

COUNCILMEMBERS

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Melodi Koenig



ORTING CITY COUNCIL
Regular Business Meeting Agenda
104 Bridge Street S, Orting, WA
Zoom – Virtual
November 8th, 2023
7:00 p.m.

Mayor Joshua Penner, Chair

1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL.

This meeting is being held in person and through the platform zoom. A link for virtual participation can be found on the agenda or on the City's website:

<https://us06web.zoom.us/j/84515649557?pwd=JbBWfrxOWSHZ8IxQ4MSvBKb6sCBumC.1>
Telephone: 1-253-215-8782 - Meeting ID: 845 1564 9557 and the passcode 333695.

REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.

2. PUBLIC COMMENTS.

Comments may be sent to the City Clerk at clerk@cityoforting.org by 3pm on November 8th, 2023 and will be read in to the record at the meeting. In person attendees may provide public comment at the meeting. In the case of a question, the chair will refer the matter to the appropriate administrative staff member or committee. Written comments that come in after the 3pm deadline will be read in to the record at the next Council meeting.

3. CONSENT AGENDA.

- A. Payroll Claims and Warrants.
- B. Meeting Minutes of October 18th and 25th, 2023.

Motion: To approve the consent agenda as prepared.

4. NEW BUSINESS.

- A. AB23-113 – 2024 Draft Budget – Amendment Proposals.
Scott Larson.

5. EXECUTIVE SESSION.

6. ADJOURNMENT.

Motion: To Adjourn.

WARRANT/CHECK REGISTER

City of Orting

Time: 11:43:20 Date: 11/02/2023

11/08/2023 To: 11/08/2023

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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VOUCHER/WARRANT REGISTER
 FOR 10-08-2023 COUNCIL
 CLAIMS/PAYROLL VOUCHER APPROVAL
 CITY OF ORTING

WE, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIM IS JUST, DUE, AND UNPAID OBLIGATION AGAINST THE CITY OF ORTING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

COUNCILPERSON: _____

COUNCILPERSON: _____

CITY CLERK: _____

ACCOUNTS PAYABLE

City of Orting

As Of: 11/08/2023

Time: 09:42:29 Date: 11/02/2023

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
100	11/01/2023	11/08/2023	353 Arrow Lumber	799.79	Monthly Statement October 2023
101	10/02/2023	11/08/2023	456 Associated Petroleum Products INC	622.16	Fuel
34	10/20/2023	11/08/2023	339 Association of Wash. Citi	2,050.00	AWC Annual Conference-Koenig-Gunther-Moore-Larson
					001-511-60-41-01 Training - Council Workshops-
91	10/24/2023	11/08/2023	552 Capital Heating & Cooling	438.15	Service Call on City Hall Hallway Leak
87	10/16/2023	11/08/2023	554 Capital One Trade Credit	187.04	Spray Paint
116	10/31/2023	11/08/2023	554 Capital One Trade Credit	238.73	Tarp-Ball Valve-Coupling-PVC Valve-Water Upgrade Project-Wo10072
117	10/31/2023	11/08/2023	554 Capital One Trade Credit	56.92	Heaters-North Park & Old Shop
118	10/31/2023	11/08/2023	554 Capital One Trade Credit	38.31	Garden Hose Well WO10119
94	11/01/2023	11/08/2023	363 Centurylink	1,440.40	City Phone Lines
95	11/01/2023	11/08/2023	363 Centurylink	205.15	Phones-Sewer
96	11/01/2023	11/08/2023	363 Centurylink	45.23	Sewer Phones
97	11/01/2023	11/08/2023	363 Centurylink	1,099.75	City Phones
98	11/01/2023	11/08/2023	363 Centurylink	71.09	PD Phones
99	11/01/2023	11/08/2023	363 Centurylink	73.21	Harman Springs
59	10/30/2023	11/08/2023	668 Curry & Williams, P.I.I.c	2,210.00	Court Judge-October 2023
111	10/27/2023	11/08/2023	687 Data Bar	1,292.10	Postage Deposit-Utility Billing Mailing
79	10/30/2023	11/08/2023	709 Department of Health-Office of Drinking Water	181,023.10	North Reservoir DWSRF Loan Payment-3261 DM09-952-022
102	10/02/2023	11/08/2023	745 Drain-Pro INC	104.50	Honey Bucket Service-Well 1
103	10/02/2023	11/08/2023	745 Drain-Pro INC	254.50	Honey Bucket Rental-Gratzer
104	10/02/2023	11/08/2023	745 Drain-Pro INC	96.66	Honey Bucket Service-Cemetery
105	10/02/2023	11/08/2023	745 Drain-Pro INC	104.50	Honey Bucket Rental-Skate Park
106	10/02/2023	11/08/2023	745 Drain-Pro INC	104.50	Honey Bucket Rental-River Ave
107	10/02/2023	11/08/2023	745 Drain-Pro INC	304.50	Honey Bucket Rental-Main Park
108	10/02/2023	11/08/2023	745 Drain-Pro INC	104.50	Honey Bucket Rental-Whitehawk
109	10/02/2023	11/08/2023	745 Drain-Pro INC	104.50	Honey Bucket Rental-Rocky RD
110	10/02/2023	11/08/2023	745 Drain-Pro INC	104.50	Honey Bucket Rental-Rocky RD
93	11/01/2023	11/08/2023	344 Galls LLC	228.73	Uniform Items-Martinez
80	10/30/2023	11/08/2023	882 Grainger	261.26	Solenoid Valve Brass NC Air Well 1

