

# City of Tenino

149 Hodgen Street South  
Tenino, WA 98589

**City Council Meeting**  
**Tuesday, August 26, 2025 at 6:30 PM**

## **Agenda**

1. Amended Consent Calendar for July 09, 2025 through July 22, 2025 consisting of Payroll Check #33440 and EFT's in the amount of \$107,313.37 and Claims Checks #33440 through #33465 and EFT's in the amount of \$51,570.11 for a Grand Total of \$158.883.48.

Wrong dates used to capture the amounts presented on the consent calendar.

**Recommended Action:** Motion to approve the amended Consent Calendar from July 22, 2025.

### **WORK SESSION**

#### **AGENDA APPROVAL**

1. Agenda Approval

**Recommended Action:** Motion to approve the 08/26/2025 agenda as presented.

#### **APPROVAL OF MINUTES**

2. Approval of Minutes

**Recommended Action:** Motion to approve the 8/12/2025 minutes as presented.

#### **CONSENT CALENDAR**

3. Consent Calendar for August 13, 2025 through August 26 , 2025 consisting of:

Payroll EFT's in the amount of \$51,166.99 and Claims Checks #33523 through #33552 and EFT's in the amount of \$558,105.18 for a Grand Total of \$609,272.17.

Liquor License Renewals: None

**Recommended Action:** Move to approve the consent calendar as presented.

4. Treasurer's Report July 1, 2025 - July 31, 2025

### **EXECUTIVE SESSION**

### **PRESENTATIONS**

### **PUBLIC COMMENTS**

**PUBLIC HEARING**

**PROCLAMATIONS**

**OLD BUSINESS**

- 5. Six Year Transportation Improvement Program from 2026-2031.

**Recommended Action:** Motion to approve.

**NEW BUSINESS**

- 6. Springbrook Support Plus contract \$10,000.00 - \$5,000.00 due upon signing. \$5,000.00 due next quarter (January 1). This contract is for added support for Springbrook, the city's Financial, HR, and Utilities software. This will enable out Utilities Clerk, Police Clerk and Treasurer added support during Budget and Year-end.

**Recommended Action:** Motion to approve.

- 7. November 11th Council Meeting - Veteran's Day Holiday

The first council meeting in November (November 11, 2025) is also a City Observed Holiday. Does the council still want to meet, cancel the meeting, or change the meeting date? If changed I will need to update the Budget Calendar.

**Recommended Action:** Motion to approve.

**RESOLUTIONS**

**ORDINANCES**

**REPORTS**

**8. Outside Agency**

- 1) Chamber of Commerce
- 2) Economic Development Council (EDC)
- 3) South Thurston Economic Development Initiative (STEDI)
- 4) ARCH Commission 5) Experience Olympia & Beyond (VCB)
- 5) Timberland Regional Library

**9. 13. Committees/Commissions**

- 1) Civil Service Commission
- 2) Finance Committee
- 3) Planning Commission
- 4) Public Safety Committee

5) Public Works Committee

**10. 14. Staff**

- 1) Chief of Police
- 2) Director of Public Works
- 3) Code Enforcement/Building Inspector
- 4) PARC Specialist
- 5) Clerk/Treasurer
- 6) Mayor

**11. 15. Liaisons**

- 1) Bucoda/Tenino Healthy Action Team (BTHAT)
- 2) Solid Waste Advisory Board
- 3) TCOMM/911
- 4) Tenino School Board
- 5) Thurston Regional Planning Council (TRPC)
- 6) Transportation Policy Board
- 7) Thurston County Commissioner's Office
- 8) Legislature

**PUBLIC COMMENTS 2**

**ANNOUNCEMENTS**

**ADJOURNMENT**

**File Attachments for Item:**

1. Amended Consent Calendar for July 09, 2025 through July 22, 2025 consisting of Payroll Check #33440 and EFT's in the amount of \$107,313.37 and Claims Checks #33440 through #33465 and EFT's in the amount of \$51,570.11 for a Grand Total of \$158,883.48.

Wrong dates used to capture the amounts presented on the consent calendar.

