingency Reserve Fund Adjustment		\$ 50,003	Total Contingency Reserve Fund Adjustment		\$ -
Operating Reserve (004)			Operating Reserve (004)		
Investment Interest	004-000-361-11-00-00	\$ (210)			
Transfer in	004-000-397-10-00-00	(337,000)			
Total Operating Reserve Fund Adjustment		\$ (337,210)	Total Operating Reserve Fund Adjustment		\$ -
Street Fund (101)			Street Fund (101)		
Beginning Fund Balance (reserved)	101-000-308-10-00-00	\$ (13,971)			
Beginning Fund Balance (unreserved)	101-000-308-80-00-00	36,332			
TIB grant (Wilmington Drive Overlay)	101-000-334-03-80-00	41,087	Street construction (Wilmington Drive Overlay)	101-020-595-31-63-00	\$ 49,500
Transfer in from Street depreciation (grant match)	101-000-397-10-42-00	8,413			
Total Street Fund Adjustment		\$ 71,861	Total Street Fund Adjustment		\$ 49,500
Street Depreciation Fund (102)			Street Depreciation Fund (102)		
Beginning Fund Balance	102-000-308-80-00-00	\$ 9,628	Tranfer out to Street Fund for grant match	102-000-597-10-00-00	\$ 8,413
Total Street Depreciation Fund Adjustment		\$ 9,628	Total Street Depreciation Fund Adjustment		\$ 8,413
Hotel/Motel Tax Fund (103)			Hotel/Motel Tax Fund (103)		
Beginning Fund Balance	103-000-308-10-00-00	\$ 31,525			
Total Hotel/Motel Tax Fund Adjustment		\$ 31,525	Total Hotel/Motel Tax Fund Adjustment		\$ -

Ordinance adopting the 2016 First Quarter Budget Adjustments - First Reading (P. Barry).

CITY OF DuPONT
2016 Budget Appropriation Adjustment
Exhibit "B"

Ordinance adopting the 2016 First Quarter Budget Adjustments - First Reading (P. Barry).

REVENUES & OTHER SOURCES			EXPENDITURES & OTHER USES		
Description	Account Number	Amount	Description	Account Number	Amount
Public Safety Mitigation Fund (104)			Public Safety Mitigation Fund (104)		
Beginning Fund Balance	104-000-308-10-00-00	\$ (3,085)	Equipment (AED purchased with donated funds)	104-000-522-20-64-00	\$ 1,000
Donations	104-000-367-11-00-00	500			
Total Fire Mitigation Tax Fund Adjustment		\$ (2,585)	Total Fire Mitigation Fund Adjustment		\$ 1,000
Glacier NW Settlement Fund (107)			Glacier NW Settlement Fund (107)		
Beginning Fund Balance	107-000-308-80-00-00	\$ 56			\$ -
Total Glacier NW Settlement Fund Adjustment		\$ 56	Total Glacier NW Settlement Fund Adjustment		\$ -
Capital Projects Fund (301)			Capital Projects Fund (301)		
Beginning Fund Balance	301-000-308-10-00-00	\$ 45,431	Museum roof and siding	301-000-594-19-63-00	\$ 62,000
Dept of Commerce Grant	301-000-334-04-20-00	43,240	Community Center - Consultant	301-000-575-50-41-00	80,000
Match provided by historical society for museum work	301-000-369-00-00-00	10,000			
Transfers In from General Fund	301-000-397-10-00-01	13,500			
Total Capital Projects Fund Adjustment		\$ 112,171	Total Capital Projects Fund Adjustment		\$ 142,000
Water Fund (401)			Water Fund (401)		
Beginning Fund Balance (reserved)	401-000-308-10-00-00	\$ (3,315,892)	New Position-Maintenance Worker II Salary & Benefits	401-025-534-50-11-00	\$ 60,000
Beginning Fund Balance (unreserved)	401-000-308-80-00-00	3,592,238			
Total Water Fund Adjustment		\$ 276,346	Total Water Fund Adjustment		\$ 60,000
Storm Water Fund (403)			Storm Water Fund (403)		
Beginning Fund Balance (reserved)	403-000-308-10-00-00	\$ (2,190,259)	New Position-Maintenance Worker II Salary & Benefits	403-035-531-50-11-00	\$ 60,000
Beginning Fund Balance (unreserved)	403-000-308-80-00-00	2,271,480	Vehicle for new Maintenance Worker II	403-035-531-50-64-00	30,000
Total Storm Water Fund Adjustment		\$ 81,221	Total Storm Water Fund Adjustment		\$ 90,000
Equipment Replacement Fund (501)			Equipment Replacement Fund (501)		
Beginning Fund Balance	501-000-308-80-00-00	\$ 923	Police equipment for patrol car	501-000-548-78-64-00	\$ 17,000
			PW trucks adjustment per quote and equipment	501-000-594-48-64-00	7,000
Total Equipment Replacement Fund Adjustment		\$ 923	Total Equipment Replacement Fund Adjustment		\$ 24,000
Transportation Benefit District (631)			Transportation Benefit District (631)		
Beginning Fund Balance	631-000-308-10-00-00	\$ 27,520			\$ -
Total Transportation Benefit District Fund Adjustment		\$ 27,520	Total Transportation Benefit District Fund Adjustment		\$ -
GRAND TOTAL - REVENUE ADJUSTMENTS		\$ 722,148	GRAND TOTAL - EXPENDITURE ADJUSTMENTS		\$ 661,174