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
83	10/16/2023	11/08/2023	899 H D Fowler Company	599.59	Sprinkler Parts-Cemetery WO10644
39	10/29/2023	11/08/2023	964 Inslee, Best, Doezie & Ryder, P.S	14,309.16	Monthly Statement-City Attorney SEPT 2023
40	10/29/2023	11/08/2023	964 Inslee, Best, Doezie & Ryder, P.S	8,909.00	Monthly Statement-OCT 2023
82	10/16/2023	11/08/2023	1022 KCDA Purchasing Cooperative	450.84	Trash Liners
84	10/16/2023	11/08/2023	1051 Korum Automotive Group	296.15	Oil Change-New Wipers 2006 F650 FA1030
85	10/16/2023	11/08/2023	1051 Korum Automotive Group	110.12	Oil Change-2013 F150 FA1064
86	10/16/2023	11/08/2023	1051 Korum Automotive Group	114.53	Oil Change 22 F250-FA 1198
113	10/31/2023	11/08/2023	2034 Law Office of Holmes Weddle & Barcott	2,665.00	Legal Services-PD
114	10/31/2023	11/08/2023	2034 Law Office of Holmes Weddle & Barcott	75.00	Legal Services-PD
58	10/30/2023	11/08/2023	1095 Law Offices of Matthew J Rusnak	2,207.00	Public Defender Services October 2023
112	10/31/2023	11/08/2023	2035 Lentz, Karen S PLLC	2,200.00	Prosecuting Attorney-October 2023
128	10/31/2023	11/08/2023	1147 McClatchy Company LLC	903.62	Publications for October 2023
92	10/24/2023	11/08/2023	2032 Moss, TY	1,455.00	City Hall Cleaning-October 2023
90	11/01/2023	11/08/2023	1197 Murphy-Brown, Mary	1,480.00	Dance Class OCT 2023
81	10/30/2023	11/08/2023	1224 Nelson Truck Equipment Co. Inc	5,139.14	Part for Plow-FA1203 Dump Truck
119	11/01/2023	11/08/2023	1280 Orca Pacific, Inc	2,116.59	Sodium Hypochlorite
41	10/29/2023	11/08/2023	362 P.C. Budget & Finance	3,336.54	Pierce County Animal Control Service
46	10/16/2023	11/08/2023	362 P.C. Budget & Finance	6,039.77	Traffic Operation Maintenance Services-SEPT 2023
35	10/20/2023	11/08/2023	1346 Parametrix	1,615.00	WWTP Phase II
36	10/20/2023	11/08/2023	1346 Parametrix	8,386.88	Monthly Billing
37	10/20/2023	11/08/2023	1346 Parametrix	3,989.75	Monthly Statement-Whitehawk BLVD Extension
38	10/29/2023	11/08/2023	1346 Parametrix	11,252.59	Monthly Statement - Whitehawk BLVD Extension
127	10/31/2023	11/08/2023	1357 Pcrd (landfill)	1,461.16	Sweeper Spoils-WO11250
42	10/16/2023	11/08/2023	1433 Puget Sound Energy	54.03	200015669910-OCT2023
43	10/16/2023	11/08/2023	1433 Puget Sound Energy	643.30	200015669910-OCT2023
44	10/16/2023	11/08/2023	1433 Puget Sound Energy	3.74	Chlorinator
45	10/16/2023	11/08/2023	1433 Puget Sound Energy	1,410.53	Wingate Pump
56	10/30/2023	11/08/2023	1433 Puget Sound Energy	13,204.06	WWTP
60	10/30/2023	11/08/2023	1433 Puget Sound Energy	1,224.98	220022116432-City Hall Bridge ST
61	10/30/2023	11/08/2023	1433 Puget Sound Energy	155.35	200001248034-Chlorinator
62	10/30/2023	11/08/2023	1433 Puget Sound Energy	31.30	200001247812-Traffic Signal
63	10/30/2023	11/08/2023	1433 Puget Sound Energy	107.58	200019613294-Cemetery Shop
64	10/30/2023	11/08/2023	1433 Puget Sound Energy	441.50	200022934653-MPC
65	10/30/2023	11/08/2023	1433 Puget Sound Energy	12.34	200001248539-Lahar Siren
66	10/30/2023	11/08/2023	1433 Puget Sound Energy	114.62	220011476581-High Cedars Lift Station
67	10/30/2023	11/08/2023	1433 Puget Sound Energy	1,518.26	200001248372-Well 3
68	10/30/2023	11/08/2023	1433 Puget Sound Energy	10.85	200001248190-North Park
69	10/30/2023	11/08/2023	1433 Puget Sound Energy	339.77	2000015321859-Main Park-Bell Tower

