



McCleary City Council Agenda

10/24/18- 6:30PM

6:00PM Workshop-Blighted Properties 10-24-18

Flag Salute

Roll Call: ___ Pos. 1-Richey, ___ Pos. 2-Huff , ___ Pos. 3- Heller, ___ Pos. 4- Blankenship, ___ Pos. 5- Iversen

Public Hearing

Preliminary 2019 Budget and Revenue Sources for Levy Setting

Mayor Comments	<input type="checkbox"/>
Public Comment	<input type="checkbox"/>
Minutes	<input type="checkbox"/>
Approval of Vouchers	<input type="checkbox"/>

Tab A 10/10/2018

Staff Reports	<input type="checkbox"/>
	<input type="checkbox"/>

Tab B Chris Coker Report
Tab C Todd Report

Old Business	<input type="checkbox"/>
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Tab D Lemay Rate Increase Approval

New Business	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

Tab E Surplus Items
Tab F JD Tech Solutions Server Upgrades
Tab G WSDOT LAA agreement
Tab H Tax Levy Refund

Ordinances	<input type="checkbox"/>
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Tab I Ad Valorem Tax Levy 1% increase

Resolutions	<input type="checkbox"/>
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Mayor/Council Comments	<input type="checkbox"/>
Public Comments	<input type="checkbox"/>
Adjourn/Recess Meeting	<input type="checkbox"/>

Budget Workshop Oct. 27th, 9:00AM

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request
The City of McCleary is an equal opportunity provider and employer.
La ciudad de McCleary as un proveedor de igualdad de oportunidades y el empleador

TAB - A

CITY OF MCCLEARY
Regular City Council Meeting
Wednesday, October 10, 2018

ROLL CALL AND FLAG SALUTE Councilmembers Richey, Huff, Heller, Blankenship and Iversen were in attendance.

ABSENT None.

STAFF PRESENT Present at the meeting were Director of Public Works Todd Baun, Clerk-Treasurer Wendy Collins, Police Chief Steve Blumer and Attorney Chris Coker.

PUBLIC HEARING The Public Hearing on revenue sources opened at 6:31 PM. No questions or comments were made. The hearing closed at 6:31 PM.

The Public Hearing on the Property Tax Levy opened at 6:31 PM. No questions or comments were made. The hearing closed at 6:32 PM.

VOUCHERS Accounts Payable checks approved were 44916 - 44969, including EFT's, in the amount of \$67,389.91 and 44970 - 45034, including EFT's, in the amount of \$221,536.35.

Payroll checks approved were 44912 - 44993, including EFT's, in the amount of \$170,815.18.

Bank reconciliation for September 2018.

It was moved by Councilmember Richey, seconded by Councilmember Heller to approve the vouchers. Motion Carried 5-0.

MINUTES APPROVED **It was moved by Councilmember Iversen, seconded by Councilmember Huff to approve the minutes from the meeting held on September 12, 2018. Motion Carried 5-0.**

PUBLIC COMMENTS Sue Portschey spoke on behalf of Sherrie Hamilton, resident of Rainbow Park Apartments. She has concerns regarding the absence of signage at Rainbow Park for the blind residents that live there and like to walk around the park. Mayor Orffer asked Todd Baun if that is something he could look into and he confirmed he would check into signage.

MAYOR COMMENTS Mayor Orffer stated the staff has been working on the budget. She has been continuing to meet with business owners and local people. She thanked Mayor Pro Tem Huff for covering for her while she was out of the country.

CITY ATTORNEY REPORT Chris Coker provided a written report.

DIRECTOR OF PUBLIC WORKS REPORT Todd Baun provided a written report. He provided a copy of a notice from the State Cannabis and Liquor Control Board informing the city of an operation planned for a location approximately four-miles outside the city limits. He added that this won't affect McCleary.

POLICE CHIEF REPORT Chief Blumer provided a written report for the Council. He reported he received a grant award for two ballistic vests.

The City seized a vehicle and the owner signed it over to the City so they wouldn't have to pay the associated fees. The vehicle will be sold as surplus.

The City received three applicants for the entry level officer. The Chief will be performing agility testing in two-weeks.

MUSEUM DISCUSSION Last month, the City Council determined replacing the roof on the museum was not the route to go. Wendy, Todd, Mayor Orffer and some people around town got together and came up with some ideas that might help the museum. Linda Thompson is the new President of the Historical Society. She spoke with Wendy this morning and shared that the whole new board is excited about moving forward with the possibility of the church being a new museum site. The McCleary Methodist Church has offered to house museum items in their upstairs rooms. She asked Todd if the current museum is still safe for people to walk through and Todd said it is fine for now. Linda directed the church to contact the city directly. Sue Portschey said everyone on the church board is in favor of this and is excited and supportive of the idea.

Mayor Orffer wanted to thank everyone involved with the Historical Society, the museum, and everyone involved with the Methodist Church for thinking outside the box, for Wendy who happened to be in the conversation and started to connect some dots. She also thanked the City Council for making a difficult decision on behalf of the City of not re-roofing the museum. It's really fun to see collaboration taking place. Linda Thompson added that Joy, Brycen and Wendy all attended the Historical Society meeting and the members really appreciated that. She said there is talk about it also becoming a visitor center along with the museum and they are all excited about that, as well. Mayor Orffer will have the appropriate people check the building to see what condition it is in and what work it might need.

LEMAY RATE INCREASE

Lemay met with the city regarding their annual fee increase. The city-wide clean-up has a fee included in the garbage cost. To cover the whole clean-up cost, and assist in code enforcement clean-up cost, Todd suggested adding twenty-five cents to the increase to cover those costs. The Council agreed to the extra cost. Todd will have Lemay update their rate sheet and will bring it back to the Council at the next meeting.

CCAP AGREEMENT

It was moved by Councilmember Iversen, seconded by Councilmember Huff to authorize the Mayor to sign the annual agreement with Coastal Community Action Program (CCAP). Motion Carried 5-0.

ITRON ANNUAL AGREEMENT

It was moved by Councilmember Iversen, seconded by Councilmember Huff to authorize the Mayor to sign the annual agreement with Itron for meter services in the amount of \$2,559.59. Motion Carried 5-0.

