

City of DuPont
1700 Civic Drive
DuPont, WA 98327

Ordinance No. 16-1005

Tuesday, July 26, 2016 - 7:00PM

Resolution No. 16-489

Regular Council Meeting

AGENDA

Page

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approval of the Agenda

5. Proclamations

- 3 a. Proclamation supporting the "33rd National Night Out Against Crime" on August 2, 2016 in the City of DuPont (Mayor).

6. Public Comments

7. Approval of the Consent Agenda Items

- 4-5 a. Joint City Council and Planning Commission Special Meeting Minutes - June 14, 2016;
6-9 b. Regular Council Meeting Minutes - July 12, 2016;
10-20 c. Claims Vouchers List - July 26, 2016 (P. Barry);
21-23 d. Resolution Adopting the Distribution of the 2016 Hotel/Motel Tax Fund Part B Grants, as recommended by the Lodging Tax Advisory Committee (LTAC) (P. Barry).

8. Discussion Items

9. Mayor's Report

10. City Administrator's Report

11. Council Reports

12. Department Reports

- 24-73 a. Updates for Building, Community Development, Public Works, Parks/Recreation and Tourism, Finance, Police, Fire, and City Clerk Departments.

13. Unfinished Business

14. New Business

- 74-79 a. Ordinance amending Chapter 5.04 of the DuPont Municipal Code relating to Rental Housing Business Licenses - First Reading (G. Karg);
80-85 b. Ordinance adopting the Second Quarter Budget Adjustments - First Reading (P. Barry).

15. Public Comments

16. Council Comments

17. Executive Session

18. Adjournment

Regular Council Meeting - August 9, 2016 @ 7PM
Council Study Session (Community Policing Update;

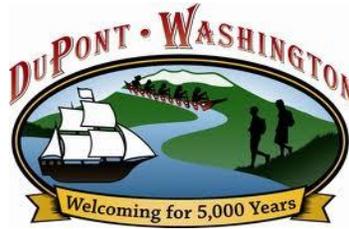
18. Adjournment

Special Events Ordinance) - August 16, 2016 @ 6PM

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PROCLAMATION

NATIONAL NIGHT OUT AGAINST CRIME 2016

WHEREAS, the National Association of Town Watch is sponsoring an annual nationwide crime, drug and violence prevention program on August 2, 2016 entitled "National Night Out"; and

WHEREAS, the "33rd Annual National Night Out" provides a unique opportunity for the City of DuPont to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS, City of DuPont Police Department plays a vital role in assisting the Pierce County Sheriff's Department and the Joint Base Lewis-McChord through joint crime, drug and violence prevention efforts in DuPont and is supporting "National Night Out 2016" locally; and

WHEREAS, City of DuPont is ranked No. 1 on the 2016 Safest Cities in Washington by SafeWise Report as it consistently strives to be a great place to live; and

WHEREAS, it is essential that all citizens of DuPont be aware of the importance of crime prevention programs and impact that their participation can have on reducing crime, drugs and violence in DuPont; and

WHEREAS, police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "National Night Out" program.

NOW, THEREFORE, I, Mike Courts, Mayor of the City of DuPont, do hereby call upon the citizens and businesses of DuPont to join in supporting the "33rd Annual National Night" and do hereby proclaim Tuesday, August 2, 2016 as

NATIONAL NIGHT OUT AGAINST CRIME

in the City of DuPont, and urge all citizens to participate at the city's organized event at Clocktower Park, in collaboration with Northwest Landing Residential Owners Association and the Lions Club, and continue to support efforts in maintaining a peaceful city that they live in.

Signed this 26th day of July, 2016.

Mike Courts, Mayor



City of DuPont
1700 Civic Drive
DuPont, Washington 98327

City Council and Planning Commission Joint Special Meeting Minutes
Tuesday, June 14, 2016
6:00 PM

CALL TO ORDER: Mayor Courts called the meeting to order at 6:03 PM.

Roll Call: Those present were: Mayor Mike Courts; Deputy Mayor Roger Westman; and Councilmembers Penny Coffey (arrived 6:06pm), Eric Corp, Andy Estep, Michael Gorski (arrived 6:05 pm), and Matt Helder.

Planning Commission Members Present: Chris Barnes, Renee Buck (arrived 6:13pm), Beth Elliott, and Aaron VanAlstine.

Those absent were: Councilmember Shawna Gasak, Planning Commission Member Jenifer Brown

DISCUSSION ITEMS:

Prospective Buyer of Property in Old Fort Lake Business Park – IRG Realty Advisors LLC

City Administrator Danek provided some background on the land around The Home Course. The area was originally under a developer agreement which expired in 2015. The preliminary plat approval was set to expire this month, and the owner of the property asked for an extension. This extension was granted on the condition that all previous conditions be met and there be a developer's agreement in place. There is currently not an agreement on file. The extension is good for one time only, for one year and cannot be extended again. With not having said agreement in place, the site cannot move forward.

City Administrator Danek introduced Mr. Tom Messmer of IRG Realty Advisors, LLC. Mr. Messmer provided a background on his company and how purchasing is completed.

Mr. Messmer presented the council the current plan of the Old Fort Lake property and touched on the restrictions. Mr. Messmer asked the council for their vision on how the property should be developed.

Mayor Courts stated that the city would like a variety of uses for this property, not just one and that would enhance the community and generate revenue.

Agenda Item # 7a.

Councilmember Gorski stated he is not anxious to have this developed unless it is the right type of infrastructure for the city.

Planning Commission Member Beth Elliott referred to the consent decree about no housing and referenced the Point Ruston development and inquired if it was feasible to look at the consent decree again to see if there is an opportunity for a development like this on the property.

Mayor Courts stated that it has been 20 years since that consent decree was established. There are environmental aspects that need to be integrated and preserved no matter what is developed.

Councilmember Estep this development will have a big impact to the residents on Hoffman Hill, Yehle Village and the golf course. It is important to keep in mind that residents moved here to DuPont for the small town feel, walkability, etc. He stated the campus like setting is appropriate. He would also like to see open spaces/parks, and trails. The historical aspects must be maintained as well.

Mr. Messer stated that IRG agrees with all the concerns stated and appreciates all the comments provided.

QUESTIONS/COMMENTS:

No Public Comment

ADJOURNMENT:

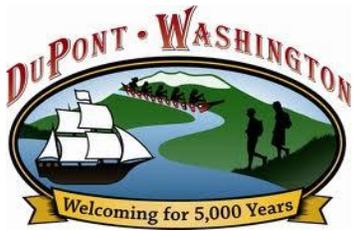
Mayor Courts adjourned the meeting at 6:58 PM.

City of DuPont

Mike Courts, Mayor

Attest:

Tiffany Graves, Interim City Clerk



**City of DuPont
1700 Civic Drive
DuPont, Washington 98327**

**Regular City Council Meeting Minutes
Tuesday, July 12, 2016**

Call To Order: Mayor Courts called the Regular City Council meeting to order at 7:00 p.m.

Roll Call: Attendance Roll Call was held. Those present were: Mayor Mike Courts; Deputy Mayor Roger Westman; and Councilmembers Penny Coffey, Eric Corp, Andy Estep, Shawna Gasak, Michael Gorski (arrived at 7:04 p.m.) and Matt Helder.

Those present were: City Administrator Danek, Finance Director Barry, Police Chief Sheehan, Lt. Holt, Public Works Director Lim, Planning Director Wilson, Parks and Recreation Coordinator Walker, Interim City Clerk Graves and Executive Assistant Ongoco.

Pledge of Allegiance: Mayor Courts led the flag salute.

Approval of the Agenda:

A motion was made and seconded to add a "Citizen Banner Presentation" under "Presentation" as Item 6B of the Agenda and to approve the agenda, as amended (Helder/Gasak); 6/0 motion carried.

Oath of Office

Mayor Courts administered the Oath of Office to new Police Officer Ed Barnes and Mrs. Barnes pinned the badge.

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Councilmember Gorski arrived at 7:04 p.m.

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Presentation

Fourth of July After Action Report

Parks and Recreation Coordinator Walker presented the 2016 July 4th report, event overview, pancake breakfast sponsored by the ROA with \$1,883 raised by Historical Society, parade, Clocktower Park celebration with 3,200 in attendance, and fireworks sponsored by COA hosted by Patriot's Landing. She reported that \$16,000 worth of staff resources used and 482 volunteer hours logged.

Lt. Holt provided the Police and Fire updates where there no Fire Department fireworks-related calls; complaints received regarding fireworks beyond the hours allowed to light them; and rounds made by officers including educating citizens on fireworks use. He added that DuPont Police Department also responded to major calls for service at other Pierce County jurisdictions.

Both Councilmembers Westman and Coffey thanked staff for their efforts to keep the 4th of July 'safe and sane' this year.

* * * * *

Citizen Banner Presentation

Kendree Harris, together with Sandra Carlton and Kelli, presented the DuPont Police Department with a banner signed by members of the community and in kind gifts in appreciation for their ongoing efforts to keep the community and schools safe.

Public Comments:

David Bungert, 2702 McArthur Street, commented on various taxes to generate revenues, and imposing extraction and manufacturing taxes on the existing gravel mine.

Renee Buck, 301 Brandywine Avenue, welcomed Mayor Courts back to the City Council meeting after a medical setback.

Approval of Consent Agenda Items:

- Regular Council Meeting Minutes – June 14, 2016;
- Council Study Session Minutes – June 28, 2016;
- Claims Vouchers List – July 12, 2016.

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

Mayor's Report:

Mayor Courts reported on the following:

- thanked Deputy Mayor Westman for presiding at the last meeting in his absence, and for everyone's support. He then praised the Fire Department first responders for their quick response due to a cardiac arrest and efforts to revive him;
- his first-hand experience on the capabilities and need of a Advance Life Support (ALS) and his intent to commission an expert task force who would review the feasibility of acquiring one, get community input, and provide recommendations to the Council for a possible ballot measure;
- Off-Leash Dog Park and Public Works project timeline; and thanked Council and community for their support;
- 4th of July event success and make it a model for other events. He then indicated that, as part of the budget process, Staff and Council would have a holistic review of all community events in coordination with other associations/entities.

Agenda Item # 7b.

- City is in compliance with the State extraction tax law, in response to earlier public comment;
- Love and respect by the community of the DuPont Police Department and community's responsibility of safety and security for citizens and public safety staff.

City Administrator's Report:

City Administrator Danek reported on the following:

- Staff currently working on the Special Events Ordinance and Policy and recommendations; to include the recreation review based on its business plan;
- City currently implements DuPont Municipal Code 3.07.050(1) relative to imposing an extraction tax levy.

Council Reports:

Councilmember Corp spoke about the Planning Commission meeting last night that he attended relative to municipal code updates discussion on mixed uses and sub-area planning process.

Deputy Mayor Westman spoke about the Lodging Tax Advisory Committee (LTAC) meeting he attended today to consider second round of tourism activity applications (\$28,000 of 2016 Part B funding) and how tax revenues should be used. He added that the recommendations would be presented for Council's review and consideration on the July 19th Council workshop.

Unfinished Business:

Ordinance Amending Section 12.03.020 of the DuPont Municipal Code relative to the Adoption of the Revised Washington State Building, Mechanical, Plumbing and Energy Codes – Second Reading.

A motion was made and seconded to approve the Ordinance amending Section 12.03.020 of the DuPont Municipal Code relative to the adoption of the Revised Washington State Building, Mechanical, Plumbing and Energy Codes (Estep/Helder); 7/0 motion carried unanimously.

New Business:

Resolution Approving an Interlocal Agreement with Steilacoom Historical School District No. 1 (SHSD) for Facility Use Services.

A motion was made and seconded to pass a Resolution approving an interlocal agreement with Steilacoom Historical School District No. 1 (SHSD) for facility use services (Coffey/Helder); 7/0 motion carried unanimously.

Public Comment:

David Bungert, 2702 McArthur Street, commented on the annual tax levy one percent (1%) imposed by the City; and the need for sales tax and new Business & Occupational tax ballot measures that can be imposed on gravel mining.

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Agenda Item # 7b.

Council Comment:

Deputy Mayor Westman commented on past discussion regarding extraction tax and revenue to the State. He asked for staff to revisit its taxing authority and how it may or may not be a benefit to the City and ensure State compliance.

Speaking as a son of police officer, Councilmember Helder thanked the Mayor and the community for expressing their appreciation of the police department. In light of recent national events, he encouraged citizens to “ask and listen.”

Councilmember Corp indicated that the new Councilmembers have been previously briefed about the extraction tax rules.

Councilmember Gasak expressed her appreciation of citizens spearheading the efforts to show their appreciation to the police department and described how this came about using social media.

Deputy Mayor Westman asked information regarding the *Pokémon Go* craze. City Administrator Danek provided some background, its impacts and reminded everyone to be safe, particularly on social media.

Executive Session:

None.

Adjournment:

Mayor Courts adjourned the meeting at 8:04 P.M.

City of DuPont:

Mike Courts, Mayor

Attest:

Tiffany Graves, Interim City Clerk

Payroll

Pay Type Register

User: pbarry
 Printed: 07/20/2016 - 11:12AM
 Check Date Range: All
 Period Date Range: 07/01/2016 to 07/15/2016
 Batch Info: All
 Pay Types:

AD, AOC, 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,

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

Agenda Item # 7c.



Pay Type	Description	Hours	Amount
AOC	Acting Out of Class	0.00	496.39
BC	BANK COMP TIME	38.25	0.00
BF	Bank Comp Time - Fire	28.00	0.00
C	Comp Time Used	11.50	306.25
CM	Community Resource Off 2%	0.00	67.52
CR	Crime Response Unit 2%	0.00	218.09
CV	Commercial Vehicle 2%	0.00	99.99
DT	Detective 5%	0.00	179.17
EI	Education Incentive	0.00	606.34
FA	Firearms Instructor 2%	0.00	254.99
FH	Floating Holiday	37.50	1,671.64
FS	Firefighter EMT Specialty Pay	0.00	883.86
FS2	Firefighter 2 Specialty Pay	0.00	630.00
FT	Field Training Officer 3%	0.00	846.21
H	Holiday	240.00	7,808.20
HF	Holiday - HO-OT	128.00	9,820.39
HO	Holiday Pay	109.50	4,614.55
KD	Kelly Day	168.00	0.00
LG	Longevity Pay	0.00	2,672.00
MC	Metro Collision Team 1% or 2	0.00	50.01
OC	On Call / Out of Class	0.00	1,200.00
OCB	OT for Call Back	60.00	2,541.97
OO	Opt Out of Medical Ins	0.00	1,204.68
OOC	OT for PW On-Call	8.00	333.04
OSC	OT for Shift Coverage	215.00	9,367.64
OSE	OT for City Special Event	29.00	1,216.94
OT	Overtime	117.00	5,313.20
OTR	OT for Training/Training Cov	22.00	996.88
R	Regular	3,671.70	112,491.18
S	Sick	193.01	5,524.12
U	Unpaid Hours	99.48	0.00
V	Vacation	467.01	14,570.72
VC	Vacation Cash Out - automatic	34.01	1,106.98
Report Total		5,676.96	187,092.95

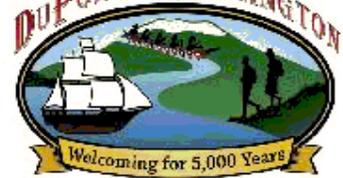
Payroll

Deduction Register - Totals Only

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 Period End Range: 07/01/2016 to 07/15/2016
 Batch Info: All
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Agenda Item # 7c.



	<u>Amount</u>
D2r: AWC-Dental Plan E (Employer)	3,852.39
DORL2R: LEOFF 2 - EMPLOYER	5,425.20
DORP1R: PERS 1 - EMPLOYER	334.87
DORP2R: PERS 2 - EMPLOYER	7,436.55
DORP3R: PERS 3D - EMPLOYER	1,081.40
ESD1: UNEMPLOYMENT	359.13
FICAR: FICA Employer Portion	8,315.08
IAFER1: IAFF- Nationwide 457- 1% Match	287.08
IAFER2: IAFF-Nationwide 457-Flat Match	25.00
IAFFER: IAFF Nationwide 457 - ER	2,645.50
ICMAR1: ICMA Employer 1% matching	621.31
ICMA-R: ICMA--EMPLOYER %	1,899.24
L&I-ER: L&I - Employer	4,874.86
L1: AWC - LIFE	252.00
LIX: Life Ins - Exempt	122.55
M4: Group Health \$10 CoPay	5,886.83
M5: AWCHealthFirst HSA	33,852.35
M5-C: AWCHealthFirst HSA Correction	-165.62
MEDIR: Medicare Employer Portion	2,711.86
T1: AWC - LTD	926.78
V1: AWC - Vision	1,300.95
WDEN: Willamette Dental	929.80
Report Total:	82,975.11



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 32731 through 32766 are approved for payment in the amount of \$150,791.89 this 26th day of July 2016.

Mayor

Councilmember

Accounts Payable

Checks by Date - Detail by Check Date

User: pbarry
 Printed: 7/20/2016 11:15 AM

City of DuPont
 1700 Civic Drive
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Agenda Item # 7c.



