



McCleary Regular City Council Meeting

Wednesday, September 13, 2023 – 6:30 PM

Zoom Virtual Meeting and Community Center

Agenda

Join Zoom Meeting

<https://zoom.us/j/98861529830?pwd=Y25ZeEhDa3VOTk1wWHpodjhQdCtVdz09>

Meeting ID: **988 6152 9830**

Passcode: **276660**

(253) 215-8782

Call to Order/Flag Salute/Roll Call

Agenda Modifications/Acceptance

Special Presentations

Public Comment - Agenda Items Only

Consent Agenda

1. Accounts Payable August 16-31, 2023 Ck Numbers 52403-52441 totaling \$38,190.52

Updates

- [2.](#) Staff Reports - Police, Finance, Public Works, Light & Power

New Business

- [3.](#) Interagency Reimbursement Agreement between AOC and City of McCleary
- [4.](#) Council Meeting Schedule Through December 2023
- [5.](#) 2024 Budget Calendar and Hearings
- [6.](#) Upcoming Grant Applications Discussion

Old Business

- [7.](#) Memorandum of Understanding – Amendment to the Current IBEW Collective Bargaining Agreement

Ordinances and Resolutions

- [8.](#) Resolution to assign authorized persons for Local Government Investment Pool (LGIP)

Public Comment - City Business Only

Executive Session

Adjourn

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 es un proveedor de igualdad de oportunidades y el empleador.



City of McCleary

STAFF REPORT

| | |
|--------------------|-------------------|
| To: | City Council |
| From: | Chief Sam Patrick |
| Date: | Sept 6, 2023 |
| Department: | Police Department |

Greetings Council

Activity Report Provided with this report.

The replacement vehicle (Durango) is at the upfitters waiting for equipment will provide an updated timeline when the equipment suppliers begin shipping.

The department has a lateral applicant in the background phase should begin Field Training around the end of sept.

Recently completed EVOC instruct training to benefit McCleary police department and assist other agencies throughout the county.

Still moving along with other projects and items

Chief S. Patrick

McCleary Police Department
Monthly Call Activity Report



Jul-23

| | | | |
|-----------|-----------------------------|------------|--------------------------------------|
| # | Calls | | Liquor |
| | 911 Hangup | 1 | Lost Property |
| 6 | 911 Open line | | Lost/Missing/Found Person |
| | Abandoned/Disabled Vehicles | | Malicious Mischief |
| 1 | Accident unknown | 5 | Mortorist Assist |
| 1 | Accidents blocking | 1 | Noise |
| 2 | Accidents non blocking | | Non Blocking Accident |
| 12 | Agency Assist | | Non Blocking Vehicle |
| | Abuse | | Order violation in progress |
| 5 | Assists Citizen | 1 | Open Door |
| 3 | Alarm | | Overdose |
| 7 | Animal | | Parking Problem |
| 1 | Assault | | Police Assist |
| | ATC (Attempt to Contact) | 5 | Police Information |
| | ATL (Attempt to Locate) | | Property/Lost/Found/Recovered |
| | Bad Checks | | Prowler |
| | Blocking Accident | 7 | Reckless |
| | Burglary | | Rescue |
| 1 | Custody | 1 | Runaway |
| | Child Molestation/Rape/Comm | 1 | Service |
| 1 | Civil/Public | 1 | Sex Offense |
| | Death Inv. | | Shooting/Weapons/Explosives/ Hazards |
| | Death | | Shoplifting |
| | Disorderly conduct | 3 | Subject Stop |
| | Disabled Vehicle | 3 | Sucide |
| | Display unlawful | | Suicide/Threats/ Attempts |
| 3 | DUI | 4 | Suspicious Person |
| 4 | DVA in Progress | 9 | Suspicious Vehicle |
| 1 | Eluding | | Suspicious/Unkn Circumstances |
| 3 | Extra Patrols | 2 | Threats |
| | Fire Boardcast | | Thefts/ Larceny |
| | Fight | | Traffic / Reckless-Crimal |
| 1 | Firework | | Traffic Pur |
| | Forgery | 118 | Traffic Offense/Stop |
| | Found Person | 2 | Traffic- Other/Hazzard/Patrol |
| 2 | Found Property | | Traffic SBC |
| | Frad/ Scam Offences | | Violation Controlled Substance |
| 34 | Fire or Aid Responding | | Traffic/ Infractions |
| 1 | Harrassment | | Tresspassing |
| | Illegal Burn | 3 | Verbal Argument |
| 1 | Juvenile problem | 1 | Void |
| | | | Wire |
| | | 10 | Unknown Problem |
| | | 1 | Warrants/Wanted Person |
| | | 6 | Welfare check |
| 90 | | 185 | |