BIAS AGREEMENT

It was moved by Councilmember Richey, seconded by Councilmember Iversen to authorize the Mayor to sign the annual agreement with BIAS Software as presented. Motion Carried 5-0.

SHORELINE INTERLOCAL
AGREEMENT

It was moved by Councilmember Blankenship, seconded by Councilmember Huff to authorize the Mayor to sign the Shoreline Interlocal Agreement for the purchase of Scott SCBA and equipment. Motion Carried 5-0.

PARK PLAYGROUND GRANT

Todd Baun reported the City applied for a grant for playground equipment and was awarded a grant up to \$20,000. He provided three examples of playground equipment for consideration. The purchase must be made by October 31, 2018. The City match will be approximately \$25,000 to \$26,000. Todd prefers the Rockaway style. Councilmember Richey is going to take it to his daughter's classroom to get the children's perspective. Councilmember Heller has concerns about spending money on playground equipment because the park sidewalk has hazardous issues and he has received complaints from the community. Todd Baun stated he has money in the 2019 budget for sidewalk repairs. Councilmember Richey really wants to see a swing set added to the park equipment. Todd stated they are very expensive. Councilmember Richey asked if we could look into a swing set because our current one is in terrible shape and it would be nice to purchase a new one, especially since we are getting other new equipment. **It was moved by Councilmember Huff, seconded by Councilmember Iversen to accept the grant with matching funds for playground equipment. Motion Carried 5-0.**

DRAFT BUDGET

The Council scheduled a workshop for October 27, 2018 from 9:00 am - 10:30 am. Councilmember Blankenship asked about the reserve funds and how to keep a replacement fund separate from the reserve fund. Mayor Orffer stated Wendy has been looking into this and has received confirmation she can create a separate equipment replacement fund for police, fire, park, cemetery and the utility funds.

ORDINANCE 843, AMENDING
MMC 13

In 2009, the city stopped taking utility deposits. The municipal code needs to be updated to reflect the elimination of deposits and address current operations. This ordinance is being updated for that reason. **It was moved by Councilmember Blankenship, seconded by Councilmember Richey to adopt Ordinance 843, AN ORDINANCE RELATING TO THE UTILITIES AMENDING TITLE 13 OF THE McCLEARY MUNICIPAL CODE, PROVIDING AN EFFECTIVE DATE AND SEVERABILITY. Roll Call taken in the affirmative. Ordinance Adopted 5-0.**

ORDINANCE 844, INTERFUND
LOAN BETWEEN THE WATER
FUND AND THE CURRENT
EXPENSE FUND FOR FIRE
EQUIPMENT

Todd Baun reported the REED Fund total, which will be used as part of the fire equipment purchase, will lower the need of requesting two loans to cover the overall cost, which was requested at the last meeting. In addition, the actual cost was less than the original quote. Todd recommends one loan for \$65,000 from the water fund since it is in a healthier position than the light and power fund. The Council discussed the options of taking the loan from the water fund or the light and power fund. Councilmember Blankenship prefers taking the loan from the light and power because the water fund has loans against it. Chris Coker added that we have to be careful to not put a fund in jeopardy and the water fund is healthy enough to not be impacted by the loan. Councilmember Iversen stated the water fund has more cash in it. Councilmember Blankenship asked why the water fund doesn't use the extra money in the fund to pay down the outstanding loan.

Councilmember Blankenship asked when the water loans would be paid off. Todd Baun stated one loan would be paid off in 2030 and the other in 2031. Mayor Orffer stated that this interfund loan is temporary and the fund will be getting the money back. If we use the money to pay off a portion of the outstanding debt, the money is gone and the city won't have access to it. Todd added if we use the money to pay off the loan, we won't be able to fund our capital improvements that are planned. Councilmember Iversen asked Wendy Collins what she thought about this and Wendy stated she and Todd have discussed this and she agrees with the loan coming from the water fund. The impact will be minimal and the loan will be paid back very quickly, most likely in two-years, or less. The City is receiving approximately \$69,000 this year for the levy lid lift so it won't take long to pay this loan off. Knowing the water fund has a healthier ending balance, it makes sense to take the loan out of the water fund. **It was moved by Councilmember Richey, seconded by Councilmember Iversen to adopt Ordinance 844, AN ORDINANCE OF THE CITY OF MCCLEARY AUTHORIZING AN INTERFUND LOAN FROM THE WATER FUND TO THE CURRENT EXPENSE FUND TO PROVIDE FUNDING FOR THE CITY OF MCCLEARY FIRE DEPARTMENT FOR THE PURCHASE OF SAFETY AND LIFESAVING EQUIPMENT, AND PROVIDING FOR REPAYMENT. Roll Call taken in the affirmative. Ordinance adopted 4 - 1 with Councilmember Blankenship voting against.**

RESOLUTION 719, BAD DEBT
COLLECTION POLICY AND
REPEALING RESOLUTION 592

Wendy has been working with the Utility Accounts Manager on bad debt collection to give another option other than going to a collection agency. This would put something in place to notify the customer that we will take the appropriate steps toward collection until the final option of filing a lien, if the customer fails to pay the outstanding utility debt. We have had very high outstanding bills left on accounts after a tenant moves out. After a tenant moves out, the process is to put the account back into the landlords name. By having the option of placing a lien on their property, it would give us a way of collecting the money when they try to sell the home and have failed to pay off their tenants past debt. Councilmember Richey asked Chris Coker if they have to go to court after 90-days. Chris is looking into that and believes he would need to do a utility lien on the houses involved. This allows the City to sue on and get a judgement, which sits on the home for ten years. **It was moved by Councilmember Richey, seconded by Councilmember Huff to adopt Resolution 719, A RESOLUTION RELATING TO BAD DEBT COLLECTION POLICY, AND REPEALING RESOLUTION 592. Resolution Adopted 5-0**

Mayor Orffer thanked everyone for their hard work. She stated we have a great team, a great City Council, and it's been a great experience working with each and everyone of them and she appreciates what everyone has contributed.

EXECUTIVE SESSION

None.

PUBLIC COMMENT

None.

MEETING ADJOURNED

After no objection, the Mayor moved to adjourn the meeting at 8:05 pm. The next meeting will be Wednesday, October 24, 2018 at 6:30 pm. Motion Carried 5-0.