**Recommended Action:** Motion to approve the amended Consent Calendar from July 22, 2025.

# CHECK REGISTER

City Of Tenino

Time: 08:46:20 Date: 08/19/2025

07/09/2025 To: 07/22/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2327	07/09/2025	Payroll	5	EFT	AWC Benefits Trust	11,175.63	Pay Cycle(s) 05/20/2025 To 06/05/2025 - AWC
2328	07/09/2025	Payroll	5	EFT	AWC Benefits Trust	12,197.47	Pay Cycle(s) 06/20/2025 To 07/05/2025 - AWC
2368	07/11/2025	Payroll	5	EFT	WA State Dept of Labor & Industries	7,145.47	2ND Quarter L&I: 04/20/2025 - 07/05/2025
2398	07/15/2025	Payroll	5	EFT	WA State Dept of Retirement Systems	9,951.88	Pay Cycle(s) 05/20/2025 To 06/05/2025 - PERS II
2409	07/18/2025	Payroll	5	EFT	WA State Dept of Retirement Systems	4,292.36	Pay Cycle(s) 06/20/2025 To 07/05/2025 - LEOFF II
2410	07/18/2025	Payroll	5	EFT	WA State Dept of Retirement Systems	9,583.59	Pay Cycle(s) 06/20/2025 To 07/05/2025 - PERS II
2422	07/20/2025	Payroll	5	EFT	Robert A Auderer	2,801.05	
2423	07/20/2025	Payroll	5	EFT	Veronica A Barnes	2,734.76	
2424	07/20/2025	Payroll	5	EFT	Miles Cannon	2,565.48	
2425	07/20/2025	Payroll	5	EFT	Troy LK Cannon	3,045.09	
2426	07/20/2025	Payroll	5	EFT	Ellie Chance	326.35	
2427	07/20/2025	Payroll	5	EFT	Jessica Davis	1,787.86	
2428	07/20/2025	Payroll	5	EFT	Brent L Gibbs	2,416.98	
2429	07/20/2025	Payroll	5	EFT	Gabe Hart	493.33	
2431	07/20/2025	Payroll	5	EFT	Aaron Lee	3,579.29	
2432	07/20/2025	Payroll	5	EFT	Amy Levanell	527.49	
2433	07/20/2025	Payroll	5	EFT	Josiah Marzolf	500.91	
2434	07/20/2025	Payroll	5	EFT	Alec C McClelland	4,455.24	
2435	07/20/2025	Payroll	5	EFT	Kylie (Tobias) Mumma	151.40	
2436	07/20/2025	Payroll	5	EFT	Cole Plaja	2,001.84	
2437	07/20/2025	Payroll	5	EFT	Jason M Plaja	2,856.68	
2438	07/20/2025	Payroll	5	EFT	Piper Quarnstrom	390.42	
2439	07/20/2025	Payroll	5	EFT	Nancy Reddick	2,775.86	
2440	07/20/2025	Payroll	5	EFT	Jessica Reeves-Rush	1,348.02	
2441	07/20/2025	Payroll	5	EFT	Maria Rodriguez	2,538.98	
2442	07/20/2025	Payroll	5	EFT	Eden E Rush	390.42	
2443	07/20/2025	Payroll	5	EFT	Wyatt Sweet	542.66	
2444	07/20/2025	Payroll	5	EFT	Christine Vermeer	963.80	
2445	07/18/2025	Payroll	5	EFT	Internal Revenue Service	13,055.43	941 Deposit for Pay Cycle(s) 07/20/2025 - 07/20/2025
2470	07/22/2025	Payroll	5	EFT	WA State Dept of Retirement Systems	375.00	Pay Cycle(s) 07/20/2025 To 07/20/2025 - Deffered Comp
2430	07/20/2025	Payroll	5	33440	Ross H Kershaw	342.63	
2447	07/16/2025	Claims	5	33441	Landmark Tavern LLC.	2,768.50	
2500	07/22/2025	Claims	5	33442	ALS Group USA, Corp	1,326.00	
2501	07/22/2025	Claims	5	33443	Jackie Barratt	900.00	
2502	07/22/2025	Claims	5	33444	Teri Chang	150.00	
2503	07/22/2025	Claims	5	33445	Corporate Payment Systems	2,572.40	
2504	07/22/2025	Claims	5	33446	Correct Equipment	4,841.00	
2505	07/22/2025	Claims	5	33447	Crystal Springs	238.08	
2506	07/22/2025	Claims	5	33448	Vanessa Dalbec	50.00	
2507	07/22/2025	Claims	5	33449	Duni Sanitation	815.00	
2508	07/22/2025	Claims	5	33450	Joe Enbody	1,950.00	
2509	07/22/2025	Claims	5	33451	Aislyn Garner	150.00	
2510	07/22/2025	Claims	5	33452	Gibbs & Olson Inc	10,679.79	