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
32731	HISTSOC	DuPont Historical Society	07/08/2016	
	LTAC 6/4/2016	LT6-018 LTAC reimbursement - Tourism/DuPon		233.03
	LTAC 6/6/2016	LT6-012 LTAC reimbursement - Tourism/DuPon		1,637.19
Total for Check Number 32731:				1,870.22
32732	FIRSTBC	First Bankcard	07/08/2016	
	4735	Hampton Inn - DuPont/ Danek		112.87
	7596	Business Lunch - Menamaras Pub/ Courts		55.59
	9371	Lodging - WASPC Conference - Sheehan		423.84
	9371	Travel Exp/Gas - Richmond WA/ Sheehan		34.86
	9371	Uniform Cleaning - Sheehan		78.28
	9371	Brown Bear Car Wash - Sheehan		24.00
Total for Check Number 32732:				729.44
32733	PCBGT&F CI-215335	Pierce County Budget & Finance 2016 Membership Dues for Rainier Communicat	07/08/2016	3,520.91
Total for Check Number 32733:				3,520.91
Total for 7/8/2016:				6,120.57
32734	qwest	CenturyLink	07/15/2016	
	206T011133 454B	206T011133 454B Police T-Line	206T011133 454B	467.30
	206T367078 390B	206T367078 390B Data Circuits	206T367078 390B	505.37
	206T610445 893B	206T610445 893B Civic Center T	206T610445 893B	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	11.02
	2539125102 944B	253-912-5102 944B PW Shop Fax	253-912-5102 944B	36.74
	2539125210 753B	253-912-5210 753B CivicCtr Ext	253-912-5210 753B	240.93
	2539640153 648B	2539640153 648B Hoffman Hill Well		75.41
	2539640310 809B	2539640310 809B PW Crew Office	2539640310 809B	121.06
	2539640310 809B	2539640310 809B PW Crew Office	2539640310 809B	36.32
	2539640310 809B	2539640310 809B PW Crew Office	2539640310 809B	36.32
	2539640310 809B	2539640310 809B PW Crew Office	2539640310 809B	48.42
	2539642399 061B	2539642399 061B Museum		81.23
	2539642855 259B	2539642855 259B Bell Hill Well		189.01
	2539644272 664B	2539644272 664B 303 Barksdale		121.07
	2539646822 149B	2539646822 149B City Hall		163.77
	2539646885 292B	2539646885 292B 1780 Civic Dr	2539646885 292B	126.65
	2539646885 292B	2539646885 292B 1780 Civic Dr	2539646885 292B	91.71
	2539648225 701B	2539648225 701B PW Shop	2539648225 701B	31.65
	2539648225 701B	2539648225 701B PW Shop	2539648225 701B	9.50
	2539648225 701B	2539648225 701B PW Shop	2539648225 701B	9.49
	2539648225 701B	2539648225 701B PW Shop	2539648225 701B	12.66

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Amount
Total for Check Number 32734:				2,946.72
32735	CLINK	CenturyLink Business Services	07/15/2016	
	1378373116	1798 Bell Hill Long Distance	253-964-1798	8.44
	1378373116	PW Shop Long Distance	253-964-4931/964-6808	8.58
	1378373116	PW Shop Long Distance	253-964-4931/964-6808	2.58
	1378373116	PW Shop Long Distance	253-964-4931/964-6808	2.58
	1378373116	PW Shop Long Distance	253-964-4931/964-6808	3.44
	1379132432	253-912-5102 Long distance	253-912-5102	1.20
	1379132432	253-912-5102 Long distance	253-912-5102	1.20
	1379132432	253-912-5102 Long distance	253-912-5102	4.00
	1379132432	253-912-5102 Long distance	253-912-5102	1.60
	1379132433	253-964-0153 Long Distance	253-964-0153	8.00
	1379132434	253-964-0310 Long Distance	253-964-0310	7.98
	1379132434	253-964-0310 Long Distance	253-964-0310	2.40
	1379132434	253-964-0310 Long Distance	253-964-0310	3.19
	1379132434	253-964-0310 Long Distance	253-964-0310	2.40
	1379132435	253-964-2399 Long Distance	253-964-2399	8.13
	1379132436	253-964-2855 Long distance	253-964-2855	8.00
	1379132437	253-964-4272 Long distance	253-964-4272	8.00
	1379132438	253-964-8225 Long Distance	253-964-8225	1.82
	1379132438	253-964-8225 Long Distance	253-964-8225	6.07
	1379132438	253-964-8225 Long Distance	253-964-8225	1.82
	1379132438	253-964-8225 Long Distance	253-964-8225	2.43
	1379980375	253-964-6934 Long distance	253-964-6934	91.91
Total for Check Number 32735:				185.77
32736	COMCAST	Comcast	07/15/2016	
	35 013 0108401	303 Louviers internet	35 013 0108401	26.25
	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	19.68
	35 013 0327571	Museum High Speed Internet	8498 35 013 0327571	86.22
	35 013 0327571	Museum High Speed Internet	8498 35 013 0327571	86.22
	35 013 0340616	City Hall Internet	35 013 0340616	141.17
Total for Check Number 32736:				444.83
32737	LEMAY	Harold Lemay Enterprises	07/15/2016	
	7607161	301 Louviers		101.52
	7607161	301 Louviers		135.36
	7607161	301 Louviers		101.52
	7607161	301 Louviers		338.40
	7607172	2180-678258-001 1700 Civic Dr	2180-678258-001	259.76
	7607185	2180-688334 1775 Bob's Hollow	2180-688334	265.38
	7636701	301 Louviers		55.00
	7636701	301 Louviers		16.50
	7636701	301 Louviers		22.00
	7636701	301 Louviers		16.50
	7642514	2180-678264 1700 Civic Dr	2180-678264	206.00
Total for Check Number 32737:				1,517.94
32738	PCSEWER	Pierce County Sewer	07/15/2016	
	01175700	01175700 - 303 Barksdale Ave	01175700	69.37
	01178725	01178725 - 207 Barksdale Ave	01178725	44.74
	01178733	301-303 Louviers		7.94
	01178733	301-303 Louviers		10.59
	01178733	301-303 Louviers		7.94

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Amount
	01178733	301-303 Louviers		26.47
	01251945	01251945 - 3196 Shaw St	01251945	49.33
	01326899	301-303 Louviers		25.80
	01326899	301-303 Louviers		86.03
	01326899	301-303 Louviers		25.81
	01326899	301-303 Louviers		34.41
	01349465	01349465 - 1775 Bob's Hollw	01349465	31.19
	01387341	01387341 - 1700 Civic Drive	01387341	31.19
	01695975	01695975 - 1301 Palisade Blvd	01695975	22.98
	01710583	01710583 - 1780 Civic Dr	01710583/(01387332)	35.36
	01710583	01710583 - 1780 Civic Dr	01710583/(01387332)	24.58
Total for Check Number 32738:				533.73
32739	PSEE	Puget Sound Energy	07/15/2016	
	200000813945	301 - 303 Louviers		17.75
	200000813945	301 - 303 Louviers		5.32
	200000813945	301 - 303 Louviers		7.10
	200000813945	301 - 303 Louviers		5.32
	200001019534	200001019534 - 303 Barksdale Ave		195.77
	200001019690	200001019690 - 3195 Brown Loop		10.84
	200003761372	200003761372 - 1350 Foreman Rd		4,199.99
	200004197907	200004197907 - Bell Hill Well		3,085.86
	200005882598	301 - 303 Louviers		19.64
	200005882598	301 - 303 Louviers		5.89
	200005882598	301 - 303 Louviers		7.85
	200005882598	301 - 303 Louviers		5.89
	200006136309	200006136309 - Village Park		13.14
	200008001329	200008001329 - Museum		94.25
	200008387082	200008387082 - 1350 Foreman Rd		781.28
	200010681696	200010681696 - 1700 Burnside Well		5,346.76
	200011525884	200011525884 - 1700 Civic Dr Signal		47.01
	200013923426	200013923426 - 1780 Civic Dr		769.90
	200013923426	200013923426 - 1780 Civic Dr		1,107.91
	200013923681	200013923681 - 3625 Hoffman Hill Access		10.84
	200013923905	200013923905 - 2100 Center Dr Signal		53.05
	200013924143	200013924143 - 3028 Ridgeview Pump		32.84
	200013924549	200013924549 - 1700 Civic Drive		793.68
	200013924754	200013924754 - 1500 Wilmington Dr		77.47
	200013950148	200013950148/200023254622 301-303 Louvie		13.53
	200013950148	200013950148/200023254622 301-303 Louvie		18.05
	200013950148	200013950148/200023254622 301-303 Louvie		13.53
	200013950148	200013950148/200023254622 301-303 Louvie		45.12
	200013950320	200013950320 - 1407 Palisade Blvd		51.23
	200013950544	200013950544 - Wilmington & Center Signa		72.15
	200014441923	200014441923 -709 Penniman Pmp		31.56
	200017266103	200017266103 - 2900 Center Dr Signal		174.65
	200020161606	200020161606 - 151 Davis Pl		754.11
	200021763244	200021763244 - Powderworks Park		105.61
	200023254622	200013950148/200023254622 301-303 Louvie		28.97
	200023254622	200013950148/200023254622 301-303 Louvie		21.72
	200023254622	200013950148/200023254622 301-303 Louvie		72.41
	200023254622	200013950148/200023254622 301-303 Louvie		21.72
	200024817773	200024817773 - 2690 Mitchell		22.49
	300000004741	300000004741 - Street Lights	300000004741	705.55
	300000010086	300000010086 - Street Lights	300000010086	13,960.84
	300000010086	300000010086 - Street Lights	300000010086	13,883.78
Total for Check Number 32739:				46,692.37

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
32740	VERIZON	Verizon Wireless	07/15/2016	
	9767328671	Fire Dept Cell Phones		255.24
	9767328671	Parks & Rec Cell Phone		101.98
	9767328671	Public Works Cell Phones		158.66
	9767328671	Legal Svcs Cell Phone		58.67
	9767328671	Public Works Cell Phones		158.67
	9767328671	Mayor Cell Phone		58.67
	9767328671	Police Dept Cell Phones		62.29
	9767328671	Building Dept Cell Phones		69.36
	9767328671	Police Dept Cell Phones		643.41
	9767328672	PW Grant Funded Air Cards		40.08
	9767328672	Fire Dept Air Card		10.02
	9767328672	Public Works Air Cards		30.04
	9767328672	Police Air Cards		364.54
	9767328672	Parks Air Card		10.02
	9767328672	Legal Svcs Air Card		10.02
	9768081087	Mobile to Mobile card swiper	342042808-00001	30.06
Total for Check Number 32740:				2,061.73
32741	BWN 10848	BrightWire Networks, LLC Project billing: new computers set up	07/15/2016	5,015.95
Total for Check Number 32741:				5,015.95
32742	BURNTRDG 66233	Burnt Ridge Nursery LT6-006 Misc nursery plants - Tourism	07/15/2016	400.38
Total for Check Number 32742:				400.38
32743	CARQ 8583-280764	Carquest Auto Parts Vehicle maint - PW/Storm	07/15/2016	77.57
Total for Check Number 32743:				77.57
32744	CNH IH24314 SH01329	CNH Industrial Capital America Core charge return - PW/Storm Diagnose and repair New Holland Mower - PW/	07/15/2016	-183.26 1,142.72
Total for Check Number 32744:				959.46
32745	CJTC 201126583	Wa State Criminal Justice Training Comm Firearms Instructor Recertification - PD/Adkins	07/15/2016	300.00
Total for Check Number 32745:				300.00
32746	GCRTIRES 808-88579	GCR Tires and Service Radial section repair/New Holland Tractor - PW/	07/15/2016	509.18
Total for Check Number 32746:				509.18
32747	HEMLEY 0036248-IN	Hemley's Septic Tank Cleaning, Inc Monthly Portable Toilet Rental	07/15/2016	128.95
Total for Check Number 32747:				128.95
32748	HFE 505056	Hughes Fire Equipment Inc. Repair and maintenance of Fire pump vehicles -	07/15/2016	8,521.92
Total for Check Number 32748:				8,521.92
32749	JIFFY	Jiffy Lube	07/15/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Amount
	108876573	Vehicle maintenance - PW/08 Chevy Colorado		79.28
			Total for Check Number 32749:	79.28
32750	LNRDM 1185180-20160630	LexisNexis Risk Solutions Data Management System	07/15/2016 Acct #1185180	54.40
			Total for Check Number 32750:	54.40
32751	LIMG REIMB 07/2016	Gus Lim Mileage & parking/Dept of Ecology training/Tac	07/15/2016	26.09
			Total for Check Number 32751:	26.09
32752	SUF 12	Kevin McFarland R/I Northwest Logistics Center Phase 2 fence co	07/15/2016	360.00
			Total for Check Number 32752:	360.00
32753	MES IN1043813	Municipal Emergency Svs. Inc. Uniforms - FD	07/15/2016	588.85
			Total for Check Number 32753:	588.85
32754	PARKSON ARI/51015969	Parkson Corporation New cell part for H.H. well - PW/Water	07/15/2016	6,927.79
			Total for Check Number 32754:	6,927.79
32755	PSCLEAN 16-029S	Puget Sound Clean Air Agency Quarterly Clean Air Assessment	07/15/2016 DUPO001	1,865.50
			Total for Check Number 32755:	1,865.50
32756	PURPOWER 28977189	Purchase Power Postage Meter Refill #28977189	07/15/2016 8000-9000-0144-6966	2,061.77
			Total for Check Number 32756:	2,061.77
32757	PWF 105191	PWF Processing Water Purification System	07/15/2016	87.04
			Total for Check Number 32757:	87.04
32758	SMITHES REFUND 07/2016	Esther Smith Rental deposit refund/ Council Chambers - E Sm	07/15/2016	200.00
			Total for Check Number 32758:	200.00
32759	SS911 02056 02071	South Sound 911 Quarterly Police Support Svcs Quarterly Fire Comm/Radio Svcs	07/15/2016 Acct #1-1022	34,985.00 13,385.00
			Total for Check Number 32759:	48,370.00
32760	ARCH Z3669640G Z3669640G Z3669640G Z3669640G	Spok Inc PW pager PW pager PW pager PW pager	07/15/2016	19.74 5.92 7.89 5.92
			Total for Check Number 32760:	39.47

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Amount
32761	SCI 2186	Studio Cascade, Inc Planning Support Services	07/15/2016	875.00
Total for Check Number 32761:				875.00
32762	TORBAI REFUND 07/2016	Irina Torba Rental deposit refund/ Powderworks Park - I Tor	07/15/2016	50.00
Total for Check Number 32762:				50.00
32763	UWLI 72020147870	Underwriters Laboratories LLC In-service aerial inspection/L25 - FD	07/15/2016	1,075.00
Total for Check Number 32763:				1,075.00
32764	UULC 6060124 6060124	Utilities Underground Location Center Excavation notifications Excavation notifications	07/15/2016	16.94 16.94
Total for Check Number 32764:				33.88
32765	FLEET 46011668 46011668 46011668 46011668 46011668 46011668 46011668	Wright Express FSC/ WEX Bank Fuel - Fire Fuel - Police Fuel - PW Fuel - PW Fuel - PW Fuel - PW Fuel - Building	07/15/2016	586.01 2,255.78 972.18 486.09 486.09 486.09 108.85
Total for Check Number 32765:				5,381.09
32766	CB-CARD 0070 0070 0070 0070 0070 0070 0077 0077 0077 0646 0646 0646 0646 0646 0646 0646 0646 0646 1311 3412 3412 3412 3412 3412 5349 5349 5349 5349 9605 9605	Card Services/ Columbia Bank 0070 - Facility Cart for Facility Renters (City Ha 0070 - City Hall Office Supplies / Amazon 0070 - Annual Fee 0070 - Table Top Stand / Finance / Amazon 0070 - Museum Event Supplies / Amazon 0077 - Annual Fee 0077 - Travel and Hotel Arizona Grand 0077 - Travel and Hotel Oxford Suits 0646 - HR Seminar / National Seminar Trainings 0646 - Public Records Request / Billa / FedEx 0646 - City Hall Office Supplies / Office Depot 0646 - Police WASPC Conference Travel / Diana 0646 - Annual Fee 0646 - Public records Request / Billa / FedEx 0646 - HR Job Postings x3 / Craigslist 0646 - Museum Event Supplies / Safeway 1311 - Phone Payment Fee / Finance 3412 - Adobe Pro Subscription / June 3412 - National Night out Supplies 3412 - Training / Holt 3412 - Firearms Instructor Training /Morely 3412 - Radio Room Setup / Police 5349 - Ice for Museum Event / DuPont Grocery 5349 - Public records request (copies/storage/sca 5349 - Hotel/ Firearms Instructor/ Adkins/ Holid 5349 - Annual Fee 9605 - Soil Testing / Fremont Analytical 9605 - Shipping for Parks / FedEx	07/15/2016	74.99 95.06 15.00 35.99 51.80 15.00 201.50 147.90 648.00 62.15 111.48 359.92 15.00 63.07 225.00 15.13 5.00 16.31 456.09 550.00 1,464.35 358.10 7.50 36.46 400.14 15.00 120.00 9.53

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Agenda Item # 7c.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
9605		9605 - Plaque for Honorary road way / Big John'		60.28
9605		9605 - Basic Hydraulics Training / Green River C		380.00
9605		9605 - Tree Nursery Expense / Home Depot		54.71
9605		9605 - Water Distribution Examination / Applied		79.00
9975		9975 - Annual Fee		15.00
9975		9975 - Mailing Auctioneer "Thank you Letter" /		35.20
9975		9975 - Auction item / Amy / Ricardo's Resturant		100.00
Total for Check Number 32766:				6,299.66
Total for 7/15/2016:				144,671.32
Report Total (36 checks):				150,791.89



MEETING DATE: July 26, 2016 **Agenda Item # 7d.**

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

TITLE:

2016B Lodging Tax Advisory Committee (LTAC) Grant Funding

Department: Finance	Discussion Date: 07/19/16
Originator: Staff	First Reading Date:
Assigned to: Paula Barry, Finance Director	Public Hearing Date:

BUDGET IMPACT: Yes No

FUND:

Amount Budgeted		
Additional Required	\$25,600.00	Lodging Tax/General Fund

DETAILED SUMMARY STATEMENT:

The 2016 adopted budget included awarding grants totaling \$190,550 of lodging tax revenue. The first quarter 2016 budget amendment included an increase of \$31,525 in the Hotel/Motel Tax Fund's beginning fund balance. This was primarily the result of expenditures/grant reimbursements coming in below expectations. LTAC decided to use this carry forward balance of \$31,525 to open up a second round of grant applications in 2016 (2016B Grants).

Funding of the grants must first come through LTAC for their recommendations and then presented to Council for final approval. The committee has reviewed 12 grant applications. They voted to approve them as submitted, to alter them, or deny approval. On July 19, 2016 the grant funding recommendations by LTAC were presented to council.

State law allows local legislative bodies to accept or reject projects recommended by LTAC in their entirety and prohibits adding projects or adjusting the recommended funding level.

RECOMMENDATION:

Council approve the resolution adopting the distribution of the 2016 Hotel/Motel Tax Fund 2016 Part B Grants.