Approved by Mayor Brenda Orffer and Clerk-Treasurer Wendy Collins.

TAB - B

Younglove & Coker

A PROFESSIONAL LIMITED LIABILITY COMPANY

ATTORNEYS AT LAW

"SINCE 1974"

1800 COOPER POINT ROAD SW, BLDG 16, PO BOX 7846, OLYMPIA, WASHINGTON 98507-7846

TELEPHONE (360) 357-7791

FACSIMILE (360) 754-9268

OFFICE@YLCLAW.COM

Memorandum

TO: Mayor and City Council, City of McCleary
FROM: Christopher John Coker, City Attorney
DATE: October 22, 2018
RE: Significant Legal Activities as of October 19, 2018

Public Defender Position: Amanda Klespie has been the contract public defender for McCleary Municipal Court for some time. She recently accepted a full-time position working with the Quinault Tribe. I am working with the City to find a replacement and have some folks in mind. Contract is for professional services so does not need to go out for bid.

Anti-Harassment Training: The City scheduled an all-employee Anti-Harassment Training for January 25, 2019. I will be providing the training on issues relating to sexual harassment in the workplace, bullying, and other similar workplace issues.

If you have any questions or concerns regarding the above, or any other matters, please let me know.

TAB - C

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Washington Tractor, Inc.
 5015 Olympic Highway
 Aberdeen, WA 98520
 360-533-6393
 aberdeen@washingtonttractor.org

Quote Summary

Prepared For:

City Of Mccleary
 100 S 3rd St
 Mccleary, WA 98557
 Business: 360-495-3863

Delivering Dealer:

Washington Tractor, Inc.
 Max-s0303 Valentine
 5015 Olympic Highway
 Aberdeen, WA 98520
 Phone: 360-533-6393
 mvalentine@washingtonttractor.com

Quote ID: 18388080
Created On: 18 October 2018
Last Modified On: 18 October 2018
Expiration Date: 31 October 2018

Equipment Summary	Selling Price	Qty	=	Extended
JOHN DEERE Select Series X350 Tractor with 42 Accel Deep (42A) Mower Deck Contract: WA Lawn and Grounds 10212 (PG 4S CG 22) Price Effective Date: October 18, 2018	\$ 2,623.18	1	=	\$ 2,623.18
7-bu (247-L) 2-Bag Hopper Assembly (X300/X500 M-T) Contract: Price Effective Date: October 18, 2018	\$ 441.91	1	=	\$ 441.91
Rear Bagger Chute for 42A Mower Contract: Price Effective Date: October 18, 2018	\$ 137.71	1	=	\$ 137.71
Equipment Total				\$ 3,202.80

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 3,202.80
Trade In	
SubTotal	\$ 3,202.80
State Tax - (8.80%)	\$ 281.85

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Washington Tractor, Inc.
5015 Olympic Highway
Aberdeen, WA 98520
360-533-6393
aberdeen@washingtontactor.org

Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 3,484.65
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 3,484.65

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote Id: 18388080 Customer Name: CITY OF MCCLEARY

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Washington Tractor, Inc.
 5015 Olympic Highway
 Aberdeen, WA 98520
 360-533-6393
 aberdeen@washingtontractor.org

JOHN DEERE Select Series X350 Tractor with 42 Accel Deep (42A) Mower

Hours:

Stock Number:

Contract: WA Lawn and Grounds 10212 (PG 4S CG 22)

Selling Price *

Price Effective Date: October 18, 2018

\$ 2,623.18

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
4880M	Select Series X350 Tractor with 42 Accel Deep (42A) Mower Deck	1	\$ 3,199.00	18.00	\$ 575.82	\$ 2,623.18	\$ 2,623.18
Standard Options - Per Unit							
001A	United States and Canada	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Suggested Price							\$ 2,623.18
Total Selling Price			\$ 3,199.00		\$ 575.82	\$ 2,623.18	\$ 2,623.18

7-bu (247-L) 2-Bag Hopper Assembly (X300/X500 M-T)

Equipment Notes:

Hours:

Stock Number:

Selling Price *

Contract:

\$ 441.91

Price Effective Date: October 18, 2018

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
BM2167 9	7-bu (247-L) 2-Bag Hopper Assembly (X300/X500 M-T)	1	\$ 441.91	0.00	\$ 0.00	\$ 441.91	\$ 441.91

Selling Equipment

Quote Id: 18388080 **Customer Name:** CITY OF MCCLEARY

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):
 Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:
 Washington Tractor, Inc.
 5015 Olympic Highway
 Aberdeen, WA 98520
 360-533-6393
 aberdeen@washingtontactor.org

Suggested Price				\$ 441.91
Total Selling Price	\$ 441.91	\$ 0.00	\$ 441.91	\$ 441.91

Rear Bagger Chute for 42A Mower

Equipment Notes:

Hours:

Stock Number:

Selling Price *

Contract:

\$ 137.71

Price Effective Date: October 18, 2018

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
BG2075 4	Rear Bagger Chute for 42A Mower	1	\$ 137.71	0.00	\$ 0.00	\$ 137.71	\$ 137.71

Suggested Price				\$ 137.71
Total Selling Price	\$ 137.71	\$ 0.00	\$ 137.71	\$ 137.71

TAB - D

EXHIBIT A

CITY OF McCLEARY

RATES EFFECTIVE 01/01/2019

RESOLUTION NO. _____

AS AMENDED _____

A RESOLUTION RELATING TO PUBLIC SERVICES; ESTABLISHING AND CONFIRMING FEES; AND PROVIDING FOR EFFECTIVE DATES.

RECITALS

1. Pursuant to Resolution _____, the Council and Mayor set forth fees to be charged for specified City provided services and provided for certain mechanisms in relation to the adjustment thereof. The fees were set after analysis by the Mayor and Council, after receiving the advice of LeMay, Inc., and City staff, as to the minimum levels necessary to adequately maintain and provide funding for the various services involved.

2. The necessity of the continued collection of the authorized levels of fees and the mechanisms for their adjustment has been confirmed by the Mayor and Council.

3. Pursuant to review of the provisions of

Resolution _____ carried out by Staff of the City and LeMay, modification in certain areas have been determined to be necessary to reflect a number of factors, including the decision of the City to cease the provision of billing services. Thus, it is found to be appropriate to incorporate those changes in this resolution.