# CHECK REGISTER

City Of Tenino

Time: 08:46:20 Date: 08/19/2025

07/09/2025 To: 07/22/2025

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2511	07/22/2025	Claims	5	33453	H D Fowler Co	96.89	
2512	07/22/2025	Claims	5	33454	Pitney Bowes	19.48	
2513	07/22/2025	Claims	5	33455	BusinessOffice Providence	8.00	
2514	07/22/2025	Claims	5	33456	Puget Sound Energy	7,935.58	
2515	07/22/2025	Claims	5	33457	Jessica Reeves-Rush	18.64	
2516	07/22/2025	Claims	5	33458	Matt Russell	225.00	
2517	07/22/2025	Claims	5	33459	SPS Habitat for Humanity	10,539.05	
2518	07/22/2025	Claims	5	33460	Scheibmeir, Kelly & Nelson PS	563.55	
2519	07/22/2025	Claims	5	33461	Tenino Telephone Co	3,267.90	
2520	07/22/2025	Claims	5	33462	Thurston Co Env Health	192.00	
2521	07/22/2025	Claims	5	33463	WA State Auditor	904.15	
2522	07/22/2025	Claims	5	33464	WA State Dept Of Transportation	1,292.70	
2523	07/22/2025	Claims	5	33465	Wilson Parts Corporation	66.40	

001 General Government Fund #001	100,851.05
002 Quarry Pool Fund #002	8,620.40
101 City Street Fund #101	4,877.78
310 Municipal Capital Imp Fund 310	1,292.70
401 Water Fund	9,049.98
410 Sewer Fund	23,995.53
421 Sewer Capital Improvement Fund	10,196.04
	<hr/>
	Claims: 51,570.11
* Transaction Has Mixed Revenue And Expense Accounts	158,883.48 Payroll: 107,313.37

WE, the members of the City Council of the City of Tenino, Thurston County, Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for payment by the Tenino City Council.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Clerk/Treasurer

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

**File Attachments for Item:**

2. Approval of Minutes

**Recommended Action:** Motion to approve the 8/12/2025 minutes as presented.

**City Council Meeting  
Tuesday, August 12, 2025**

**Minutes**

**WORK SESSION**

Mayor Watterson convened the work session at 6:30 pm with

**PRESENT**

Councilmember Linda Gotovac  
Councilmember Elaine Klamn  
Councilmember John O'Callahan  
Councilmember Jeff Eisel

**ABSENT**

Councilmember Jason Lawton

**CALL TO ORDER**

Mayor Watterson convened the regular Council Meeting at 7:30PM with the absence of Councilmember Jason Lawton:

**PRESENT**

Councilmember Linda Gotovac  
Councilmember Elaine Klamn  
Councilmember John O'Callahan  
Councilmember Jeff Eisel

**ABSENT**

Councilmember Jason Lawton

**AGENDA APPROVAL**

1. Agenda Approval

**Recommended Action:** Motion to approve the 08/12/2025 agenda as presented.

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

Voting Yea: Councilmember Gotovac, Councilmember Klamn, Councilmember O'Callahan,  
Councilmember Eisel.

Motion passes 4/0

**APPROVAL OF MINUTES**

2. Approval of Minutes

**Recommended Action:** Motion to approve the 7/22/2025 minutes as presented.

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

Voting Yea: Councilmember Gotovac, Councilmember Klamn, Councilmember O'Callahan, Councilmember Eisel.

Motion passes 4/0

**EXECUTIVE SESSION**

None

**CONSENT CALENDAR**

- 3. Consent Calendar for July 23, 2025 through Aug 12, 2025 consisting of:

Payroll EFT's in the amount of \$69,299.75 and Claims Checks #33466 through #33522 and EFT's in the amount of \$280,934.09.75 for a Grand Total of \$350,233.84.

Liquor License Renewals:

**Recommended Action:** Move to approve the consent calendar as presented.

Liquor License Renewals: None

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

Voting Yea: Councilmember Gotovac, Councilmember Klamn, Councilmember O'Callahan, Councilmember Eisel.

Motion passes 4/0

**PRESENTATIONS**

None

**PUBLIC HEARING**

Started at 8:01PM, concluded at 8:06PM

**PUBLIC COMMENTS**

**PROCLAMATIONS**

- 4. BE IT RESOLVED, that the Tenino City Council hereby recognizes September 16, 2025 as NATIONAL VOTER REGISTRATION DAY in Thurston County and encourages all eligible county residents to register to vote. Artur Tarabichi from the Elections division will be attending on behalf of the Auditor's Office.

**Recommended Action:** Move to approve Proclamation to recognize September 16, 2025 as National Voter Registration Day.

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

Voting Yea: Councilmember Gotovac, Councilmember Klamn, Councilmember O'Callahan, Councilmember Eisel.

Motion passes 4/0

**OLD BUSINESS**

- 5. Old Highway 99 / Change order 3

This change order is to cover the additional equipment and labor costs associated with installing Recessed Pavement Markers along the centerline rumble strip of Old Highway 99 to match the roadway conditions on the western portion of the project.