Tickets: YTD: SECTOR DOWN

Total : 275 Year To Date: 1911

McCleary Police Department
Monthly Call Activity Report



Aug-23

| # | Calls | |
|------------|-----------------------------|--------------------------------------|
| | | 1 Kidnapping |
| | | Lost Property |
| | | 2 Lost/Missing/Found Person |
| | | Malicious Mischief |
| | 2 Calls | 2 Motorist Assist |
| 1 | 911 Hangup | 1 Noise |
| | 911 Open line | Non Blocking Accident |
| | Abandoned/Disabled Vehicles | Non Blocking Vehicle |
| 1 | Abuse | 1 Order |
| 2 | Accidents blocking | Open Door |
| 2 | Accidents non blocking | Overdose |
| 9 | Agency Assist | Parking Problem |
| 1 | Assault | Police Assist |
| 10 | Assists | 8 Police Information |
| 2 | Alarm | Property/Lost/Found/Recovered |
| 2 | Animal | 1 Prowler |
| 1 | Assault | 5 Reckless |
| | ATC (Attempt to Contact) | Rollover |
| | ATL (Attempt to Locate) | Runaway |
| | BITE | Service |
| | Blocking Accident | 1 Sex Offense |
| | Burglary | Shooting/Weapons/Explosives/ Hazards |
| | CUSTODY | Shoplifting |
| | Child Molestation/Rape/Comm | 8 Subject Stop |
| 2 | Civil/Public | Suicide |
| | Court Order | Suicide/Threats/ Attempts |
| | Death Investigation | 1 Suspicious Person |
| 3 | Disorderly conduct | 5 Suspicious Vehicle |
| 1 | Disabled Vehicle | 5 Suspicious/Unknown Circumstances |
| 1 | Display (unlawful) | Thefts In Progress |
| | DUI | 1 Thefts/ Larceny |
| 5 | DVA in Progress | 1 Threats |
| 2 | DVA violation | 66 Traffic |
| 1 | Extortion | Traffic Offense |
| 2 | Firearm | 3 Traffic- Other/Hazzard/Patrol |
| | Fight | Traffic Per. |
| | Fireworks | Violation Controlled Substance |
| | Forgery | Traffic/ Infractions |
| | Found Person | 2 Trespassing |
| 2 | Found Property | Vehicle Prowl/Theft |
| 1 | Fraud/ Scam Offences | 1 Violation Controlled Substance |
| 43 | Fire or Aid Responding | Weapon |
| 2 | Harassment | 1 Unknown Problem |
| 3 | Illegal Burn | 7 Warrants/Wanted Person |
| 1 | Structure fire | 9 Welfare check |
| 100 | | 131 |

Tickets: 22 YTD: 471

Total : 231 Year To Date: 2133

Certificate of Completion

This certificate is presented to the
McCleary Police Department
For completion of the 5th ACCESS WACIC/NCIC Technical Security Audit Cycle



Originating Agency Identifier
WA0140400

Audit Conducted by: Amber Ficek

Audit Conducted on: February 15, 2023

Audit Completed on: August 1, 2023



City of McCleary

STAFF REPORT

| | |
|--------------------|--------------------------------|
| To: | Mayor and Council |
| From: | Jenna Amsbury, Clerk-Treasurer |
| Date: | September 5, 2023 |
| Department: | Finance and Admin. |

My first full day in the office was August 28, 2023, I am well underway with training and reviewing City processes and programs. I have a project board started in my office to track updates needed and program goals. I have started 2024 budget files and that will be a priority in the coming weeks. I appreciate Lindsay assisting with training and getting me set up with City access and accounts.

The State Auditor's Office has completed the 2020-2021 accountability and financial audit for the City, it is now posted online on the State Auditor website. I attended the exit conference on August 21, 2023 and I have a few policies that will need to be drafted and reviewed/approved by council for compliance.

Nellie is assisting with Resolution and Ordinance organization and getting newly adopted copies digitized for better access.

