

City of Tenino

149 Hodgen Street South
Tenino, WA 98589

City Council Meeting
Tuesday, September 08, 2020 at 7:15 PM

Agenda

WORK SESSION

1. The Washington State Arts Commission has implemented new rules for the expenditure of funds under the "Creative District Capital Project Pilot Program" to include a 1:1 match requirement unless each of the jurisdictions that are recipients of the grant are able to qualify for some form of "Match Reduction." In addition, the amount available under the grant has been reduced from approximately \$70,000.00 to \$24,500, meaning that not only would the City have to fund everything above \$24,500, we would also have to contribute \$12,250.00 (or more). Meaning, the grant's real value to the City is only \$12,250.

CALL TO ORDER

AGENDA APPROVAL

2. Agenda for the September 8, 2020, Regular Meeting of the Tenino City Council.
Recommended action: Move to approve the agenda as modified by the Council.

APPROVAL OF MINUTES

3. Minutes of the August 25, 2020, Regular Meeting of the Tenino City Council.
Recommended action: Move to approve the minutes of the August 25, 2020, Regular Meeting of the Tenino City Council as presented.

CONSENT CALENDAR

4. Payroll EFT's in the amount of \$51,964.25 and Claims Checks #29313 through #29347, and other EFT's in the amount of \$60,256.99 for a Grand Total of \$112,221.24 (Note: Claims Check #29328 in the amount of \$143.64 was voided because it was a duplicate payment)

Recommended action: Move to approve EFT's and Vouchers as presented.

5. Liquor and Cannabis Licenses:

New Licenses: None.

Renewals: None

EXECUTIVE SESSION

PRESENTATIONS

6. Mayor Fournier wishes to appoint Ms. Kristi Lougheed as the City's next Chief of Police. She is present to introduce herself and answer any questions the Council may have.

PUBLIC COMMENTS

PUBLIC HEARING

PROCLAMATIONS

OLD BUSINESS

- [7.](#) The City Engineer has prepared a change order to the original construction contract for additional water infrastructure to be extended onto the Ag Park Property.

Recommended action: Move to approve the change order, as presented.

NEW BUSINESS

8. Mayor Fournier wishes to appoint Ms. Kristi Lougheed as Tenino's next Chief of Police.

Recommended action: Move to confirm Ms. Kristi Lougheed as Chief of Police.

9. Mayor Fournier wishes to appoint former Chief of Police Robert Swain as a Commissioner for the Tenino Civil Service Commission.

Recommended action: Move to confirm Mr. Robert Swain as Commissioner, Tenino Civil Service Commission.

RESOLUTIONS

ORDINANCES

REPORTS

10. 1) Chamber of Commerce
- 2) Economic Development Council (EDC)
- 3) Experience Olympia & Beyond (VCB)
- 4) Fire District #12

- 5) Library
- 6) Museum
- 7) Tenino Community Service Center

11. 1) ARCH Commission
- 2) Civil Service Commission
- 3) Planning Commission
- 4) Facade Improvement Grant Review Committee
- 5) Finance Committee
- 6) Public Safety Committee
12. 1) Chief of Police
- 2) Director of Public Works

- 3) City Planner / Building Official

- 4) City Attorney
- 5) Clerk/Treasurer
- 6) Mayor
13. 1) Bucoda/Tenino Healthy Action Team (BTHAT)
- 2) Community Investment Partnership (CIP)
- 3) Solid Waste Advisory Board
- 4) TCOMM/911
- 5) Tenino School Board
- 6) Thurston Regional Planning Council (TRPC)
- 7) South Thurston Economic Development Initiative (STEDI)
- 8) Transportation Policy Board

PUBLIC COMMENTS 2

ANNOUNCEMENTS

ADJOURNMENT

File Attachments for Item:

1. The Washington State Arts Commission has implemented new rules for the expenditure of funds under the "Creative District Capital Project Pilot Program" to include a 1:1 match requirement unless each of the jurisdictions that are recipients of the grant are able to qualify for some form of "Match Reduction." In addition, the amount available under the grant has been reduced from approximately \$70,000.00 to \$24,500, meaning that not only would the City have to fund everything above \$24,500, we would also have to contribute \$12,250.00 (or more). Meaning, the grant's real value to the City is only \$12,250.

Washington State Arts Commission Creative Districts Capital Project Pilot Program Grant Guidelines

Washington State Arts Commission (ArtsWA) administers several grant programs providing support for arts and culture organizations and arts education. The information below is specifically for the Creative Districts Capital Project Pilot (CDCPP) program.

All grant proposals must be submitted electronically, through ArtsWA's online form. You must create a user name and password before entering your application if you have not used the system before. Applications will be accepted between July 15, 2020 and September 15, 2020.

[Follow this link to get to the grant application.](#)

Program Background

Program purpose

The purpose of the Creative Districts Capital Project Pilot Program is to enable Washington State's eight (8) certified "Creative District" communities to make small-scale capital investments within the boundaries of their Districts. These projects will better enable those Districts to add community visibility, draw tourists, and bring in new activity and revenues.

The Creative Districts communities represent an impressive blend of Eastern and Western Washington, urban and rural, and medium- to small-sized cities and towns.

Projects include, but are not limited to, ready-to-go investments in wayfinding, lighting, signage, frontage improvements, electronic reader-board renovations, pathway connections, and more, all of which can be completed within the remainder of this biennium.

Steps in the grant process

STEP 1: Decide whether your project is feasible and you can meet all the grant criteria
Before submitting your grant application, we strongly encourage you do your homework. Take a look at our timeline for awarding funds to make sure that it fits with your cash-flow needs. Also, make sure you can certify that you have matching funds available before you submit your application.

STEP 2: Complete your application online

The CDCPP Grant Application is available online! To apply, please follow the link here: [Creative Districts Capital Project Pilot Program Grant Application](#)

STEP 3: Application review

Grant applications will be reviewed by ArtsWA staff as they are received. All applications must be submitted electronically by September 14, 2020.

STEP 4: Execute a contract

If your project is recommended for funding, ArtsWA will draft a contract with your organization before your project can begin and funds are disbursed.

STEP 5: Begin project

Your project can begin after your grant contract is signed with ArtsWA.

STEP 6: Submit reimbursement materials

This is a reimbursement-style grant. That means no advance payments, but we've worked hard to make the paperwork straightforward. Funds will likely become available by Fall of 2020. Reimbursements can be submitted to ArtsWA on a quarterly basis.

STEP 7: Submit final report

When your project is complete by or before June 30, 2021, submit your project report to ArtsWA.

