

City of Tenino

149 Hodgen Street South
Tenino, WA 98589

City Council Meeting
Tuesday, December 10, 2024 at 6:30 PM

Agenda

WORK SESSION

1. 6:30 pm Review of 12/10/2024 Council Agenda
2. Council Priorities
 - Budget Cuts
 - FD Property
 - Resolution Rescind
3. Discussion of 1/14/2025 Council Draft Agenda

CALL TO ORDER

4. Flag Salute

AGENDA APPROVAL

5. Agenda for the Regular Meeting of the 12/10/24.
Recommended Action: Motion to approve the agenda as presented.

APPROVAL OF MINUTES

6. Meeting Minutes for 11/26/2024
Recommended Action: Motion to approve 11/26/2024 meeting minutes as presented.

CONSENT CALENDAR

7. Consent Calendar for November 27, 2024 through December 10, 2024 consisting of

Payroll EFT's in the amount of \$83,180.10 and Claims checks #32866 through #32893 in the amount of \$115,408.24

for a grand total of \$198,588.34

Approval to cancel the Second December Tenino City Council Meeting.

Liquor Cannabis License: Tenino Food Mart & Sandstone Cafe and Quarry Bar

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

EXECUTIVE SESSION

PRESENTATIONS

8. Presentation by Mathis Bosch RE Garbage Services

Recommended Action: None, Presentation Only

PUBLIC COMMENTS

PUBLIC HEARING

PROCLAMATIONS

OLD BUSINESS

NEW BUSINESS

- [9.](#) TIB Grant Award for Old 99

Recommended Action: Motion to Approve Grant Award from TIB for Old 99 Overlay

RESOLUTIONS

ORDINANCES

- [10.](#) Ordinance 932 Budget Amendment

Recommended Action: Motion to approve second reading of Ordinance 932

- [11.](#) Ordinance 933 Budget Adoption

Recommended Action: Motion to approve second reading of Ordinance 933

REPORTS

12. 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)
- 6) Timberland Regional Library

13. Committees/Commissions

- 1) Civil Service Commission
- 2) Façade Improvement Grant Review Committee
- 3) Finance Committee

- 4) Planning Commission
- 5) Public Safety Committee
- 6) Public Works Committee

14. Staff

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

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:

6. Meeting Minutes for 11/26/2024

Recommended Action: Motion to approve 11/26/2024 meeting minutes as presented.

City Council Meeting
Tuesday, November 26, 2024

Minutes

WORK SESSION

Mayor Watterson convened the works session at 6:29pm.

PRESENT

Councilmember Linda Gotovac

Councilmember Elaine Klamn

Councilmember John O'Callahan

Councilmember Jason Lawton

Councilmember Jeff Eisel

1. 6:30 pm Review of 11/26/2024 Council Agenda

No discussion.

2. Council Priorities

No discussion.

3. Budget Workshop

Mayor Watterson went over the proposed budget changes, expenditure cuts, 2025 campground closure and decreased street fund. Council discussion followed.

4. Discussion of 12/10/2024 Council Draft Agenda

It was discussed that a motion will need to be made to cancel the 2nd Council meeting in December as traditionally done.

CALL TO ORDER

Mayor Watterson convened the regular council meeting at 7:30pm.

PRESENT

Councilmember Linda Gotovac

Councilmember Elaine Klamn

Councilmember John O'Callahan

Councilmember Jason Lawton

Councilmember Jeff Eisel

5. Flag Salute

AGENDA APPROVAL

6. Agenda for the Regular Meeting of the 11/26/24.

Recommended Action: Motion to approve the agenda as presented.

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

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

Motion passes 5-0

APPROVAL OF MINUTES

7. Meeting Minutes for 11/12/2024

Recommended Action: Motion to approve 11/12/2024 meeting minutes as presented.

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

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

Motion passes 5-0

CONSENT CALENDAR

8. Consent Calendar for November 13, 2024 through November 26, 2024 consisting of

Payroll EFT's in the amount of \$47,046.94 and Claims checks #32847 through #32865 in the amount of \$203,237.29

for a grand total of \$250,284.23

Void Check #32846 due to EFT not actual Check.