CITY OF DuPONT
WASHINGTON
RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF DuPONT, WASHINGTON,
ADOPTING THE DISTRIBUTION OF THE 2016
HOTEL/MOTEL TAX FUND PART B GRANTS

WHEREAS, the City of DuPont has established a Lodging Tax Advisory Committee (LTAC) in accordance with RCW 67.28.1817; and,

WHEREAS, the City of DuPont has established an application process for the requests for use of lodging tax funds in accordance with RCW 67.28.080; and,

WHEREAS, the LTAC met in an open public meeting on July 12, 2016 and deliberated to reach a final funding recommendation which is to be forwarded to the City Council for final approval; and,

WHEREAS, the LTAC presented the City Council with its recommendation for 2016 Part B grants on July 19, 2016;

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

Section 1. The City of DuPont hereby awards the 2016 Hotel/Motel Tax fund Part B grants distribution as shown in the attached Exhibit "A."

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

CITY OF DuPONT

Mike Courts, Mayor

ATTEST/AUTHENTICATED:

Tiffany Graves, Interim City Clerk

Approved as to Form:

Gordon Karg, City Attorney

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

Exhibit A
2016 Hotel/Motel Tax Fund Part B Grant Awards

Item	Organization Name	Event Request	Amount Awarded	LTAC Notes
1	City of DuPont - Tourism	Trail Signs/Mile Markers	\$ 3,000	For Sequalitchew Creek Trail
2	City of DuPont	4th of July Celebration	\$ 1,500	
3	The Home Course	PNGA Jr Boys & Girls Championship	\$ 8,400	
4	Veterans Family Fund of America	MW4V "Rock Around the Clocktower"	\$ 300	For Promo Materials-Print/Ads
5	City of DuPont - Tourism	Business Plan Consultant-Tourism	\$ 4,000	
6	City of DuPont - Tourism	Trail Maps for Visitors	\$ 3,200	
7	City of DuPont - Tourism	Tourism Overtime for Events	\$ 3,000	
8	City of DuPont - Recreation and Events	Moonlight Walk and Salmon Bake	\$ 1,000	
9	City of DuPont - Tourism	Camera for Events, Trails and Promos	\$ 1,200	
			\$ 25,600	



Department of Community Development

Report for July 2016

Planning Commission Work Program - Upcoming:

- On August 8th, the Planning Commission will be hosting two public workshops:
 - Review of multiple approaches to amendments to the MDX zone regarding “Indoor Storage” use. The commission will be presented with several alternatives to address this use to determine the most appropriate to take forward in a public hearing.
 - The commission will also be holding a follow-up discussion regarding proposed housekeeping amendments to the DMC for compliance with the GMA as prepared by Studio Cascade
 - Review of draft schedule regarding update to DMC 25.105 - Sensitive Areas Regulations (Critical Areas Ordinance)
- Future meeting topics will focus on potential proposed Comprehensive Plan amendments:
 - Sub-Area planning for the Old Fort Lake Business Technology Park neighborhood.
 - Other potential areas of the Comprehensive Plan which should be updated.

Project Status:

- Barksdale Station: Home 2 Suites (86,945 sf, 140 unit) – Site work and construction is well under way.
- DuPont Station: Fairfield Inn and Suites (49,580 sf, 90 unit) – Site work and construction is well under way.
- Williamson Lot 10 (Intersection of DuPont Steilacoom Road and Center Drive) – Currently reviewing tenant improvements.
- Hoffman Hill Division 4 multi-family (Burnside Place) - four buildings are complete with and the fifth building is under construction.
- Currently reviewing interior tenant improvement plans for multiple tenants on the Intel property along with site improvement plans.

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Agenda Item # 12a.

Department of Community Development Report for July 2016

Building Permit Fees & Inspections – For the Month of June 2016

- \$2,864 in revenue from permits / plan review.
- 19 permits were issued.
- 63 inspections were performed.



Agenda Item # 12a.

Public Works Department
Water, Stormwater, Streets, Parks, Rec., Facilities

1700 Civic Drive
DuPont, WA 98327
Ph 253.912.5381 Fax 253.964.1455

Monthly Activity Report for June 2016

Public Works Department – Operations and Maintenance Activity Summary

Highlights

Street Tree Trimming May – June. Parks maintenance full time operation through Fall.

Street Striping scheduled the last 2-weeks in June.

Success in nomination for Pavement Preservation Overlay of Center DR between Hamilton Avenue and Powerline Road; 2018/2019 \$704K.

Preparations for Spring/Summer work are underway with designs in development. The following is a list of projects that will execute this Summer/Fall.

1. Off Leash Fencing at Powderworks Park. Expected start is 7/27/16 and completion is 8/16/16. Ground breaking and ribbon cutting ceremonies to be scheduled.
2. Street Overlay on Wilmington DR between Barksdale AVE and Palisade BLVD. Performance period 20-days within August to September. Schedule is being scrubbed, but expect mid August for the grind and pave night work to occur.
3. Water line replacement in the Historic Village in the areas of Barksdale AVE/Penniman ST. The work at Barksdale AVE by Iafrazi Park and Union 76 will be deferred pending right of way easement review. Project to be advertised 7/21/16 and bids due 8/3/16.
4. Water pump upgrades at Bell Hill and Hoffman Hill; this design work continues in the background, but the actual work will occur in Fall 2016 after the irrigation season.
5. Storm Water Facilities upgrades at Edmond Village by Cosper ST and Mitchell AVE, Center DR by Sequelitchew DR, and Palisade Village by Bobs Hollow LN and Hammond AVE. Designs are at 90%.
6. Storm Water pump replacement at Edmond Village by Cosper ST and Mitchell AVE. Designs are at 90%.
7. Use of Flood Zone Control District Funds for development of maintenance design book on Sequelitchew Creek Trail repair, and the development of a Hydraulic Project Approval (HPA) for maintenance removal of beaver dams impacting the Bell Hill Trails and Bell Marsh.
8. Pilot Project and Street Tree Survey for July – August 2016. Pilot project will be 7/25/16 – 7/28/16, and the survey will be from 7/25/16 – 9/6/16.

6-year Transportation Improvement Plan to be updated and presented at next Transportation Benefit District Meeting.

Project Nomination for Transportation Investment Board has begun with a deadline of August 9, 2016.

Fall Clean Up: Saturday October 8, 2016.

Water Quality

All required monthly water samples have been taken in the DuPont Water System and all samples have come back as negative, indicating no presence of bacterial contamination in the City's water system. Monthly and routine water system samples are part of our ongoing water quality monitoring helping to ensure our system continues meeting drinking water standards.

Water Production

The DuPont water system pumped 63,856,900 gallons during the month. This represents a decrease of 1,652,000 gallons from the previous month of May 2016. As a comparison to the previous year, June 2015 records show consumption was 82,763,300 gallons.

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Water System Projects and Planning

Agenda Item # 12a.

Staff continues to inspect water tanks monthly,
We continue to support engineering in getting information for our upcoming water projects.

Streets, Trails & Storm Drainage

Staff completed 13 locates during the month due to construction related activities. This essential work is in protecting our utilities and part of ongoing national efforts to minimize damage to all underground utilities.

[*Planning a fence or other improvements to your property? **Call before you dig!*** Call the Underground Utility Locate Service: **811**, at least 2 business days prior to digging near where utilities may be located.]

Public Works crews completed numerous work orders during the month in various operational areas, and heavily focused on clearing curbs and storm basins. Staff made numerous message board changes for notification of various meetings, events and activities. Check the City's website for upcoming activities.

Our Street Sweeper started with our summer round of sweeping for the 4th of July event, we logged 91 lane miles used 300 gallons of water and picked up 15 yards of material.

Fuel costs for the month of May sweeping operations was logged in at \$42.29

Staff continues with pruning street trees for sight and safety concerns, we currently have completed about 65% of Street trees.

Did you know - street light outages can be reported directly to PSE online through the City's website? You'll be asked to provide the street pole number and nearby address if possible to expedite repairs.

Our staff responded to various Street tree issues and sidewalk problems throughout the City, during the last week a small Storm pushed through damaging a few trees, these areas have been identified and taken care of according to current policy

Parks and Facilities

'See something, say something!' You may have recently seen or heard this reminder. In cooperation with the Police Department, we are asking citizens to contact City Hall or our Police to report vandalism, damage, tagging or other issues if found so we can track problem areas and quickly address these areas.

BE A RESPONSIBLE OWNER; please keep dogs on a leash, pick up after your pets, carry waste bags, and properly dispose of pet waste into receptacles. Remember, "Puget Sound Starts Here". Thank you.

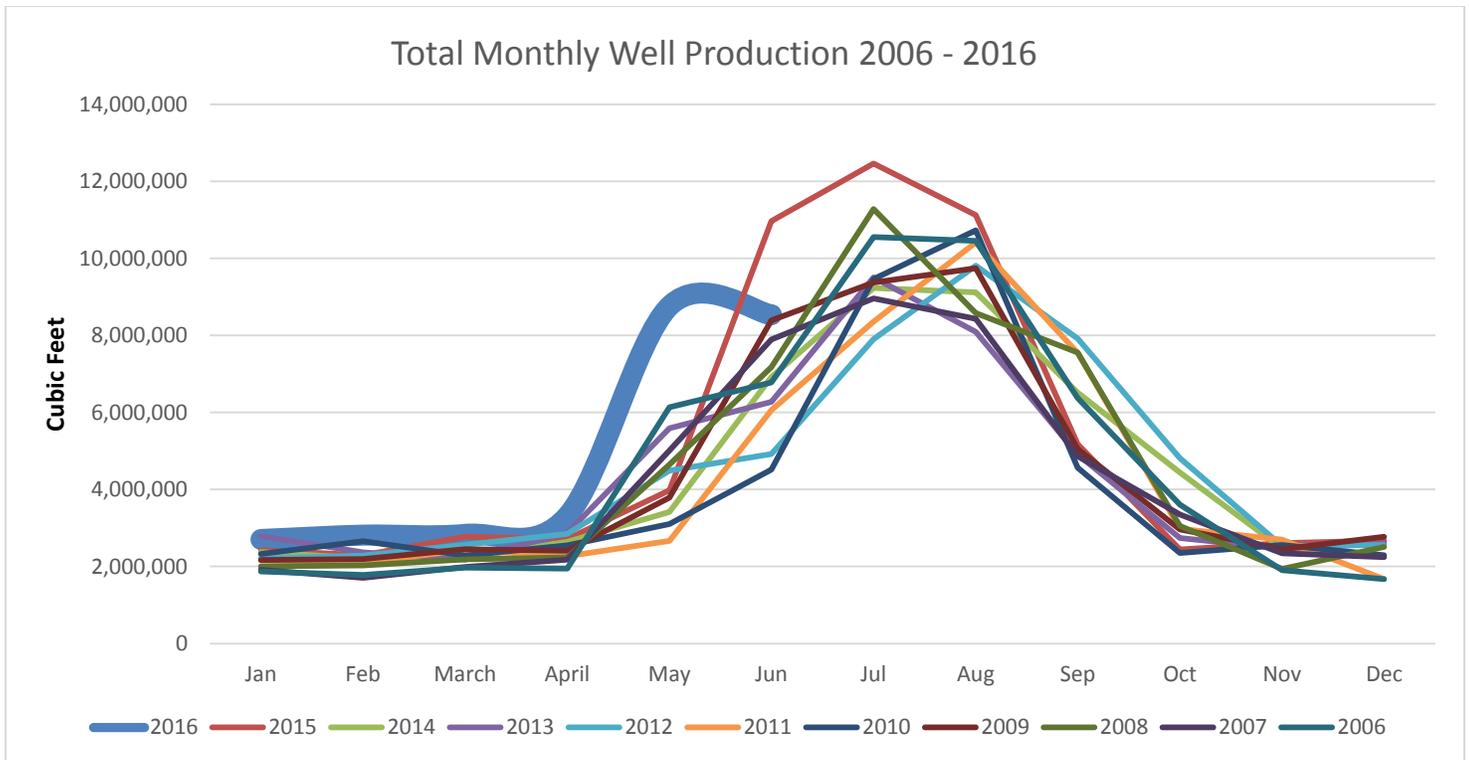
We continue to maintain the DuPont PowderWorks parks facilities.

Staff continues to support the various special events throughout the City is setup and take down of tents, Tables and Chairs.

Staff has completed with a pre spring clean-up of all City Parks and facilities; our seasonal staff has begun maintenance of our Parks and Facilities.

We also continue with our preventive maintenance of our shrub areas on all Parks and will continue to monitor through the summer.

Staff continues to operate our City wide; with our new Maxicom control system we are able to identify areas that need maintenance and repairs quicker with less man-hours.



Total Well Production 2006 – 2016:

The above chart provides more detailed comparison of the well production in 2016 compared to 2006 – 2015. The city wells are producing the equivalent amount in May 2016 (8.76M Cubic Feet) as we have in the month of June, the past 2006 – 2015. Historical peak month of production is either July or August the past 10-years. However with cooler weather and rain experienced in June 2016, which saw less irrigation use within the city, the production went down to 8.54M Cubic Feet.

Weather and irrigation:

May 3, 2016 the city began full operation of its irrigation system. This system irrigates the city parks, and green ways predominately along Center Drive, and McNeil Street. There are smaller pockets of green space the city irrigates in the city. The start of the irrigation system was weather and moisture contingent as the city’s irrigation system is controlled by data collected with a weather station located in the Public Works Shop, 301 Louviers Ave. This control is 24-hours delayed, but in concept if the city receives heavy doses of rain, the system will irrigate less or shut down. The reverse is that it will irrigate more during dry periods. In the past, city irrigation was not operated until June – July.

Historically May 2016 has been dryer in previous years and June 2016 was normal in comparison with the previous years.

Forecast for production/consumption Summer 2016:

Peak at 12.50M Cubic Feet, similar as in July 2015, but instead of a single month peak it will be sustained July to August, and then drop in September. We will be able to analyze the cost impact to irrigating parks and greenway after the end of June meter reading, as the meter reading cycle is bi-monthly.

	<p style="text-align: center;">Parks & Recreation, Tourism and Museum</p> <p style="text-align: center;">June 2016</p> <p style="text-align: center;">1700 Civic Drive DuPont, WA 98327</p> <p style="text-align: center;">Phone 253.912.5245 Fax 253.964.1455</p>
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Senior & Adult Activities

With the proceeds from the 2016 Parks & Recreation Auction, staff and the Park Agency are currently focusing on adult and senior activities. Plan to join us on Thursday, August 4th for a Senior Potluck and Game Day at the Civic Center.

Youth Baseball & Patriot's Athletic League

Our youth baseball season concluded this month with record high participation. The program utilized all fields in our parks and schools throughout the season. We are currently in the process of surveying our families. Results of the survey will be available in our July report.

Recreation Strategic Business Plan

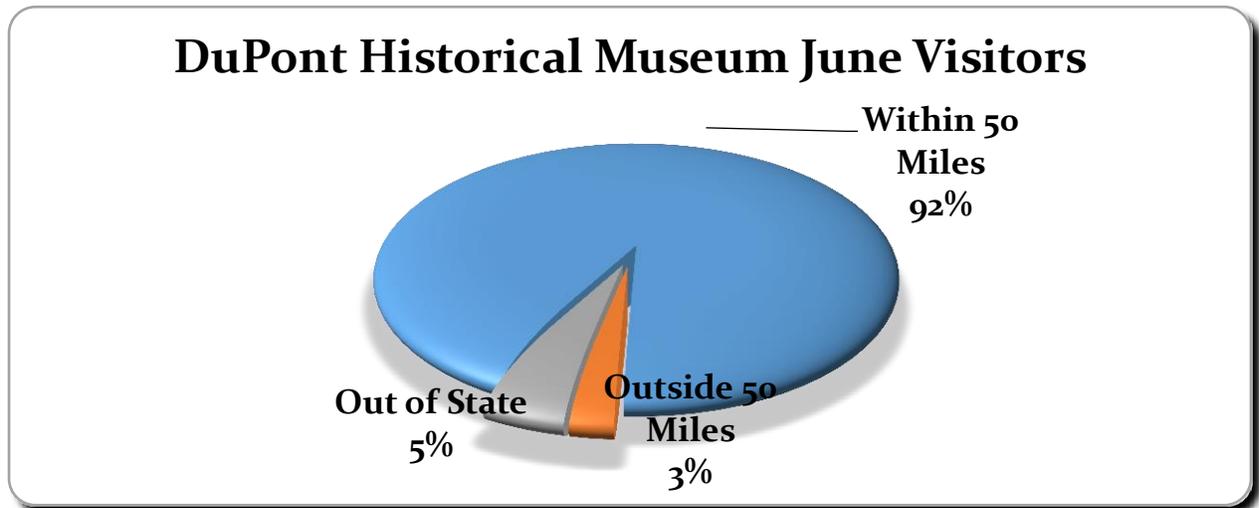
Staff is currently working with the Park Agency to review and implement the 3-5 year strategic business plan. One of our top priorities is to improve communication between our citizens and Parks & Recreation. We are reviewing options for a semiannual recreation guide and monthly email newsletters with Constant Contact.

DuPont Museum

June was our busiest month in 2016! June's visitors included 3 school group tours and visitors from an ice cream soda event. The museum also received some earned media when *Trainmaster* included the Dynamite train as its focused feature in their July newsletter. The article should lead to additional press through railroad magazines.

The Historical Society, in coordination with the City, is actively planning the 2016 Hudson Bay Heritage Days celebration. Please mark your calendars for August 20th and 21st and join us for the fun weekend.

The museum hosted 383 visitors in the month of June.



DuPont Tourism

DuPont has received numerous media hits in the month of June. The Tacoma News Tribune ran an article and video promoting the Sequatchew Creek Trail. The Tacoma News Tribune also ran an impressive article highlighting DuPont’s Memorial Day Ceremony and the unveiling of Wilburn K. Ross Memorial Drive. Showcase Magazine named DuPont one of the top five places to run and hike in the Puget Sound. The publication also named DuPont amongst the top seven best places to escape for a weekend in the Puget Sound.

Advertisements for the City are being run in numerous publications including: 425 Magazine, South Sound Magazine and ParentMap magazine. Staff is working with PCTV to film and put together a promotional video advertisement. We hope to have something to view by the end of 2017.

Seasonal banners and hanging flower baskets have been installed in the month of June. Please notice the beautiful red, white and blue banners and hanging baskets around the downtown business area, Museum and Visitor Center.

The Oregon-California Trail Association will be hosting their annual conference in DuPont this September. We are excited to host the group of more than 75 participants as they tour our trails, reserve our parks and use our Civic Center facilities. The group will also be staying for several nights in one of our local hotels.

Upcoming Events

- August 2 National Night Out
- August 6 Semi Annual Citywide Yard Sale
- August 20-21- Hudson Bay Heritage Days

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Agenda Item # 12a.