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70	10/30/2023	11/08/2023	1433 Puget Sound Energy	144.98	200024404523-Lift Station #1
71	10/30/2023	11/08/2023	1433 Puget Sound Energy	80.80	200014994137-VG Lift Station
72	10/30/2023	11/08/2023	1433 Puget Sound Energy	102.32	200010396543-Noth Park
73	10/30/2023	11/08/2023	1433 Puget Sound Energy	91.76	220015220399-Street Lights
74	10/30/2023	11/08/2023	1433 Puget Sound Energy	338.03	220020534461-PW-Rocky RD
75	10/30/2023	11/08/2023	1433 Puget Sound Energy	2,045.15	200010396733-Well 4 Pump Station
76	10/30/2023	11/08/2023	1433 Puget Sound Energy	28.36	200010629349-PW Shop Calistoga
77	10/30/2023	11/08/2023	1433 Puget Sound Energy	69.11	200009717931-Well 2
47	10/23/2023	11/08/2023	1439 Purcor Pest Solutions	178.21	Pest Control -City Hall Bridge ST
48	10/23/2023	11/08/2023	1439 Purcor Pest Solutions	217.36	Pest Control-MPC
120	10/25/2023	11/08/2023	1439 Purcor Pest Solutions	142.80	Pest Control-Old City Hall
57	10/30/2023	11/08/2023	1445 Puyallup, City of	829.75	Metro Cities Major Collison Response
49	10/23/2023	11/08/2023	1462 Randles Sand & Gravel	212.93	Dump Fees-Asphalt & Dirt
115	10/31/2023	11/08/2023	1511 SHRED-IT, C/O Stericycle INC	132.80	Shredding City Hall
123	10/31/2023	11/08/2023	1595 Spectral Laboratories	281.00	Lab Testing
121	10/25/2023	11/08/2023	346 Sumner Lawn'n Saw	8.79	Spark Plugs-WO11218
122	10/31/2023	11/08/2023	346 Sumner Lawn'n Saw	19.79	Hose Clamp-Fuel Filter
50	10/23/2023	11/08/2023	1727 UniFirst Corporation	217.60	Uniform Cleaning & Supplies
124	10/25/2023	11/08/2023	1727 UniFirst Corporation	205.61	Uniform Items & Protective Services
51	10/23/2023	11/08/2023	1735 Usabluebook	104.58	Stir Bar Flea Teflon
52	10/23/2023	11/08/2023	1735 Usabluebook	10.46	Stir Bar Flea Teflon
53	10/23/2023	11/08/2023	1800 Washington Rock Quarries,	853.40	Crushed Surfacing Top Course
89	10/31/2023	11/08/2023	1800 Washington Rock Quarries,	210.24	Concrete Dump Fee
126	10/21/2023	11/08/2023	1800 Washington Rock Quarries,	934.47	Crushed Surfacing Top Course
54	10/30/2023	11/08/2023	1812 Water Management Lab Inc.	714.00	Lab Testing-Sweeper Waste
55	10/30/2023	11/08/2023	1812 Water Management Lab Inc.	240.45	Lab Testing
78	10/30/2023	11/08/2023	1818 Wells Fargo Vendor Financial Services LLC	316.68	Copier Lease-PW
88	10/31/2023	11/08/2023	1818 Wells Fargo Vendor Financial Services LLC	212.19	Copier Lease Police
125	10/20/2023	11/08/2023	1841 Williams Oil Filter Service	72.45	Filters-Sweeper-WO1033
Report Total:				301,064.49	

This report has been reviewed by:

REMARKS:

Signature & Title

Date

WARRANT/CHECK REGISTER

City of Orting

Time: 11:36:20 Date: 11/02/2023

11/08/2023 To: 11/08/2023

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1789	11/08/2023	Claims	631	55201	Arrow Lumber	799.79	Monthly Statement October 2023
					001 - 512 51 42 001 - City Hall Repairs & Maintenanc	14.22	-WO11299
					001 - 521 40 31 002 - Community Outreach Supplies	30.62	Halloween-Communtly Outreach
					401 - 534 50 48 002 - R&M - Water	184.69	Box Beam-Zip Ties WO1074
					401 - 534 50 48 002 - R&M - Water	12.03	Brass Bushing WO9856
					401 - 534 50 48 002 - R&M - Water	150.28	Hot Water Hose-Klean Strip-Hose Valve-Nozzle-WO11180
					401 - 534 50 48 002 - R&M - Water	18.93	Klean Strip-WO11180
					401 - 534 50 48 002 - R&M - Water	13.13	Shutt off Valve-Wo11180
					401 - 534 50 48 002 - R&M - Water	49.24	Disinfectant Clean-Hose Connector
					408 - 535 10 31 000 - Operation & Maint. Supplies	21.88	3V Photo Battery
					408 - 535 50 48 002 - R&M - Sewer	36.08	Fly Stick-Brush-Tub Cleaner WO11145
					408 - 535 50 48 002 - R&M - Sewer	3.82	Bolt Snap-Wo11206
					408 - 535 50 48 002 - R&M - Sewer	41.89	Zip Ties-WO11206
					104 - 536 50 48 000 - R&M - Cemetery	9.18	Term Adapter-PVC Bushing WO10644
					104 - 536 50 48 000 - R&M - Cemetery	15.67	PVC Cap-WO10644
					101 - 542 30 31 002 - Benefits - Clothing - Streets	7.66	Blast Gloves
					101 - 542 30 31 002 - Benefits - Clothing - Streets	7.66	Blast Gloves
					101 - 542 30 35 000 - Supplies - Small Tools	6.23	DB Insert Bit-WO10831
					105 - 576 80 31 000 - Supplies - Park Operations	7.66	Blast Gloves
					105 - 576 80 31 000 - Supplies - Park Operations	7.66	Blast Gloves
					105 - 576 80 35 000 - Supplies - Small Tools	16.29	Utility Tool Set-FA101
					105 - 576 80 48 000 - R&M Parks/Facilities	16.06	PSA Paper WO11159
					105 - 576 80 48 000 - R&M Parks/Facilities	94.15	Soft Hose-Wo10537
					105 - 576 80 48 000 - R&M Parks/Facilities	10.72	Satin Brush WO11161
					105 - 576 80 48 000 - R&M Parks/Facilities	5.25	Furniture Cups WO11159
					105 - 576 80 48 000 - R&M Parks/Facilities	18.79	Hillman Fasteners Wo10865
1790	11/08/2023	Claims	631	55202	Associated Petroleum Products INC	622.16	Fuel
					410 - 531 38 32 002 - Deisel - Stormwater	279.97	Fuel
					401 - 534 80 32 001 - Diesel - Water	279.97	Fuel
					408 - 535 80 32 000 - Gasoline - Wastewater	62.22	Fuel
1791	11/08/2023	Claims	631	55203	Association of Wash. Citi	2,050.00	AWC Annual Conference-Koenig-Gunther-Moore-Larson
							001-511-60-41-01
							Training - Council Workshops-
					001 - 511 60 41 001 - Training - Council Workshops	2,050.00	
1792	11/08/2023	Claims	631	55204	Capital Heating & Cooling	438.15	Service Call on City Hall Hallway Leak
					001 - 512 51 42 001 - City Hall Repairs & Maintenanc	35.05	Service Call on City Hall Hallway Leak
					001 - 514 23 42 002 - City Hall Repairs & Maintenanc	92.01	Service Call on City Hall Hallway Leak
					001 - 521 50 42 005 - City Hall Repairs and Maintena	131.45	Service Call on City Hall Hallway Leak
					001 - 524 20 42 001 - City Hall Repairs and Maintena	21.91	Service Call on City Hall Hallway Leak
					410 - 531 38 42 002 - City Hall Repairs and Maintena	43.82	Service Call on City Hall Hallway Leak
					401 - 534 10 42 004 - City Hall Repairs and Maintena	48.20	Service Call on City Hall Hallway Leak
					408 - 535 10 42 004 - City Hall Repairs and Maintena	48.20	Service Call on City Hall Hallway Leak
					101 - 542 30 42 001 - City Hall Repairs and Maintena	8.76	Service Call on City Hall Hallway Leak
					105 - 576 80 41 017 - City Hall Repairs and Maintena	8.75	Service Call on City Hall Hallway Leak