Liquor Cannabis License: None

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

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

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

Motion passes 5-0

EXECUTIVE SESSION

None.

PRESENTATIONS

9. Tenino VFW On Flag pavilion

Recommended Action: None, presentation only

Michael Scacchi with the VFW presented that the lights have now been installed at the VFW Memorial in the Tenino City Park, allowing for the flags to be flown 24/7. With that brings the questions of who is responsible for maintaining and replacing the flags, poles, etc.

PUBLIC COMMENTS

None.

PUBLIC HEARING

10. 2nd Public Hearing of Proposed 2025 Budget: Expenditures

State law provides that each municipality hold two Public Hearings prior to budget adoption in order to provide the opportunity for input by the Public. Tonight's second hearing will focus primarily upon expenditures.

Recommended action: Move to accept the Administration's recommendations on budget expenditures as presented.

Mayor Watterson went over the rules of holding a public hearing and introduced Clerk Treasurer Scharber who attended virtually to go over the budget numbers with the public and Council. The Council had no questions for C/T Scharber.

The public hearing was open for comment from the public at 7:43pm: Community member Zach Leitzke, 324 Sussex Ave, commented "I'm bored so I am here, I'm just curious how cities operate because businesses seem to be a lot more simple, there's not much deliberation as there is that goes on here but I get why it's necessary, that's why I'm just asking questions like what's a grant writer cost, like that's a person that you guys hire to try and get this type of money. {Mayor Watterson explained the role of the grant writer and how money is allocated for that}. Another question I have is like service work for these fleet vehicles that you have, where's that done at? {Mayor Watterson deferred to the police to answer this}. They had an increase in their budget for that right? {Mayor Watterson explained the increase is due to the vehicles being older and needs more work to maintain}.

No further comments from community members were made. Mayor Watterson closed the public comment period at 7:49pm.

11. 2nd Public Hearing on the proposed 2025 Ad Valorem Tax Levy

Thurston County has provided the Assessed Valuation and Property Tax Worksheet for the purpose of calculating and the Ad Valorem Property Tax for fiscal year 2025. The City will hold

two Public hearings as required by RCW 84.55 on November 12th and 26th and is required to pass a resolution adopting the 2025 property tax by November 30, 2024

Recommended action: Move to accept the second reading and adopt an Ad Valorem Tax Levy using Highest Lawful Levy Procedures that would result in a total increase of \$2,041.97

Mayor Watterson went over the rules of holding a public hearing and introduced Clerk Treasurer Scharber who attended virtually to advise Council and public member of the numbers. The Council had no questions for C/T Scharber.

The public hearing was opened for comment from the public at 7:52pm, hearing none the public comment period was closed at 7:54pm.

PROCLAMATIONS

None.

OLD BUSINESS

None.

NEW BUSINESS

None.

RESOLUTIONS

12. Resolution 2024-09 Ad Valorem Tax 2025

A resolution approving the Ad Valorem Tax Levy using Highest Lawful Levy Procedures that would result in a total increase of \$2,041.97

Recommended Action: Motion to approve Ad Valorem Tax for 2025

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

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

Motion passes 5-0

13. Resolution 2024-10

A Resolution of the City of Tenino Amending the Adopted 2025 Consolidated Fee Schedule

Recommended Action: Motion to approve Resolution 2024-10

Tabatha Nevy, 396 Sussex Ave, requested to know if utilities will be moving to automatic payments/paperless billing as a way to cut down on postage costs. Mayor Watterson deferred to Utility Clerk Marganelli to answer, she stated the city is actively working to get quotes from the billing system provider to determine if going paperless and allowing autopay is a sustainable option for the City. No quotes have been received as of yet.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac.
 Voting Yea: Councilmember Gotovac, Councilmember Klamn, Councilmember O'Callahan,
 Councilmember Lawton, Councilmember Eisel

Motion passes 5-0

ORDINANCES

14. Ordinance 932 Budget Amendment

Recommended Action: Motion to approve first reading of Ordinance 932

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac.
 Voting Yea: Councilmember Gotovac, Councilmember Klamn, Councilmember O'Callahan,
 Councilmember Lawton, Councilmember Eisel