Eligible organizations

Creative District administering organizations are eligible for the grant. The following types of organizations are eligible for this grant:

- Local governments (cities, towns, and counties)
- Nonprofits
- Special districts such as port, public utility, park and recreation, conservation, and school districts
- Tribal governments

The applicant must be the Creative District administering authority. This authority must certify that the final project will produce public benefit for at least five (5) years.

If the Creative District administering authority is not the owner of the property on which the project will be located, they must provide a binding partnership agreement with the property owner in order for the project to proceed. Applicants must demonstrate that their project will primarily benefit the community at large rather than the participating property owner's clients. *All* partnerships must provide a copy of an executed joint-operating agreement at the time of application that:

- Demonstrates that the final project will produce public benefit for at least 5 years
- establishes which party has authority to oversee execution of the project
- contains a contingency plan to address the possibility of dissolution or other change of ownership, with the objective being to protect public funds.

Project length

Projects in the CDCPP must be finished by June 30, 2021. Final reports for projects are due to ArtsWA no later than June 30, 2021.

Grant funding is reimbursed

For most grant programs, grant recipients must pay the bills and then request reimbursement for those costs. Grant funding is not awarded upfront, with rare exceptions.

Prevailing wages

Creative District Capital Project Pilot projects are subject to Washington State prevailing wage laws. See [Washington State Department of Labor & Industries' website](#) for more information.

Archeological surveys may be required

To protect archeological and cultural resources that may be damaged by construction, grant recipients must fill out a cultural resources form if they are disturbing land or buying land for later construction.

Governor's Executive Order 05-05 requires ArtsWA to send the information to the state Department of Archaeology and Historic Preservation and to consult with Native American Tribes. If a project is determined to affect resources, grant recipients may be required to conduct a professional survey or perform mitigation actions.

Please visit the [Department of Archaeology and Historic Preservation's Web site](#) for more detailed information.

Survey and Inventory Standards: [Washington State Standards for Cultural Resources Reporting](#).

Creative Districts Capital Pilot Project Match Requirements

Most grants require applicants to contribute to the project by providing either cash or other resources, such as staff labor or donations. The CDCPP grant requires a 100% percent match, meaning the applicant must contribute at least the same amount as the grant.

ArtsWA grants are intended to be the last source of funding for a project. In other words, before the commission awards the grant, the required match must be secured so the project can move forward.

All matching resources must meet the following criteria:

- Be an integral and necessary part of the approved project.
- Be part of the work identified in the application and grant agreement.
- Be for eligible work types or elements.
- Be committed to the project. ArtsWA rules governing projects apply to the grant applicant's match.

Matching resources must not be used as match in another board-funded project.

Eligible Match

A sponsor's matching share may include one or more of the following:

- Appropriations and cash
- Bonds—council or voter
- Donations—the value of using cash, equipment, labor, land, materials, property rights, or services
- Force account—the value of using sponsor's equipment, labor, or materials
- Proceeds of a letter of credit or binding loan commitment

Not Allowed as Match

- Existing sponsor assets such as real property or developments.

- Costs that are double counted. (A cost incurred by a sponsor in a project that already has been reimbursed or used as match in another ArtsWA project shall not be used as a match on another ArtsWA project.)
- Costs that are not eligible for grant assistance.
- Costs that are not necessary or an integral part of the project scope.
- Costs associated with meeting a mitigation requirement unrelated to the funded project.

Eligible costs

Capital budget funds may generally be used to pay for the following construction-related expenses incurred by the grantee:

- design, architectural, and engineering work;
- building permits/fees;
- archeological/historical review;
- construction labor and materials;
- demolition/site preparation;
- capitalized equipment;
- information technology infrastructure (cables and wiring);
- construction management (*from external sources only*);
- initial furnishings;
- landscaping, and
- real property when purchased specifically for the project, and associated costs.

Ineligible costs

All of our grants are intended to fund bricks and mortar. This is why the following costs are not eligible for reimbursement and *cannot be used to match state funds*:

- internal administrative activities;
- project management (from any sources);
- fundraising activities;
- feasibility studies;
- computers or office equipment;
- rolling stock (such as vehicles);
- lease payments for rental of equipment or facilities;
- mortgage or property leases (including long-term); and
- the moving of equipment, furniture, etc., between facilities.

Match Availability and Certification

To help ensure projects are ready for implementation upon approval, applicants must have matching funds available for expenditure before the Arts Commission approves funding. All applicants are required to sign and submit Certification of Match forms to ensure their projects are included in the funding recommendations. Applicants are advised to plan for projects whose match depends on citizen votes or passage of ballot measures. This certification is required with project application.

ArtsWA may declare projects ineligible if there is no guarantee that matching funds are available. Those projects may be passed over in favor of projects with the match in place. Such decisions are based on the Arts Commission's confidence in the applicants' ability to have the match in place when required.

Are in kind donations allowed? How should they be handled?

You may apply in-kind donations toward your match requirement. Eligible donations include property, labor (except when donated by applicant's paid staff), materials or equipment as long as their value can be properly assessed and documented. For example, the value of donated real estate must be documented by an appraisal performed by a certified professional appraiser or county assessment.

Professional labor is calculated as the rate a volunteer would normally charge for their services (must be documented with invoices). Nonprofessional labor is calculated at \$15/hour. However, we reserve the right to make the final determination regarding the acceptability of in-kind contributions.

The amount of in-kind labor or donations you can receive credit for in is capped at 25% of project costs, or up to 50% of total match requirement, whichever is lower. However, you can accept more than that in in-kind donations if it will help you to complete your project.

Match Reduction

Some local agencies may reduce their match in the CDDPP if they meet any of the match reduction criteria below. In order to determine eligibility, applicant must refer to the [United States Census Bureau's Quick Facts website](#) to find appropriate information about their community. Other sources of data will not be accepted.

- **Communities in need;** A city, town, tribe, or eligible special purpose district with 20,000 residents or fewer and a median household income less than \$70,116 (the 2018 state median household income, according to the U.S. Census Bureau). See our policy below for complete details.
- **Underserved populations;** A city, town, tribe, or special purpose district with a median household income less than \$70,116 (the state median household income), and a project in a census block group where the median household income is less than \$49,081.20 (70 percent of the state median household income). See our policy below for complete details.

Communities in Need

If the grant applicant administrator is in a city, town, tribe, or eligible special purpose district with 20,000 residents or fewer, and the median household income is less than the state median household income (\$70,116 as of 2018), the applicant's match is identified in Table 1.

Table 1. Minimum Match for Communities in Need Jurisdiction's Median Household Income as a Percent of State	
Median Household Income	Minimum Match Required
0-50%	50% (\$12,250 for 8-district grant pool)
50.01-60%	60% (\$14,700 for 8-district grant pool)
60.01-80%	75% (\$18,375 for 8-district grant pool)
80.01-99.99%	90% (\$22,050 for 8-district grant pool)

Additional requirements are as follows:

- At least 25% percent of total project cost must be provided in the form of a nonstate, non-federal contribution.