FINANCE DEPARTMENT

ACCOUNTING & BUDGET*CENTRAL SERVICES*INFORMATION SYSTEMS

TO: Mike Courts, City Council
 FROM: Paula Barry, Finance Director
 RE: Report for the Month of June 2016
 DATE: July 26, 2016

Accounting & Utility Stats:

- Financial Status Report Attached
- Accounts Payable and Receivable:
 1. Bills Paid for All Departments: \$494,762.32
 2. Accounts Billed for Reimbursable Services: \$21,815.62
 3. Amount Collected: \$13,021.73

Utilities:

- Utility Bills:

Utility Bills:	0	Shut Off Notices:	0
Final Bills:	129	Adjustments:	0
Past Due Notices:	430		

- Online bill pay by month

2015	Total paid	No. Pmts
January	\$29,100.88	276
February	\$5,854.03	68
March	\$49,591.46	460
April	\$15,212.96	134
May	\$57,324.18	545
June	\$19,942.08	163
July	\$71,555.62	594
August	\$17,713.07	151
September	\$94,082.35	653
October	\$31,508.92	200
November	\$84,956.62	672
December	\$21,873.38	179
Total YTD	\$498,715.55	4095

2016	On-line payments		% Total Pymts	
	Total paid	No. Pmts	Made On-line	e-bills sent
January	\$83,479.59	726	19.7%	
February	\$24,980.14	174	13.9%	142 new report
March	\$72,470.30	706	21.1%	
April	\$24,034.29	223	16.9%	156
May	\$83,934.25	726	22.1%	
June	\$17,663.11	171	19.9%	165
Total YTD	\$306,561.68	2726		

Finance Services Update:

Financial Condition Update

With beginning fund balances higher than initially budgeted, the City starts the year out in a good financial position. Revenues as of the month of June met expectations except of B&O taxes and building permit revenue. In addition to this several payments adding up to more than \$70,000 that were delinquent as of the end of 2015 have been received. Reimbursements from the state for personnel and equipment during the wild fires during the summer of 2015 have been received.

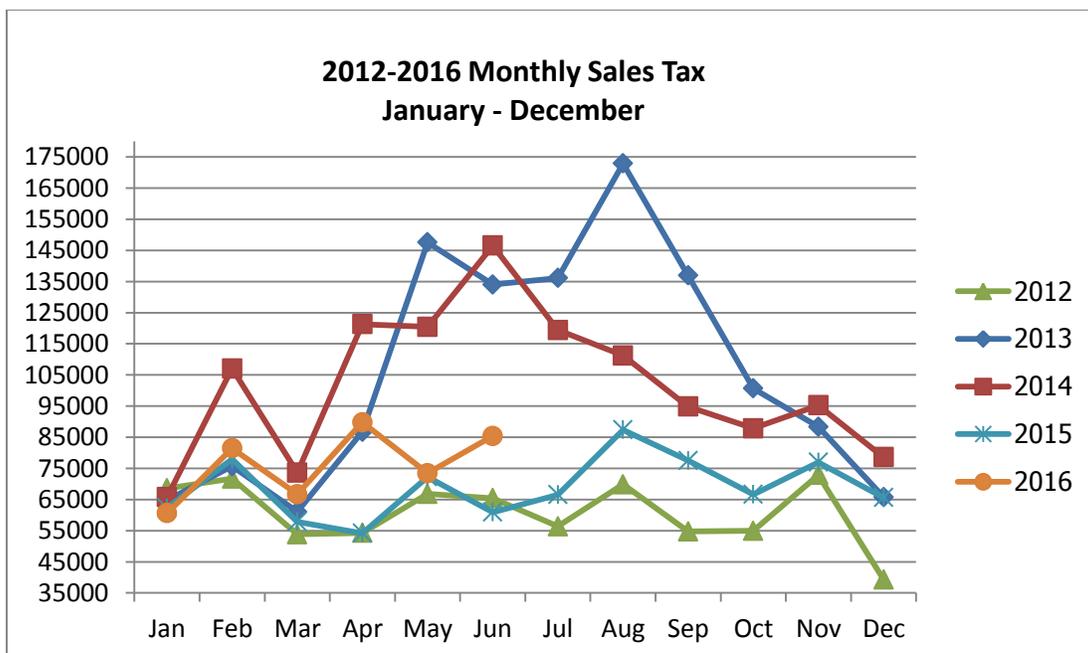
Highlights of General Fund revenues include:

- **Sales Tax** – Sales taxes for through the month of June are above budgeted amounts. Currently sales tax receipts are up by 18.6% as compared to the same time last year. We had previously seen a decline in revenues related to construction but as expected those has increased greatly as weather improved and construction on the hotels and other projects in the City.

The following tables and graph show monthly sales tax collections for 2015 and 2016 by month and by business sector.

City of DuPont Actual Monthly Sales Tax Receipts

Month	Sales Tax Receipts		Dollar Change	Percent Change
	2015	2016		
January	62,311	60,589	(1,722)	-2.8%
February	77,925	81,451	3,526	4.5%
March	57,862	66,683	8,821	15.2%
April	54,188	89,777	35,589	65.7%
May	72,245	73,423	1,178	1.6%
June	60,941	85,408	24,467	40.1%
Total	385,472	457,331	71,859	18.6%



Agenda Item # 12a.

Although we are seeing a decrease in some sectors such as general merchandising/miscellaneous retail and wholesale, as shown in the following table, this is offset by significant increases in other areas particularly contracting, miscellaneous and other retail. Year to date sales tax revenues overall are 18.6% above last year and are coming in above the projected budget amount.

City of DuPont Actual Sales Tax Receipts

Business Sector Group	YTD as of June		Dollar Change	Percent Change	Percent of Total	
	2015	2016			2015	2016
Services	72,115	71,062	(1,053)	-1.5%	18.7%	15.5%
Contracting	61,369	108,817	47,448	77.3%	15.9%	23.8%
Communications	22,295	21,603	(692)	-3.1%	5.8%	4.7%
Auto/Gas Retail	9,641	10,643	1,002	10.4%	2.5%	2.3%
Gen Merch/Misc Retail	13,636	10,943	(2,693)	-19.7%	3.5%	2.4%
Retail Eating/Drinking	76,163	74,612	(1,551)	-2.0%	19.8%	16.3%
Other Retail	42,132	54,784	12,652	30.0%	10.9%	12.0%
Wholesale	37,573	35,780	(1,793)	-4.8%	9.7%	7.8%
Miscellaneous	50,548	69,087	18,539	36.7%	13.1%	15.1%
Total	385,472	457,331	71,859	18.6%	100.0%	100.0%

- **B&O Taxes** – Business and Occupation (B&O) taxes are collected on a gross receipts basis and, for certain types of businesses, a square footage basis as well. Combined revenues from both gross receipts B&O tax and square footage B&O tax continue to be behind expectations for this point in the year. We will need to monitor this revenue stream carefully to ensure that it picks up with 2nd quarter tax filings which are due July 31.
- **Permit revenues** – In June permit revenues are coming in 37.8% higher compared to the same time last year; however, they are still coming in behind budget projections by about \$60,000. This is primarily the result of some projects which are anticipated for this year have not happened as of yet. We will continue to monitor this revenue stream.
- **Lodging Tax** – Although not in the General Fund, lodging tax revenues are important to the general fund. Revenues year to date are coming in slightly above projections. With new hotels going in this year we are hopeful that these will increase even higher by the end of the year.
- **REET** – REET revenue for the first quarter this year were below recent years. However, it has turned around during second quarter. As of June we have received REET revenue totaling \$453,779.

Department Update

A number of projects were started or continued to be worked on in June and into July by the Finance Director and staff including:

- 2017 Budget Preparation
- Rental Housing Business License Review and Plan
- Preparation of 2nd quarter budget adjustment

CITY OF DUPONT
2016 YEAR TO DATE FINANCIAL REPORT
 June

FUND/DEPARTMENT	BEGINNING FUND BALANCE	REVENUES & OTHER SOURCES			EXPENDITURES & OTHER USES			ENDING FUND BALANCE
		Budget	YTD Actual	% Collected	Budget	YTD Actual	% Expended	
General Fund								
001 Mayor/Council	-	-	-	-	122,746	50,051	40.78%	-
002 City Administrator	-	-	-	-	431,649	178,739	41.41%	-
003 Legal Services	-	-	-	-	120,987	61,234	50.61%	-
004 Accounting & Finance Services	-	-	-	-	236,508	118,536	50.12%	-
005 Central Services & Information Technology	-	-	-	-	148,316	55,108	37.16%	-
007 Police Department	-	-	-	-	1,999,911	919,502	45.98%	-
008 Fire Department	-	-	-	-	1,834,984	962,515	52.45%	-
010 Building	-	-	-	-	482,412	197,314	40.90%	-
011 Planning	-	-	-	-	287,121	45,370	15.80%	-
012 Parks	-	-	-	-	260,703	70,121	26.90%	-
013 Museum	-	-	-	-	40,327	19,351	47.99%	-
014 Facilities	-	-	-	-	206,849	102,723	49.66%	-
015 Greenways	-	-	-	-	165,447	29,680	17.94%	-
016 Recreation & Community Events	-	-	-	-	151,463	70,489	46.54%	-
017 Tourism	-	-	-	-	123,313	65,924	53.46%	-
099 Non-Departmental & Transfers	-	-	-	-	1,788,589	649,338	36.30%	-
Subtotal General Fund	\$ 1,211,171	\$ 8,029,726	\$ 4,103,287	51.10%	\$ 8,401,325	\$ 3,595,995	42.80%	\$ 1,718,463
Reserves								
002 Revenue Stabilization Fund	160,105	138,100	281	0.20%	-	-	-	160,387
003 Contingency Reserve Fund	80,053	72,050	141	0.20%	-	-	-	80,193
Subtotal Reserves	\$ 240,158	\$ 210,150	\$ 422	0.20%	\$ -	\$ -	\$ -	\$ 240,580
Special Revenue Funds								
101 Street	36,332	956,040	248,148	25.96%	950,294	259,638	27.32%	24,842
102 Street Depreciation	567,317	600	3,746	624.02%	77,485	8,413	10.86%	562,649
103 Hotel/Motel Tax	209,882	133,920	68,994	51.52%	190,550	28,689	15.06%	250,188
104 Public Safety Mitigation	278,364	147,749	7,458	5.05%	139,142	11,691	8.40%	274,131
107 Glacier NW Settlement	617,373	1,000	1,085	108.49%	-	-	-	618,458
150 Donation Fund	3,090	5	5	110.16%	-	-	0.00%	3,096
160 Drug Fund	9,313	15	40	274.01%	-	-	0.00%	9,353
Subtotal Special Revenue Funds	\$ 1,721,671	\$ 1,239,329	\$ 329,477	26.59%	\$ 1,357,471	\$ 308,431	22.72%	\$ 1,742,717

Updates for Building, Community Development, Public Works, Parks/Recreation and

CITY OF DUPONT
2016 YEAR TO DATE FINANCIAL REPORT
 June

FUND/DEPARTMENT	BEGINNING FUND BALANCE	REVENUES & OTHER SOURCES			EXPENDITURES & OTHER USES			ENDING FUND BALANCE
		Budget	YTD Actual	% Collected	Budget	YTD Actual	% Expended	
Debt Service Funds								
202 UTGO Debt Service	1,001	913,567	227,464	0.00%	914,016	227,463	24.89%	1,003
203 LID Debt Service	-	-	-	-	-	-	0.00%	-
Subtotal Debt Service Funds	\$ 1,001	\$ 913,567	\$ 227,464	0.00%	\$ 914,016	\$ 227,463	0.00%	\$ 1,003
Capital Improvement Fund								
301 Capital Projects	183,877	353,440	454,086	128%	418,835	93,434	22.31%	544,529
Subtotal Capital Improvement Fund	\$ 183,877	\$ 353,440	\$ 454,086	128.48%	\$ 418,835	\$ 93,434	22.31%	\$ 544,529
Enterprise Funds								
401 Water Utility	3,592,238	2,340,850	887,909	37.93%	2,696,120	731,017	27.11%	3,749,129
403 Stormwater Utility	2,271,480	1,509,400	609,291	40.37%	1,354,291	327,958	24.22%	2,552,813
Subtotal Enterprise Funds	\$ 5,863,718	\$ 3,850,250	\$ 1,497,200	38.89%	\$ 4,050,411	\$ 1,058,975	26.14%	\$ 6,301,943
Internal Service Fund								
501 Equipment Replacement	1,320,538	321,950	36,596	11.37%	136,804	52,247	38.19%	1,304,886
Subtotal Internal Service Fund	\$ 1,320,538	\$ 321,950	\$ 36,596	11.37%	\$ 136,804	\$ 52,247	38.19%	\$ 1,304,886
Fiduciary Fund								
631 Transportation Benefit District	33,440	90,020	47,143	52.37%	83,815	1,338	1.60%	79,245
Subtotal Fiduciary Fund	\$ 33,440	\$ 90,020	\$ 47,143	52.37%	\$ 83,815	\$ 1,338	1.60%	\$ 79,245
Total Budget	\$ 10,575,573	\$ 15,008,433	\$ 6,695,675	44.61%	\$ 15,362,677	\$ 5,337,882	34.75%	\$ 11,933,366



DuPont Police Department

1780 Civic Drive, Suite 100

DuPont, WA 98327

Office (253) 964-7060 Fax (253) 964-8491

Police Department Monthly Report For June 2016

Crime Trends

Below are the Calls for Service (CFS) totals for the month of June. The number of CFS for June of the previous year as well as May 2016 are also listed.

<i>Calls for Service (CFS)</i>	<i>June 2016</i>	<i>May 2016</i>	<i>June 2015</i>
Total CFS	609	522	801
DuPont CFS	554	480	650
Traffic Stops	262	244	316

There were 79 traffic tickets issued, 176 warnings given, 6 written warnings and 19 misdemeanor arrests in June.

The Priority 1 response time average was 2:46, which is below the 2015 average response time of 3:50.

The Priority 2 response time average was 4:02, which is below the 2015 average of 4:25.

The Priority 3 response time average was 6:57, which is below the 2015 average of 7:29.

The May Synopsis report was unavailable at the time of our last report, so it is being included with this month's report.

After reviewing the statistical data for June, there are no significant trends to report. Proactive patrol work appears to be at a good level. This includes traffic stops, suspicious persons and vehicle contacts.

Investigative Information

- ❖ Active cases – 15
- ❖ Closed cases – 0

Community Policing Updates

The department held a Community Connectors meeting the evening of Thursday, June 23rd and Safe Streets gave a presentation on Crime Prevention Through Environmental Design (CPTED).

Department Updates

The department participated in a communications exercise with the Pierce County Emergency Operations Center as part of the Cascadia Rising event, which is a statewide simulation of response operations after a 9.0 magnitude earthquake. Detective Cummings has provided an after action report that is included in this monthly report.

Officer Anthony Chung was sworn in at the June 14th council meeting. Our newest officer, Edward Barnes, came to work officially on June 17th. Officer Barnes is a lateral hire, formerly with Joint Base Lewis-McChord. Both officers are currently undergoing field training and are doing very well.

Washington Association of Sheriffs and Police Chiefs (WASPC) Executive Director Mitch Barker presented the Mayor and City Council with the WASPC accreditation award for the DuPont Police Department.

On June 28th, the DuPont Police Department was presented with a very nice award at the council meeting in recognition of the partnership between the police department and the Steilacoom Historical School District. The award was presented by Superintendent Kathi Weight and School Board Directors Sam Scott and Steve Schenk.

Training

Officers participated in firearms qualifications.

Upcoming Events

The next Coffee with the Chief will be held on Thursday, July 28th at Forza Coffee from 5:00 p.m. to 7:00 p.m.



DuPont After Action Report For Cascadia Rising (CR-16)

Report by: Detective Mike Cummings - W7MPC

On 6/8/2016 from 0800-1410 hrs, a communications exercise was conducted to test the capability of the DuPont EOC to communicate via alternate means with the Pierce County EOC in the event of a catastrophic event such as a major earthquake.

In preparation of this exercise I attended the RMS Express class on May 21st, which is a basic radio email class. In addition, I had help from Armin Keen (N7JAJ) to help me adjust the digital setting on our station and test send digital messages prior to the exercise. Mark Yordy (W7BBO) from Pierce County DEM also helped with checking our antenna setup and ensuring that the SWR was within proper tolerances.

As of now, the City of DuPont has full capability and equipment to provide amateur radio communications for both local and long distance voice and digital communications in case other, traditional means, such as the cellular, landline or internet service is interrupted.

The CR16 exercise included the following participants from DuPont:

Mike Cummings (W7MPC) – Radio Officer

Steve Durfee – created the injects, assisted with monitoring the radios and messages.

Wyatt Gustason – runner and observer

George Robinson – runner and observer

The equipment used was:

Yaesu FT-991 HF/VHF/UHF all band and all mode radio with 100 watt HF capability. This radio was connected to a Signalink sound card that enable the radio to send/receive digital messages when connected to a computer with the RMS Express messaging / email software running.

Yaesu FTM-400 VHF/UHF radio, programmed with local repeaters designated for emergency management use. This radio was used for voice communications.

Antenna equipment includes:

- 80-6 meter vertical antenna (base approx. 20 feet above ground)
- 80-6 meter dipole (wire) antenna (base approx. 15 feet above ground)
- VHF/UHF vertical antenna (base approx.. 20 feet above ground)
- VHF/UHF J-Pole antenna (mounted to trailer)

The radio station is equipped with a laptop, local printer and is connected to generator power.

Agenda Item # 12a.

For the CR16 drill, a total of 9 injects, or requests for assistance or resources, were sent via VHF digital radio from our radio station. While the digital station was operating, so was a radio (Yaesu FTM-400) set to a voice frequency so that communications could be held with the local net. The following was noted:

- Initially, some of the injects were sent back to the sender. It was found that the template was automatically changing the send address back to the sender instead of the intended addressee. When this was discovered, the injects were resent to the corrected addressee without a problem.
- We found that the PCEOC did not like the messages sent in Word format and preferred the templates which, when proofed before sending to ensure they were properly addressed, sent without any issues.
- Some messages had to be re-sent, likely due to many agencies sending at the same time.
- No problems were noted with the voice communications. We are well within range of the repeater sites and voice communications were very clear.
- We have the ability to monitor the messages being sent by others on the frequency so we could determine when it was best to send our messages.