Public Records:

On August 28, 2023 there were 11 record requests open. One new request was received last week as well. Staff members were a great help in providing records that were responsive and we were able to use new IT tools to complete some of the requests. I am continuing to search for records in response to the remaining requests.

As of September 5, 2023 of the 12 total requests that were open:

Completed – 5

Pending pickup/closure - 1

Open - 6

Updates from staff:

Utility Billing – Lori Ann worked with CCAP on connecting residents for payment assistance. CCAP opened their water assistance program and she worked to get City residents help. Closing out their program, CCAP has been able to help at least ten of our customers, totaling **\$13,182.47** in assistance payments. Their next program should be available in October/November.



City of McCleary

STAFF REPORT

| | |
|--------------------|-----------------------------|
| To: | Mayor Miller and Council |
| From: | Jenna Jarvis, Field Foreman |
| Date: | September 6, 2023 |
| Department: | Public Works |

Hello everyone!

The Public Works crew has been hard at work prepping, helping with, and cleaning up after the county came into chip seal. The county is finishing up with a fog seal today.

Everyone may have noticed the library got a new face lift with some minor repairs, a fresh coat of paint and cleaning the bricks out front. The outside of the Police station got a fresh coat of paint as well.

You may have seen the crews out and about replacing crosswalk bars, adding playground chips to both playgrounds, and cleaning up around hydrants and signs.

We are also slowly shifting gears in preparation for the upcoming rainy season. We have been mowing/weed eating ditches and storm ponds as well as brush removal. We have also been doing some camera work in storm lines in preparation to jet problem areas around the city.

Have a wonderful day,
-Jenna Jarvis

| |
|--|
| |
|--|

INTERAGENCY REIMBURSEMENT AGREEMENT
BETWEEN IAA23745
WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS
AND
CITY OF MCCLEARY

THIS REIMBURSEMENT AGREEMENT (Agreement) is entered into by and between the Administrative Office of the Courts (AOC) and CITY OF MCCLEARY, for the purpose of reimbursing CITY OF MCCLEARY (City) for extraordinary costs of resentencing and vacating sentences under *Blake* and for the cost of refunding legal financial obligations (LFOs) under the *Blake* decision.

1. PURPOSE

The purpose of this Agreement is to provide reimbursements to assist Cities and Municipal Courts with extraordinary judicial, prosecutorial, or defense-related costs of resentencing and vacating the sentences of defendants whose convictions or sentences in are affected by the *State v. Blake* decision, and to provide reimbursements to assist Cities and Municipal Courts who have reimbursed or will reimburse LFOs to defendants whose convictions or sentences in Municipal Court are affected by the *State v. Blake* decision.

2. REIMBURSEMENT

- A. Extraordinary Expenses Reimbursement. AOC shall reimburse the City up to a maximum of \$2,651 for extraordinary judicial, prosecutorial, or defense-related costs of resentencing and vacating the sentences of defendants whose convictions or sentences are affected by the *State v. Blake* decision incurred during the period of February 25, 2021 to June 30, 2023. No reimbursement will be made under this Agreement for resentencing or vacation costs incurred after June 30, 2023, and any reimbursement requests in excess of this amount will be denied. If additional funding is appropriated by the Legislature for these purposes, the amount of reimbursement under this Agreement may be increased by agreement of the parties.
- B. LFO Reimbursement. AOC will reimburse the City up to a maximum of \$2,290 for payments made by the City during the period February 25, 2021 to June 30, 2023 pursuant to court order which required reimbursement by the State of Washington of legal and financial obligations. No reimbursement will be made under this Agreement for resentencing or vacation costs incurred after June 30, 2023, and any reimbursement requests in excess of this amount stated in this Section 2 (b) will be denied. If additional funding is appropriated by the Legislature for these purposes, the amount of reimbursement under this Agreement may be increased by

agreement of the parties. Nothing in this Agreement requires the City to make payments pursuant to a court order when the funds available for reimbursement are less than the amount of the payment.

- C. General. AOC shall provide reimbursement to the City for approved and completed reimbursements by warrant or account transfer within 30 days of receipt of a properly completed A-19 invoice and the completed data report as required below.

3. PERIOD OF PERFORMANCE

Performance under this Agreement begins **July 1, 2022**, regardless of the date of execution, and ends on **June 30, 2023**. The period of performance may be amended by mutual agreement of the parties if the Legislature provides additional funding or time for these purposes.