Motion passes 5-0

15. Ordinance 933 Budget Adoption

Recommended Action: Motion to approve first reading of Ordinance 933

Council Member Eisel commented the beginning balance of \$735,000 is included in the revenues for the year total revenues, this is the general fund of 2.394 million dollars, and we have the expenses of 2.267 million dollars. That \$735,000 beginning balance is money that we've taken from our restricted funds we loaned ourselves, it doesn't actually represent income for the general fund. If we take that out, then we end up with the revenue for the coming year being basically 1.6 million dollars with expenses of 2.2 million dollars. After two years of deficits or three years of deficit spending, were still deficit spending and I don't consider it a responsible budget here to continue deficit spending without even trying to cut our expenses. We've looked at raising taxes, we've raised it by \$7,000 now out of the \$2 million combined debt and deficit that we've been running. I don't think it is wise for us to wait till the first quarter, for three months to start digging into how to cut expenses. All this is doing is increasing the pain and extending it by not dealing with this deficit now with this budget, as we go forward the expenses increase, the insurances increases, the cost of the city increases, the length of time that our services are reduced increases. We need to deal with this deficit sooner rather than later and this budget doesn't address it at all. The mayor to his credit has done a good job cutting the easy stuff and squeezing budgets for our departments, but we're not going to get \$600,000 of revenue we can't guarantee that we're going to get that or come close to it. People talk about grants and maybe you get grants, that's not again a responsible way to fund a city, it's like going to the casino to make your mortgage payment. So I am going to vote no against this and I urge the council in January to sit down and take a close look at how we're going to cut expenses and it's not going to be easy cuts, we've done the easy cuts and Linda you asked me what I would cut and I don't know but to put this in perspective we have to make up \$600,000 on 1.8 million dollars of revenue, it's a full third of our revenue that we need to cut.

Counciler Gotovac stated: It is something we need to work on, yes, and I absolutely agree with you, but we have to pass a balanced budget. It's the law. So, moving on.

Counciler Eisel stated: I'm not moving on yet councilor, I will finish my comments. I have been here all year watching this develop from being undiscovered to oh my god and as the audits came, as the reconciliation of the past three years continued, and the problem got worse and worse, and we found out that we've been illegally withdrawing money from the restricted funds, this council has done nothing. It's almost like sweeping it under the rug, there's been no concern, there's been no questions, the resolutions we passed have had no response, and I have no confidence that by passing this, first thing in the year we're going to take serious discussion at last after a year on how we're going to reduce revenues in the city. That's the only way we're going to do this. That's enough.

Mayor Watterson stated: I respect what you're saying Jeff.

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

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

Voting Nay: Councilmember Eisel

Motion passes 4-1

REPORTS

16. 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)

6) Timberland Regional Library

1) Chamber of Commerce: Council member Gotovac reported on behalf of George Sharp- Christmas tree lighting, Friday December 6th 6-7:15pm at Valley View Health Clinic. 6pm band and choir, 6:40pm Tenino motorcycle drill team, 7pm Santa arrives at tree by South Thurston Fire and EMS. Tenino Chamber holiday auction, Friday December 6th, after the tree lighting, at Tenino Eagles.

2) Economic Development Council (EDC): Council member Gotovac reported on behalf of George Sharp- Regional Expo on Thursday, December 5th at the Great Wolf Lodge.

3) South Thurston Economic Development Initiative (STEDI): Council member Gotovac reported on behalf of George Sharp- December 20th 8-9:30pm at Swede Hall in Rochester.

5) Experience Olympia & Beyond (VCB): Mayor Watterson reported during his recent meeting, he was informed there is going to be a change in leadership, he also notified council they have been cut from the city budget.

6) Timberland Regional Library: Linda McKenny, Tenino Timberland Library Manager, reported the Crafternoon for adults' event was a success, next Friday we will have art for elementary age kids, Saturday the 14th will be an intergenerational program called Superstars, December 19th will be another Crafternoon. No story time this Thursday, all non-holiday Thursdays at 10:30 for story time. Books and bites is our adult book club discussion and is taking a break in December, they will be back the last Thursday in January.

17. Committees/Commissions

1) Civil Service Commission

2) Façade Improvement Grant Review Committee

3) Finance Committee

4) Planning Commission

5) Public Safety Committee

6) Public Works Committee

2) Façade Improvement Grant Review Committee: Council member Gotovac reports the gym is getting closer and closer per the owner.