WARRANT/CHECK REGISTER

City of Orting

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1793	11/08/2023	Claims	631	55205	Capital One Trade Credit	521.00	Spray Paint; Tarp-Ball Valve-Coupling-PVC Valve-Water Upgrade Project-Wo10072; Heaters-North Park & Old Shop; Garden Hose Well WO10119
			401 - 534 50 35 000 - Supplies - Small Tools			238.73	Tarp-Ball Valve-Coupling-PVC Valve-Water Upgrade Project-Wo10072
			401 - 534 50 48 002 - R&M - Water			38.31	Garden Hose Well WO10119
			105 - 576 80 31 000 - Supplies - Park Operations			187.04	Spray Paint
			105 - 576 80 35 000 - Supplies - Small Tools			56.92	
1794	11/08/2023	Claims	631	55206	Centurylink	2,934.83	City Phone Lines; Phones-Sewer; Sewer Phones; City Phones; PD Phones; Harman Springs
			001 - 512 51 42 000 - Phone & Internet			115.23	
			001 - 514 23 42 000 - Phone & Internet			302.48	
			001 - 514 23 42 000 - Phone & Internet			368.77	City Phones
			001 - 521 20 42 000 - Phone & Internet			432.12	
			001 - 521 20 42 000 - Phone & Internet			71.09	PD Phones
			001 - 524 20 42 000 - Phone & Internet			72.02	
			410 - 531 38 42 001 - Phone & Internet			144.06	
			410 - 531 38 42 001 - Phone & Internet			68.50	City Phones
			401 - 534 10 42 000 - Postage - Water			158.44	
			401 - 534 10 42 001 - Phone & Internet			311.32	City Phones
			401 - 534 10 42 001 - Phone & Internet			73.21	Harman Springs
			408 - 535 10 42 001 - Phone & Internet			158.44	
			408 - 535 10 42 001 - Phone & Internet			205.15	Phones-Sewer
			408 - 535 10 42 001 - Phone & Internet			45.23	Phones-Sewer
			408 - 535 10 42 001 - Phone & Internet			351.16	City Phones
			101 - 542 30 42 000 - Phone & Internet			28.81	
			105 - 576 80 41 016 - Phone & Internet			28.80	City Phone Lines
1795	11/08/2023	Claims	631	55207	Curry & Williams, P.I.I.c	2,210.00	Court Judge-October 2023
			001 - 512 51 21 000 - Benefits - Labor & Industries			2,210.00	Court Judge-October 2023
1796	11/08/2023	Claims	631	55208	Data Bar	1,292.10	Postage Deposit-Utility Billing Mailing
			410 - 531 38 42 000 - Postage - Stormwater			430.70	Postage Deposit-Utility Billing Mailing
			401 - 534 10 42 000 - Postage - Water			430.70	Postage Deposit-Utility Billing Mailing
			408 - 535 10 42 000 - Postage - Wastewater			430.70	Postage Deposit-Utility Billing Mailing
1797	11/08/2023	Claims	631	55209	Department of Health-Office of Drinking	181,023.10	North Reservoir DWSRF Loan Payment-3261 DM09-952-022
			401 - 591 34 78 002 - DWSRF North Reservoir (P)			163,821.81	North Reservoir DWSRF Loan Payment-3261 DM09-952-022
			401 - 592 34 83 002 - DWSRF North Reservoir (I)			17,201.29	North Reservoir DWSRF Loan Payment-3261 DM09-952-022
1798	11/08/2023	Claims	631	55210	Drain-Pro INC	1,282.66	Honey Bucket Service-Well 1; Honey Bucket Rental-Gratzer; Honey Bucket Service-Cemetery; Honey Bucket Rental-Skate Park; Honey Bucket Rental-River Ave; Honey Bucket Rental-Main Park; Honey Bucket Rent
			408 - 535 60 48 004 - Maintenance - Sanican			104.50	Honey Bucket Service-Well 1
			408 - 535 60 48 004 - Maintenance - Sanican			254.50	Honey Bucket Rental-Gratzer
			408 - 535 60 48 004 - Maintenance - Sanican			96.66	Honey Bucket Service-Cemetery
			408 - 535 60 48 004 - Maintenance - Sanican			104.50	Honey Bucket Rental-Skate Park
			408 - 535 60 48 004 - Maintenance - Sanican			104.50	Honey Bucket Rental-River Ave