4. TERMS OF REIMBURSEMENT

a) The City shall request reimbursement as follows:

1. The City will submit its A-19 invoices monthly to payables@courts.wa.gov. A-19 invoices submitted under this agreement must include:
 - a. Payment documents from the City indicating the amounts expended, the recipients, and the date of expenditure.
 - b. Sufficient information to allow AOC to determine that the costs reimbursed are extraordinary judicial, prosecutorial, or defense-related costs of resentencing and vacating the sentences of defendants whose convictions or sentences are affected by the *State v. Blake*.
 - c. Proper coding for expenses under both 2.A. and B. For CITY OF MCCLEARY expenses under 2.A. must be coded **40021070**, and reimbursement under 2.B. must be coded **40022090**.
2. The City shall provide a monthly report to AOC that must contain at a minimum:
 - a. A list of any case numbers associated with the services provided;
 - b. A breakdown of expenses by judicial, prosecutorial, and defense-related costs;
 - c. The amount of LFOs reimbursed, with the case number associated with that amount.
 - d. Any positions supported by these funds, broken down by judicial, prosecutorial, and defense-related positions; and
 - e. Data, including case numbers and aggregate data on the number and type of cases:
 - i. Vacated under *Blake*;

- ii. Resentenced under *Blake*; and
 - iii. Being worked on under *Blake*.
- b) By May 1, 2023, the City agrees to report any allocated funds under either 2. A. or B. that it will be unable to spend during the term of the contract, or any additional funds it anticipates needing during the term of the contract should additional funds become available. AOC reserves the right to reallocate funds that are reported to be unable to be spent.

5. AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by agreement of the parties. Such amendments are not binding unless they are in writing and signed by personnel authorized to bind each of the parties.

6. GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement must be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency will be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. This Agreement; and
- c. Any other provisions of the agreement, including materials incorporated by reference.

7. WAIVER

A failure by either party to exercise its rights under this Agreement does not preclude that party from subsequent exercise of such rights and is not a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

8. SEVERABILITY

If any provision of this Agreement, or any provision of any document incorporated by reference is held invalid, such invalidity does not affect the other provisions of this Agreement which can be given effect without the invalid provision and to this end the provisions of this Agreement are declared to be severable.

9. AGREEMENT MANAGEMENT

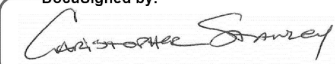
The program managers noted below are responsible for and are the contact people for all communications and billings regarding the performance of this Agreement:

| AOC Program Manager | City Program Manager |
|---|---|
| Christopher Stanley Chief Financial and Management Officer PO Box 41170 Olympia, WA 98504-1170 Christopher.Stanley@courts.wa.gov (360) 357-2406 | MiHa Kapaki Court Administrator 102 W Broadway Ave Rm 202A Montesano, WA 98563 miha.kapaki@graysharbor.us Phone |

10. ENTIRE AGREEMENT

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement are considered to exist or to bind any of the parties to this agreement unless otherwise stated in this Agreement.

AGREED:**Administrative Office of the Courts****CITY OF MCCLEARY**

DocuSigned by:

 B760CAAF4FE6410...
 Signature Date 9/8/2022

DocuSigned by:

 A4DBB47A18534A3...
 Signature Date 9/8/2022

Christopher Stanley

Name

MiHa Kapaki

Name

Chief Financial and Management Officer

Title

Court Administrator/Probation Director

Title

City Council Meeting Schedule for 2023:

September:

Wednesday 27th – Regular Meeting

Saturday 30th – Retreat ?

October:

Wednesday 11th – Regular Meeting

Wednesday 25th – Regular Meeting

November:

Wednesday 8th – Regular Meeting

Wednesday 22nd – Regular Meeting (Suggest Cancel)

Suggest Adding – 29th Special Meeting for Budget Adoption

** (budget must be adopted by December 7th at latest)

December:

Wednesday 13th – Regular Meeting

Wednesday 27th – Regular Meeting (Suggest cancel)



City of McCleary

NOTICE OF PUBLIC HEARINGS

Notice is hereby given that the Mayor and City Council of the City of McCleary will hold Public Hearings upon the matters set forth below relating to the development of the 2024 budget. The hearings will be upon the dates indicated. Each will be held at the McCleary Community Center (please check the website for information on attending) upon the indicated date commencing at 6:30 pm or soon thereafter as the matter may be called.