3) Finance Committee: Meeting was cancelled, waiting for audit report. Proposed for December 6th. Mayor Watterson reported we are beginning our 2023 audit; it will be less in-depth as the last one.

4) Planning Commission: Commissioner Carney reported during the last meeting, they discussed a community survey, finalized some questions for that. Just generally seeing where people's attitudes are in the community and what they see as some of the biggest opportunities that we could exploit in the coming years. They also discussed some zoning changes in regard to city owned properties, specifically where the food bank warehouse is located to determine when they best time to do a zoning change on it would be. The planners are working on that and will get back to us on when the best time will be.

18. Staff

1) Chief of Police

2) Director of Public Works

3) Code Enforcement/Building Inspector

4) PARC Specialist

5) Clerk/Treasurer

6) Mayor

1) Chief of Police: Mayor Watterson reported the police have been busy at the schools, there is a pretty big issue with the parking during student pick up.

2) Director of Public Works: Public Works Director Cannon reported they were awarded a grant for TIB for Old Hwy 99 starting at Huston St. They pay 95% of the project and the City pays 5%. We have been out street sweeping and doing maintenance up at the wells.

3) Code Enforcement/Building Inspector: Mayor Watterson reported that Police Clerk Rodriguez has been assisting with the day-to-day stuff, and it seems to be a bigger amount than expected to be.

6) Mayor: Mayor Watterson reported he has spoken with the library told them we are willing to move forward, and they are taking that to the board. He also made contact with the district court and spoke with them about taking over the city court services.

19. 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

1) Bucoda/Tenino Healthy Action Team (BTHAT): Council member Eisel reported the next event is January 30th in Bucoda at 7pm.

2) Solid Waste Advisory Board: Council Member Klamn reported they are meeting next week.

4) Tenino School Board: Council Member Lawton reported winter sports are underway now. A local foundation called 'For the Love' gave out 49 dinners to local families in the school district. Next meeting is December 16th. Council Member Eisel reported the VFW was at the meeting last night, the FFA did cemetery cleanup for the VFW. New Parkside cover is working great.

5) Thurston Regional Planning Council (TRPC): Council Member O'Callahan reported at the next meeting they will be going over the budget for next year. Member prices are increasing to allow for replacement of computers. He is still bringing up security on the trails during the meetings.

PUBLIC COMMENTS 2

Zach Leitzke, 324 Sussex Ave, commented: Jeff, where did all that money go? Like where did this deficit come from if you guys don't mind elaborating. {Council Member Eisel deferred to Mayor Watterson who reminded everyone in attendance that no response is to be provided during public comment periods, it is strictly and opportunity for members of the community to express concerns and make comment.}

Tabatha Nevy, 396 Sussex Ave, commented: I see that we are definitely in a place of struggle right now. Have we thought about putting together some kind of think tank, like pulling in local businesspeople and community members to kind of sit around a round table and discuss some different ideas for revenue, kind of thinking outside the box and being creative. I think we have a lot of resources in the community that are untapped and not pulled in to be a part of this process so I would like to see more people become a part of that solution. I don't know if that's something that's been brought up.

ANNOUNCEMENTS

Happy Thanksgiving!

ADJOURNMENT

Mayor Watterson adjourned the meeting at 8:05pm.

File Attachments for Item:

7. Consent Calendar for November 27, 2024 through December 10, 2024 consisting of Payroll EFT's in the amount of \$83,180.10 and Claims checks #32866 through #32893 in the amount of \$115,408.24 for a grand total of \$198,588.34

Approval to cancel the Second December Tenino City Council Meeting.

Liquor Cannabis License: Tenino Food Mart & Sandstone Cafe and Quarry Bar

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



Washington State
Liquor and Cannabis Board
PO Box 43098,
Olympia WA 98504-3098, (360) 664-1600

RECEIVED

DEC 10 2024

CITY OF TENINO

MAYOR OF TENINO/CITY OF TENINO
PO BOX 4019
TENINO, WA 98589



Washington State
Liquor and Cannabis Board
PO Box 43098

Olympia WA 98504-3098, (360) 664-1600
www.lig.wa.gov Fax #: (360) 753-2710

December 06, 2024

Dear Local Authority:
RE: Liquor License Renewal Applications in Your Jurisdiction - Your Objection Opportunity

Enclosed please find a list of liquor-licensed premises in your jurisdiction whose liquor licenses will expire in about 90 days. This is your opportunity to object to these license renewal requests as authorized by RCW 66.24.010 (8).