- If a project is sponsored by more than one organization, all must qualify for some match reduction. Minimum match shall be assigned based on the primary sponsor of the application.
- If the jurisdiction is home to a college or university and 20 percent or more of the jurisdiction’s population is college-enrolled (as identified by the U.S. Census Bureau), the jurisdiction’s median family income, and state’s median family income shall apply in place of its median household income and the state median household income. Removing the college-enrolled population will result in a smaller population and therefore the jurisdiction may be eligible for a reduced match.

Underserved Populations

If the grant applicant is a city, town, tribe, or special purpose district with a median household income less than the state median household income (\$70,116 as of 2018) , and the project is located in a census block group where the median household income is less than 70 percent of the state median household income, the following minimum match in Table 2 applies.

Table 2. Minimum Match for Underserved Populations Census Block Group’s Median Household Income as a Percent of State Median Household Income	
Percent of Income	Minimum Match Required
0-55%	50% (\$12,250 for 8-district grant pool)
55.01-60%	60% (\$14,700 for 8-district grant pool)
60.01-65%	75% (\$18,375 for 8-district grant pool)
65.01-69.99%	90% (\$22,050 for 8-district grant pool)

Additional requirements are as follows:

- At least 25% percent of total project cost must be provided in the form of a nonstate, non-federal contribution.
- If a project is sponsored by more than one organization, all must qualify for some match reduction. Minimum match shall be assigned based on the primary sponsor of the application.
- If the jurisdiction is home to a college or university and 20 percent or more of its population is college enrolled (as identified by the U.S. Census Bureau), the jurisdiction’s median family income, and state’s median family income shall apply in place of its median household income, and state median household income. Removing the college-enrolled population also may qualify the jurisdiction for the community in need policy.

Policy Intent

- Reduce the match required for smaller jurisdictions whose ability to raise match is constrained.
- For a low-income jurisdiction (city, town, tribal area, eligible special purpose district) of any population size, reduce the match required for projects in a census block where the income is less than the jurisdiction as a whole.
- Provide relief to agencies and organizations impacted by the COVID-19 pandemic so they can continue their investments in support of community development, and economic development goals.

Application process

All grant proposals are reviewed by staff. The evaluation meetings and most of the application materials are open to the public.

Page 1: Contact Information

This section includes basic information concerning your organization and proposal, including contact information and other pertinent data. This section must be completed in its entirety.

Page 2: Project Description

Please answer thoroughly and to the best of your ability. Provide cross streets if there is no project address, the parcel number(s) of the project site, the name(s) of any organizations that will be doing the work, and their contact information.

Page 3: Budget

When listing your project budget, *please use eligible costs only*. This will be different from your *total* project budget, and includes only capital costs that this grant can reimburse. For more information about what costs are eligible, please refer to above section.

Page 4: Documents

The Documents section of the application is where you will upload the documents required or requested for the application. Please save forms or documents on your computer, complete and then upload to using the “Upload” button provided. All documents required for your project must be completed and submitted with the application. Failure to provide the requested documentation or providing inaccurate information may result in the proposal being disqualified.

File Attachments for Item:

3. Minutes of the August 25, 2020, Regular Meeting of the Tenino City Council.

Recommended action: Move to approve the minutes of the August 25, 2020, Regular Meeting of the Tenino City Council as presented.

City Council Meeting Tuesday, August 25, 2020

Minutes

WORK SESSION

Mayor Fournier called the work session to order at 7:15 pm.

PRESENT

Councilmember Linda Gotovac
Councilmember Dave Watterson
Councilmember John O'Callahan
Councilmember Jason Lawton

ABSENT

Councilmember Rachel Davidson

1. The Tenino Community Service Center (TCSC) is working with the US Department of Housing and Urban Development to obtain a new, refrigerated, delivery truck. One of the requirements is that they must be able to show a secure storage location when the truck is not being used. TCSC has identified an area within their "footprint" that can be fenced off to meet that requirement. They have selected a contractor to install the fence and have asked the City for financial assistance.

Because TCSC provides much-needed assistance to Tenino residents, in some cases, the only assistance available within the City, and because the COVID-19 pandemic has increased both the volume and quantity of food required to be distributed, it is in the best interests of the City to support TCSC in their effort to secure the truck.

Because it is sometimes necessary to load the truck and park it overnight, there is also a requirement to provide "shore power" to the truck to run the refrigeration units. There is no "shore power" outlet currently available, and it is estimated to cost approximately \$1500, it is also in the City's best interest to assist TCSC in establishing "shore power" capability.

Because this issue is a direct result of the government response to the COVID-19 pandemic, this grant will be eligible for reimbursement through CARES Act funding.

Ms. Pat Haller and Ms. Jody Stoltz, Tenino Community Services, explained the need for a fence and "shore power" for the new refrigerated delivery truck they expect to receive from the federal Department of Housing and Urban Development and why they are asking the City for assistance.

2. Thurston County proposes to replace the Health and Human Services Council (HHSC) with a Regional Housing Council (RHC).

The proposed Interlocal Agreement (ILA) for the RHC uses the same methodology for representation as does the TCOMM/911 ILA in that Tenino would not have a voting seat on the

Council, unless Tenino were elected by all those entities who represent less than 5% of the County's inhabitants.

Even so, the City would be required to provide a "decision-maker" to each Council Meeting and may be required to provide both in-kind contributions, as well as funds (under certain conditions).

Mayor Fournier led a discussion regarding the County's proposal for replacing the HHSC with the RHA.

CALL TO ORDER

Mayor Fournier called to order the regular session of the Council at 7:30 pm.

PRESENT

Councilmember Linda Gotovac
 Councilmember Dave Watterson
 Councilmember John O'Callahan
 Councilmember Jason Lawton

ABSENT

Councilmember Rachel Davidson

AGENDA APPROVAL

3. Agenda for the August 25, 2020, Regular Meeting of the Tenino City Council.

Recommended action: Move to approve the agenda as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Watterson.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton.

Motion passes 4/0.

APPROVAL OF MINUTES

4. Minutes of the August 11, 2020, Regular Meeting of the Tenino City Council.

Recommended action: Move to approve the minutes of the August 11, 2020, Regular Meeting of the Tenino City Council as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton.

Motion passes 4/0.

CONSENT CALENDAR

5. Payroll EFT's in the amount of \$18,057.40 and Claims Checks #29284 through #29312, and other EFT's in the amount of \$65,309.63 for a Grand Total of \$83,367.03

Recommended action: Move to approve EFT's and Vouchers as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Watterson.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton.