**Recommended Action:** Motion to approve Change Order 3

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

Voting Yea: Councilmember Gotovac, Councilmember Klamn, Councilmember O'Callahan, Councilmember Eisel.

Motion passes 4/0

- 6. EV Chargers Change Order

Change order to add one additional EV charger at the Tenino Quarry House.

**Recommended Action:** Motion to approve Change Order.

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

Voting Yea: Councilmember Gotovac, Councilmember Klamn, Councilmember O'Callahan, Councilmember Eisel.

Motion passes 4/0

- 7. 2025-2045 Tenino Comprehensive Plan DRAFT update.

2025-2045 Tenino Comprehensive Plan DRAFT and Climate Element DRAFT.

Presentation is to review the Comp Plan Draft only. No voting required.

Malissa Paulson discussed the plan and confirmed the timeline for the next steps for the Comp Plan to move towards approval.

**NEW BUSINESS**

None

**RESOLUTIONS**

- 8. Public hearing to obtain public comment on the Six Year Transportation Improvement Program from 2026-2031.

Mayor Watterson opened the Public Hearing at 8:01PM. No Public came forward for comment. The Public Hearing was closed at 8:06PM.

Trail Design  
 Old 99 West - Chip Seal  
 Old Military Road  
 McClellan  
 Morningside Drive  
 Eureka Street - Widen Chip Seal

## **ORDINANCES**

None

## **REPORTS**

### **9. Outside Agency**

- 1) Chamber of Commerce - George Sharp reported that the Oregon Trail Days was a wrap and a success! There was a OTD wrap up details meeting last week and the feedback was positive. Vendors did not have a lot of negatives other than a couple businesses stating that without the concert they didn't get the night time draw. The parade was great!
- 2) Economic Development Council (EDC) - September 17, 2025 at Noon.
- 3) South Thurston Economic Development Initiative (STEDI) - Next meeting in September 19, 2025 at 8AM-9:30AM

### **10. 13. Committees/Commissions**

- 1) Civil Service Commission - Swear in of newly appointed Commissioner Linda Huntley at the next Civil Service Commission Meeting.
- 2) Finance Committee - Councilmember Klahm

### **11. 14. Staff**

- 1) Chief of Police - has been sitting down with the new officer.
- 4) PARC Specialist - found out we received grants for the city park and trail.
- 5) Clerk/Treasurer - Reddick stated that she only has one more quarter left to reconcile. The estimated cost next year \$35,000.00 audit. Councilmembers asked if we were now sending all correspondence to IRS via Certified Mail and Clerk Reddick confirmed.

### **12. 15. Liaisons**

- 1) Bucoda/Tenino Healthy Action Team (BTHAT)
- 2) Solid Waste Advisory Board

- 3) TCOMM/911
- 4) Tenino School Board
- 5) Thurston Regional Planning Council (TRPC)
- 6) Transportation Policy Board
- 7) Thurston County Commissioner's Office
- 8) Legislature

#### **PUBLIC COMMENTS 2**

Tenino Stone Carver Keith Phillips, wanted to thank public works and the volunteers watering the city plants. He supplied updates on the work being done on the Veterans Memorial Wall by the Quarry Pool. He shared that he will be teaching classes listed on the cities activities page.

#### **ANNOUNCEMENTS**

None

#### **ADJOURNMENT**

Mayor Watterson adjourned the meeting at 8:10PM

**File Attachments for Item:**

3. Consent Calendar for August 13, 2025 through August 26 , 2025 consisting of:

Payroll EFT's in the amount of \$51,166.99 and Claims Checks #33523 through #33552 and EFT's in the amount of \$558,105.18 for a Grand Total of \$609,272.17.

Liquor License Renewals: None

**Recommended Action:** Move to approve the consent calendar as presented.

**Consent Calendar August 26, 2025 consisting of:**

- **Payroll EFT's in the amount of \$ 51,166.99**
- **Claims Checks # 33523 through # 33552 in the amount of \$ 558,105.18**