4. It is the intention of the Mayor and Council, in the adoption of this resolution, to achieve the continuing goal of providing the citizens adequate service and protecting the health and safety of the Citizens through continuation of a program of mandatory solid waste disposal.

5. While only certain areas are changed, it is found be in the interest of operational efficiency and ease of reference to adopt the entirety of the schedule and repeal the existing resolution.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: Commencing upon the dates set forth in Section II and continuing thereafter until changed as provided therein, the provision of solid waste service within the

corporate limit shall be carried out pursuant to the terms, conditions, and rates set forth as follows:

<u>Item I.</u>	2018	2019
<u>Residential Service</u>	Rate	Rate
65/30 Gallon Monthly	\$ 11.07	\$ 11.43
65 Gallon Monthly	\$ 15.24	\$ 15.78
65 Gallon EOW	\$ 21.28	\$ 22.12
65 Gallon Weekly	\$ 33.00	\$ 34.42
Additional 65 Gallon (each)	\$ 9.84	\$ 10.23
90 Gallon Monthly	\$ 17.31	\$ 17.96
90 Gallon EOW	\$ 29.20	\$ 30.39
90 Gallon Weekly	\$ 42.53	\$ 44.48
Additional 95 Gallon (each)	\$ 14.01	\$ 14.58
Return Trip	\$ 13.89	\$ 14.27
Extra Unit [can, bag, box] (30 Gallon)	\$ 4.55	\$ 4.74
Drive in Service	\$ 7.71	\$ 7.92

<u>Item II.</u>		
<u>Commercial Cart Service</u>		
65 Gallon EOW	\$ 21.28	\$ 22.12
65 Gallon Weekly	\$ 33.00	\$ 34.42
90 Gallon EOW	\$ 29.20	\$ 30.39
90 Gallon Weekly	\$ 42.53	\$ 44.48
Return Trip	\$ 13.89	\$ 14.27
Extra Unit [can, bag, box] (30 Gallon)	\$ 4.55	\$ 4.74
Cart roll out charge each 5 to 25 ft	\$ 2.56	\$ 2.63
For each added 25 ft	\$ 1.62	\$ 1.66

<u>Item III.</u>		
<u>Permanent Commercial Container Service</u>		
1 cubic yard box		
One pickup per week	\$ 95.29	\$ 99.36
Each additional dump per week	\$ 81.63	\$ 85.33
Special or Additional pickup each	\$ 30.38	\$ 31.55
1.5 cubic yard box		
One pickup per week	\$146.83	\$153.05
Each additional dump per week	\$129.54	\$135.29
Special or Additional pickup each	\$ 43.19	\$ 44.88
2 cubic yard box		
One pickup per week	\$188.38	\$196.46
Each additional dump per week	\$160.04	\$167.36
Special or Additional pickup each	\$ 55.66	\$ 57.86

3 cubic yard box		
One pickup per week	\$248.99	\$260.20
Each additional dump per week	\$218.78	\$229.17
Special or Additional pickup each	\$ 75.10	\$ 78.17

4 cubic yard box		
One pickup per week	\$333.33	\$348.33
Each additional dump per week	\$300.46	\$314.56
Special or Additional pickup each	\$ 99.06	\$103.12

6 cubic yard box		
One pickup per week	\$489.77	\$511.99
Each additional dump per week	\$444.97	\$465.96
Special or Additional pickup each	\$129.90	\$135.49

8 cubic yard box		
One pickup per week	\$653.03	\$682.64
Each additional dump per week	\$593.29	\$621.28
Special or Additional pickup each	\$173.20	\$180.65

Temporary Commercial Container Service

1 yard temporary service		
Delivery	\$ 20.06	\$ 20.60
Rent per day	\$ 0.57	\$ 0.59
Each pickup	\$ 24.37	\$ 25.37

1.5 yard temporary service		
Delivery	\$ 20.06	\$ 20.60
Rent	\$ 0.57	\$ 0.59
Each pickup	\$ 32.07	\$ 33.45

2 yard temporary service		
Delivery	\$ 20.06	\$ 20.60
Rent	\$ 0.57	\$ 0.59
Each pickup	\$ 40.44	\$ 42.22

3 yard temporary service		
Delivery	\$ 24.12	\$ 24.78
Rent	\$ 0.91	\$ 0.93
Each pickup	\$ 75.11	\$ 78.18

4 yard temporary service		
Delivery	\$ 24.12	\$ 24.78
Rent	\$ 1.07	\$ 1.10
Each pickup	\$ 99.05	\$ 103.11

6 yard temporary service		
Delivery	\$ 27.13	\$ 27.87
Rent	\$ 1.63	\$ 1.67
Each pickup	\$129.90	\$ 135.49
8 yard temporary service		
Delivery	\$ 27.13	\$ 27.87
Rent	\$ 1.91	\$ 1.96
Each pickup	\$173.20	\$ 180.65
Access Fee Weekly (Monthly Charge)	\$ 8.68	\$ 8.92
Access Fee EOW (Monthly Charge)	\$ 4.35	\$ 4.46
Access Fee 2x Weekly (Monthly Charge)	\$ 17.37	\$ 17.84
Lock Fee (each)	\$ 5.01	\$ 5.15
Cable Fee (each)	\$ 10.02	\$ 10.30
Return Trips, Containers	\$ 27.37	\$ 28.12
Add'l Yard (1 to 4 cubic Yards)	\$ 24.26	\$ 25.26
Additional Yard > 4 Yards	\$ 17.59	\$ 18.41

Item IV.