Motion passes 4/0.

6. Liquor and Cannabis Licenses:

New Licenses: None.

Renewals: Change of Corporate Officers: Nine Dragons Project, LLC

Recommended action: Move to approve the LCB applications as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Watterson.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton.

Motion passes 4/0.

EXECUTIVE SESSION. None.

PRESENTATIONS. None.

PUBLIC COMMENTS. None.

PUBLIC HEARING. None.

PROCLAMATIONS

7. Tuesday, September 22, 2020 is National Voter Registration Day.

Recommended action: Move to declare September 22, 2020, Voter Registration Day in the City of Tenino.

Mayor Fournier read the proposed proclamation and asked the Council to issue the proclamation.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton.

Motion passes 4/0.

OLD BUSINESS. None.

NEW BUSINESS

8. The Administration wishes Council to approve a one-time grant in the amount of \$4416.00 in favor of the Tenino Community Service Center (TCSC), doing business as Tenino Food Bank Plus, to enable them to meet HUD requirements for the overnight storage of a new delivery truck .

Recommended action: Move to approve a one-time grant in the amount of \$4416.00 for the Tenino Community Service Center

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton.

Motion passes 4/0.

9. Thurston County proposes to replace the Health and Human Services Council (HHSC) with a Regional Housing Council (RHC).

Recommended action: Move to reject the proposal unless each City and Town in the County is provided a voting seat on the Council.

After discussing the issue thoroughly during the Work Session, and following additional discussion during the Business Meeting, the Council accepted the Staff's recommendation.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac.

Voting Yea: Councilmember Gotovac, Councilmember O'Callahan, Councilmember Lawton

Voting Nay: Councilmember Watterson.

Motion passes 3/1.

RESOLUTIONS. None**ORDINANCES. None****REPORTS**

10. 1) Chamber of Commerce
- 2) Economic Development Council (EDC)
- 3) Experience Olympia & Beyond (VCB)
- 4) Fire District: Councilmember O'Callahan reported the Fire District are doing their own Training Academy with about 8-12 participants.
- 5) Library: Mayor Fournier advised Council the Library has decided to remain closed to the public as they want extra cleaning above the contract that is between the City and them. However, we are unable to provide any extra cleaning due to budget and lack of employees.
- 6) Museum: Councilmember O'Callahan reported they are up and running.

7) Tenino Community Services: Jody reported they have partnered with the Veterans Group to provide clothing to Veterans who are in need. They will have a closet on the site of the Food Bank for them to use.

11. 1) ARCH Commission

2) Civil Service Commission

3) Planning Commission

4) Facade Improvement Grant Review Committee

5) Finance Committee: Mayor Fournier requests they meet to review the budget and review if and when they can release the freeze on the employee step increases.

6) Public Safety Committee

12. 1) Chief of Police: Mayor Fournier reported Thurston Co. Sheriff's Office is requesting an increase in jail costs. He also informed everyone Chief Swain is retiring but the Mayor would like Council to appoint him to the Civil Service Commission. Chief Swain appeared and thanked Mayor and Council for his time here and their confidence in him.

2) Director of Public Works

3) City Planner / Building Official

4) City Attorney

5) Clerk/Treasurer: C/T Millard went over his attached report.

6) Mayor

13. 1) Bucoda/Tenino Healthy Action Team (BTHAT)

2) Community Investment Partnership (CIP)

3) Solid Waste Advisory Board: Councilmember Waterson reported the County's Solid Waste Plan has finally been submitted to the Department of Ecology for their review.

4) TCOMM/911

5) Tenino School Board

6) Thurston Regional Planning Council (TRPC)

7) South Thurston Economic Development Initiative (STEDI)

8) Transportation Policy Board

PUBLIC COMMENTS 2. None.

ANNOUNCEMENTS

Councilmember O'Callahan explained a new media outlet that is focused solely on positive news articles will be in the Tenino area and would like to meet with the Mayor and C/T Millard regarding positive happenings in Tenino.

ADJOURNMENT

Mayor Fournier adjourned the meeting at 8:12 pm.

File Attachments for Item:

4. Payroll EFT's in the amount of \$51,964.25 and Claims Checks #29313 through #29347, and other EFT's in the amount of \$60,256.99 for a Grand Total of \$112,221.24 (Note: Claims Check #29328 in the amount of \$143.64 was voided because it was a duplicate payment)

Recommended action: Move to approve EFT's and Vouchers as presented.

Consent Calendar consisting of August 26, 2020 through September 08, 2020:

- Payroll EFT's in the amount of \$51,964.25**
- Claims Checks #29313 through #29347 voided and EFT's in the amount of \$60,256.99**

for a grand total of \$112,221.24.

Claim check #29328 in the amount of \$143.64 duplicate payment.

**Liquor and Cannabis License Applications/
Renewals:**

CHECK REGISTER

4.

City Of Tenino
MCAG #: 0757

08/26/2020 To: 09/08/2020

Time: 14:29:03 Date: 09/08/2020
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3214	09/08/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	6.25	09/05/2020
3217	09/08/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	2.50	09/06/2020
3097	08/26/2020	Claims	5	29313	Access Security	2,410.22	
3224	09/08/2020	Claims	5	29314	911 Supply - Keizer	1,070.82	
3225	09/08/2020	Claims	5	29315	Axon Enterprise Inc	226.80	
3226	09/08/2020	Claims	5	29316	Correct Equipment	9,768.73	
3227	09/08/2020	Claims	5	29317	Dragon Analytical Laboratory	764.00	
3228	09/08/2020	Claims	5	29318	Hillier, Scheibmeir & Kelly, PS	938.45	
3229	09/08/2020	Claims	5	29319	Joes Refuse	929.78	
3230	09/08/2020	Claims	5	29320	Kelley Connect	178.72	
3231	09/08/2020	Claims	5	29321	Lakeside Industries	393.37	
3232	09/08/2020	Claims	5	29322	Law Office of Richard L. Hughes PLLC	7,837.50	
3233	09/08/2020	Claims	5	29323	Miles Sand And Gravel Company	1,400.83	
3234	09/08/2020	Claims	5	29324	Mountain Mist Water	58.53	
3235	09/08/2020	Claims	5	29325	Municipal Code Corporation	1,125.00	
3236	09/08/2020	Claims	5	29326	North Sky Communications	753.84	
3237	09/08/2020	Claims	5	29327	Pitney Bowes Global Financial Svcs	143.64	
3238	09/08/2020	Claims	5	29328	Pitney Bowes	143.64	<i>VOID Duplicate</i>
3239	09/08/2020	Claims	5	29329	Puget Sound Energy	4,854.41	
3240	09/08/2020	Claims	5	29330	Quill	115.68	
3241	09/08/2020	Claims	5	29331	Recycle Services	21.00	
3242	09/08/2020	Claims	5	29332	Retail Lockbox Merchant Services, LLC	53.00	
3243	09/08/2020	Claims	5	29333	Tenino Marketfresh	61.86	
3244	09/08/2020	Claims	5	29334	Tenino Telephone Co	1,684.05	
3245	09/08/2020	Claims	5	29335	City Of Tenino	4,602.57	
3246	09/08/2020	Claims	5	29336	Thurston Co Emergency Mgt	340.00	
3247	09/08/2020	Claims	5	29337	Thurston Co Treasurer	15.48	
3248	09/08/2020	Claims	5	29338	USA BlueBook	688.54	
3249	09/08/2020	Claims	5	29339	Utilities Underground Location	9.24	
3250	09/08/2020	Claims	5	29340	Voyager Fleet System	1,164.62	
3251	09/08/2020	Claims	5	29341	WA Dept of Enterprise Services	280.00	
3252	09/08/2020	Claims	5	29342	WA State Dept of Enterprise Services	280.00	
3253	09/08/2020	Claims	5	29343	WA State Dept of Health	6,686.39	
3254	09/08/2020	Claims	5	29344	WA State Treasurer	852.44	
3255	09/08/2020	Claims	5	29345	Water & Wastewater Svcs, Inc	6,933.00	
3256	09/08/2020	Claims	5	29346	Wells Fargo Vendor Fin Serv	411.70	
3257	09/08/2020	Claims	5	29347	Wilson Parts Corporation	45.67	