**for a total of \$ 609,272.17**

**Liquor & Cannabis License:**

**None at this time**

**File Attachments for Item:**

4. Treasurer's Report July 1, 2025 - July 31, 2025

# TREASURER'S REPORT

## Fund Totals

City Of Tenino Time: 13:05:07 Date: 08/20/2025  
 07/01/2025 To: 07/31/2025 Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Government Fund #001	173,720.78	167,019.17	169,554.48	171,185.47	+ 12,050.82	+ 56,874.95	+ 13,805.58	253,916.82
002 Quarry Pool Fund #002	11,803.58	13,907.45	13,881.64	11,829.39	3,950.69	379.07	0.00	16,159.15
003 Reserve Academy Operating Fund	-39.77	0.00	0.00	-39.77	0.00	0.00	0.00	-39.77
101 City Street Fund #101	-44,117.50	6,181.23	9,424.39	-47,360.66	2,297.59	2,279.66	0.00	-42,783.41
102 Special Revenue Fund	133,388.12	3,803.94	0.00	137,192.06	0.00	0.00	0.00	137,192.06
109 Contingency Fund #109	1,320.33	3.33	0.00	1,323.66	0.00	0.00	0.00	1,323.66
310 Municipal Capital Imp Fund 310	32,001.67	57,307.50	11,305.20	78,003.97	2,292.70	0.00	0.00	80,296.67
401 Water Fund	1,816.23	0.00	0.00	1,816.23	0.00	0.00	0.00	1,816.23
402 Water Capital Imp Fund	192,009.17	28,365.42	15,846.03	204,528.56	3,392.41	4,413.76	-400.78	211,933.95
403 Stormwater Fund	88,414.89	3,821.86	0.00	92,236.75	-3.80	0.00	15.20	92,248.15
410 Sewer Fund	39,084.39	98.70	0.00	39,183.09	0.00	0.00	0.00	39,183.09
420 Old 420 Fund	466,219.38	0.00	52,627.68	527,410.51	7,506.08	11,104.24	-6.58	546,014.25
421 Sewer Capital Improvement Fund	0.00	0.00	0.00	0.00	0.00	0.00	15.20	15.20
422 Sewer Reserve Fund	249,565.01	1,815.89	10,196.04	241,184.86	1.08	0.00	0.00	241,185.94
580 Claims Receipts Clearing	-19,628.66	0.00	0.00	-19,628.66	0.00	0.00	0.00	-19,628.66
601 SWWAIP Trust Fund	-1,117.92	0.00	0.00	-1,117.92	0.00	0.00	5,237.13	4,119.21
631 Municipal Court Trust Fund #631	6.00	0.00	0.00	6.00	0.00	0.00	0.00	6.00
	2,985.81	2,649.42	2,473.00	3,162.23	0.00	0.00	0.00	3,162.23
	<b>1,327,431.51</b>	<b>398,792.72</b>	<b>285,308.46</b>	<b>1,440,915.77</b>	<b>31,487.57</b>	<b>75,051.68</b>	<b>18,665.75</b>	<b>1,566,120.77</b>

# TREASURER'S REPORT

## Account Totals

City Of Tenino  
 07/01/2025 To: 07/31/2025  
 Time: 13:05:07 Date: 08/20/2025  
 Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2 LGIP	383,156.85	+ 1,429.10	0.00	384,585.95	0.00	0.00	384,585.95
3 Petty Cash	3,500.00	0.00	0.00	3,500.00	0.00	0.00	3,500.00
5 Timberland Checking Account	311,522.77	398,569.31	287,221.27	422,870.81	3,450.36	121,754.64	548,075.81
6 Timberland Savings Account	624,595.28	530.70	0.00	625,125.98	0.00	0.00	625,125.98
7 Timberland Trust Checking (Cou	4,656.61	2,649.42	2,473.00	4,833.03	0.00	0.00	4,833.03
Total Cash:	1,327,431.51	+ 403,178.53	289,694.27	1,440,915.77	3,450.36	121,754.64	1,566,120.77
	<b>1,327,431.51</b>	<b>403,178.53</b>	<b>289,694.27</b>	<b>1,440,915.77</b>	<b>3,450.36</b>	<b>121,754.64</b>	<b>1,566,120.77</b>

Date	Description	Amount
7/01	REVDISTRIB WA ST TREASURER	155.00 X
7/01	SETTLEMENT BANKCARD	796.56
7/01	Deposit/Credit	11,549.10 X
7/02	BKCD DEPST CYBERSRC	149.89
7/02	PAYMENT ACCELERATED CARD	311.78
7/02	SETTLEMENT BANKCARD	727.69
7/02	SETTLEMENT BANKCARD	2,027.95
7/02	Deposit/Credit	1,936.50 X
7/02	Deposit/Credit	1,995.13 X
7/03	BKCD DEPST CYBERSRC	24.58
7/03	REVDISTRIB WA ST TREASURER	255.00 X
7/03	BKCD DEPST CYBERSRC	328.53
7/03	SETTLEMENT BANKCARD	854.76