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			408 - 535 60 48 004		Maintenance - Sanican	304.50	Honey Bucket Rental-River Ave
			408 - 535 60 48 004		Maintenance - Sanican	104.50	Honey Bucket Rental-Whitehawk
			408 - 535 60 48 004		Maintenance - Sanican	104.50	Honey Bucket Rental-Rocky RD
			408 - 535 60 48 004		Maintenance - Sanican	104.50	Honey Bucket Rental-Rocky RD
1799	11/08/2023	Claims	631	55211	Galls LLC	228.73	Uniform Items-Martinez
			001 - 524 20 31 001		Benefits - Clothing - Bldg	228.73	Uniform Items-Martinez
1800	11/08/2023	Claims	631	55212	Grainger	261.26	Solenoid Valve Brass NC Air Well 1
			401 - 534 50 48 002		R&M - Water	261.26	Solenoid Valve Brass NC Air Well 1
1801	11/08/2023	Claims	631	55213	H D Fowler Company	599.59	Sprinkler Parts-Cemetery WO10644
			104 - 536 50 48 000		R&M - Cemetery	599.59	Sprinkler Parts-Cemetery WO10644
1802	11/08/2023	Claims	631	55214	Inslee, Best, Doezie & Ryder, P S	23,218.16	Monthly Statement-City Attorney SEPT 2023; Monthly Statement-OCT 2023
			001 - 515 41 41 002		Legal - City Attorney Services	3,118.45	City Attorney-Public Records Request
			001 - 515 41 41 002		Legal - City Attorney Services	577.50	City Attorney Services
			001 - 515 41 41 002		Legal - City Attorney Services	2,125.00	City Attorney Services
			001 - 515 41 41 002		Legal - City Attorney Services	1,450.00	City Attorney-Public Records Request
			001 - 515 41 41 002		Legal - City Attorney Services	55.00	City Attorney Services
			001 - 515 41 41 002		Legal - City Attorney Services	4,651.23	City Attorney Services
			001 - 515 41 41 005		Legal - HR	2,246.34	City Attorney-HR
			001 - 515 41 41 005		Legal - HR	1,125.00	City Attorney -HR
			001 - 515 41 41 006		Legal - Code Enforcement	1,902.78	City Attorney-Code Enforcement
			001 - 515 41 41 006		Legal - Code Enforcement	275.00	City Attorney-Development-311 Calistoga ST
			001 - 515 41 41 006		Legal - Code Enforcement	797.50	City Attorney Services
			001 - 515 41 41 006		Legal - Code Enforcement	175.00	City Attorney -Code Enforcement
			001 - 515 41 41 006		Legal - Code Enforcement	175.00	City Attorney -311 Calistoga ST
			001 - 515 41 41 006		Legal - Code Enforcement	1,354.00	City Attorney Services
			001 - 515 41 41 007		Legal - Development	52.86	City Attorney-Development
			001 - 515 41 41 007		Legal - Development	687.50	City Attorney-Development-Bridgewater
			001 - 515 41 41 007		Legal - Development	550.00	City Attorney -Development
			408 - 535 10 41 004		Legal - Attorney Services	1,900.00	City Attorney-Wastewater Legal
1803	11/08/2023	Claims	631	55215	KCDA Purchasing Cooperative	450.84	Trash Liners
			408 - 535 10 31 000		Operation & Maint. Supplies	450.84	Can Liners
1804	11/08/2023	Claims	631	55216	Korum Automotive Group	520.80	Oil Change-New Wipers 2006 F650 FA1030; Oil Change-2013 F150 FA1064; Oil Change 22 F250-FA 1198
			410 - 531 38 41 010		R&M Vehicles	148.07	Oil Change-New Wipers 2006 F650 FA1030
			410 - 531 38 41 010		R&M Vehicles	36.71	Oil Change-2013 F150 FA1064
			410 - 531 38 41 010		R&M Vehicles	38.18	Oil Change 22 F250-FA 1198
			401 - 534 50 48 006		R&M - Vehicles	148.08	Oil Change-New Wipers 2006 F650 FA1030
			401 - 534 50 48 006		R&M - Vehicles	36.71	Oil Change-2013 F150 FA1064
			401 - 534 50 48 006		R&M - Vehicles	38.18	Oil Change 22 F250-FA 1198
			105 - 576 80 48 002		R&M Vehicles	36.70	Oil Change-2013 F150 FA1064
			105 - 576 80 48 002		R&M Vehicles	38.17	Oil Change 22 F250-FA 1198
1805	11/08/2023	Claims	631	55217	Law Office of Holmes Weddle & Barcott	2,740.00	Legal Services-PD; Legal Services-PD
			001 - 515 41 41 005		Legal - HR	2,665.00	Legal Services-PD
			001 - 515 41 41 005		Legal - HR	75.00	Legal Services-PD
1806	11/08/2023	Claims	631	55218	Law Offices of Matthew J Rusnak	2,207.00	Public Defender Services October 2023