001 General Government Fund #001	59,023.32
002 Quarry Pool Fund #002	85.15
101 City Street Fund #101	3,541.96
401 Water Fund	10,529.38
402 Water Capital Imp Fund	7,374.93
410 Sewer Fund	20,640.58
421 Sewer Capital Improvement Fund	11,169.56

Claims: 60,400.63
 Payroll: 51,964.25
40,250.99
112,221.24

CHECK REGISTER

4.

City Of Tenino
MCAG #: 0757

08/26/2020 To: 09/08/2020

Time: 14:29:03 Date: 09/08/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3090	08/26/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	10.00	
3102	08/27/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	6.25	
3112	08/28/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	6.25	
3133	09/01/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	2.50	
3137	09/01/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	2.50	
3140	09/01/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	2.50	
3143	09/01/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	10.00	
3148	08/31/2020	Claims	5	EFT	TriSource Solutions LLC	406.04	Discount And Other Fees For August, 2020
3152	09/02/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	6.25	
3165	09/05/2020	Payroll	5	EFT	Bennett H Barnes	452.07	
3166	09/05/2020	Payroll	5	EFT	Rachel L Davidson	92.10	
3167	09/05/2020	Payroll	5	EFT	Wayne R Fournier	888.47	
3168	09/05/2020	Payroll	5	EFT	Linda Gotovac	69.07	
3169	09/05/2020	Payroll	5	EFT	Jason A Lawton	69.07	
3170	09/05/2020	Payroll	5	EFT	John J O'Callahan	69.07	
3171	09/05/2020	Payroll	5	EFT	David A Watterson	92.10	
3172	09/05/2020	Payroll	5	EFT	Veronica A Barnes	1,340.25	
3173	09/05/2020	Payroll	5	EFT	Miles Cannon	1,514.93	
3174	09/05/2020	Payroll	5	EFT	Troy LK Cannon	1,888.54	
3175	09/05/2020	Payroll	5	EFT	Samantha L Garcia	1,565.60	
3176	09/05/2020	Payroll	5	EFT	Brent L Gibbs	1,997.55	
3177	09/05/2020	Payroll	5	EFT	John C Millard	1,837.03	
3178	09/05/2020	Payroll	5	EFT	Jason M Plaja	2,333.07	
3179	09/05/2020	Payroll	5	EFT	Maria Rodriguez	1,222.20	
3180	09/05/2020	Payroll	5	EFT	Jennifer N Scharber	1,044.04	
3181	09/05/2020	Payroll	5	EFT	Seth D Sharp	1,735.83	
3182	09/05/2020	Payroll	5	EFT	Robert Swain	1,873.27	
3183	09/05/2020	Payroll	5	EFT	Robert D Thornburg	1,736.28	
3184	09/02/2020	Payroll	5	EFT	Timberland Bank	13,683.17	941 Deposit for Pay Cycle(s) 08/20/2020 - 08/20/2020; 941 Deposit for Pay Cycle(s) 09/05/2020 - 09/05/2020
3185	09/02/2020	Payroll	5	EFT	WA State Dept of Retirement Systems	8,932.83	Pay Cycle(s) 08/01/2020 To 08/31/2020 - LEOFF II; Pay Cycle(s) 08/01/2020 To 08/31/2020 - PERS II
3186	09/02/2020	Payroll	5	EFT	AWC Benefits Trust	124.44	Pay Cycle(s) 08/01/2020 To 08/31/2020 - AWC Disability
3187	09/02/2020	Payroll	5	EFT	AWC Benefits Trust	7,403.27	
3190	09/03/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	7.50	
3191	09/02/2020	Claims	5	EFT	Excise WA State Dept Of Revenue	2,671.07	August 2020 Excise Tax Payments
3199	09/04/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	8.75	
3211	09/08/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	8.75	9/4/2020

File Attachments for Item:

7. The City Engineer has prepared a change order to the original construction contract for additional water infrastructure to be extended onto the Ag Park Property.

Recommended action: Move to approve the change order, as presented.

CHANGE ORDER

(Instructions on reverse side)

No. 1

PROJECT: Ag Park Water & Sewer Extension

DATE OF ISSUANCE: September 8, 2020 EFFECTIVE DATE: September 8, 2020

OWNER: City of Tenino

OWNER's Contract No.: N/A

CONTRACTOR: Barcott Construction

ENGINEER: Gibbs & Olson, Inc.

You are directed to make the following changes in the Contract Documents.

Description: Add water line work on the future Ag Park site itself per the attached drawings.

Reason for Change Order: Expanded scope of work with available budget.

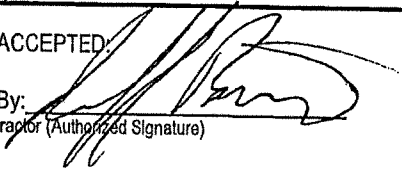
This change order includes all direct and indirect costs for labor, equipment, materials and the time required for completion of the work described delivered to the Owner ready for use.