Overall it was a good test of our communications abilities and signifies the importance of being ready and routinely checking our equipment and staying fresh on our protocols.

Cascadia Rising 16 - DuPont Injects

Call #	Date	Time	Details	Assigned Time	Actions	Follow-up Time	Actions
99	6/8/2016	10:45	Dupont EOC - needs traffic control assistance at two locations to include Wilmington and center drive. We also need barrier material, cones, and mobile flood lighting for shelter to four (4) access control points on local roads.	11:19	Call separated into Traffic Control Request and Traffic Control Resources - posted by nStice 6/8/2016 11:19:12 Called City of Lakewood, all resources tied up. - PL 1240 6/8/16 Working with Police Liaison- Frank on equipment- PL 12:47 6/8/16 - posted by mlovell 6/8/2016 12:40:05 BL816TA2 5NHUBL620CT434215 400045 1 PCDEM equipment - posted by mlovell 6/8/2016 12:56:08 Called Public Works, no supplies available - - posted by mlovell 6/8/2016 13:08:55	15:40	The only resource available is PCDEM light. BL816TA2 ; 5NHUBL620CT434215 400045 1 Requested 4by4 to transport the light...will be done by 4 by 4 None of the other supplies are available at this time. DuPont EOC has been contacted. Next step is to pass this request on to State of WA. - posted by mlovell 6/8/2016 15:40:35
121	6/8/2016	11:12	Via General Message form from Mark Yordy - The following cities have checked in via amateur radio: DuPont Eatonville Puyallup Roy Penninsula Pacific Lutheran University	11:17			
122	6/8/2016	11:18	Dupont EOC - needs traffic control assistance at two locations to include Wilmington and center drive.	13:40	forwarded request onto WSDOT; LE inundated - posted by nStice 6/8/2016 13:40:37	14:46	WSDOT Olympic Region EOC contacted. EOC response is that resources are not available for support at this time and request should be escalated by County. - posted by keethj 6/8/2016 14:46:07
138	6/8/2016	11:57	Request for support (City of Dupont Fire Dept) a. Who: One (1) certified and licensed Structural Engineer b. What: Structural evaluation and inspection of three large structures c. When: Completed within 24 hours d. Where: 1. Chloe Clark elementary School, 1700 Palisade BLVD, Dupont, 98327 2. State Farm 1570 Wilmington DR, Dupont 98327 3. Patriots Landing, 1600 Marshall Cir, Dupont 98327 e. Why: In order to confirm the buildings are safe for habitation f. How: Structural Engineer reports to OPS Chief in the Dupont EOC - 1700 Civic Dr Dupont 98327 Expected actions: PCDEM will respond to the request within 3 hours and deliver resources within 24 hours.	13:46	Contacted PC PALS & they have 1 structural Engineer expected to arrive on scene at 1430 - posted by smarkham 6/8/2016 13:46:43		

Updates for Building, Community Development, Public Works, Parks/Recreation and

Cascadia Rising 16 - DuPont Injects

Call #	Date	Time	Details	Assigned Time	Actions	Follow-up Time	Actions
142	6/8/2016	12:10	Received via HF Radio One certified structural engineer to evaluate three large structures within 24 hours to confirm if safe for sheltering: 1) Chloe Clark Elementary School; 1700 Palisade Blvd, Dupont, WA 98327 2) State Farm, 1570 Wilmington Dr, Dupont WA 98327 3) Patriots Landing, 1600 Marshall Circle, Dupont, WA 98327 Engineer reports to Ops Section Chief @ DuPont EOC 1700 Civic Dr, DuPont, WA 98327	12:38	Call #138 is same info reported. - posted by smarkham 6/8/2016 12:38:17		
146	6/8/2016	12:08	Via radio room.... Requests support for City of Dupont Fire Department. Needs the following: Who - 5 engine strike team to augment city of DuPont fire department What - in order to investigate and contain gas leaks when - immediate where - throughout the city of DuPont why - in order to confirm the buildings are safe for habitation, prevent fires, etc how - strike team reports to ops section chief at 1700 civic dr. 98327 Respond ASAP!	12:24	Contacting local resources to see if request can be met. - posted by cbarnard 6/8/2016 12:24:05	12:41	JBLM Fire able to send 2 engines to support. All other agencies have no additional resources. Request being made to the state for additional resources. - posted by cbarnard 6/8/2016 12:41:07
155	6/8/2016	12:38	Request for support for city of Dupont FD Who - 200 citizens What - request mass casualty incident package and mobile structure (tent), designed to treat 6 casualties simultaneously, a dr. (1), nurse (2), with a heater and expert or crew to set up. When - within 24 hours Where - throughout the City of DuPont Why - in order to treat non life threatening injuries and address public health issues How - medical package is delivered to Ops Section Chief @ Dupont EOC - 1700 Civic Dr. Dupont, 98327 Respond within 1 hour and deliver within 24 hours	12:51	06/08/2016 12:51:43 Assigned By: Operations Assigned To: Logistics Please fill appropriately. - posted by cbarnard 6/8/2016 12:51:43	Multiple	06/08/2016 13:29:46 Assigned To: GTF 5 Per GTF 5 they can take care of this request. - posted by smarkham 6/8/2016 13:29:46 06/08/2016 13:50:41 Assigned To: GTF 5 Medical Support Support has been requested from GTF 5. No confirmation yet if they can support. Will advise. - posted by travis.d.hartzell 6/8/2016 13:50:41 06/08/2016 14:08:13 Assigned To: Logistics Medical Support Team Enroute GTF 5 will support as requested, with the exception of a heater element. (1) Doctor, (2) nurses, and tent enroute. Estimated time of arrival 1445 Local, 08 June 2016 as long as the route is clear). - posted by travis.d.hartzell 6/8/2016 14:08:13

Updates for Building, Community Development, Public Works, Parks/Recreation and

Cascadia Rising 16 - DuPont Injects

Call #	Date	Time	Details	Assigned Time	Actions	Follow-up Time	Actions
Development, Public Works, Parks/Recreation and Updates for Building, Community	157	6/8/2016	12:39		13:49		
			Req't for support from City of Dupont PD who: Drone operator (1ea) w/ equipment and air platform (drone) what: Drone specs: FLIR, High Def, HD Vid, IR Specialty Cams, 20 mega pixel for HD resolution and zoom and infrared for specific "crop analysis" when: Within 48 hours where: Deployed within the air space of the City of Dupont why: In order to augment search & rescue, gather traffic info, quantify damages, and define the operational landscape in Dupont and connecting communities how: Drone operator and equip report to OPS Section Chief in Dupont EOC 1700 Civic Dr Dupont 98327 Expected actions: PCDEM will respond to the request within 6 hours and deliver resources within 48 hours.		City of Dupont PD at ex: 3763 indicated that a fly over with the Law enforcement aircraft w/flir would work in the absents of a drone. could you follow up and notify the City of Dupont - posted by rLasher 6/8/2016 13:49:43 PCSD Air Operations will be able to do a fly over. They will be contacting Dupont LE liaison and coordinating this event. This will occur within the next 15 minutes - posted by tseymou 6/8/2016 14:27:06		
	165	6/8/2016	12:53		13:46		
			We need food and water for the City of DuPont. We have estimates of adult meals at 1890 each, infant meals and milk at 300 each, water x 4200 liters and we need it delivered to Chloe Clark Elementary School at 1700 Palisade Blvd. in DuPont 98327. There are 100 dislocated people with 10 infants and will require meals and water for one week.		Call into The Salvation Army for local feeding Mara - Provide tomorrow. Will shoot for 12 noon delivery.		
Page 44 of 85	166	6/8/2016	12:53		13:50	14:25	
			Who: city of DuPont - 9,000+ residents What: Existing portable drinking water production system survived but distribution system sustained significant leaks, and repair will take more than 10 days. Need 2 food-grade water trucks that are greater than 500 gallons of capacity to set up portable water distribution points. need 3K 5 gallon plastic containers for resident use. When: Immediately Where: 1700 Civic Dr DuPont - 98327 Why - no ability to distribute drinking water How - creating multiple temporary water distribution locations for residents to pick up and fill potable drinking water. Water trucks will draw from existing, survived water reservoirs, and deliver to distribution points.		Assigned By: Shannon Assigned To: Logistics Enter a request to the State		Move Water Distribution Trailer Move trailer from CMF at 4812 196th street east to DuPont Community Center as soon as possible. - posted by smarkham 6/8/2016 14:25:09
	177	6/8/2016	13:23		13:27		
			Who: 200 citizens What: Request mass casualty incident package and mobile structure (tent), designed to treat six casualties simultaneously, a doctor (1), nurses (2), with a heater, and expert or crew to set up When: Within 24 hrs Where: Throughout the city of DuPont Why: To treat non life-threatening injuries and address public health issues How: Medical package is delivered to Ops Section Chief in DuPont EOC.		Date/Time Status Assigned By Assigned To Task 06/08/2016 13:27:42 Assigned Operations Fire Liason Closed Edit Duplicate task to 155. Assigned to logs, this one closed. - posted by cbarnard 6/8/2016 13:27:42 06/08/2016 13:27:50 Assigned GTF 5 GTF 5 Closed Edit Duplicate call from #155 - posted by travis.d.hartzell 6/8/2016 13:27:50		

Agenda Item # 12a.

Cascadia Rising 16 - DuPont Injects

Call #	Date	Time	Details	Assigned Time	Actions	Follow-up Time	Actions				
189	6/8/2016	14:10	We are requesting additional fire personnel & transportation platforms to help evacuate elderly residents a few in need of the medical attention, to a suitable shelter location. The elderly residents are located at patriots landing, 1600 Marshall Circle, Dupont, 98327. Dupont Fire Dept is tapped out. Need enough additional Fire personnel to help evacuate 20-30 elderly residents. Also the manager of Patriots Landing says power is out and elevator doesn't work. Many can't walk down the stairs to get food and water or shelter. Also need a way to transport them and provide location of a shelter for them to go to.		06/08/2016 14:26:40 Assigned Operations Fire Liaison Relocation of Patients Sending 2 BLS, 1 ALS and 1 Pierce Transit bus to location to coordinate relocation to shelters. - posted by cbarnard 6/8/2016 14:26:40 06/08/2016 14:29:38 Assigned Fire Liaison Red Cross Determine locations for patients Can you please determine locations for 25-30 patients being relocated from Patriots Landing in DuPont. - posted by cbarnard 6/8/2016 14:29:38 06/08/2016 14:47:02 Assigned Fire Liaison Fire Liaison Shelter in place People will be sheltering in place with EMT's and Medics on site due to lack of shelters. People needing evacuation will be evacuated as determined by medical personnel on site. - posted by cbarnard 6/8/2016 14:47:02		⋮				
				193	6/8/2016	13:59	This is the DuPont EOC Ops section chief. We are requesting additional fire personnel and transportation platforms to help evacuate elderly residents, a few in need of some medical attention, to a suitable shelter location. The elderly residents are locate at Patriots Landing, 1600 Marshall Circle Dupont WA 98327. The Dupont Fire Dept is tapped out. We need enough additional fire personnel to help evacuate 20-30 of the elderly residence. The manager of Patriots is advising that the power is out and many of the elderly cant walk down the stairs to get food and water or to shelter even if they wanted to. We also need a way to transport them and the location of a shelter from them to go.	14:25	Duplicate task to #189. Fire and EMS coordinating. - posted by cbarnard 6/8/2016 14:25:42		
				220	6/9/2016	8:18	Looking for maps shelters, points of distribution, and road closures and detours Please email them to: npancak@co.pierce.wa.us	9:40	Assigned to GIS	Multiple	Maps Delivered by GIS at 10:07, 10:19 & 12:34

Updates for Building, Community Development, Public Works, Parks/Recreation and

Agenda Item # 12a.



Traffic Violations and Arrests – June 2016

Violation Description

Infraction Traffic

TOTAL NUMBER OF TRAFFIC VIOLATIONS ISSUED:	79
TOTAL NUMBER OF VERBAL WARNINGS GIVEN:	176
TOTAL NUMBER OF WRITTEN WARNINGS GIVEN:	6

Misdemeanor (Includes Cite and Release)

Felony

TOTAL ARRESTS

TOTAL NUMBER OF ARRESTS:	19	3	22
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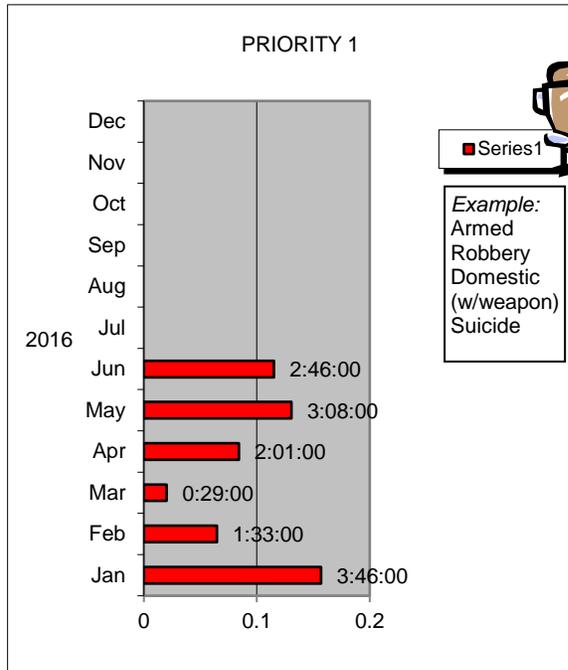
RESPONSE TIMES FOR JUNE 2016



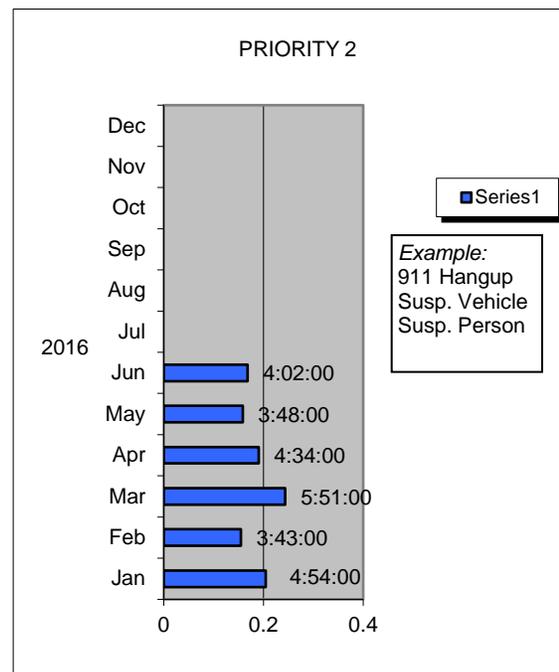
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Response Times:

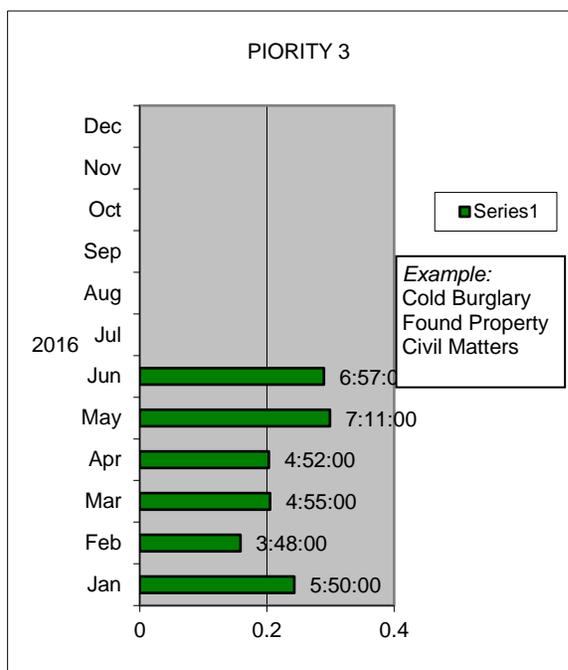
The response time to calls for service is a critical component of our service delivery. We have three categories of calls for service: priority one, two and three. Priority one calls are emergency calls where there is a potential for serious injury or loss of life. Priority two calls are those that are less serious but require immediate attention. A priority three call is one that does not need immediate attention and is usually handled when officers have time available. Response times can vary greatly due to the number of officers working, ongoing higher priority activity or drive time. The chart below compares our 2016 monthly response times with the 2015 average. This information is used to review manpower, officer availability and activity levels. *Our response time is measured from the time the officer receives the call until the time he arrives.*



2015 Average 3:50



2015 Average 4:25



2015 Average 7:29

Calls for Service (CFS) by Reporting District (RD)

Agenda Item # 12a.



June 2016

Reporting District (RD)

Call Type	801	802	803	804	805	806	807	808	809	810	811	812	Grand Total
911 HANG-UP/OPEN LINE	1						2		1				4
ABUSE - CHILD OR ADULT							1						1
AGENCY ASSIST	2					3		1					6
ALARM OTHER							1						1
ANIMAL AT LARGE							5				1		6
ANIMAL COMPLAINT (GENERAL)	2		2	1		1	2						8
ANIMAL INJURED/DOA					1								1
ATTEMPT SUICIDE										1			1
BURGLARY ALARM - COMMERCIAL			1								1	1	3
BURGLARY ALARM - RESIDENTIAL			2	1		2	5	1					11
CITIZEN ASSIST			1			1			1				3
CITIZEN FLAG DOWN											1		1
CIVIL CHILD CUSTODY	1												1
CIVIL ISSUE	1				2	1							4
DISABLED VEHICLE IN ROADWAY	1		1		2	1							5
DISORDERLY - FIGHT					1								1
DISORDERLY - NEIGHBOR DISPUTE						1							1
DISORDERLY - VERBAL ALTERCATION			1		1	4	1			1			8
DUI	1		2		2	2							7
DVV - VERBAL DOMESTIC						1							1
EXTORTION			1										1
FIRE (CALL TRANSFERRED TO FIRE PSAP)			1			1							2
FIREWORKS						1				1			2
FOLLOW UP					1	1					1	2	5
FOUND BIKE			1								2		3
FOUND PROPERTY	1		1		1								3
FRAUD/FORGERY											2		2
GRAFFITI									1				1
HAZARD - MISCELLANEOUS				1		1	1						3
HAZARD - SIGN/SIGNAL	1												1
HAZARD - TRAFFIC					1	1							2
IDENTITY THEFT							1						1

Calls for Service (CFS) by Reporting District (RD)

Agenda Item # 12a.