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			001 - 512 51 49 001		Fees - Court Appointed Attorn	2,207.00	Public Defender Services October 2023
1807	11/08/2023	Claims	631	55219	Lentz, Karen S PLLC	2,200.00	Prosecuting Attorney-October 2023
			001 - 515 41 41 003		Salary - Prosecuting Attorney	2,200.00	Prosecuting Attorney-October 2023
1808	11/08/2023	Claims	631	55220	McClatchy Company LLC	903.62	Publications for October 2023
			001 - 558 60 31 003		Publications - Planning	146.50	ORD # 2023-1113
			001 - 558 60 31 003		Publications - Planning	168.58	ORD # 2023-1116
			001 - 558 60 31 003		Publications - Planning	179.62	ORD # 2023-1117A
			001 - 558 60 31 003		Publications - Planning	284.50	Closed Record Hearing-10/25/2023
			001 - 558 60 31 003		Publications - Planning	124.42	ORD # 2023-1118
1809	11/08/2023	Claims	631	55221	TY Moss	1,455.00	City Hall Cleaning-October 2023
			001 - 512 51 41 008		Contract - Janitorial - Court	101.85	City Hall Cleaning-October 2023
			001 - 514 21 41 001		Contract - Janitorial - Finance	261.90	City Hall Cleaning-October 2023
			001 - 524 20 49 002		Contract - Janitorial - Bldg	436.50	City Hall Cleaning-October 2023
			410 - 531 31 41 004		Contract - Janitorial - Storm	174.60	City Hall Cleaning-October 2023
			401 - 534 10 41 043		Contract - Janitorial - Water	174.60	City Hall Cleaning-October 2023
			408 - 535 10 41 044		Contract - Janitorial - Wastewa	203.70	City Hall Cleaning-October 2023
			101 - 542 30 44 001		Contract - Janitorial - Streets	43.65	City Hall Cleaning-October 2023
			101 - 542 30 44 001		Contract - Janitorial - Streets	58.20	City Hall Cleaning-October 2023
1810	11/08/2023	Claims	631	55222	Murphy-Brown, Mary	1,480.00	Dance Class OCT 2023
			001 - 571 20 31 021		Dance Class	1,480.00	Dance Class OCT 2023
1811	11/08/2023	Claims	631	55223	Nelson Truck Equipment Co. Inc	5,139.14	Part for Plow-FA1203 Dump Truck
			410 - 594 31 67 018		Dump Truck	1,027.83	Part for Plow-FA1203 Dump Truck
			401 - 594 34 63 064		Dump Truck	1,027.83	Part for Plow-FA1203 Dump Truck
			408 - 594 35 64 078		Dump Truck	1,027.83	Part for Plow-FA1203 Dump Truck
			101 - 594 42 64 040		Dump Truck	1,027.83	Part for Plow-FA1203 Dump Truck
			105 - 594 76 63 090		Dump Truck	1,027.82	Part for Plow-FA1203 Dump Truck
1812	11/08/2023	Claims	631	55224	Orca Pacific, Inc	2,116.59	Sodium Hypochlorite
			401 - 534 10 31 001		Supplies Chlorine - Water	2,116.59	Sodium Hypochlorite
1813	11/08/2023	Claims	631	55225	P.C. Budget & Finance	9,376.31	Pierce County Animal Control Service; Traffic Operation Maintenance Services-SEPT 2023
			101 - 542 64 49 000		Traffic Services - Signs	6,039.77	Traffic Operation Maintenance Services-SEPT 2023
			001 - 554 30 40 000		Pierce County Animal Control	3,336.54	Pierce County Animal Control Service
1814	11/08/2023	Claims	631	55226	Parametrix	25,244.22	WWTP Phase II; Monthly Billing; Monthly Statement-Whitehawk BLVD Extension; Monthly Statement - Whitehawk BLVD Extension
			401 - 534 10 41 001		Eng - Engineering On Call	1,400.00	General Consulting-Water
			401 - 534 10 41 001		Eng - Engineering On Call	295.00	General Consulting-Water
			408 - 535 10 41 001		Eng - On Call Services	550.00	General Consulting-Sewer
			408 - 535 10 41 021		Eng - Telemetry O & M	1,230.00	General Consulting-Sewer-SCADA
			101 - 542 30 41 001		Eng - On Call	330.00	General Consulting-Streets
			001 - 558 60 41 001		Eng - Planning & Land Use	3,325.00	General Development
			001 - 558 60 41 001		Eng - Planning & Land Use	133.13	General Consulting
			408 - 594 35 41 012		Eng - Class A Solids Handling [1,615.00	WWTP Phase II
			408 - 594 35 63 044		Eng - I & I Design	793.75	CIPP Project Documents
			408 - 594 35 63 044		Eng - I & I Design	330.00	CIPP Project Mgmt
			101 - 595 10 64 034		SW Connector Design	268.70	Whitehawk BLVD Extension-Project Management QA/QC
			101 - 595 10 64 034		SW Connector Design	1,714.02	Whitehawk BLVD Extension-Mapping