Attachments: (List documents supporting change) Drawings WT-01 through WT-03 , gravel landing and spreadsheet with new unit prices for new task items.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price	Original Contract Times
<u>\$ 236,222.77 incl. sales tax</u>	Substantial Completion: <u>60 Calendar Days</u> Ready for final payment: <u>80 Calendar days</u> days or dates
Net changes from previous Change Order No. <u> </u> to No. <u> </u>	Net changes from previous Change Order No. <u> </u> to No. <u> </u>
<u>\$ N/A</u>	<u>N/A</u> days
Contract Price prior to this Change Order	Contract Times prior to this Change Order
<u>\$ 236,222.77 incl. sales tax</u>	Substantial Completion: <u>60 Calendar days</u> Ready for final payment: <u>80 Calendar days</u> days or dates
Net Increase of this Change Order	Net Increase (decrease) of this Change Order
<u>\$155,000.00</u>	<u>80 Calendar days</u> days
Contract Price with all approved Change Orders	Contract Times with all approved Change Orders
<u>\$391,222.77 incl. sales tax</u>	Substantial Completion: <u>140 Calendar days</u> Ready for final payment: <u>160 Calendar days</u> days or dates

RECOMMENDED:
By: _____
Engineer (Authorized Signature)

APPROVED:
By: _____
Owner (Authorized Signature)

ACCEPTED:
By: 
Contractor (Authorized Signature)

Date: _____

Date: _____

Date: 9/3/2020

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Contract Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating change order items to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed any effect of a Change Order thereon should be addressed.

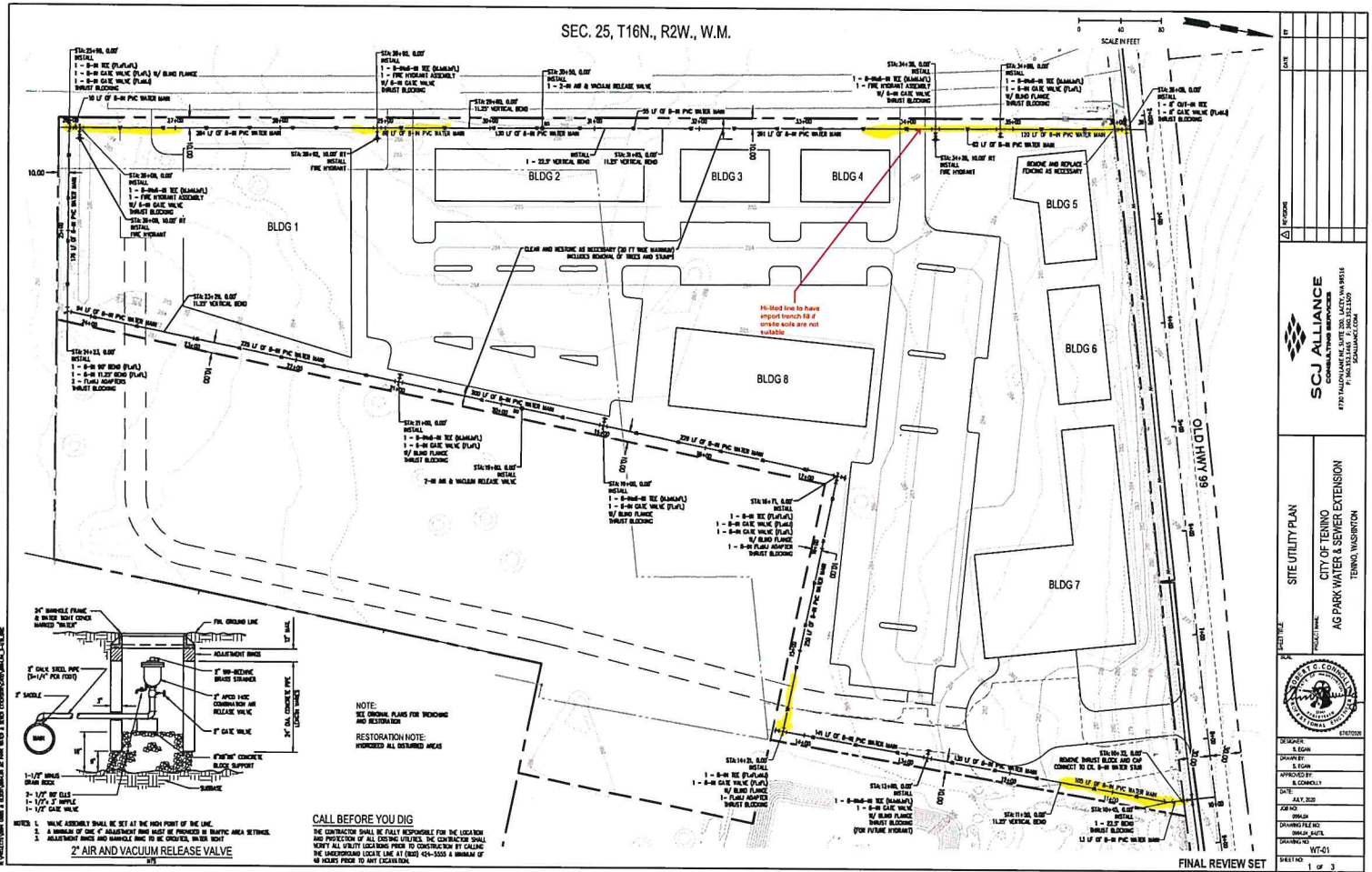
For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order may be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Contractor for approval. After approval by Contractor, all copies should be sent to Owner for approval. Engineer should make distribution of executed copies after approval by Owner.