106,965,012,109  
 1936,52 = 13485,60

PREMIER BUSINESS CHECKING	Account Number	XXXXXXXXXX2616
	Previous Balance	422,326.58
	154 Deposits/Credits	398,569.31
	89 Checks/Debits	272,820.08
	Service Charge	.00
	Interest Paid	.00
	Current Balance	548,075.81

Number of Enclosures 72  
 Statement Dates 7/01/25 thru 7/31/25  
 Days in the statement period 31

**CHECKING ACCOUNTS/**

CITY OF TENINO  
 P O BOX 4019  
 TENINO WA 98589-4019

Date 7/31/25  
 Page 8/20/25




Date	Description	Amount
7/02	SETTLEMENT BANKCARD	150.00
7/07	CCD	
7/07	SETTLEMENT BANKCARD	20.00
7/07	CCD	
7/07	SETTLEMENT BANKCARD	50.00
7/08	CCD	
7/08	SETTLEMENT BANKCARD	50.00
7/09	Deposit/Credit	429.42
7/11	SETTLEMENT BANKCARD	125.00
7/11	CCD	50.00
7/14	SETTLEMENT BANKCARD	100.00
7/14	CCD	
7/16	SETTLEMENT BANKCARD	50.00
7/16	CCD	
7/23	SETTLEMENT BANKCARD	75.00
7/23	CCD	
7/23	Deposit/Credit	375.00
7/28	Deposit/Credit	350.00
7/31	Deposit/Credit	875.00

BUSINESS CHECKING	Account Number	XXXXXXXXXX2624
	Previous Balance	4,656.58
	12 Deposits/Credits	2,649.42
	1 Checks/Debits	2,473.00
	Service Charge	.00
	Interest Paid	.00
	Current Balance	4,833.00

Number of Enclosures 1  
 Statement Dates 7/01/25 thru 7/31/25  
 Days in the statement period 31

**CHECKING ACCOUNTS**

*8/19/85*  


CITY OF TENINO  
 P O BOX 4019  
 TENINO WA 98589-4019



CHECKING ACCOUNTS/	
SUPER HIGH YIELD GROWTH ACCT Account Number XXXXXXXXX2632 Previous Balance 624,595.28 Deposits/Credits .00 Checks/Debits .00 Service Charge .00 Interest Paid 530.70 Current Balance 625,125.98	Number of Enclosures 0 Statement Dates 7/01/25 thru 7/31/25 Days in the statement period 31 Interest Earned 530.70 Annual Percentage Yield Earned 1.01% 2025 Interest Paid 3,620.30
DEPOSITS AND ADDITIONS	
Date Description Amount 7/31 Interest Deposit 530.70	
DAILY BALANCE INFORMATION	
Date Balance 7/01 624,595.28 7/31 625,125.98	
INTEREST RATE SUMMARY	
Date Rate 6/30 1.000000%	

*ME*  
*8/19/25*

CITY OF TENINO  
 P O BOX 4019  
 TENINO WA 98589-4019

Date 7/31/25 Page 1



CLERK TREASURER  
 CITY OF TENINO  
 PO BOX 4019  
 TENINO, WA 98589-8589

*8/19/35*

Date	Description	Comment	Deposits	Withdrawals	Balance
07/01/2025	Beginning Balance				383,156.85
07/31/2025	Month End Balance				383,156.85
	July Earnings	Daily Factor Earnings		1,429.10	
	Net Ending Balance				384,585.95

**Account Summary**

Beginning Balance:	383,156.85	Gross Earnings:	1,431.09
Deposits:	0.00	Administrative Fee:	1.99
Withdrawals:	0.00	Net Earnings:	1,429.10
Month End Balance:	383,156.85	Net Ending Balance:	384,585.95
Administrative Fee Rate:	0.0061 %	Average Daily Balance:	383,156.85
Gross Earnings Rate:	4.3977 %		
Net Earnings Rate:	4.3915 %		

**File Attachments for Item:**

5. Six Year Transportation Improvement Program from 2026-2031.

**Recommended Action:** Motion to approve.

**RESOLUTION 2025-05**

**A RESOLUTION OF THE CITY OF TENINO, WASHINGTON  
ADOPTING THE 2026-2031 SIX-YEAR STREET PLAN  
PURSUANT TO REVISED CODE OF WASHINGTON § 35.77.010**

**WHEREAS**, the City duly adopted a new Transportation Plan on July 9, 2024; and

**WHEREAS**, the City’s Director of Public Works submitted his recommendation for updating said Transportation Plan with the City’s Six-Year Street Plan during a regularly scheduled meeting of the City Council of the City of Tenino, Washington, on August 12, 2025; and

**WHEREAS**, the City Council conducted Public Hearings on this matter during regularly scheduled meetings of the Tenino City Council on August 12, 2025;

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TENINO WASHINGTON**, as follows:

**Section 1.** Exhibit A is attached hereto, made part hereof, and incorporated herein by reference. Together, this document constitutes the City of Tenino’s 2026-2031 Six Year Street Plan.