June 2016

Reporting District (RD)

Call Type	801	802	803	804	805	806	807	808	809	810	811	812	Grand Total
INFORMATION FOR POLICE	1	1	3		2	8	2		1		9	1	28
INTIMIDATION WITH WEAPON							1						1
JUVENILE PROBLEM (GENERAL)							2		1	1			4
MEDICAL AID (CALL TRANSFERRED TO FIRE PSAP)			1		1		1	2					5
MISCELLANEOUS					1			1					2
MOTOR VEHICLE THEFT		1											1
MVC - HIT & RUN					2		1						3
MVC - INJURY OR UNK INJURY						1							1
MVC - NON INJURY	2				1				1				4
NARCOTICS ACTIVITY					1						2		3
NOISE COMPLAINT			1	1	1		1			1	1		6
OFF ROAD VEHICLE COMPLAINT						1							1
PANIC ALARM - RESIDENTIAL							1						1
PARKING PROBLEM	1		2	2	3		7						15
PARTY - ADULT				1									1
PHONE MESSAGE FOR OFFICER											14		14
RESIDENTIAL BURGLARY			2										2
SECURITY CHECK	5		1	2	1	3	1						13
SUBJECT STOP	2				2		2						6
SUBJECT STOP - SUBJECT ON BIKE				1									1
SUICIDE THREAT							1						1
SUSPICIOUS - PERSON	4		3	1	2	6	4						20
SUSPICIOUS - PROWLER	1												1
SUSPICIOUS - VEHICLE	9				3	2	3	1					18
THEFT							2						2
THEFT - FROM VEHICLE					1	3							4
THREATS						2	1						3
TRAFFIC COMPLAINT (RECKLESS VEHICLE)			1	3	1	2							7
TRAFFIC STOP	39		17	53	75	35	6	4	14	1	18		262
TRESPASS										1			1
UNKNOWN TROUBLE											1		1

**Calls for Service (CFS)
by Reporting District (RD)**

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June 2016

Reporting District (RD)

Call Type	801	802	803	804	805	806	807	808	809	810	811	812	Grand Total
UNLAWFUL POSSESSION OF CONTROLLED SUBSTANCE										1			1
UNWANTED CUSTOMER					1								1
UNWANTED PERSON	1						1				1		3
VANDALISM	1		1		1								3
VIOLATION OF COURT ORDER								1		1			2
WARRANT SERVICE/SUBJ WITH WARR	1										1		2
WELFARE CHECK	4			2	1	2	1						10
Grand Total	82	2	46	69	112	87	57	11	20	9	55	4	554

Please refer to the *Jurisdiction Summary* for total calls including outside jurisdictional calls.

REPORTING DISTRICT (RD)

DuPont

- | | |
|-----------------------|------------------------|
| 801 Historic Village | 807 Hoffman Hill |
| 802 El Rancho Madrona | 808 Bell Hill |
| 803 Palisade | 809 Warehouse District |
| 804 Edmond Village | 810 Glacier Mine |
| 805 DuPont Station | 811 Civic Center |
| 806 Yehle Village | 812 Golf Course |

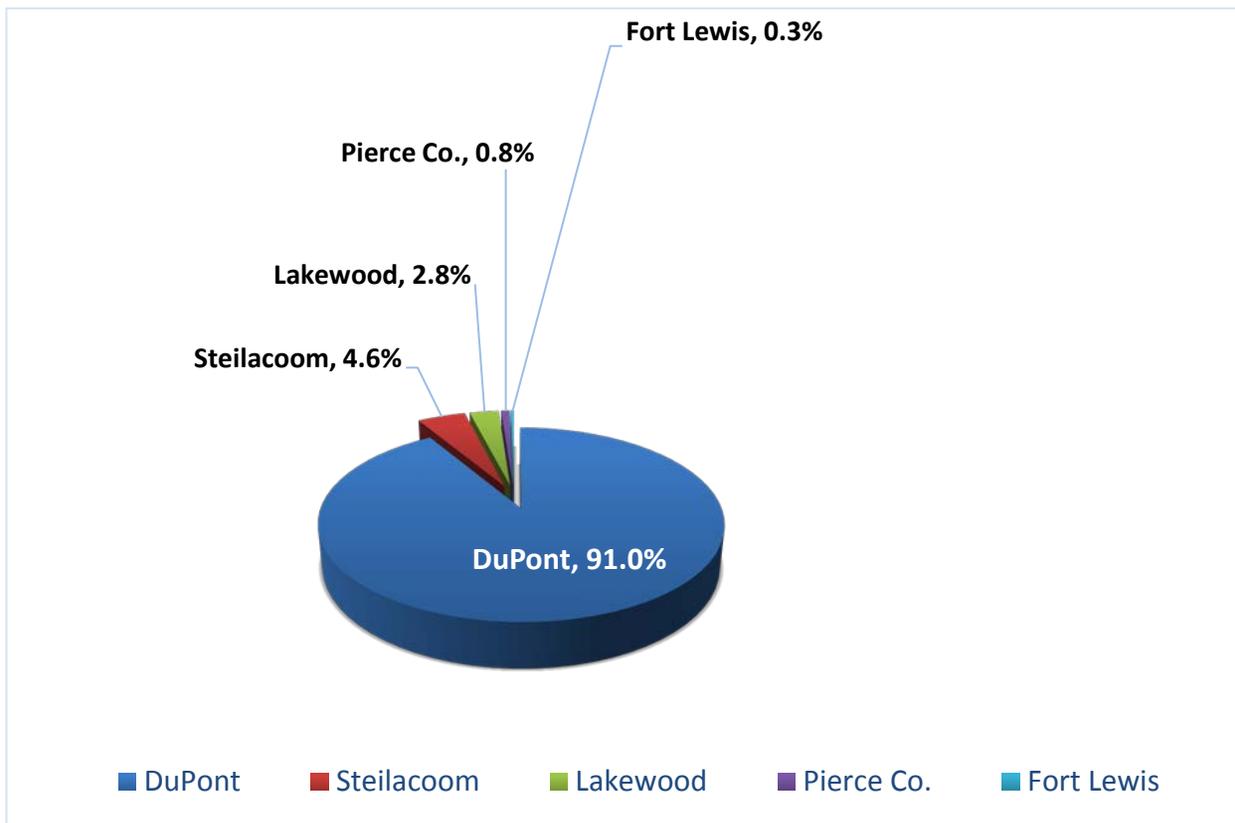
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DPD JURISDICTION TOTALS - JUNE 2016



Jurisdiction	Count	Percentage
DuPont	554	91.0%
Steilacoom	28	4.6%
Lakewood	17	2.8%
Pierce Co.	5	0.8%
Fort Lewis	2	0.3%
Other	3	0.5%
Total	609	100.0%





Monthly Written Report Synopses - May 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
5/1/2016 2:33	1612200215	Traffic - DUI / Driving Under the Influence - Liquor	805	Officer stopped a vehicle and the driver was arrested for DUI.
5/1/2016 6:32	1612200353	Destruction / Damage / Vandalism of Property - Public	809	Officer discovered graffiti during patrol on the Sequatchew Bridge. Pictures were taken and Public Works was notified.
5/1/2016 9:00	1612301539	Fraud - Identity Theft	807	Officer took a fraud report. Investigation ongoing.
5/2/2016 2:00	1612300128	Traffic - Driving Suspended / Revoked / DWLS / DWLR	801	Officer stopped a vehicle for expired registration and altered plates. The driver was cited and released for DWLS/R 3rd and the vehicle impounded.
5/2/2016 10:00	1612300792	Fraud (Other)	811	Local resident reported fraud on her bank account.
5/2/2016 12:05	1612300837	Found Property	811	Citizen came into the police station to turn in a phone they found at a local park.



Monthly Written Report Synopses - May 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
5/2/2016 18:21	1612301584	Traffic - Pursuit - Eluding	267	Officer attempted to stop a reckless motorcycle. The motorcycle fled from the officer and was never captured.
5/3/2016 0:00	1612400002	Traffic - Driving Suspended / Revoked / DWLS / DWLR	805	Officer stopped a vehicle for an equipment violation and the driver was cited and released for DWLS/R 3rd and the vehicle impounded.
5/3/2016 1:15	1612400095	Traffic - Driving Suspended / Revoked / DWLS / DWLR	801	Officer stopped a vehicle and cited the driver for DWLS/R 3rd.
5/4/2016 11:00	1612601360	Theft - All Other Theft/Larceny	807	Victim reported a theft.
5/5/2016 6:40	1612600300	Mental - includes Voluntary/Involuntary Commits	803	A resident was transported to the hospital.
5/5/2016 8:00	1613001621	Runaway	801	Officer took a runaway report.
5/5/2016 9:00	1612701205	Fraud - Outside Jurisdiction (Inc. Identify Theft, Credit, Check, Wire, Mail)	804	Victim reported a fraud to checking account.

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Monthly Written Report Synopses - May 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
5/5/2016 9:00	1613801647	Theft / Larceny From Mail	805	Theft of package report.
5/6/2016 2:10	1612700214	Traffic - DUI / Driving Under the Influence - Liquor	254	Officer stopped a vehicle on a DUI Emphasis and the driver was arrested for DUI.
5/6/2016 8:30	1612701286	All Other Offenses - Non-Criminal	811	R/P reported an incident that occurred this morning involving a roommate.
5/6/2016 13:30	1612701080	Found Property	803	R/P reported finding some property.
5/6/2016 21:44	1612701945	Reckless Endangerment	801	Driver stopped for equipment violation/ DWLS/R 3RD later arrested for DUI.
5/8/2016 23:36	1612901555	Traffic - Driving Suspended / Revoked / DWLS / DWLR	805	Officer stopped a vehicle for an equipment violation and the driver was found to be DWLS/R 2nd. Driver cited and released.

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Monthly Written Report Synopses - May 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
5/9/2016 0:00	1613000001	Traffic - Driving Suspended / Revoked / DWLS / DWLR	805	DWLS/R 2nd and False Statements Arrest.
5/9/2016 7:09	1613000299	Family / Domestic Offense - Nonviolent / Interfering	803	Officers responded to a local residence for a report of a domestic. The argument was verbal only and officers cleared with a report.
5/9/2016 22:34	1613001989	Traffic - Driving Suspended / Revoked / DWLS / DWLR	811	Driver cited and released for DWLS/R 3RD.
5/10/2016 0:01	1614501688	Destruction / Damage / Vandalism of Property - Private	811	Vandalism report.
5/12/2016 9:00	1613300768	Found Property	806	A citizen turned in some found property.
5/12/2016 17:56	1613301499	Criminal Arrest Warrant	809	Driver arrested for DWLS/R 3RD and Warrant.

Upont Police Department, Public Works, Parks/Recreation and Community Building



Monthly Written Report Synopses - May 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
5/12/2016 19:24	1613301674	Assault - Aggravated - Family - Strong-arm	804	Felony assault on children.
5/12/2016 20:52	1613301812	Assault - Nonaggravated (Simple) Family	806	Involuntary commit.
5/13/2016 17:26	1613401397	Assault - Nonaggravated (Simple) Family	268	Assault 4 DV.
5/13/2016 18:54	1613401547	Criminal Arrest Warrant	15	Warrant arrest.
5/15/2016 1:39	1613600125	Traffic - DUI / Driving Under the Influence - Liquor	805	Driver stopped for traffic violation, later arrested for DUI.

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Monthly Written Report Synopses - May 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
5/15/2016 20:00	1613701451	Runaway	801	Runaway Report.
5/16/2016 23:34	1613701878	Traffic - DUI / Driving Under the Influence - Liquor	808	Officer stopped a speeding vehicle and the driver was placed under arrest for DUI.
5/17/2016 15:30	1613801247	Animal - Animal Control	805	The Department of Fish and Wildlife is investigating a found deceased bald eagle within the city limits.
5/18/2016 17:00	1614101251	Fraud - Identity Theft	803	R/P reported unauthorized use with his credit card.
5/19/2016 8:16	1614000445	Traffic - Driving Suspended / Revoked / DWLS / DWLR	811	Driver was arrested for a traffic offense.
5/19/2016 14:00	1614200829	Runaway	801	Officer responded to a runaway.
5/20/2016 6:00	1614100334	All Other Offenses - Non-Criminal	806	R/P reported a verbal argument.



Monthly Written Report Synopses - May 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
5/21/2016 15:05	1614200995	Traffic - Driving Suspended / Revoked / DWLS / DWLR	15	Driver was arrested for a traffic offense.
5/22/2016 0:23	1614300035	Traffic - DUI / Driving Under the Influence - Liquor	805	Driver stopped for traffic infraction, later arrested for DUI.
5/23/2016 1:23	1614400077	Criminal Arrest Warrant	15	Driver stopped for traffic violation, later arrested for DWLS/R 3RD and warrants.
5/23/2016 8:00	1614701345	Theft - All Other Theft/Larceny	811	Local resident reported unknown persons trying to fraudulently take money from her bank account.
5/24/2016 12:12	1614500788	Assault - Nonaggravated (Simple) NonFamily	812	Police were dispatched to a simple assault at a local golf course. Case is being referred to the prosecutor for review.
5/25/2016 22:32	1614601876	Criminal Arrest Warrant	15	A vehicle was stopped for excessive speed. The driver was later arrested for a warrant.

Upont Building Community Development, Public Works, Parks/Recreation and

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Upont Police Department, Public Works, Parks/Recreation and Community Building

Monthly Written Report Synopses - May 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
5/26/2016 19:57	1614701757	Suspicious Person / Vehicle / Incident / Information (FIR)	803	Officers responded to an incorrigible juvenile call. Informational report completed.
5/26/2016 23:24	1614702107	Traffic - Driving Suspended / Revoked / DWLS / DWLR	805	Officer stopped a vehicle for a defective headlight and was found to be DWLS/R 3rd. He was cited and released.
5/27/2016 2:04	1614800137	Traffic - DUI / Driving Under the Influence - Liquor	805	Officer stopped a vehicle and the driver was arrested for DUI.
5/28/2016 14:10	1614900903	Traffic - Driving Suspended / Revoked / DWLS / DWLR	805	Driver was cited for a traffic violation.
5/28/2016 18:35	1614901292	Criminal Arrest Warrant	268	Social contact on a suspicious vehicle. Driver later arrested for felony warrant.

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Upont Police Department, Public Works, Parks/Recreation and Community Building

Monthly Written Report Synopses - June 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
6/1/2016 3:40	1615300217	Traffic - Driving Suspended / Revoked / DWLS / DWLR	801	Officer stopped a vehicle for an equipment violation and the driver was cited and released for DWLS/R 3rd.
6/1/2016 18:50	1615301667	Mental - includes Voluntary/Involuntary Commits	807	Officers responded to a suicidal subject who was involuntarily committed under the Involuntary Treatment Act.
6/2/2016 9:37	1615400509	All Other Offenses - Non-Criminal	803	Officer responded to a local school for a report of suspicious people.
6/2/2016 13:12	1615400929	Destruction / Damage / Vandalism of Property	805	Officer was flagged down by a local citizen. Citizen wanted to report a vandalism that had happened a week prior.
6/2/2016 15:35	1615401227	All Other Offenses - Non-Criminal	808	Officer responded to a local residence for a report of a child that fell out of a second story window.
6/2/2016 21:00	1615401833	Traffic - Driving Suspended / Revoked / DWLS / DWLR	15	Officer stopped a vehicle for an equipment violation and the driver was cited and released for DWLS/R 3rd.

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Monthly Written Report Synopses - June 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
6/3/2016 0:41	1615500051	Traffic - Driving Suspended / Revoked / DWLS / DWLR	801	Officer stopped a vehicle for an equipment violation and the driver was arrested for DUI and DWLS/R 3rd.
6/3/2016 9:42	1615500575	All Other Offenses - Non-Criminal	806	Officer responded to a local school for an information contact.
6/4/2016 0:50	1615600098	Traffic - Driving Suspended / Revoked / DWLS / DWLR	801	Officer stopped a vehicle for Failure to Transfer Title within 45 days and the driver was found to be DWLS/R 3rd. He was cited/released.
6/4/2016 3:33	1615600291	Mental - includes Voluntary/Involuntary Commits	810	Medical Aid agency assist. Information.
6/4/2016 15:51	1615601150	Found Property	805	Lost property was found at a local park.
6/5/2016 3:16	1615700259	Obstruct / Tampering Criminal Investigation / Witness / Evidence	17	Officers responded to a verbal disturbance. One female later arrested for obstruction.
6/6/2016 19:48	1615801653	Criminal Arrest Warrant	801	Officer arrested a subject on a felony escape warrant.



Monthly Written Report Synopses - June 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
6/6/2016 20:29	1615801735	Found Property	811	Found bike.
6/7/2016 8:00	1616001593	Fraud - Swindle	807	Officer took a fraud report.
6/7/2016 18:00	1616500612	Fraud - Identity Theft	807	Victim reported an attempted fraud.
6/7/2016 19:21	1615901798	Harassment / Verbal Threats Only	807	Officer arrested a subject for felony harassment.
6/8/2016 1:24	1616000078	Traffic - Driving Suspended / Revoked / DWLS / DWLR	804	DWLR/R 3rd.
6/8/2016 1:59	1616000113	Traffic - Driving Suspended / Revoked / DWLS / DWLR	804	DWLS/R 3rd.

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Monthly Written Report Synopses - June 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
6/8/2016 5:01	1616000221	Traffic - Driving Suspended / Revoked / DWLS / DWLR	805	Officer stopped a vehicle and the driver was arrested for DWLS/R 1st and Ignition Interlock Violation.
6/8/2016 10:39	1616000662	Traffic - Hit and Run - Non Injury	807	Officer responded to a local residence for a report of a hit and run that occurred overnight.
6/9/2016 14:00	1616700928	Destruction / Damage / Vandalism of Property - Private	806	Victim reported a vehicle prowl.
6/9/2016 17:00	1616201747	Extortion (Blackmail) - Threat to Accuse Of Crime	803	Officer took an extortion report. Informational only at this point.
6/11/2016 2:20	1616300157	Traffic - DUI / Driving Under the Influence - Liquor	806	Officer stopped a vehicle and the driver was arrested for DUI.
6/12/2016 2:35	1616400188	Traffic - DUI / Driving Under the Influence - Liquor	806	Officer arrested a subject for DUI.