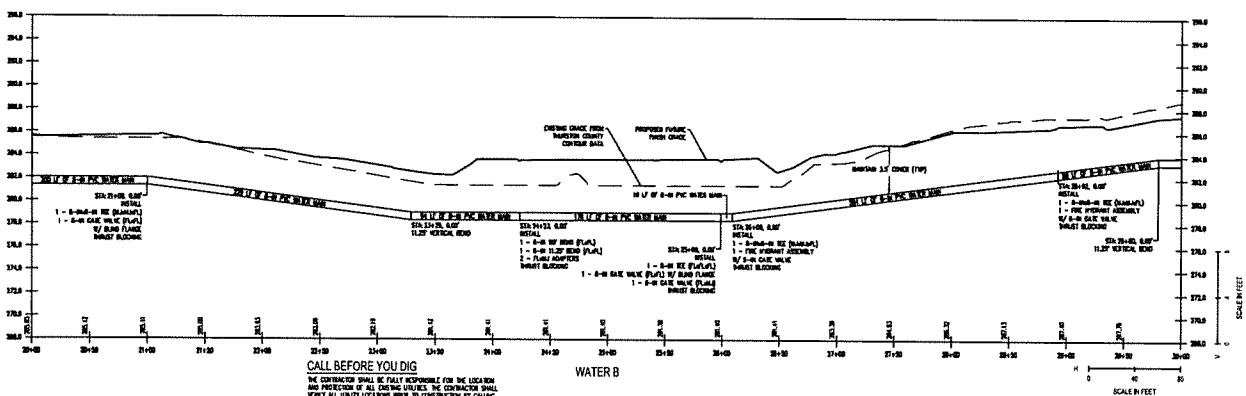
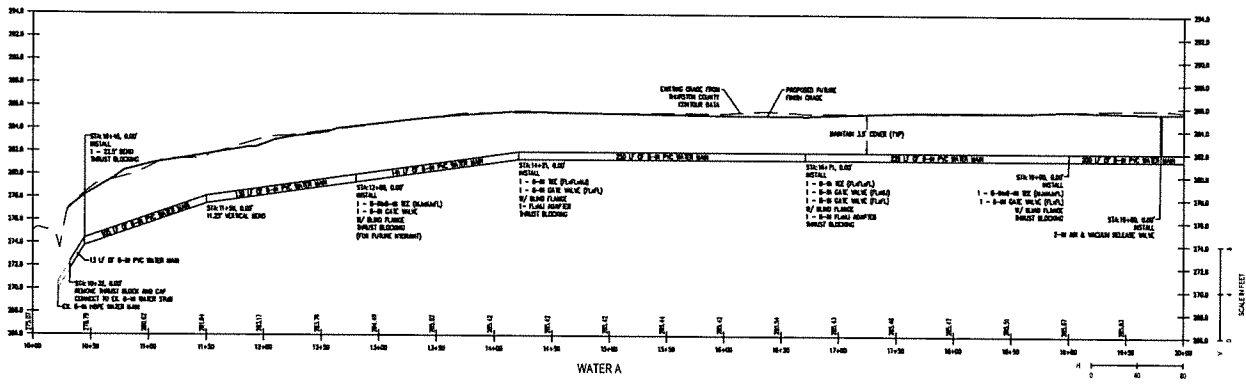
If a change only applies to Contract Price or to Contract Times, cross out the part of the tabulation that does not apply.



DATE	
REVISION	
PROJECT	SITE UTILITY PLAN
CITY	CITY OF TENNESSEE
PROJECT NAME	AS PARK WATER & SEWER EXTENSION
LOCATION	TENNESSEE, WASHINGTON
DESIGNED BY	A. EGAN
DRAWN BY	A. EGAN
APPROVED BY	A. CONNELLEY
DATE	JULY 2024
SCALE	
PROJECT NO.	
DRAWING NO.	WT-01
SHEET NO.	1 OF 3

SCJ ALLIANCE
 CONSULTING ENGINEERS
 4730 HALLMARK BLVD, SUITE 200, LITTLE ROCK, AR 72117
 TEL: 501-225-1100 FAX: 501-225-1101
 WWW.SCJALLIANCE.COM

SEC. 25, T16N., R2W., W.M.



CALL BEFORE YOU DIG
 THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING THE UNDERGROUND UTILITY LINE #1 (800) 521-3333 A MINIMUM OF 48 HOURS PRIOR TO ANY EXCAVATION.

DATE	
BY	
REVISION	

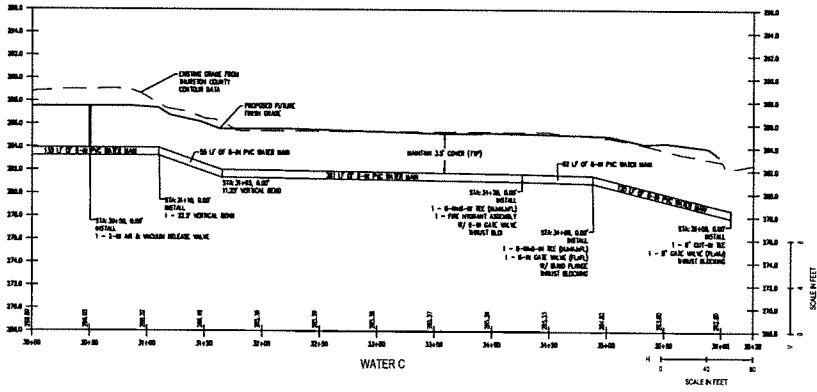
SCJ ALLIANCE
 CONSULTING ENGINEERS
 1715 HANCOCK AVENUE, SUITE 110
 BOULDER, CO 80501

PROJECT: WATER PROFILE A, STA 10+00 - 20+00
 WATER PROFILE B, STA 20+00 - 30+00
 CITY OF TERRENO
 AG PARK WATER & SEWER EXTENSION
 TERRENO, MONTANA



DATE	07/20/24
DESIGNED BY	5/2024
DRAWN BY	5/2024
CHECKED BY	5/2024
SCALE	AS SHOWN
DATE	JULY 2024
PROJECT	AG PARK
PROJECT NO.	24000001
DATE	07/20/24
SCALE	AS SHOWN

SEC. 25, T16N., R2W., W.M.