**Section 2.** This Resolution, together with Exhibit A, shall be filed with the Director of Highways of the State of Washington with all possible speed.

**Section 3.** The Tenino Planning Commission shall consider this Resolution during any process aimed at amending the City’s current Comprehensive Plan.

ADOPTED by the City Council at a regularly scheduled meeting this 12<sup>th</sup> day of August, 2025.

\_\_\_\_\_  
David Watterson, Mayor

ATTEST:

\_\_\_\_\_  
Nancy Reddick, Clerk/Treasurer

Approved as to form:

\_\_\_\_\_  
Brent Dille, City Attorney

# Six Year Transportation Improvement Program From 2026 to 2031

Agency: Tenino

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
04	1	Tenino Trail Design Old 99 Tenino City Limits to SR 507  Provide design engineering for the Yelm Tenino Trail (YTT) for feasibility segments G3 and G4, along Old 99 from the west City limits to the intersection of 6th Street with Park Avenue. Project is fully funded with federal funds using Toll Credits as local match.	WA-16022	06/24/25				15		1.800	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2026	TA(R)	225,000		0	0	225,000
<b>Totals</b>				<b>225,000</b>		<b>0</b>	<b>0</b>	<b>225,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	125,000	125,000	0	0	0
<b>Totals</b>	<b>125,000</b>	<b>125,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Six Year Transportation Improvement Program From 2026 to 2031

Agency: Tenino

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	2	Old Hwy 99 West Old Hwy 99 WWTP to City Limits 2" asphalt grind, asphalt overlay	WA-09995	06/24/25				04		1.000		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026	STBG(R)	123,995	TIB	71,250	3,750	198,995
P	CN	2027	STBG(R)	702,625	TIB	403,750	21,250	1,127,625
<b>Totals</b>				<b>826,620</b>		<b>475,000</b>	<b>25,000</b>	<b>1,326,620</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	198,995	0	0	0	0
CN	0	1,127,625	0	0	0
<b>Totals</b>	<b>198,995</b>	<b>1,127,625</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Six Year Transportation Improvement Program From 2026 to 2031

Agency: Tenino  
County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	3	Old Military Road Old Military Road Sussex St E to Old Military Road crack seal, and chipseal	WA-09998	06/24/25				05		0.500		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0	TIB	106,100	79,600	185,700
<b>Totals</b>				<b>0</b>		<b>106,100</b>	<b>79,600</b>	<b>185,700</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	185,700	0	0	0	0
<b>Totals</b>	<b>185,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
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# Six Year Transportation Improvement Program From 2026 to 2031

Agency: Tenino  
County: Thurston

07	4	McClellan St McClellan St Sussex Ave W to Wichman St S widen, install drainage, and chipseal	WA-09997	06/24/25				05	0.210	No
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Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2027		0	TIB	47,800	30,300	78,100
<b>Totals</b>				<b>0</b>		<b>47,800</b>	<b>30,300</b>	<b>78,100</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	78,100	0	0	0
<b>Totals</b>	<b>0</b>	<b>78,100</b>	<b>0</b>	<b>0</b>	<b>0</b>

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	5	Morning Side Dr Morning Side Dr McClellan St to Morning Side Dr Repair, chipseal, and safety improvements as needed	WA-10004	06/24/25				05		0.050		No

Funding												
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# Six Year Transportation Improvement Program From 2026 to 2031

Agency: Tenino  
County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2028		0		0	18,500	18,500
<b>Totals</b>				<b>0</b>		<b>0</b>	<b>18,500</b>	<b>18,500</b>

**Expenditure Schedule**

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	18,000	0	0	0
<b>Totals</b>	<b>0</b>	<b>18,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	6	Eureka Street S Old Hwy 99 Sussex Ave E to Park Ave E Widen, repair, chipseal, safety improvements as needed.	WA-10002	06/24/25				04		0.100	EIS	No

**Funding**

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	CN	2029	STP(US)	37,200		0	0	37,200
<b>Totals</b>				<b>37,200</b>		<b>0</b>	<b>0</b>	<b>37,200</b>

**Expenditure Schedule**

Phase	1st	2nd	3rd	4th	5th & 6th

# Six Year Transportation Improvement Program From 2026 to 2031

Agency: Tenino

County: Thurston

MPO/RTPO: TRPC

Y Inside

N Outside

CN	0	0	0	37,200	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37,200</b>	<b>0</b>

		Federal Funds		State Funds	Local Funds	Total Funds
<b>Grand Totals for Tenino</b>		<b>1,088,820</b>		<b>628,900</b>	<b>153,400</b>	<b>1,871,120</b>

**File Attachments for Item:**

6. Springbrook Support Plus contract \$10,000.00 - \$5,000.00 due upon signing. \$5,000.00 due next quarter (January 1). This contract is for added support for Springbrook, the city's Financial, HR, and Utilities software. This will enable our Utilities Clerk, Police Clerk and Treasurer added support during Budget and Year-end.