1) Objection to License Renewal

To object to a liquor license renewal: fax or mail a letter to the Washington State Liquor and Cannabis Board (WS-LCB) Licensing Division. This letter must:

- o Detail the reason(s) for your objection, including a statement of all the facts upon which your objection or objections are based. You may include attachments and supporting documents which confirm the facts upon which your objections are based.
- o Please note that whether a hearing will be granted or not is within the Board's discretion per RCW 66.24.010 (8)(d).

Your letter or fax of objection must be received by the Board's Licensing Division at least 30 days prior to the license expiration date. If you need additional time you must request that in writing. Please be aware, however, that it is within the Board's discretion to grant or deny any requests for extension of time to submit objections. Your request for extension will be granted or denied in writing. If objections are not timely received, they will not be considered as part of the renewal process.

A copy of your objection and any attachments and supporting materials will be made available to the licensee, therefore, it is the Local Authority's responsibility to redact any confidential or non-disclosable information (see RCW 42.56) prior to submission to the WSLCB.

2) Status of License While Objection Pending

During the time an objection to a renewal is pending, the permanent liquor license is placed on hold. However, temporary licenses are regularly issued to the licensee until a final decision is made by the Board.

3) Procedure Following Licensing Division Receipt of Objection

After we receive your objection, our licensing staff will prepare a report for review by the Licensing Director. The report will include your letter of objection, as well as any attachments and supporting documents you send. The Licensing Director will then decide to renew the liquor license, or to proceed with non-renewal.

4) Procedure if Board Does Not Renew License

If the Board decides not to renew a license, we will notify the licensee in writing, stating the reason for this decision. The licensee also has the right to request a hearing to contest non-renewal of their liquor license. RCW 66.24.010 (8)(d). If the licensee makes a timely request for a hearing, we will notify you.

The Board's Licensing Division will be required to present evidence at the hearing before an administrative law judge to support the non-renewal recommendation. You may present evidence in support of your objection or objections. The administrative law judge will consider all of the evidence and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

5) Procedure if Board Renews License Over Your Objection

If the Board decides to renew the license over your objection, you will be notified in writing. At that time, you may be given an opportunity to request a hearing. An opportunity for a hearing is offered at the Board's discretion. If a hearing is held, you will be responsible for presenting evidence before an Administrative Law Judge in support of your objection to license renewal. The Board's Licensing Division will present evidence in support of license renewal. The licensee may also participate and present evidence if the licensee desires. The administrative law judge will consider all of the evidence, and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

For questions about this process, contact the WSLCB Licensing Division at (360) 664-1600 or email us at localauthority@sp.lcb.wa.gov.

Sincerely,

Rebecca Smith

Rebecca Smith, Director,
Licensing and Regulation Division

LIQ 864 07/10

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 12/06/2024

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF TENINO
(BY ZIP CODE) FOR EXPIRATION DATE OF 20250331

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. SDKI LLC	TENINO FOOD MART 397 SUSSEX AVE W TENINO WA 98589 0000	368396	GROCERY STORE - BEER/WINE
2. CAJUN CHROME, LLC	SANDSTONE CAFE AND QUARRY BAR 273 SUSSEX AVE W TENINO WA 98589 9360	436512	SPIRITS/BR/WN REST LOUNGE + CATERING

Consent Calendar consisting of November 27, 2024 through December 10, 2024.

Payroll EFT's in the amount of \$83,180.10 and Claims Checks #32866 through #32893 and EFT's in the amount of \$115,408.24

for a grand total of \$198,588.34

Liquor and Cannabis License Renewal

CHECK REGISTER

7.

City Of Tenino

Time: 13:20:50 Date: 12/10/2024

11/27/2024 To: 12/10/2024

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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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 _____ 2024.