Public comment on these matters is welcome and sought.

Public Hearings for Combined Revenue Sources for the 2024 Budget and Property Tax Levy: Wednesday, October 25, 2023, at 6:30 pm.

Public Hearing on the Preliminary 2024 Budget: Wednesday, November 8, 2023, at 6:30 pm.

Public Hearing on the Final 2024 Budget, **Wednesday, November 29, 2023**, at 6:30 pm.

Jenna Amsbury, City Clerk-Treasurer

Notice published in the Daily World on:

September 26, 2023

October 3, 2023

October 10, 2023



Local Parks Maintenance Program Applicant Authorization and Electronic Signature

Organization Name (sponsor) City of McCleary

Resolution No. or Document Name LPMP Grant

Project Number and Name 23-1663, Beerbower Park - Sport Court Repaving and Re

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS grant assistance is requested by our organization to aid in financing the cost of the Project referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

| Grant Document | Routing Order | Name of Signatory and Title of Person Authorized to Sign | Email Address |
|--|---------------|--|--------------------------|
| Grant application (submission thereof) | | Chad Bedlington, Public Work | chadb@cityofmccleary.c |
| Project contact (day-to-day administering of the grant and communicating with the RCO) | | Chad Bedlington, Public Works Director | chadb@cityofmccleary.com |
| Agreement/amendment approver ¹ | 1 | Chris Miller, Mayor | chrism@cityofmccleary.c |
| Agreement/amendment approver | 2 | | |
| Agreement/amendment approver | 3 | | |
| Agreement/amendment approver | 4 | | |
| RCO Grant Agreement signer ² | | Chris Miller, Mayor | chrism@cityofmccleary.c |
| Agreement amendments signer ² | | Chris Miller, Mayor | chrism@cityofmccleary.c |

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide updated documentation of authorized signers, if needed.

3. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
4. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
5. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
6. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
7. Our organization acknowledges that the grant will only be used for maintenance of local park property owned by our organization.
8. This resolution/authorization is deemed to be part of the formal grant application to the Office.
9. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises, and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed _____

Title _____ Date _____

On File at: _____

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:

Location: _____ Date: _____

You may reproduce the above language in your own format; however, text may not change.

¹ **Agreement/Amendment Approver:** refers to an individual or several individuals who review and approve the electronic document and contacts RCO if corrections are needed. The approver does not sign the document. You may add more than one approver but please designate the order for routing purposes.

² **RCO Grant Agreement/Agreement Amendments Signer:** refers to the individual who must officially sign the document with an electronic signature and may be required to enter data such as title, date, agency name, etc. into fields. The signer of Agreements may differ from the individual who is delegated to sign Amendment documents, but we can only accept one signature per document.



CITY COUNCIL AGENDA ITEM COVER SHEET

FROM: Chad Bedlington, Director of Public Works

DATE: September 13, 2023

**AGENDA ITEM
TITLE:** Memorandum of Understanding – Amendment to the Current IBEW Collective Bargaining Agreement

SUMMARY

City Staff, in partnership with the International Brotherhood of Electrical Workers (IBEW), have created a new job description for a “Program Manager – IT and Planning.” The MOU and subsequent job description has been reviewed three times and supported for adoption by the Council Policy Committee.

IBEW has also reviewed and approved the job description and MOU outlining the negotiated salary range for the position. It is the desire of staff at this time to have the new position added to the IBEW collective bargaining agreement pay schedules for future use and consideration of the position.

FISCAL IMPACT

Salary Range proposed for the new position is outlined within the attached MOU. Benefit costs would be determined if/when the position is filled. Total annual impact will be determined during the 2024 budget review process for potential position addition.

RECOMMENDATION/ACTION REQUESTED

The council approves the MOU whereby adding the job classification to the 2023-2025 IBEW collective bargaining agreement.

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE CITY OF McCLEARY, WA

AND THE

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS LOCAL NO. 77

This Memorandum of Understanding is entered into by the City of McCleary, WA (City) and the International Brotherhood of Electrical Workers Local No. 77 (IBEW), with the intent to allow proper communication between the parties listed above and in accordance with Article 8 Employee Compensation within the Collective Bargaining Agreement.