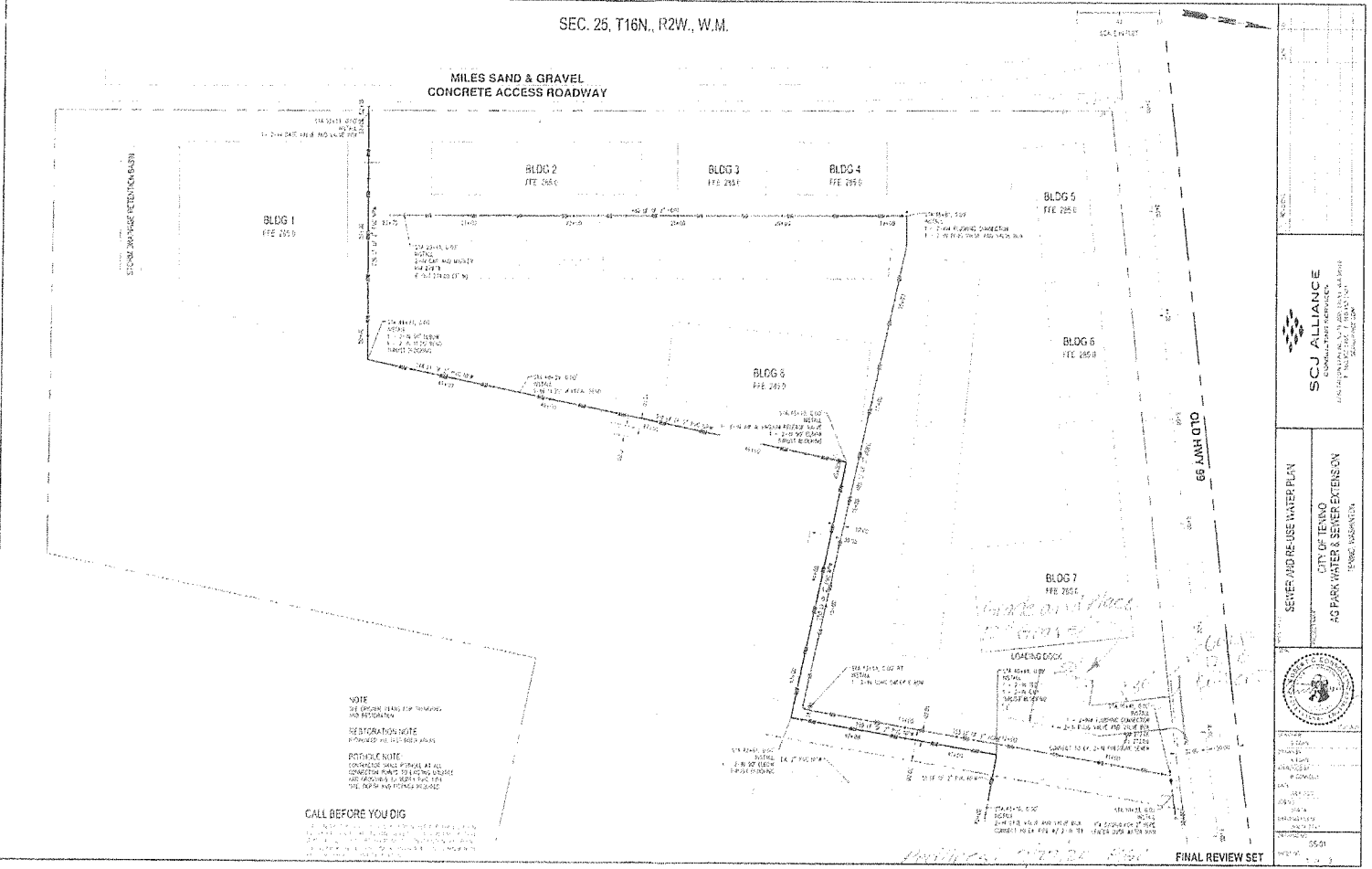


CALL BEFORE YOU DIG
 THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL MARK ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING THE UNDERGROUND UTILITY LINE #1 (800) 551-3000 A MINIMUM OF 48 HOURS PRIOR TO ANY EXCAVATION.

DATE	
BY	
REVISION	
NO.	
DESCRIPTION	
<p>SCJ ALLIANCE CONSULTING ENGINEERS 4755 HAWTHORNE AVENUE FORT WORTH, TEXAS 76107 817.332.4120 SCJALLIANCE.COM</p>	
<p>CITY OF TERMINO AG PARK WATER & SEWER EXTENSION TERMINO, INDIAN TERRITONE</p>	
DESIGNED BY	
DRAWN BY	
APPROVED BY	
SITE	
DATE	
SCALE	
PROJECT NO.	
DATE	
BY	
DATE	
BY	
DATE	

SEC. 25, T16N., R2W., W.M.

MILES SAND & GRAVEL
CONCRETE ACCESS ROADWAY



TENINO AG SITE
 WM EXT. CONST. COST EST
 27-Aug-20

Prepared by: M. Marshall

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	AMOUNT
2	MOBILIZATION	LS	LS	10%	17,000
NEW	CLEARING OF TREES & BRUSH	LS	LS	2,000	2,000
8	IMPORTED TRENCH BACKFILL	700	TON	22	15,400
9	NATIVE TRENCH BACKFILL	1000	CY	11	11,000
12	TRECH EXCAVATION	1,500	CY	10.45	15,675
14	8" PVC WM	2,700	LF	20.55	55,485
16	8" GATE VALVE	6	EA	1570	9,420
17	FH ASSEMBLY	4	EA	5,000	20,000
22	HYDROSEEDING	10,000	SY	0.88	8,800
NEW	AIR-VAC ASSEMBLY	2	EA	5,000	10,000
NEW	6" GATE VALVE	2	EA	1,500	3,000
NEW	8" TEE	4	EA	515	2,060
NEW	8x8x6 TEE	2	EA	475	950
NEW	Construction Entrance	1	LS	3,000	3,000
				SUBTOTAL	173,790
				7.9% TAX	13,729
				TOTAL	\$ 187,519.41

File Attachments for Item:

12. 1) Chief of Police
- 2) Director of Public Works
- 3) City Planner / Building Official
- 4) City Attorney
- 5) Clerk/Treasurer
- 6) Mayor

- HOME
- SHOP
- CERTIFICATION
- RADAR REPAIR
- RADAR GUNS
- LASER GUNS
- ACCESSORIES
- ARTICLES
- CONTACT US
- ABOUT

HOME / BROWSE BY FEATURE / FASTEST FEATURE / STALKER II (2) – MOVING/STATIONARY RADAR GUN



Stalker II (2) – Moving/Stationary radar gun

\$1,595.00

Moving/Stationary Ka band Stalker 2 handheld Directional Radar with Fastest, same and opposite moving. Comes with hard shell foam lined carry case, dash bracket, battery handle, charging and power cord, remote control, certification, operators manual, tuning forks, and 1 year warranty.

1

Add to cart

Categories: **Radar Guns, Stalker Radar Guns, Hand-Held Radar Guns, Ka-Band Units, KPH Radars, Fastest Feature, Same Direction/Moving Feature, Directional Capability**

» Radar Guns

- >> All Radar Guns
- >> Kustom Radar Guns
- >> Decatur Radar Guns
- >> Stalker Radar Guns
- >> MPH Radar Guns
- >> Hand-Held Radar Guns
- >> Fixed / Mounted Radar Units
- >> Sports and Specialty Radar

» Radar Accessories

12. Agency Vehicle Solutions LLC
 Black Lake Blvd SW
 Tumwater, WA 98512 US
 360-915-9421
 cmp.evs@gmail.com
 Evsnw.com

Estimate



ADDRESS
Tenino PD

ESTIMATE #	DATE	EXPIRATION DATE
1193	08/11/2020	09/10/2020

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		Radar System Install			
	G3 KADB	Decatur G3 Dual Antenna Radar Sytstem	1	1,999.95	1,999.95T
	Lab	Labor to install radar system	2.50	85.00	212.50T
	Parts Charge 2	Admin	1	50.00	50.00T

SUBTOTAL 2,262.45
 TAX (9.4%) 212.67
TOTAL \$2,475.12

Accepted By

Accepted Date