Permanent Drop Box

10/20 cubic yard drop box		
First haul each month	\$229.17	\$235.41
Each additional haul	\$145.81	\$149.78
30 cubic yard drop box		
First haul each month	\$262.51	\$269.65
Each additional haul	\$162.48	\$166.90
40 cubic yard drop box		
First haul each month	\$287.87	\$ 295.70
Each additional haul	\$185.82	\$ 190.88

Temporary Drop Box

10/20 cubic yard drop box		
Delivery	\$144.71	\$148.64
Rent per day	\$ 5.28	\$ 5.43
Each pickup	\$149.16	\$153.21
30 cubic yard drop box		
Delivery	\$144.71	\$148.64
Rent per day	\$ 6.39	\$ 6.56
Each pickup	\$172.49	\$177.18

40 cubic yard drop box		
Delivery	\$144.71	\$148.64
Rent per day	\$ 7.22	\$ 7.42
Each pickup	\$204.72	\$ 210.28
<u>Customer owned compactor</u>		
20 cubic yard compactor drop box		
Each scheduled pickup	\$212.51	\$218.29
30 cubic yard compactor drop box		
Each scheduled pickup	\$223.61	\$229.69
40 cubic yard compactor drop box		
Each scheduled pickup	\$251.40	\$258.24
Drop box lids per month	\$ 13.34	\$ 13.70
Disposal rate per ton	\$101.00	\$ 104.85
 <u>ITEM V.</u>		
<u>Miscellaneous</u>		
Small Appliances, Furniture, etc	\$ 27.72	\$ 28.47
Large Appliances, Refrigerators, Freezers	\$ 61.00	\$ 62.66
Special haul rate packer-load & travel time	\$ 53.47	\$ 54.92

M. In addition to the sums stated by the prior paragraphs, there shall be an additional \$2.00 per customer per month added to the basic collection charge by and as costs of the City's billing and collection, including enforcement actions, to the extent and in the manner allowed by law, undertaken by the City to assure compliance with the mandatory solid waste disposal provisions of the City code. This charge shall be assessed as against each bill for service rendered. Additionally, state-imposed or city-imposed excise tax shall be added to the extent and in the manner provided by law.

SECTION II: INTERPRETATION

A. The rates established by Section I shall be effective as of the 1st day of January, 2019.

B. The annual adjustment provided for therein shall be implemented as provided. Rates set by the CITY OF McCLEARY/HAROLD LeMAY ENTERPRISES, INC. CONTRACT FOR GARBAGE, RECYCLABLES AND YARD WASTE COLLECTION; Section 32, Rates and Rate Adjustments Items A. and B.

C. As of the date of the adoption of this resolution, Resolution ____ shall be deemed repealed, superseded and of no further effect, but such repeal and supersession shall not effect the any obligation of a customer arising from services delivered under the provision of any prior resolution or enactment, including Resolution 614.

PASSED THIS _____ DAY OF _____, 2018, by the City Council of the City of McCleary, and signed in approval therewith this _____ day of _____, 2018.

CITY OF McCLEARY:

D. Brenda Orffer, Mayor

ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

City Attorney

EXHIBIT A

CITY OF McCLEARY

RATES EFFECTIVE 01/01/2019

RESOLUTION NO. _____

AS AMENDED _____

A RESOLUTION RELATING TO PUBLIC SERVICES; ESTABLISHING AND CONFIRMING FEES; AND PROVIDING FOR EFFECTIVE DATES.

RECITALS

1. Pursuant to Resolution _____, the Council and Mayor set forth fees to be charged for specified City provided services and provided for certain mechanisms in relation to the adjustment thereof. The fees were set after analysis by the Mayor and Council, after receiving the advice of LeMay, Inc., and City staff, as to the minimum levels necessary to adequately maintain and provide funding for the various services involved.

2. The necessity of the continued collection of the authorized levels of fees and the mechanisms for their adjustment has been confirmed by the Mayor and Council.

3. Pursuant to review of the provisions of

Resolution _____ carried out by Staff of the City and LeMay, modification in certain areas have been determined to be necessary to reflect a number of factors, including the decision of the City to cease the provision of billing services. Thus, it is found to be appropriate to incorporate those changes in this resolution.

4. It is the intention of the Mayor and Council, in the adoption of this resolution, to achieve the continuing goal of providing the citizens adequate service and protecting the health and safety of the Citizens through continuation of a program of mandatory solid waste disposal.

5. While only certain areas are changed, it is found be in the interest of operational efficiency and ease of reference to adopt the entirety of the schedule and repeal the existing resolution.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: Commencing upon the dates set forth in Section II and continuing thereafter until changed as provided therein, the provision of solid waste service within the

corporate limit shall be carried out pursuant to the terms, conditions, and rates set forth as follows:

<u>Item I.</u>	2018	2019
<u>Residential Service</u>	Rate	Rate
65/30 Gallon Monthly	\$ 11.07	\$ 11.43
65 Gallon Monthly	\$ 15.24	\$ 15.78
65 Gallon EOW	\$ 21.28	\$ 22.12
65 Gallon Weekly	\$ 33.00	\$ 34.42
Additional 65 Gallon (each)	\$ 9.84	\$ 10.23
90 Gallon Monthly	\$ 17.31	\$ 17.96
90 Gallon EOW	\$ 29.20	\$ 30.39
90 Gallon Weekly	\$ 42.53	\$ 44.48
Additional 95 Gallon (each)	\$ 14.01	\$ 14.58
Return Trip	\$ 13.89	\$ 14.27
Extra Unit [can, bag, box] (30 Gallon)	\$ 4.55	\$ 4.74
Drive in Service	\$ 7.71	\$ 7.92

<u>Item II.</u>		
<u>Commercial Cart Service</u>		
65 Gallon EOW	\$ 21.28	\$ 22.12
65 Gallon Weekly	\$ 33.00	\$ 34.42
90 Gallon EOW	\$ 29.20	\$ 30.39
90 Gallon Weekly	\$ 42.53	\$ 44.48
Return Trip	\$ 13.89	\$ 14.27
Extra Unit [can, bag, box] (30 Gallon)	\$ 4.55	\$ 4.74
Cart roll out charge each 5 to 25 ft	\$ 2.56	\$ 2.63
For each added 25 ft	\$ 1.62	\$ 1.66

<u>Item III.</u>		
<u>Permanent Commercial Container Service</u>		
1 cubic yard box		
One pickup per week	\$ 95.29	\$ 99.36
Each additional dump per week	\$ 81.63	\$ 85.33
Special or Additional pickup each	\$ 30.38	\$ 31.55
1.5 cubic yard box		
One pickup per week	\$146.83	\$153.05
Each additional dump per week	\$129.54	\$135.29
Special or Additional pickup each	\$ 43.19	\$ 44.88
2 cubic yard box		
One pickup per week	\$188.38	\$196.46
Each additional dump per week	\$160.04	\$167.36
Special or Additional pickup each	\$ 55.66	\$ 57.86