In 2023, the parties bargained and signed a Collective Bargaining Agreement with a term of January 1, 2023 to December 31, 2025. Wage tables are outlined with this Agreement for represented union positions. It is the desire of the City and IBEW to amend an additional job classification to the wage tables beginning in 2023 and be added into the Collective Bargaining Agreement. Wages for the position have been bargained between both parties in good faith and based on a mutual review of position market conditions.

Therefore, it is mutually agreed by the parties, that the current Agreement is amended as follows:

A new position class of “Program Manager – IT and Planning” is hereby added to the 2023, 2024 and 2025 wage tables attached:

Be it further agreed that the parties represent that any and all bargaining obligations concerning the matters expressed herein have been fulfilled. Additionally, that this Memorandum of Understanding shall be pursuant to the terms of Article 14 Grievance Procedures, should there be any dispute regarding the interpretation and/or application of this memorandum.

Agreed to by Chris Miller
Mayor

Chris Henning, Business Agent
IBEW Local No. 77

Lindsay Blumberg
Deputy Clerk Treasurer

Rex Habner, Business Manager
IBEW Local No. 77

2023 Wage Table

OTHER REPRESENTED POSITIONS

| Classification | Step A | Step B | Step C | Step D | Step E | Step F |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Office Clerk | No Change | | | | | |
| Public Works Planning Assistant | No Change | | | | | |
| Utility Accounts Manager | No Change | | | | | |
| Building Official | No Change | | | | | |
| Deputy City Clerk Treasurer | No Change | | | | | |
| Program Manager – IT and Planning | \$6,583 | \$6,845 | \$7,107 | \$7,370 | \$7,632 | \$7,894 |

2024 Wage Table (4% Increase over the 2023 wage scale)

OTHER REPRESENTED POSITIONS

| Classification | Step A | Step B | Step C | Step D | Step E | Step F |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Office Clerk | No Change | | | | | |
| Public Works Planning Assistant | No Change | | | | | |
| Utility Accounts Manager | No Change | | | | | |
| Building Official | No Change | | | | | |
| Deputy City Clerk Treasurer | No Change | | | | | |
| Program Manager – IT and Planning | \$6,846 | \$7,119 | \$7,391 | \$7,665 | \$7,937 | \$8,210 |

2025 Wage Table (3% Increase over the 2024 wage scale)

OTHER REPRESENTED POSITIONS

| Classification | Step A | Step B | Step C | Step D | Step E | Step F |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Office Clerk | No Change | | | | | |
| Public Works Planning Assistant | No Change | | | | | |
| Utility Accounts Manager | No Change | | | | | |
| Building Official | No Change | | | | | |
| Deputy City Clerk Treasurer | No Change | | | | | |
| Program Manager – IT and Planning | \$7,051 | \$7,333 | \$7,613 | \$7,895 | \$8,175 | \$8,456 |



CITY COUNCIL AGENDA ITEM COVER SHEET

FROM: Jenna Amsbury, Clerk-Treasurer

DATE: September 7, 2023

AGENDA ITEM TITLE: Resolution to assign authorized persons for Local Government Investment Pool (LGIP)

SUMMARY

This resolution is required in order to add me as the new Clerk-Treasurer to the authorized people that have access to the City's investment accounts. Lindsay Blumberg and the Mayor are the other individuals listed.

FISCAL IMPACT

None, this is housekeeping

RECOMMENDATION/ACTION REQUESTED

Approve the Resolution to update authorized persons for the City LGIP accounts.

RESOLUTION AUTHORIZING INVESTMENT
OF City of McCleary MONIES IN THE
LOCAL GOVERNMENT INVESTMENT POOL

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the authorized governmental entity, City of McCleary, the “governmental entity”, to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the McCleary City Council, the “governing body” or any designee of the governing body pursuant to this resolution, or a subsequent resolution; and

WHEREAS the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

WHEREAS the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

NOW THEREFORE, BE IT RESOLVED that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

BE IT FURTHER RESOLVED that the governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by Jenna Amsbury, Clerk-Treasurer and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

BE IT FURTHER RESOLVED that the governmental entity designates Jenna Amsbury Clerk-Treasurer (*title*), the “authorized individual” to authorize all amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

BE IT FURTHER RESOLVED that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual’s instructions until such time as said notice has been provided.

BE IT FURTHER RESOLVED that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual’s delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

BE IT FURTHER RESOLVED that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

PASSED AND ADOPTED by the _____ of the _____ State
of Washington on this _____ day of _____ 20____.

Mayor Chris Miller

Attorney Chris Coker