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			101 - 595 10 64 034		- SW Connector Design	356.33	Whitehawk BLVD Extension-Preliminary Design
			101 - 595 10 64 034		- SW Connector Design	70.51	Whitehawk BLVD Extension-Final Design
			101 - 595 10 64 034		- SW Connector Design	262.59	Whitehawk BLVD Extension-Fixed Fees
			101 - 595 10 64 034		- SW Connector Design	1,317.60	Whitehawk BLVD Extension-Traffic Design Sub-PH Consulting
			101 - 595 10 64 034		- SW Connector Design	847.35	Whitehawk BLVD Extension-QA&QC
			101 - 595 10 64 034		- SW Connector Design	6,103.04	Whitehawk BLVD Extension-Mapping
			101 - 595 10 64 034		- SW Connector Design	2,677.44	Whitehawk BLVD Extension-Preliminary Design
			101 - 595 10 64 034		- SW Connector Design	1,049.13	Whitehawk BLVD Extension-Fixed Fess
			101 - 595 10 64 034		- SW Connector Design	575.63	Whitehawk BLVD Extension-PMX-ODC-PMX
1815	11/08/2023	Claims	631	55227	Pcrd (landfill)	1,461.16	Sweeper Spoils-WO11250
			410 - 531 38 48 005		- Service - Waste Removal	204.00	
			410 - 531 38 48 005		- Service - Waste Removal	126.18	
			410 - 531 38 48 005		- Service - Waste Removal	141.41	
			410 - 531 38 48 005		- Service - Waste Removal	129.81	
			410 - 531 38 48 005		- Service - Waste Removal	142.14	
			410 - 531 38 48 005		- Service - Waste Removal	158.82	
			105 - 542 30 48 006		- Waste Removal	214.50	
			105 - 542 30 48 006		- Waste Removal	218.90	
			105 - 542 30 48 006		- Waste Removal	125.40	
1816	11/08/2023	Claims	631	55228	Puget Sound Energy	22,172.72	200015669910-OCT2023; 200015669910-OCT2023; Chlorinator; Wingate Pump; WWTP; 220022116432-City Hall Bridge ST; 200001248034-Chlorinator; 200001247812-Traffic Signal; 200019613294-Cemetery Shop; 200022
			001 - 512 51 47 001		- Electricity - City Hall - Court	98.00	220022116432-City Hall Bridge ST
			001 - 514 21 47 001		- Electricity - City Hall - Finance	257.25	220022116432-City Hall Bridge ST
			001 - 521 50 42 006		- Electricity - City Hall - PD	367.50	220022116432-City Hall Bridge ST
			001 - 524 20 32 005		- Electricity - City Hall - Bldg	61.24	220022116432-City Hall Bridge ST
			001 - 525 60 47 001		- Electricity - Lahar Sirens	12.34	200001248539-Lahar Siren
			401 - 534 50 47 001		- Electricity - City Shops	134.75	220022116432-City Hall Bridge ST
			401 - 534 50 47 001		- Electricity - City Shops	7.09	200010629349-PW Shop Calistoga
			401 - 534 50 47 002		- Electricity - Chlorinator	54.03	Chlorinator-PSE
			401 - 534 50 47 002		- Electricity - Chlorinator	3.74	
			401 - 534 50 47 002		- Electricity - Chlorinator	155.35	200001248034-Chlorinator
			401 - 534 50 47 003		- Electricity - Well #1	643.30	Well #1
			401 - 534 50 47 004		- Electricity - Well #2	112.67	220020534461-PW-Rocky RD
			401 - 534 50 47 004		- Electricity - Well #2	69.11	200009717931-Well 2
			401 - 534 50 47 005		- Electricity - Wingate Pump	1,410.53	Wingate Pump
			401 - 534 50 47 008		- Electricity - Well #3	1,518.26	200001248372-Well 3
			401 - 534 50 47 011		- Electricity - Well #4 and Pump	2,045.15	200010396733-Well 4 Pump Station
			408 - 535 50 47 001		- Electricity - City Shops	134.74	220022116432-City Hall Bridge ST
			408 - 535 50 47 001		- Electricity - City Shops	122.50	220022116432-City Hall Bridge ST
			408 - 535 50 47 001		- Electricity - City Shops	112.68	220020534461-PW-Rocky RD
			408 - 535 50 47 001		- Electricity - City Shops	8.51	200010629349-PW Shop Calistoga
			408 - 535 50 47 002		- Electricity - Lift Station #1	144.98	200024404523-Lift Station #1
			408 - 535 50 47 003		- Electricity - High Cedars Lift Sta	114.62	220011476581-High Cedars Lift Station
			408 - 535 50 47 004		- Electricity - W.W.T.P.	13,204.06	WWTP
			408 - 535 50 47 005		- Electricity - Village Green	80.80	200014994137-VG Lift Station
			104 - 536 50 47 001		- Electricity - City Shops	5.67	200010629349-PW Shop Calistoga
			104 - 536 50 47 002		- Electricity - Cemetery Shop	107.58	200019613294-Cemetery Shop

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			101 - 542 30 49 001		Electricity - City Hall & PW Sho	24.50	220022116432-City Hall Bridge ST
			101 - 542 30 49 001		Electricity - City Hall & PW Sho	112.68	220020534461-PW-Rocky RD
			101 - 542 63 47 003		Electricity - Street Lights	31.30	200001247812-Traffic Signal
			101 - 542 63 47 003		Electricity - Street Lights	91.76	220015220399-Street Lights
			101 - 542 63 47 003		Electricity - Street Lights	7.09	200010629349-PW Shop Calistoga
			001 - 575 50 47 001		Electricity - MPC	441.50	200022934653-MPC
			105 - 576 80 47 001		Electricity - North Park	10.85	200001248190-North Park
			105 - 576 80 47 001		Electricity - North Park	102.32	200010396543-Noth Park
			105 - 576 80 47 002		Electricity - Main Park	237.84	2000015321859-Main Park-Bell Tower
			105 - 576 80 47 003		Electricity - City Hall	24.50	220022116432-City Hall Bridge ST
			105 - 576 80 47 003		Electricity - City Hall	101.93	2000015321859-Main Park-Bell Tower
1817	11/08/2023	Claims	631	55229	Purcor Pest Solutions	538.37	Pest Control -City Hall Bridge ST; Pest Control-MPC; Pest Control-Old City Hall
			001 - 514 21 48 001		City Hall Repairs & Maintenanc	178.21	Pest Control -City Hall Bridge ST
			001 - 518 20 40 003		Old City Hall Expenses	142.80	Pest Control-Old City Hall
			001 - 575 50 48 000		R & M - MPC	217.36	Pest Control MPC
1818	11/08/2023	Claims	631	55230	Puyallup, City of	829.75	Metro Cities Major Collison Response
			001 - 521 23 41 000		Dues - TRT	829.75	Metro Cities Major Collison Response
1819	11/08/2023	Claims	631	55231	Randles Sand & Gravel	212.93	Dump Fees-Asphalt & Dirt
			401 - 534 50 49 017		Service - Waste Removal	212.93	Dump Fees-Asphalt & Dirt
1820	11/08/2023	Claims	631	55232	SHRED-IT, C/O Stericycle INC	132.80	Shredding City Hall
			001 - 512 51 31 000		Supplies - Court - Office	10.08	Shredding City Hall
			001 - 514 23 31 002		Supplies - Office & Operating	44.56	Shredding City Hall
			001 - 521 20 31 003		Supplies - Office & Operating	37.82	Shredding City Hall
			410 - 531 38 31 000		Supplies - Office & Operating	12.60	Shredding City Hall
			401 - 534 10 31 000		Supplies - Office & Operating	13.87	Shredding City Hall
			408 - 535 10 41 014		Services - Office & Operating	13.87	Shredding City Hall
1821	11/08/2023	Claims	631	55233	Spectral Laboratories	281.00	Lab Testing
			408 - 535 10 41 003		Service - Lab Testing	281.00	Lab Testing
1822	11/08/2023	Claims	631	55234	Sumner Lawn'n Saw	28.58	Spark Plugs-WO11218; Hose Clamp-Fuel Filter
			101 - 542 30 48 004		R&M - Equipment	8.79	Spark Plugs-WO11218
			101 - 542 30 48 004		R&M - Equipment	19.79	Hose Clamp-Fuel Filter
1823	11/08/2023	Claims	631	55235	UniFirst Corporation	423.21	Uniform Cleaning & Supplies; Uniform Items & Protective Services
			408 - 535 10 31 003		Supplies - Clothing - Protective	217.60	Uniform Cleaning & Supplies
			408 - 535 10 31 003		Supplies - Clothing - Protective	205.61	Lab Testing
1824	11/08/2023	Claims	631	55236	Usabluebook	115.04	Stir Bar Flea Teflon; Stir Bar Flea Teflon
			408 - 535 50 48 002		R&M - Sewer	104.58	Stir Bar Flea Teflon
			408 - 535 50 48 002		R&M - Sewer	10.46	Stir Bar Flea Teflon
1825	11/08/2023	Claims	631	55237	Washington Rock Quarries,	1,998.11	Crushed Surfacing Top Course; Concrete Dump Fee; Crushed Surfacing Top Course
			401 - 534 50 48 002		R&M - Water	426.70	Crushed Surfacing Top Course
			401 - 534 50 48 002		R&M - Water	467.24	Crushed Surfacing Top Course
			401 - 534 50 49 017		Service - Waste Removal	210.24	Concrete Dump Fee
			101 - 542 30 48 002		R&M - Roads/Streets	213.35	Crushed Surfacing Top Course
			101 - 542 30 48 002		R&M - Roads/Streets	467.23	Crushed Surfacing Top Course
			105 - 576 80 48 000		R&M Parks/Facilities	213.35	Crushed Surfacing Top Course