 Clerk/Treasurer

 Mayor

 Councilmember

 Councilmember

 Councilmember

 Councilmember

 Councilmember

CHECK REGISTER

7.

City Of Tenino

Time: 13:20:50 Date: 12/10/2024

11/27/2024 To: 12/10/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4750	12/10/2024	Claims	5	32881	RTS Enviromental LLC	5,500.00	
4751	12/10/2024	Claims	5	32882	Reva Rice	150.00	
4752	12/10/2024	Claims	5	32883	Right Systems Inc	3,563.05	
4753	12/10/2024	Claims	5	32884	Sunbelt Rentals	451.82	
4754	12/10/2024	Claims	5	32885	T-Mobile	689.69	Air cards; Cells
4755	12/10/2024	Claims	5	32886	Tenino Marketfresh	177.95	
4756	12/10/2024	Claims	5	32887	Tenino Telephone Co	1,625.33	
4757	12/10/2024	Claims	5	32888	City Of Tenino	1,690.61	
4758	12/10/2024	Claims	5	32889	Timberland Bank- loans	77,256.74	
4759	12/10/2024	Claims	5	32890	Utilities Underground Location	5.28	
4760	12/10/2024	Claims	5	32891	Brian Von Clück	5,309.65	Building inspection services for 10/30-12/5/24
4761	12/10/2024	Claims	5	32892	Voyager Fleet System	2,370.65	
4762	12/10/2024	Claims	5	32893	Wilson Parts Corporation	116.51	
						<hr/>	
001 General Government Fund #001						78,458.03	
002 Quarry Pool Fund #002						915.75	
101 City Street Fund #101						3,664.26	
310 Municipal Capital Imp Fund 310						1,792.68	
401 Water Fund						5,505.80	
402 Water Capital Imp Fund						51,952.02	
410 Sewer Fund						30,995.08	
421 Sewer Capital Improvement Fund						25,304.72	
						<hr/>	
						198,588.34	Claims: 115,408.24 Payroll: 83,180.10

CHECK REGISTER

7.