Upont Building Community Development, Public Works, Parks/Recreation and

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Monthly Written Report Synopses - June 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
6/12/2016 4:56	1616400283	Traffic - Driving Suspended / Revoked / DWLS / DWLR	268	Officer stopped a vehicle and driver was cited for DWLS/R 3rd. Driver was then turned over to PCSD for outstanding arrest warrants.
6/12/2016 12:00	1618100319	Assault - Aggravated - Family - Weapon	807	Intimidation with a weapon.
6/13/2016 9:00	1616600450	Traffic - Hit and Run - Non Injury	805	Victim reported a hit and run.
6/13/2016 17:30	1616600569	Theft - From Motor Vehicle - Vehicle Prowl	806	Victim reported a car prowl.
6/14/2016 4:00	1616600195	Theft - Motor Vehicle (MVTR)	802	Officers took a motor vehicle theft report.

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Monthly Written Report Synopses - June 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
6/14/2016 11:50	1616600716	Harassment / Verbal Threats Only	806	School officials reported possible threats.
6/14/2016 18:32	1616601475	Violation of Court Order - Protection / Restraining / No Contact	808	Vehicle stopped for traffic violation. Driver later arrested for violation of a court order.
6/15/2016 3:19	1616700174	Criminal Arrest Warrant	805	Vehicle stopped for equipment violation. The 4 occupants later arrested for warrants.
6/17/2016 1:18	1616900087	Traffic - Driving Suspended / Revoked / DWLS / DWLR	806	Officer stopped a vehicle and arrested the driver for DWLS/R 2nd and the vehicle was impounded.
6/17/2016 13:13	1616900924	Destruction / Damage / Vandalism of Property - Public	809	Officer observed graffiti on city property while on patrol. Pictures were taken and report written.
6/17/2016 21:15	1616901742	Traffic - Driving Suspended / Revoked / DWLS / DWLR	933	Officer stopped a vehicle and the driver was arrested for 2 counts of UPCS, DWLS and DUI.
6/20/2016 19:06	1617201565	Alcohol / Liquor - Possess including Minor / MIP	801	Minor intoxicated in public.



Monthly Written Report Synopses - June 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
6/20/2016 23:18	1617201972	Traffic - Driving Suspended / Revoked / DWLS / DWLR	15	Driver cited and released for DWLS/R 3RD.
6/21/2016 8:03	1617300384	Traffic - Driving Suspended / Revoked / DWLS / DWLR	804	Driver was arrested for a traffic offence.
6/22/2016 5:40	1617400220	Traffic - DUI / Driving Under the Influence - Liquor	-1	Driver stopped by DuPont Officer for traffic violations. Later arrested by WSP for DUI.
6/22/2016 6:18	1617400254	Traffic - Driving Suspended / Revoked / DWLS / DWLR	15	Driver was cited for traffic offense.
6/22/2016 9:54	1617400524	Traffic - Driving Suspended / Revoked / DWLS / DWLR	805	Driver was arrested for a traffic offense.
6/22/2016 18:33	1617401598	Violation of Court Order - Protection / Restraining / No Contact	810	Officers took a report of an order violation.

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Monthly Written Report Synopses - June 2016

Occurred On	Incident No.	Description	Reporting District (RD)	Synopsis
6/22/2016 21:54	1617401901	Criminal Arrest Warrant	17	Warrant arrest.
6/22/2016 23:00	1617402028	Suspicious Person / Vehicle / Incident / Information (FIR)	803	Officers responded to an attempted burglary.
6/23/2016 15:15	1617501100	Assault - Nonaggravated (Simple) Family	807	Officers responded to a physical domestic.
6/23/2016 17:48	1617501379	Traffic - Driving Suspended / Revoked / DWLS / DWLR	15	Driver cited and released for DWLS/R 3RD.
6/24/2016 1:23	1617600091	Traffic Offense - Citation	15	Driver cited and released for DWLS/R 3RD & Failure to Transfer Title.

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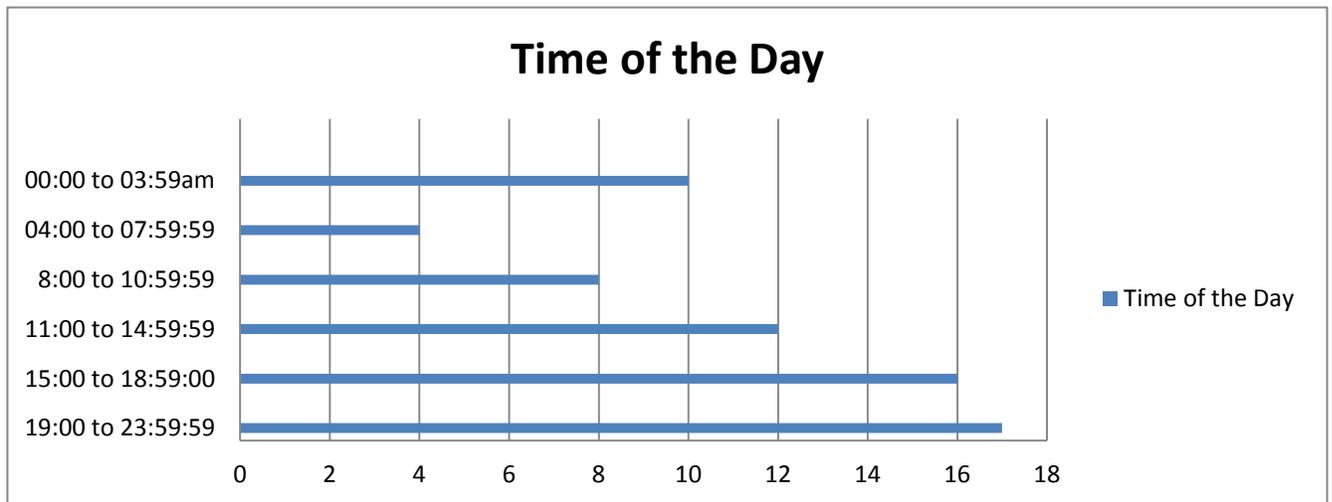
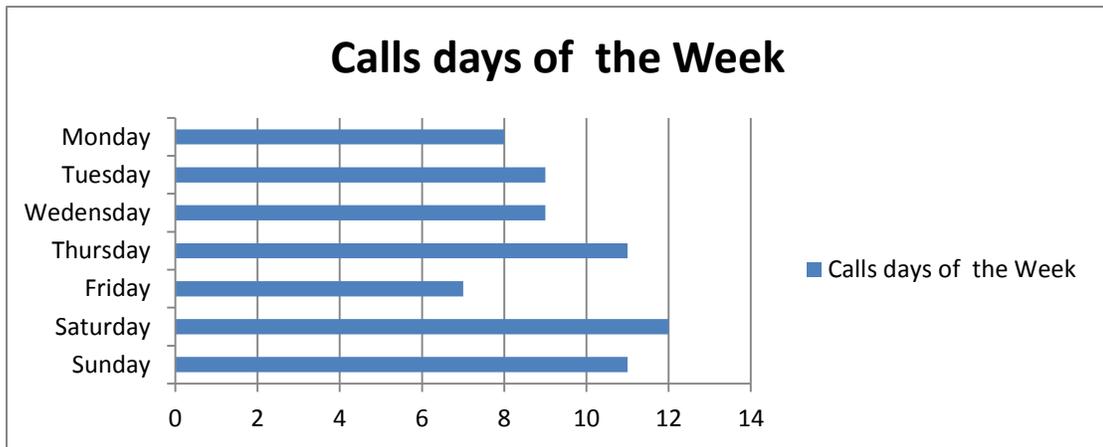


June Monthly Report-2016

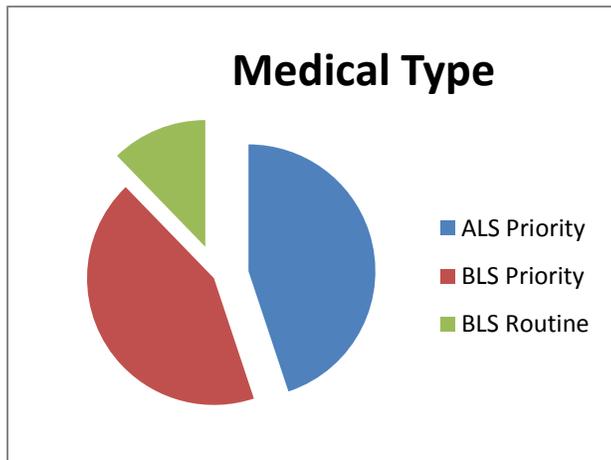
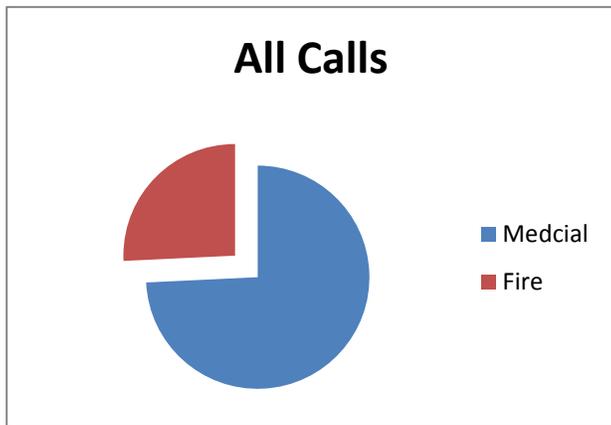
Incident type	2015 Responses	2016 Responses	YTD	Dollar Loss
Fire	4	0	11	NA
EMS/Rescue	47	49	308	NA
Hazardous Condition	1	2	8	NA
Service Calls	9	8	42	NA
Severe Weather	0	0	0	NA
False Alarm/Good Intent	7	8	51	NA
Total	68	67	353	NA
			YTD Total	\$220,500

Priority Types

Priority-1 (ALS)	Priority-2 (BLS)	Routine-3 (BLS)	Engine Responses
44-89%	42.85%	12.24%	25.32%



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Response by Districts

District	2015 Responses	2016 Responses
49-100 (off Mounts exit) Unincorporated Pierce County	3	1
49-801 Historic Village	3	7
49-802 El Rancho Madrona	0	0
49-803 Palisade	7	11
49-804 Edmond Village	1	0
49-805 DuPont Station	11	2
49-806 Yehle Village	25	19
49-807 Hoffman Hill	10	9
49-808 Bell Hill	1	3
49-809 Warehouse District	4	11
49-810 Glacier Mine/Creekside	0	4
49-811 Civic Center	2	0
49-812 Golf Course	1	0
49-815	0	0
Total	68	67

Response Times

City Adopted	Time Standard	Average	Percent	YTD
Dispatch to En-Route	120 seconds	104.72 seconds	64.17%	66.90%
En-Route to On Scene	360 seconds	286.45 seconds	76.19%	87.61%
Time from Dispatch to On Scene	480 seconds	390.98 seconds	89.59%	88.66%
NFPA-1710 Time	Time Standard	Average	Percent	YTD
Dispatch to En-Route	80 seconds	104.72 seconds	29.85%	31.42%
En-Route to On Scene	240 seconds	286.45 seconds	55.22%	66.42%
Time from Dispatch to On Scene	340 seconds	390.98 seconds	52.23%	62.38%

Time response averages

Call type	Average Time in seconds
Priority-1 Medical	304
Priority-2 Medical	359
Priority-3 Medical	428
Fire	355.8

Monthly Activity Report

Responses/Operations:

- ✓ DuPont Fire Department responded to 67 calls for service in June an increase of just over 13% compared to 2015, the responses are broken down on page one (1) under Priority Types. ALS (Advanced Life Support) arrival times are on average of 15.21 minutes; this does not include our dispatch time to when they call en-route.
- ✓ ALS Ambulances were not available 42.37%.
- ✓ Other department handled 14% of our calls
 - L-101, 8 calls
 - M-23, 1 call
 - M-24, 1 call
- ✓ DuPont transported 13 patients
- ✓ A reserve was on duty 13 shifts, for 43%

Training/Recruitment:

- ✓ Training began on a new fire fighting foam

Public Activities/Education:

- ✓ Station tours-2
- ✓ Scheduled an "After the Fires Out" for June 6th, no one attended

Summer is the perfect season to fire up the grill and enjoy time with family and friends.

It's important to be mindful of safe grilling practices.

-  Inspect all hoses for propane leaks
-  Grills should never be used indoors, both propane and charcoal produce carbon monoxide
-  Keep grills at least 10' away from your home including deck railings
-  If you smell gas while cooking, move away from the grill and call 911

	<h2 style="margin: 0;">City Clerk Department</h2> <p style="margin: 0;">1700 Civic Drive DuPont, WA 98327 Ph 253.964.8121 Fax 253.964.1455</p> <h3 style="margin: 0;">Public Records Requests 2016</h3>
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Public Records Requests 2016

Initial Response
Provided Record/Install

PDR #	DATE	NAME	REQUEST	STATUS	# Days*	# Days*
15-73	12/10/2015	Jade Anderson Connor	Ross Mathison emails	Closed	0	
15-74	12/10/2015	Jade Anderson Connor	Ross Mathison personnel records	Closed	0	30
16-1	1/7/2015	Kevin Heller	Fire Dept Report & Transport Info	Closed	0	2
16-2	1/20/2016	Bennett McKenzie AESDD	Creekside Bldg Permits and CofO	Closed 1/25/16		3
16-3	1/22/2016	Williams-Combs PZR	Creekside Bldg Permits and CofO Fire Code Violations	Closed 1/28/16		4
16-4	1/28/2016	Dennis Willis	Fire Department Report	Closed 2/8/16	0	3
16-5	1/29/2016	Anne Mickatavage	Demolition and Building Permits, Zoning, underground tanks 2750 Williamson	Closed 2/4/16	0	4
16-6	2/1/2016	Susan Bennett	Employee health care benefits and records	Closed 2/18/16	3	Agenda Item # 12a.
16-7	2/5/2016	Laura Maeda	Fire Department Report	Closed 2/18/16		
16-8	2/17/2016	Denise Dhane	1200 station Drive Building permit records, site plans, inspections, engineering, plumbing & electrical	Cancelled by Requestor		
16-9	2/18/2016	Jade Anderson Connor	Ross Mathison Resume, Job Application, other job offer documents	Denied 2/29/16 Processing 3rd Install	7	
16-10	2/23/2016	James Black	Holt Misconduct and disciplinary actions	Closed	4	
16-11	3/4/2016	Bree Breza	Job descriptions and salary grids	No Record		

PDR #	DATE	NAME	REQUEST	STATUS	# Days*	# Days* :
16-12	3/8/2016	Jade Anderson Connor	List of arrests and court appearances for Ross Mathison	No Record	2	
16-13	3/9/2016	David Zielnicki	floor plans 2700 Center Drive (Amazon)	Closed	1	77
16-14	3/10/2016	Tracy Takenaka	Plumbing, electrical plans & permits other TI records	Closed	1	1
16-15	3/16/2016	Tom Forrey	Plumbing for Forza	Closed		3
	3/17/2016	Alexandra Sheeks	Wages and compensation packages	Closed		4
	3/21/2016	Dave Bungert	DPD Police Report and Blood sample report	Closed	0	
	3/21/2016	Hunter Bungert	DPD Police Report and Blood sample report	Closed	0	
	3/28/2016	David Bungert	Lease for Community Center Grace Baptist	Closed		4
16-16	4/1/2016	Michael Perrow	Fire safety inspections, code enforcement complaints/inspections/violation of USPS (1313 Thompson Cir) 2012-present	Closed	0	6
16-17	4/11/2016	Courtney Cunningham/ American Transparency	Request for info: 2015 Employee records	Closed 4/20/16	0	7
16-18	4/25/2016	Mike Rogoway	Email Courts to Intel	Closed 4/25/16	0	0
16-19	5/2/2016	Dave Bungert	All resolutions signed by the seating Mayor at time; concerning the policies & procedures & criteria for Memorial Wall at Ross Plaza. Also requesting council meeting minutes for 11/8/11	Closed 5/9/16	0	
16-20	5/3/2016	Dave Bungert	Copies of present approved resolution concerning the criteria to have names put on the DuPont War Memorial	Closed 5/9/16	0	
16-21	5/3/2016	Dave Bungert	Requesting all emails/correspondence from past 3 yrs from Larry Ackerman and/or any staff or board members of the COA and the ROA to any City staff concerning or addressing the Center Drive median from Wilmington to exit 118.	Closed	5	

PDR #	DATE	NAME	REQUEST	STATUS	# Days*	# Days*
16-22	5/3/2016	Dave Bungert	Requesting copies of present watering & maintenance contract or agreement the City has concerning or addressing the Center Dr median from Wilmington to exit 118	Open (waiting for copy of signed amendment)	5	
16-23	5/5/2016	Tracy Luiten	1200 Station Drive Construction Permit Records from January 2013 to present	Closed	4	4
16-24	5/10/2016	Sera Mattson	Wilmington Drive Overlay Project Documents	Closed	0	2
16-25	5/11/2016	Dave Bungert	Requesting all documents (agreements or contracts) concerning partnership with Safe Streets.	Closed	0	4
16-26	5/19/2016	Dave Bungert	Requesting copies of sidewalk inspections	Closed		2
16-27	5/31/2016	Ryan Barrett- Pacific Engineering	Construction drawings (foundation plan & assoc details/sections) for 1200 Station Dr.	Closed	1	3
16-28	6/9/2016	Dave Bungert	2016 Pet Licenses	Closed	5	11
16-29	6/13/2016	Jennifer Thompson	Job Descriptions	Closed	2	2
16-30	6/14/2016	Lexis Nexis	Fire Dept Report 16-348	Closed	5	5
16-31	6/22/2016	Bob Lauderbach	All Documents & geotechnical report related to 1200 Station Drive. List of parties who have requested information re 1200 Station Dr	Open	2	
16-32	7/8/2016	Darryl Parker	Video, Audio, communications between all officers & dispatch, police reports, CAD, and any documents supporting the detention of James Whitaker.	Closed (referred to South Sound 911 for processing)	1	
16-33	7/8/2016	Dave Bungert	Requesting all correspondence to include emails & letters from 7/1/10 to 7/8/16 from any rep or employee of CalPortland	Open	5	
16-34	7/8/2016	Dave Bungert	Requesting all correspondence to include emails & letters from 7/1/10 to 7/8/16 from any rep or employee of NWL ROA and NWL COA	Open	5	
16-35	7/21/16	Dave Bungert	Requesting slides, photos & PP used by PW Director Lim concerning the sole source purchase agreement with Root Cause.	Open		
				Average Days	1.87	8

Agenda Item # 12a.