3 cubic yard box		
One pickup per week	\$248.99	\$260.20
Each additional dump per week	\$218.78	\$229.17
Special or Additional pickup each	\$ 75.10	\$ 78.17

4 cubic yard box		
One pickup per week	\$333.33	\$348.33
Each additional dump per week	\$300.46	\$314.56
Special or Additional pickup each	\$ 99.06	\$103.12

6 cubic yard box		
One pickup per week	\$489.77	\$511.99
Each additional dump per week	\$444.97	\$465.96
Special or Additional pickup each	\$129.90	\$135.49

8 cubic yard box		
One pickup per week	\$653.03	\$682.64
Each additional dump per week	\$593.29	\$621.28
Special or Additional pickup each	\$173.20	\$180.65

Temporary Commercial Container Service

1 yard temporary service		
Delivery	\$ 20.06	\$ 20.60
Rent per day	\$ 0.57	\$ 0.59
Each pickup	\$ 24.37	\$ 25.37

1.5 yard temporary service		
Delivery	\$ 20.06	\$ 20.60
Rent	\$ 0.57	\$ 0.59
Each pickup	\$ 32.07	\$ 33.45

2 yard temporary service		
Delivery	\$ 20.06	\$ 20.60
Rent	\$ 0.57	\$ 0.59
Each pickup	\$ 40.44	\$ 42.22

3 yard temporary service		
Delivery	\$ 24.12	\$ 24.78
Rent	\$ 0.91	\$ 0.93
Each pickup	\$ 75.11	\$ 78.18

4 yard temporary service		
Delivery	\$ 24.12	\$ 24.78
Rent	\$ 1.07	\$ 1.10
Each pickup	\$ 99.05	\$ 103.11

6 yard temporary service		
Delivery	\$ 27.13	\$ 27.87
Rent	\$ 1.63	\$ 1.67
Each pickup	\$129.90	\$ 135.49
8 yard temporary service		
Delivery	\$ 27.13	\$ 27.87
Rent	\$ 1.91	\$ 1.96
Each pickup	\$173.20	\$ 180.65
Access Fee Weekly (Monthly Charge)	\$ 8.68	\$ 8.92
Access Fee EOW (Monthly Charge)	\$ 4.35	\$ 4.46
Access Fee 2x Weekly (Monthly Charge)	\$ 17.37	\$ 17.84
Lock Fee (each)	\$ 5.01	\$ 5.15
Cable Fee (each)	\$ 10.02	\$ 10.30
Return Trips, Containers	\$ 27.37	\$ 28.12
Add'l Yard (1 to 4 cubic Yards)	\$ 24.26	\$ 25.26
Additional Yard > 4 Yards	\$ 17.59	\$ 18.41

Item IV.

Permanent Drop Box

10/20 cubic yard drop box		
First haul each month	\$229.17	\$235.41
Each additional haul	\$145.81	\$149.78
30 cubic yard drop box		
First haul each month	\$262.51	\$269.65
Each additional haul	\$162.48	\$166.90
40 cubic yard drop box		
First haul each month	\$287.87	\$ 295.70
Each additional haul	\$185.82	\$ 190.88

Temporary Drop Box

10/20 cubic yard drop box		
Delivery	\$144.71	\$148.64
Rent per day	\$ 5.28	\$ 5.43
Each pickup	\$149.16	\$153.21
30 cubic yard drop box		
Delivery	\$144.71	\$148.64
Rent per day	\$ 6.39	\$ 6.56
Each pickup	\$172.49	\$177.18

40 cubic yard drop box		
Delivery	\$144.71	\$148.64
Rent per day	\$ 7.22	\$ 7.42
Each pickup	\$204.72	\$ 210.28
<u>Customer owned compactor</u>		
20 cubic yard compactor drop box		
Each scheduled pickup	\$212.51	\$218.29
30 cubic yard compactor drop box		
Each scheduled pickup	\$223.61	\$229.69
40 cubic yard compactor drop box		
Each scheduled pickup	\$251.40	\$258.24
Drop box lids per month	\$ 13.34	\$ 13.70
Disposal rate per ton	\$101.00	\$ 104.85
 <u>ITEM V.</u>		
<u>Miscellaneous</u>		
Small Appliances, Furniture, etc	\$ 27.72	\$ 28.47
Large Appliances, Refrigerators, Freezers	\$ 61.00	\$ 62.66
Special haul rate packer-load & travel time	\$ 53.47	\$ 54.92

M. In addition to the sums stated by the prior paragraphs, there shall be an additional \$1.75 per customer per month added to the basic collection charge by and as costs of the City's billing and collection, including enforcement actions, to the extent and in the manner allowed by law, undertaken by the City to assure compliance with the mandatory solid waste disposal provisions of the City code. This charge shall be assessed as against each bill for service rendered. Additionally, state-imposed or city-imposed excise tax shall be added to the extent and in the manner provided by law.

SECTION II: INTERPRETATION

A. The rates established by Section I shall be effective as of the 1st day of January, 2019.

B. The annual adjustment provided for therein shall be implemented as provided. Rates set by the CITY OF McCLEARY/HAROLD LeMAY ENTERPRISES, INC. CONTRACT FOR GARBAGE, RECYCLABLES AND YARD WASTE COLLECTION; Section 32, Rates and Rate Adjustments Items A. and B.

C. As of the date of the adoption of this resolution, Resolution ____ shall be deemed repealed, superseded and of no further effect, but such repeal and supersession shall not effect the any obligation of a customer arising from services delivered under the provision of any prior resolution or enactment, including Resolution 614.

PASSED THIS _____ DAY OF _____, **2018**, by the City Council of the City of McCleary, and signed in approval therewith this _____ day of _____, **2018**.

CITY OF McCLEARY:

D. Brenda Orffer, Mayor

ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

City Attorney

TAB - E

STAFF REPORT

To: Mayor Orffer
From: Todd Baun., Director of Public Works
Date: Oct. 17th, 2018
Re: Surplus Vehicles and Equipment

The Attached items are vehicles and equipment that we no longer use or are broken and unfeasible to repair. Chris will be preparing a resolution to surplus these items. We will auction these items off to the highest bidder.