City Of Tenino

Time: 13:20:50 Date: 12/10/2024

11/27/2024 To: 12/10/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4661	12/05/2024	Payroll	5	EFT	Robert A Auderer	2,801.27	
4662	12/05/2024	Payroll	5	EFT	Veronica A Barnes	1,938.59	
4663	12/05/2024	Payroll	5	EFT	Troy LK Cannon	2,971.43	
4664	12/05/2024	Payroll	5	EFT	Brent L Gibbs	2,110.21	
4665	12/05/2024	Payroll	5	EFT	Drew Johnson	3,010.60	
4666	12/05/2024	Payroll	5	EFT	Aaron Lee	2,944.72	
4667	12/05/2024	Payroll	5	EFT	Courtney N Marganelli	1,442.24	
4668	12/05/2024	Payroll	5	EFT	Alec C McClelland	3,522.63	
4669	12/05/2024	Payroll	5	EFT	Cole Plaja	1,894.40	
4670	12/05/2024	Payroll	5	EFT	Jason M Plaja	2,677.01	
4671	12/05/2024	Payroll	5	EFT	Jessica Reeves-Rush	1,190.04	
4672	12/05/2024	Payroll	5	EFT	Maria Rodriguez	1,808.45	
4673	12/05/2024	Payroll	5	EFT	Jennifer N Scharber	2,716.24	
4674	12/05/2024	Payroll	5	EFT	Jeffrey A Eisel	136.86	
4675	12/05/2024	Payroll	5	EFT	Linda Gotovac	136.86	
4676	12/05/2024	Payroll	5	EFT	Effie E Klamn	136.86	
4677	12/05/2024	Payroll	5	EFT	Jason A Lawton	136.86	
4678	12/05/2024	Payroll	5	EFT	John J O'Callahan	228.10	
4679	12/05/2024	Payroll	5	EFT	David A Watterson	1,368.61	
4681	12/03/2024	Payroll	5	EFT	Timberland Bank	11,597.43	941 Deposit for Pay Cycle(s) 11/20/2024 - 11/20/2024
4688	12/03/2024	Payroll	5	EFT	WA State Dept of Retirement Systems	355.00	Pay Cycle(s) 11/20/2024 To 11/20/2024 - Deferred Comp
4718	12/06/2024	Payroll	5	EFT	Timberland Bank	11,809.17	941 Deposit for Pay Cycle(s) 12/05/2024 - 12/05/2024
4719	12/06/2024	Payroll	5	EFT	AWC Benefits Trust	12,912.99	Pay Cycle(s) 11/20/2024 To 11/20/2024 - AWC; Pay Cycle(s) 12/05/2024 To 12/05/2024 - AWC
4720	12/06/2024	Payroll	5	EFT	WA State Dept of Retirement Systems	355.00	Pay Cycle(s) 12/05/2024 To 12/05/2024 - Deferred Comp
4721	12/06/2024	Payroll	5	EFT	WA State Dept of Retirement Systems	12,978.53	Pay Cycle(s) 11/20/2024 To 11/20/2024 - LEOFF II; Pay Cycle(s) 11/20/2024 To 11/20/2024 - PERS II; Pay Cycle(s) 12/05/2024 To 12/05/2024 - LEOFF II; Pay Cycle(s) 12/05/2024 To 12/05/2024 - PERS II
4735	12/10/2024	Claims	5	32866	ALS Group USA, Corp	2,910.00	
4736	12/10/2024	Claims	5	32867	Cintas Corporation	136.46	
4737	12/10/2024	Claims	5	32868	Dille Law, PLLC	892.50	
4738	12/10/2024	Claims	5	32869	Duni Sanitation	485.00	
4739	12/10/2024	Claims	5	32870	Emily Evans	322.00	
4740	12/10/2024	Claims	5	32871	Sarah Gaden	294.00	
4741	12/10/2024	Claims	5	32872	H D Fowler Co	705.89	
4742	12/10/2024	Claims	5	32873	Larry & Paulla Hockaday	150.00	
4743	12/10/2024	Claims	5	32874	J P Cooke Co	75.00	
4744	12/10/2024	Claims	5	32875	Joe Enbody	1,500.00	
4745	12/10/2024	Claims	5	32876	Joes Refuse	1,416.01	
4746	12/10/2024	Claims	5	32877	Northstar Chemical, Inc	1,484.25	
4747	12/10/2024	Claims	5	32878	PARC Foundation	1,500.00	Tenino Stone Carvers moving of Library stone
4748	12/10/2024	Claims	5	32879	BusinessOffice Providence	8.00	
4749	12/10/2024	Claims	5	32880	Puget Sound Energy	4,621.85	

File Attachments for Item:

9. TIB Grant Award for Old 99

Recommended Action: Motion to Approve Grant Award from TIB for Old 99 Overlay



Project Funding Status Form

Agency Name: **TENINO**
Project Name: **2024 Park Avenue Overlay
6th St to Howard St**

TIB Project Number: **2-W-977(002)-1**

Verify the information below and revise if necessary.

Email to: Your TIB Engineer

PROJECT SCHEDULE

Target Dates		
Construction Approval	Contract Bid Award	Contract Completion

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
TENINO	20,150	
WSDOT	0	
Federal Funds	0	
TOTAL LOCAL FUNDS	20,150	

Signatures are required from two different agency officials. Return the originally signed form to your TIB Engineer.

Mayor or Public Works Director

Signature

Date

Printed or Typed Name

Title

Financial Officer

Signature

Date

Printed or Typed Name

Title



Project Funding Status Form

Agency Name: **TENINO**
Project Name: **Old Hwy 99 Overlay
Huston to WWTP**

TIB Project Number: **2-W-977(003)-1**

Verify the information below and revise if necessary.

Email to: Your TIB Engineer

PROJECT SCHEDULE

Target Dates		
Construction Approval	Contract Bid Award	Contract Completion

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
TENINO	26,637	
WSDOT	0	
Federal Funds	0	
TOTAL LOCAL FUNDS	26,637	

Signatures are required from two different agency officials. Return the originally signed form to your TIB Engineer.