*Number of days is calculated as business days and does not count the day the request was received



Agenda Item # 14a.
MEETING DATE: July 26, 2016

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

TITLE:

Amendments to DMC Chapter 5.04

Department: Legal	Discussion Date: 06/14/16
Originator: Staff	First Reading Date: 07/26/16
Assigned to: Gordon Karg, City Attorney	Public Hearing Date:

BUDGET IMPACT: Yes No

FUND:

Amount Budgeted		
Additional Required		

DETAILED SUMMARY STATEMENT:

Amendments to DMC Chapter 5.04 to clarify definitions and exemptions pertaining to Rental Housing Business Licenses (RHBL) and to have RBHL's be subject to the enforcement and penalty provisions of the chapter.

RECOMMENDATION:

Staff recommends the Council adopt the Ordinance with the proposed amendments.

**CITY OF DuPONT
WASHINGTON
ORDINANCE NO. _____**

AN ORDINANCE OF THE CITY OF DuPONT, PIERCE COUNTY, WASHINGTON; AMENDING CHAPTER 5.04 OF THE DuPONT MUNICIPAL CODE, RELATING TO RENTAL HOUSING BUSINESS LICENSES, PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The City of DuPont Municipal Code already requires a Rental Housing Business License for the renting of housing in the City; and

WHEREAS, these amendments shall provide greater clarity to the definitions of terms pertaining to such licenses; and

WHEREAS, these amendments shall provide for a legal mechanism to enforce the requirements to obtain such a license prior to engaging in such business within the City.

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

Section 1. DMC Section 5.04.020, “Definitions” is hereby amended to read as follows:

5.04.020 Definitions.

Except where specifically provided in this chapter, the definitions in Chapters 3.07 and 3.08 DMC shall apply to this chapter.

“Cabaret” means any establishment licensed for the sale of beer, wine or other alcoholic liquor, where entertainment or music other than by phonograph or digital recording, radio or television is provided, or where dancing by patrons is permitted.

“Director” means the City Finance Director or his/her designee.

“Employee” means any person employed at any business enterprise that performs any part of their duties within the City, except casual laborers not employed in the usual course of business. A sole proprietor is not an “employee.” All officers, agents, dealers, franchisees, etc., of a corporation or business trust, and all but one partner of a partnership (except limited partners), are “employees” within this definition.

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Agenda Item # 14a.

“Home occupation” as used in this chapter is defined in DMC [25.10.080](#).

“Nonprofit” means any charitable organization that has been exempted from payment of taxes to the federal government under Section 501(c)(3) of the Internal Revenue Code.

“Lawful Rental Agreement” as used in this section, means a contract, written or unwritten, express or implied, between a rental housing owner and a renter, conveying rights of tenancy and occupation upon the renter, such that they may occupy the owner’s rental housing for residential use; a lawful rental agreement does not include: 1) where the residential use of the rental housing is gifted by the rental housing owner to the occupant for no fee other than utilities; or 2) where the residential use of the rental housing by an occupant is for no more than sixty (60) days within any twelve (12) month period.

“Rental housing,” as used in this section, means any residential use building or multifamily residence as, those terms are defined in DMC Chapter 25.10, in the City which is either occupied by a renter pursuant to a lawful rental agreement, or is available to occupy pursuant to a lawful rental agreement, and which is not owned by its occupant(s).

“Rental housing owner,” as used in this section, shall mean any natural person(s) and/or business entities owning or having any ownership interest in any rental housing unit(s) within the City of DuPont, whether or not the rental housing owner employs a manager or management company.

“Year” means a period of 12 months from the time of initial registration and issuance of a business license.

Section 2. DMC Section 5.04.030, “Persons subject to fees” is hereby amended to read as follows:

5.04.030 Persons subject to fees.

There is hereby levied upon and shall be collected from every person engaged in business in the City an annual license fee for the privilege of engaging in business and to identify and register businesses that are active in the City. Except as provided below in subsections (d) through (j) of this section such license fee shall be measured by using the number of employees as reported in the Washington State Unemployment Insurance Report for the quarter ended prior to the month of license application or renewal. The fees for the following shall be as set forth in the City of DuPont Fee Schedule:

- (a) Every sole proprietor and every person employing from one up to and including 24 employees, per year;
- (b) Every person employing 25 to and including 99 employees, per year;

- (c) For every person employing 100 and over employees, per year;
- (d) For special event activities (such as holiday bazaar or July 4th celebration), for a single 24 hours;
- (e) For every cabaret, either per year or for a single 24 hours;
- (f) For peddling or hawking, per year;
- (g) For selling used automobiles, per year;
- (h) For wrecking automobiles, per year;
- (i) For home occupations with annual gross revenues of less than \$10,000, per year;
- (j) For providing, offering or operating rental housing pursuant to a lawful rental agreement per this Chapter.

Business licenses shall be renewed in the month occurring one year (12 months) after their initial registration and every year thereafter.

Section 3. DMC Section 5.04.050, “Exemptions” is hereby amended to read as follows:

5.04.050 Exemptions.

The requirements of this chapter shall not apply to the following:

- (a) Adult entertainment business, which shall be subject to the business license requirements contained in Chapter 5.05 DMC;
- (b) Any instrumentality of the United States, State of Washington, or any political subdivision thereof, with respect to the exercise of governmental functions;
- (c) Minors engaged in irregular, casual activities such as baby-sitting, delivery of newspapers, casual lawn mowing, casual car washing, and other similar activities;
- (d) Businesses meeting all of the following criteria:
 - (1) Having no employees performing work other than delivery within the City;
 - (2) Having no salespeople soliciting sales within the City;
 - (3) Having no installers or contractors working within the City;

- (4) Having no offices, warehouses or other physical location(s) within the City; and
- (5) Having no inventory located within the City.

Nonprofit organizations, as defined in DMC 5.04.020, or as recognized by the State of Washington and the federal government, including but not limited to religious, civic, charitable, benevolent, cultural or youth organizations, are required to obtain a business license. With proof of exempt status from the Internal Revenue Service the business is exempt from business license fee requirements. A copy of the organization's 501(c)(3) form must be submitted at the time of application as proof of nonprofit status.

Section 4. DMC Section 5.04.090, "Failure to make application" is hereby amended to read as follows:

5.04.090 Failure to make application.

If any person or business owner fails, neglects or refuses to file their application and to pay any fees due as and when required herein, the Director or designee is authorized to determine the amount of the fee(s) payable and any applicable penalties and by mail to notify such person or business owner of the amount so determined. The amount so fixed shall thereupon become the fee owed and be immediately due and payable.

Section 4. DMC Section 5.04.170, "Rental housing business license" is hereby amended to read as follows:

5.04.170 Rental housing business license.

Each rental housing owner, as defined in this chapter, providing, offering or operating rental housing pursuant to a lawful rental agreement in the City shall obtain a "rental housing business license" issued by the City in accordance with and subject to all the provisions of this chapter.

- (a) The fee for a rental housing business license shall be as set forth in the City of DuPont Fee Schedule.
- (b) Rental Housing is exempted from the inspection requirements in DMC 5.04.067.
- (c) Rental Housing is exempted from the business license posting requirements in DMC 5.04.060.
- (d) The Rental Housing Business License must be applied for using an application form provided by the City; the applicant shall provide: the address of the rental housing property or properties; a contact address, phone number and email address for the rental housing owner; and a contact name, phone number and email address of any

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Agenda Item # 14a.

third party that is responsible for the management, maintenance, or is in any other way responsible for the rental housing property but is not an occupant of the property.

Section 5. City Clerk Shall File and Maintain Copies of Codes. The City Clerk shall file and maintain in the City Clerk’s office one copy of each of the referenced Codes in the form in which they were adopted for use and examination by the public.

Section 6. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 7. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in force on January 1st 2017.

PASSED by City Council and approved by the Mayor, this ____ day of _____, 2016.

Mike Courts, Mayor

Attest:

Tiffany Graves, Interim City Clerk

Approved as to Form:

Gordon Karg, City Attorney

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



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

TITLE:

Second Quarter 2016 Budget Amendment

Department: Finance	Discussion Date: 07/19/16
Originator: Staff	First Reading Date:
Assigned to: Paula Barry, Finance Director	Public Hearing Date:

BUDGET IMPACT: Yes No

FUND:

Amount Budgeted	\$15,362,677.00	All Funds
Additional Required	\$144,816.00	Various Funds

DETAILED SUMMARY STATEMENT:

The Council adopted the 2016 Budget at the December 8, 2015 City Council meeting. The 1st quarter budget amendment was approved by Council on April 26, 2016.

This budget amendment consists of miscellaneous and housekeeping adjustments. The miscellaneous adjustments account for unanticipated expenditure items and revenue adjustments including those related to potential 2016B Grant allocations as recommended from LTAC. The housekeeping adjustments account for reallocation of budgets savings from the phone replacement project to the off leash dog park project.

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

RECOMMENDATION:

Move to adopt the 2nd quarter budget amendment as proposed.

Agenda Item # 14b.

DATE: July 26, 2016

TITLE: Second Quarter 2016 Budget Amendment

DEPARTMENT: Finance

ORIGINATOR: Paula Barry, Finance Director

The Council adopted the 2016 Budget at the December 8, 2015 City Council meeting. The 1st quarter budget amendment was approved by Council on April 26, 2016. Discussion with Council regarding the 2nd quarter budget amendment occurred on July 19, 2016.

This budget amendment consists of miscellaneous and housekeeping adjustments. The miscellaneous adjustments account for unanticipated expenditure items and revenue adjustments including those related to potential 2016B Grant allocations as recommended from LTAC. The housekeeping adjustments account for the reallocation of budgets savings from the phone replacement project to the off leash dog park project.

The following items are being recommended for adjustment:

Revenue Adjustments:

- *General Fund:* Recognize 2016B Lodging Tax Grant reimbursement revenue of \$16,900.
- *Street Fund:* Recognize revenue from the Transportation Benefit District (TBD) to begin work on pavement markings - \$27,500.

Expenditure Adjustments:

- *General Fund:*
 - Increase appropriation for salaries and benefits related to moving the City Clerk position from 0.75 FTE to 1.0 FTE (\$11,005).
 - Add appropriations for projects/events recommended by LTAC to be funded with Lodging Tax revenue (\$16,900):
 - Moonlight Walk & Salmon Bake (\$1,000)
 - Tourism Overtime for Events (\$3,000)
 - Sequalitchew Creek Trail Markers (\$3,000)
 - Trail Maps (\$3,200)
 - Camera for Events, Trails and Promotions (\$1,200)
 - Business Plan Consultant for Tourism (\$4,000)
 - 4th of July Overtime by Police, Fire and Public Works (\$1,500)

Agenda Item # 14b.

- *Street Fund:*
 - Add appropriation to begin work on the pavement markings project (\$27,500)

- *Hotel/Motel Tax Fund:*
 - Increase appropriations resulting from 2016B Grants:
 - The Home Course for the PNGA Jr. Boys and Girls Championship (\$8,400)
 - Veterans Family Fund of America for promotional materials to support the Rock Around the Clock event (\$300)
 - Transfer out to the General Fund for the projects listed above (\$16,900)

- *Equipment Repair & Replacement Fund:*
 - Increase appropriation for the capital equipment line item for the purchase and replacement of LifePak “Defibrillator” (\$36,311).
 - Our current Life-Pak “Defibrillator” was purchased around 2008, and currently has only 2 years of product support. We have the funds to replace it with ERR funding as well and take advantage of a \$5000 to \$6500-dollar trade in of the current unit. The new unit a Like-Pak-15 would be fully functional as both a BLS and ALS medical device. By replacing this now, we will be able to benefit from the trade in value.

- *Transportation Benefit District Fund:*
 - Increase appropriation for intergovernmental services for the pavement markings project. The first budget amendment included an increase in beginning fund balance above expectations. This increase can be used to begin funding the pavement markings project (\$27,500).

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.

**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 revised the budget pursuant to Ordinance No. 16-1003; and

WHEREAS, the City is prohibited from over expending its appropriated budget as set forth in Ordinance No. 15-996 and amended in Ordinance No. 16-1003; 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 and amended in Ordinance No. 16-1003, 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 JULY, 2016.

CITY OF DUPONT

Mike Courts, Mayor

ATTEST/AUTHENTICATED:

Tiffany Graves, Interim 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"

:

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	\$ 9,240,897	\$ 16,900	\$ 9,257,797	\$ 8,401,325	\$ 27,905	\$ 8,429,230	\$ 828,567
002 Revenue Stabilization	298,205	-	298,205	-	-	-	298,205
003 Contingency Reserve	152,103	-	152,103	-	-	-	152,103
Subtotal General Fund & Reserves	9,691,205	16,900	9,708,105	8,401,325	27,905	8,429,230	1,278,875
Special Revenue Funds							
101 Street Operating	992,372	27,500	1,019,872	950,294	27,500	977,794	42,078
102 Street Depreciation	567,917	-	567,917	77,485	-	77,485	490,432
103 Hotel/Motel Tax	343,802	-	343,802	190,550	25,600	216,150	127,652
Subtotal Special Revenue Funds	1,904,091	27,500	1,931,591	1,218,329	53,100	1,271,429	660,162
Internal Service Funds							
501 Equipment Repair & Replacement	1,642,488	-	1,642,488	136,804	36,311	173,115	1,469,373
Subtotal Internal Service Fund	1,642,488	-	1,642,488	136,804	36,311	173,115	1,469,373
Total General Government Operating Funds	13,237,784	44,400	13,282,184	9,756,458	117,316	9,873,774	3,408,410
General Government Non-Operating Funds							
Special Revenue Funds							
104 Public Safety Mitigation	426,113	-	426,113	139,142	-	139,142	286,971
107 Glacier NW Settlement	618,373	-	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	1,056,909	-	1,056,909	139,142	-	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	537,317	-	537,317	418,835	-	418,835	118,482
Subtotal Capital Improvement Fund	537,317	-	537,317	418,835	-	418,835	118,482
Fiduciary Funds							
631 Transportation Benefit District	123,460	-	123,460	83,815	27,500	111,315	12,145
Subtotal Fiduciary Fund	123,460	-	123,460	83,815	27,500	111,315	12,145
Total General Govt Non-Operating Funds	2,632,254	-	2,632,254	1,555,808	27,500	1,583,308	1,048,946
Enterprise Funds							
401 Water Utility	5,933,088	-	5,933,088	2,696,120	-	2,696,120	3,236,968
403 Stormwater Utility	3,780,880	-	3,780,880	1,354,291	-	1,354,291	2,426,589
Subtotal Enterprise Funds	9,713,968	-	9,713,968	4,050,411	-	4,050,411	5,663,557
Total Enterprise Funds	9,713,968	-	9,713,968	4,050,411	-	4,050,411	5,663,557
Total Budget	\$ 25,584,006	\$ 44,400	\$ 25,628,406	\$ 15,362,677	\$ 144,816	\$ 15,507,493	\$ 10,120,913

CITY OF DuPONT
2016 Budget Appropriation Adjustment
Exhibit "B"

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REVENUES & OTHER SOURCES			EXPENDITURES & OTHER USES		
Description	Account Number	Amount	Description	Account Number	Amount
General Fund (001)			General Fund (001)		
Transfer In from Hotel/Motel Tax - 2016B Grant Reimb.	001-000-397-03-00-00	\$ 16,900	City Clerk - Increase from 0.75 FTE to 1.0 FTE	001-002-514-20-11-00	\$ 11,005
			Moonlight Walk & Salmon Bake - Reimbursed by 2016B Grant	001-016-571-10-31-00	500
			Moonlight Walk & Salmon Bake - Reimbursed by 2016B Grant	001-016-571-10-41-03	500
			Tourism Overtime for Events - Reimbursed by 2016B Grant	001-017-557-30-12-00	3,000
			Sequalitchew Creek Trail - Reimbursed by 2016B Grant	001-017-557-30-31-00	3,000
			Trail Maps - Reimbursed by 2016B Grant	001-017-557-30-31-00	3,200
			Camera for Events, Trails, Promos - Reimbursed by 2016B Grant	001-017-557-30-35-00	1,200
			Tourism Business Plan Consultant - Reimbursed by 2016B Grant	001-017-557-30-41-00	4,000
			July 4th Overtime Various Depts - Reimbursed by 2016B Grant	001-xxx-xxx-xx-12-00	1,500
			Budgeted Savings from Phone Contract to Off Leash Dog Park	001-005-518-81-64-00	(12,785)
			Off Leash Dog Park	001-012-594-76-63-02	12,785
Total General Fund Adjustment		\$ 16,900	Total General Fund Adjustment		\$ 27,905
Street Fund (101)			Street Fund (101)		
TBD Funding for Pavement Markings	101-000-344-10-00-00	\$ 27,500	Pavement Markings Project Supplies- TBD Funding	101-020-542-64-31-00	\$ 13,750
			Pavement Markings Project Services - TBD Funding	101-020-542-64-41-00	\$ 13,750
Total Street Fund Adjustment		\$ 27,500	Total Street Fund Adjustment		\$ 27,500
Hotel/Motel Tax Fund (103)			Hotel/Motel Tax Fund (103)		
			2016B Grant Reimbursements		\$ 8,700
			Transfer Out to General Fund - 2016B Grant Reimbursements		\$ 16,900
Total Hotel/Motel Tax Fund Adjustment		\$ -	Total Hotel/Motel Tax Fund Adjustment		\$ 25,600
Equipment Replacement Fund (501)			Equipment Replacement Fund (501)		
			LifePak Replacement	501-000-594-22-64-00	\$ 36,311
Total Equipment Replacement Fund Adjustment		\$ -	Total Equipment Replacement Fund Adjustment		\$ 36,311
Transportation Benefit District (631)			Transportation Benefit District (631)		
			Intergovernmental Services - Pavement Markings	631-020-544-41-51-00	\$ 27,500
Total Transportation Benefit District Fund Adjustment		\$ -	Total Transportation Benefit District Fund Adjustment		\$ 27,500
GRAND TOTAL - REVENUE ADJUSTMENTS		\$ 44,400	GRAND TOTAL - EXPENDITURE ADJUSTMENTS		\$ 144,816

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