**Recommended Action:** Motion to approve.

# TENINO CITY COUNCIL AGENDA ITEM COVER SHEET

Council Meeting Date: 08/26/24

Agenda Item Number: \_\_\_\_\_

Originator: Nancy Reddick

Title: Springbrook Support Plus

Discussion  Action Required

Department: \_\_\_\_\_

New Business  
 1st Review

Old Business  
 2nd Review

Resolution  
 3rd Review

Ordinance  
 Committee

Public Hearing  
 Table

**Subject:** Approve Springbrook Support Plus contract

**Comments:**  
  
Springbrook Support Plus contract \$10,000.00 - \$5000.00 due upon signing, \$5000.00 due next quarter (January 1). This contract is for added support for Springbrook, the city's Financial, HR, and Utilities software. This will enable our Utilities Clerk, Police Clerk and Treasurer added support during Budget and Year-end.

**Staff Recommendation:**  
  
APPROVAL RECOMMENDED

**Disposition:**

Order Form: Q-43555-1  
Creation Date: 8/22/2025, 9:54 AM  
Expires On: 10/6/2025



Phone: (866) 777-0069  
Email: info@sprbrk.com

**Ship To:**  
Nancy Reddick  
City of Tenino, WA  
149 S. Hodgden  
Tenino, Washington 98589  
nreddick@cityoftenino.org

**Bill To:**  
City of Tenino, WA  
City of Tenino, WA  
149 S. Hodgden  
Tenino, Washington 98589  
vbarnes@cityoftenino.org

Account Manager	E-mail	Phone Number	Payment Terms
Jason Laulainen	jason.laulainen@sprbrk.com	(509 284-8344	Net 30

Managed Services						
PRODUCT	DESCRIPTION	RATE	QTY	DISC (%)	Net Unit Price	NET PRICE
Support Plus	Support Plus	USD 10,000.00	1	0.000	USD 10,000.00	USD 10,000.00
<b>Managed Services Total:</b>						USD 10,000.00

### Order Details

Customer Name: City of Tenino, WA

Customer Contact: Nancy Reddick

Governing Agreement(s): This Order Form is governed by the applicable terms found at:  
Professional Services: <https://sprbrk.app.box.com/v/sprbrk-svcs-terms>

### Order Terms

In the event of an inconsistency between this Order Form, any governing agreement, purchase order, or invoice, the Order Form shall govern as it pertains to this transaction.

This Order Form shall become effective as of the last date of signature (the "Effective Date").

**By signing, both parties agree to the terms and conditions set forth in this agreement.**

\* If the Customer requires a PO number on invoices, the Customer must provide Springbrook with the PO number and a copy of the PO prior to invoice issuance. If a PO number is not provided prior to the invoice issuance date, invoices issued on this Order Form will be valid without a PO reference.

**Springbrook Holding Company, LLC**

**City of Tenino, WA**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Name (Print): \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Purchase Order # (if required) \_\_\_\_\_

**File Attachments for Item:**

7. November 11th Council Meeting - Veteran's Day Holiday

The first council meeting in November (November 11, 2025) is also a City Observed Holiday. Does the council still want to meet, cancel the meeting, or change the meeting date? If changed I will need to update the Budget Calendar.

**Recommended Action:** Motion to approve.

# TENINO CITY COUNCIL AGENDA ITEM COVER SHEET

Council Meeting Date: 08/26/24

Agenda Item Number: \_\_\_\_\_

Originator: Nancy Reddick

Title: Springbrook Support Plus

Discussion  Action Required

Department: \_\_\_\_\_

New Business  
 1st Review

Old Business  
 2nd Review

Resolution  
 3rd Review

Ordinance  
 Committee

Public Hearing  
 Table

Subject: November 11<sup>th</sup> Holiday (Veteran's Day) Council meeting

**Comments:**  
  
The first council meeting in November (November 11, 2025) is also a City Observed Holiday. Does the council still want to meet, cancel the meeting, or change the meeting date? If changed I will need to update the Budget Calendar.

**Staff Recommendation:**

**Disposition:**