Action Requested:

Please consider adoption of the resolution presented regarding Surplus Vehicles and Equipment.

TAB - F

STAFF REPORT

To: Mayor Orffer
From: Todd Baun., Director of Public Works
Date: Oct. 17th, 2018
Re: Server Upgrade Proposal

The Attached proposal is for upgrading both servers and the redesigning the infrastructure. Our IT contractor and I believe these upgrades would give the City's entire server infrastructure a good performance boost, as well as some peace of mind having both servers operational with some redundancy of mission critical software.

It would also leave some room for expansion. We have been looking into, and started scanning documents and making everything digital. This project would also provide around 8TB of storage on one of the servers to give us a decent platform and starting point for document storage or even an entire content management system.

If this project is to proceed and upon completion, it would add (1) "Server –Elite" service at \$200\month to the contracted agreement. The "Server – Elite" service includes: server monitoring, management, support and BDR (Backup and Disaster Recovery) with off-site retention. The contracted monthly "retainer" total would increase from \$1655.82, to \$1,862.55 after taxes and 5% discount. Upon acceptance and completion of this project, the new monthly "retainer" will be added as an addendum to the contract between the City of McCleary and JD Tech Solutions LLC and billed the following month.

Action Requested:

Please consider accepting the proposal for the server upgrade and the increase to the monthly retainer.



JD Tech Solutions LLC
513 E Bear Street
McCleary, WA 98557
(360) 593-3569
admin@jdtechs.net

Project Proposal

City of McCleary

Project Name: Server Upgrades
Project Manager: Jesse Murphy
Projected Start Date:
Projected Complete Date:

Overview:

The current Server Infrastructure includes (2) SuperMicro servers with severely under-utilized hardware. The current production server "COM-HYPERV1" is running Windows Server 2012R2 (S12R2) with Hyper-V role, and (1) Virtual Machine (VM) "COMSERV", which acts as the Primary Domain Controller (PDC), User Profile storage and the Bias application. This is not a "Best Practice" configuration, as these are all mission critical applications for the City and should not be located on a single server. In the event of a hardware failure, ALL mission critical services would be inaccessible. The second server "COM-HYPERV2" is running S12R2 with Hyper-V, and (1) VM "COMSERV2", which acts as a secondary Domain Controller. It is my understanding that the second server was purchased to host Exchange E-mail, which was never fully provisioned. Both servers are utilizing older hard disk drive arrays, which have a negative impact on performance and reliability.

JD Tech is recommending several upgrades and data migrations to better utilize the current server hardware. Upgrading both servers with new Solid State Drive (SSD) arrays would greatly improve reliability and performance. The old disk drives would be repurposed and configured for long term, redundant data and backup storage. We would also build a new virtual server infrastructure to host the mission critical applications while efficiently utilizing the existing server hardware. Migration of the Bias server would require cooperation from Bias support and JD Tech. All other work would be completed solely by JD Tech.

Scope of Work:

Phase 1: Decommission VM "COMSERV2" and "COM-HYPERV2". Upgrade this server with (4) 1TB SSD RAID6 array and install S12R2 as "COM-HV1" with Hyper-V Core. Install new S12R2 VM as "COM-AD2" with secondary DC and File Server roles to host User Profile data. Install new S12R2 VM as "COM-AD1" with Primary Domain Controller (PDC) role. Migrate all User Profile data from "COMSERV" to "COM-AD2". Install new S12R2 VM as "COM-DB1" with Bias Server. Migrate Bias data and re-point all Bias enabled workstations to the new server. At this point, we would ensure all applications and services are running smoothly before proceeding to Phase 2.

Phase 2: Decommission VM "COMSERV" and "COM-HYPERV1". Upgrade the server with a (2) 1TB SSD RAID1 array and repurpose (4) 4TB disk drives as RAID5E array. Install S12R2 as "COM-HV2" with Hyper-V Core. Live migrate "COM-AD2" from "COM-HV1" to "COM-HV2". Configure "COM-HV2" as a Hyper-V Replica Server for Bias, in the event of "COM-HV1" hardware failure.



JD Tech Solutions LLC
 513 E Bear Street
 McCleary, WA 98557
 (360) 593-3569
admin@jdtechs.net

Cost – Hardware and Labor:

Hardware:

Hardware Description	Qty	Price	Sub-total
SuperMicro 2.5" Storage Bay Adapter	6	\$13	\$78
WD Blue 1TB SSD	6	\$160	\$960
(not including tax)		Total:	\$1,038

Estimated Labor:

This project would not fall under the contracted "Support" agreement, and therefore, JD Tech would bill at \$85 per hour of labor. As a contracted client, the City would receive a 5% discount on labor. Labor will be billed as separate invoices after each phase is completed. Outlined below are hourly estimates for each phase of the project:

Phase 1	Est. Hrs
Upgrade and Install: "COM-HV1"	2
Install and Configure: "COM-AD1"	1
Install and Migrate Bias: "COM-DB1"	6
Install and Migrate Profiles: "COM-AD2"	2
Phase 2	
Decommission "COMSERV" and "COM-HYPERV1"	1
Upgrade and Install: "COM-HV2"	2
Migration and Replica: "COM-AD2", "COM-DB1"	1
Total Estimate of Hours:	15
<i>Estimated Labor Cost @ \$85/hr:</i>	<u>\$ 1,275.00</u>

Contracted Support:

With the addition of (1) Virtual Server to the infrastructure, JD Tech would add (1) "Server – Elite" service at \$200\month to the contracted agreement. The "Server – Elite" service includes: server monitoring, management, support and BDR (Backup and Disaster Recovery) with off-site retention. The contracted monthly "retainer" total would increase from \$1655.82, to **\$1,862.55** after taxes and 5% discount. Upon acceptance and completion of this project, the new monthly "retainer" will be added as an addendum to the contract between the City of McCleary and JD Tech Solutions LLC and billed the following month.