Mayor or Public Works Director

Signature

Date

Printed or Typed Name

Title

Financial Officer

Signature

Date

Printed or Typed Name

Title

File Attachments for Item:

10. Ordinance 932 Budget Amendment

Recommended Action: Motion to approve second reading of Ordinance 932

ORDINANCE 932

AN ORDINANCE OF THE CITY OF TENINO AMENDING THE BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024

WHEREAS, on November 28, 2023, the City Council adopted Ordinance No. 928 fixing the Budget for fiscal year 2024; and

WHEREAS, there are several instances where actual revenues and expenditures vary from projected revenues and expenditures; and

WHEREAS, a budget amendment is desired to close the City's budget at the end of the current fiscal year and establish the beginning fund balances for the subsequent fiscal year.

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

Section 1. The Clerk/Treasurer is hereby directed to take the following actions before December 31, 2024, in preparation for the implementation of the 2025 budget:

- A. Add Angela Bowen Foundation donation to budget as funds left over will be used in 2025 for costs associated with the acquired land.
- B. Transfer \$728.15 from the General Fund to 003 Reserve Academy Fund.
- C. Transfer \$150,000.00 from the General Fund to 101 City Street Fund.
- D. Transfer \$400,000 from the General fund to the 310 Capital Improvement fund
- E. Transfer \$1,117.92 from the General Fund to 580 Claims Receipt's Clearing.
- F. Transfer \$26,780.82 from the General Fund 601 SWWAIP.

Section 2. This ordinance shall be in full force and effective five (5) days from and after its passage and approval as provided by law.

ADOPTED by the City Council of the City of Tenino, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof this 10th day of December, 2024.

Dave Watterson, Mayor

Attest:

Approved as to form:

Jen Scharber, Clerk/Treasurer

Brent Dille, Attorney

File Attachments for Item:

11. Ordinance 933 Budget Adoption

Recommended Action: Motion to approve second reading of Ordinance 933

ORDINANCE 933

**AN ORDINANCE OF THE CITY OF TENINO WASHINGTON
ADOPTING THE BUDGET FOR THE FISCAL YEAR
JANUARY 1, 2025 THROUGH DECEMBER 31, 2025.**

WHEREAS, the City Council for the City of Tenino, Washington, held public hearings on November 12, 2024, and November 26, 2024, for the purpose of determining the Ad Valorem tax to be levied in 2025; and

WHEREAS, the City Council for the City of Tenino, Washington, held public hearings on November 12, 2024, and November 26, 2024, for the purpose of establishing the City's Budget for fiscal year 2025; and

WHEREAS, the first reading of this Ordinance was held on November 26, 2024, and the second reading was held on December 10, 2024.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TENINO,
WASHINGTON DO ORDAIN AS FOLLOWS:**

Section 1. The following budget is hereby adopted for the year 2025:

FUND	REVENUES	EXPENDITURES
001 General Government Fund	2,394,774.60	2,267,762.57
002 Quarry Pool Fund	77,869.27	56,933.67
003 Reserve Academy Operating Fund	0.00	0.00
101 City Street Fund	300,467.88	119,140.01
102 Special Revenue Fund-Home Fund	136,284.48	0.00
109 Contingency Fund	0.00	0.00
310 Municipal Capital Improvement Fund	1,110,620.54	1,107,287.35
330 Inter Governmental Fund	0.00	0.00
401 Water Fund	503,892.21	302,768.15
402 Water Capital Improvement Fund	438,852.51	226,586.85
403 Storm Water Fund	38,208.19	0.00
410 Sewer Fund	1,941,783.58	1,656,745.37
421 Sewer Capital Improvement Fund	884,056.51	590,041.75
422 Sewer Reserve Fund	597,003.89	514,739.14
631 Municipal Court Trust Fund	3,000	0.00
TOTAL ALL FUNDS	8,632,404.91	6,844,004.86

Section 2. The details of each of these accounts, along with the 2025 Salary Schedule and Organizational Structure for 2025 are shown at Exhibit A attached hereto, made part hereof, and are incorporated herein by reference.

Section 3. This ordinance shall be in full force and effect on January 1, 2026, after its passage, approval, and publication as provided by law.

ADOPTED by the City Council of The City of Tenino, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof this 10th day of December 2024.

Dave Watterson, Mayor

Attest:

Approved as to form:

Jen Scharber, Clerk/Treasurer

Brent Dille, Attorney