TAB - G



Agency City of McCleary		Supplement Number 3
Federal Aid Project Number STP(R) Z141(004)	Agreement Number LA 8092	CFDA No. 20.205 (Catalog of Federal Domestic Assistance)

The Local Agency requests to supplement the agreement entered into and executed on June 4, 2013
 All provisions in the basic agreement remain in effect except as modified by this supplement.
 The change to the agreement are as follows:

Project Description

Name South 3rd Street Upper Length 0.26

Termini Mox Chehalis Road to East Oak Street

Description of Work ✓ No Change

Intersection improvements, resurface and repair, new curb and gutter, storm, sidewalks and shared bike lane.

Reason for Supplement

Add Construction Phase

Are you claiming indirect cost rate? Yes ✓ No

Project Agreement End Date 12/31/2020

Does this change require additional Right of Way or Easements? ✓ Yes No Advertisement Date: July, 2018

Type of Work	Estimate of Funding				
	(1) Previous Agreement/Suppl.	(2) Supplement	(3) Estimated Total Project Funds	(4) Estimated Agency Funds	(5) Estimated Federal Funds
PE 86.5 %					
a. Agency	273,988.00		273,988.00	36,988.00	237,000.00
b. Other Elig. Non-Fed Funded	26,240.00		26,240.00	26,240.00	
Federal Aid Participation Ratio for PE					
c. Other non-participating	31,592.00		31,592.00	31,592.00	
d. State	5,000.00		5,000.00	5,000.00	
e. Total PE Cost Estimate (a+b+c+d)	336,820.00	0.00	336,820.00	99,820.00	237,000.00
Right of Way 86.5 %					
f. Agency	63,650.00	-20,000.00	43,650.00	5,893.00	37,757.00
g. Other Consultant, not in PFE	48,684.00	-15,000.00	33,684.00	4,547.00	29,137.00
Federal Aid Participation Ratio for RW					
h. Other			0.00		
i. State	5,000.00	-5,000.00	0.00	0.00	0.00
j. Total R/W Cost Estimate (f+g+h+i)	117,334.00	-40,000.00	77,334.00	10,440.00	66,894.00
Construction 86.5 %					
k. Contract	1,570,570.00	36,697.00	1,607,267.00	216,981.00	1,390,286.00
l. Other const - ineligible H2O line	224,636.00	-19,398.00	205,238.00	205,238.00	0.00
m. Other consultant eligible CM	75,861.00	-14,030.00	61,831.00	8,347.00	53,484.00
Federal Aid Participation Ratio for CN					
n. Other consultant - rest of CM	266,095.00	-25,842.00	240,253.00	240,253.00	0.00
o. Agency			0.00		0.00
p. State	20,000.00		20,000.00	20,000.00	0.00
q. Total CN Cost Estimate (k+l+m+n+o+p)	2,157,162.00	-22,573.00	2,134,589.00	690,819.00	1,443,770.00
r. Total Project Cost Estimate (e+j+q)	2,611,316.00	-62,573.00	2,548,743.00	801,079.00	1,747,664.00

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the Federal funds obligated, it accepts and will comply with the applicable provisions.

Agency Official

By
Title

Washington State Department of Transportation

By
Director, Local Program
Date Executed

Agency City of McCleary	Supplement Number 3
Federal Aid Project Number STP(R) Z141(004)	Agreement Number LA 8092
CFDA No. 20.205 (Catalog of Federal Domestic Assistance)	

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin. Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation.

IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 90 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$750,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

XVII. Assurances

Local Agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).

TAB - H

STAFF REPORT

To: Mayor Orffer and Councilmember's
From: Wendy Collins, Clerk-Treasurer
Date: October 24, 2018
Re: Tax Levy Refund

In 2013, the legislature changed the law affecting taxes that are either refunded and/or cancelled after the original levy was set. This law allows districts to levy a refund levy to recover taxes that were refunded and/or cancelled during the last twelve-months. The net refunds/cancellations for the year from October 1, 2017 through September 30, 2018 that can be recovered through a refund levy in 2019 for the "District Levy" for the City of McCleary is in the amount of \$2,001.58. Last year, the City Council chose option (a).

Action Requested:

Staff recommends Council to authorize the City of McCleary to again, choose option (a) to certify a refund levy collectable in 2019 in the amount of \$2,001.58 to recover net refunds/cancellations.



GRAYS HARBOR COUNTY

STATE OF WASHINGTON

Ken E. Albert
TREASURER

P.O. BOX 831
MONTESANO, WA 98563

TELEPHONE (360) 249-3751
FAX (360) 249-5705

October 12, 2018

Wendy Collins
100 S. 3rd St.
McCleary, WA 98557

Dear Wendy Collins,

Levy: 699006000

Each year adjustments are made to the tax rolls AFTER the taxes have been calculated and billed. These changes both increase and decrease the amount of tax your district can collect. When the sum of these changes results in a net decrease to the amount of tax you can collect, the law allows you to impose a refund levy to recover those lost tax dollars.

RCW 84.69.180 authorizes taxing districts to levy a refund levy to recover taxes that were refunded and/or canceled during the last twelve months. The refunds/net cancellations for the year October 1, 2017 thru September 30, 2018 are eligible for recovery through a refund levy in 2019 for the GH County General Fund is shown in option (a) below.

Your legislative body is responsible for determining if they wish to levy all, part or none of these lost tax revenues. Please be aware that regular (non-voted) levies may be limited or eliminated by statutory levy rate limitations.

Please select from one of the following options to (a) re-levy ALL of your net lost revenue, (b) re-levy PART of your net lost revenue or (c) re-levy NONE of your net lost revenue.

- (a) GH County hereby certifies a refund levy in its General Fund for collection in 2019 in the amount of \$2,001.58 to recover net refunds/cancellations.
- (b) GH County hereby certifies a refund levy in its General Fund for collection in 2019 in the amount of \$ _____ to recover a portion of the net refunds/cancellations reflected in (a) above.
- (c) GH County does NOT WISH TO RE-LEVY ANY of its General Fund net refunds/cancellations during the 2019 tax year.

District Representative Signature

Date

District Representative Name & Title (Please Print)

Sincerely,

K. Albert
Grays Harbor County Treasurer

Please choose (a); (b), including amount; or (c) – sign, date, and return on or before November 30, 2018 to:

**Grays Harbor County Assessor
Attn: Paula Bednarik
100 W. Broadway, Suite 21
Montesano, WA 98563**

TAB - I