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1826	11/08/2023	Claims	631	55238	Water Management Lab Inc.	954.45	Lab Testing-Sweeper Waste; Lab Testing
			410 - 531 38 48 004 - Service - Stormwater Waste M:			714.00	Lab Testing-Sweeper Waste
			401 - 534 10 41 003 - Service - Lab Testing			240.45	Lab Testing
1827	11/08/2023	Claims	631	55239	Wells Fargo Vendor Financial Services LL	528.87	Copier Lease-PW; Copier Lease Police
			001 - 521 10 40 006 - Copier Lease - PD			212.19	Copier Lease Police
			410 - 531 38 31 000 - Supplies - Office & Operating			105.56	Copier Lease-PW
			401 - 534 10 31 000 - Supplies - Office & Operating			105.56	Copier Lease-PW
			408 - 535 10 31 000 - Operation & Maint. Supplies			105.56	Copier Lease-PW
1828	11/08/2023	Claims	631	55240	Williams Oil Filter Service	72.45	Filters-Sweeper-WO1033
			410 - 531 38 48 001 - R&M - Equipment			72.45	Filters-Sweeper-WO1033

511 Legislative	2,050.00
512 Judicial	4,791.43
514 Financial, Recording & Elections	1,505.18
515 Legal Services	26,258.16
518 Centralized Services	142.80
521 Law Enforcement	2,112.54
524 Protective Inspections	820.40
525 Disaster Services	12.34
554 Environmental Services	3,336.54
558 Planning & Community Devel	4,361.75
571 Education & Recreation	1,480.00
575 Cultural & Recreational Facilities	658.86
001 Current Expense	47,530.00
542 Streets - Maintenance	7,507.23
594 Capital Expenditures	16,270.17
101 City Streets	23,777.40
536 Cemetery	737.69
104 Cemetery	737.69
542 Streets - Maintenance	558.80
576 Park Facilities	1,223.75
594 Capital Expenditures	1,027.82
105 Parks Department	2,810.37
534 Water Utilities	14,308.57
591 Debt Service	181,023.10
594 Capital Expenditures	1,027.83
401 Water	196,359.50
535 Sewer	21,883.54
594 Capital Expenditures	3,766.58
408 Wastewater	25,650.12
531 Storm Water Services	3,171.58
594 Capital Expenditures	1,027.83
410 Stormwater	4,199.41

Claims: 301,064.49
 301,064.49

COUNCILMEMBERS

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Melodi Koenig



ORTING CITY COUNCIL
Study Session Meeting Minutes
104 Bridge Street S, Orting, WA
Zoom – Virtual
October 18th, 2023
6:00 p.m.

Deputy Mayor Gregg Bradshaw, Chair

1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL.

Councilmember Gunther called the meeting to order at 6:00pm. Councilmember Koenig led the pledge of allegiance, and then roll call was taken.

Councilmembers present: Councilmembers Tod Gunther, Chris Moore, Don Tracy, John Williams, Greg Hogan, and Melodi Koenig.

Deputy Mayor Bradshaw entered the meeting at 6:27pm.

Staff present: City Administrator Scott Larson, City Clerk Kim Agfalvi, Finance Director Gretchen Russo, Executive Assistant Danielle Charchenko, and Capital Projects Manager John Bielka.

Councilmember Gunther led the study session meeting in lieu of Deputy Bradshaw.

Councilmember Moore made a motion to recess for the Orting High School Homecoming Parade. Seconded by Councilmember Koenig.

Motion passed (6-0).

Council entered recess at 6:03pm.

Council reconvened the meeting at 6:27pm.

2. COMMITTEE REPORTS.

A. Public Works – CM Williams & CM Moore.

- All items discussed are on the study session agenda.

B. Public Safety – CM Gunther & CM Tracy.

- Updating Nuisance Weeds policy.
- Lateral police incentives.
- Pierce County Radio and South Sound Dispatch Agreements are on the study session agenda.

C. Community and Government Affairs – CM Hogan & CM Koenig.

- All items discussed are on the study session agenda.

3. STAFF REPORTS.

Finance.

Finance Director Gretchen Russo briefed on the following:

- Springbrook implementation update.
- Began using new online billing portal for utilities. There will be no water shut off next period, residents will be notified via doorhanger.
- 2020-2021 audit has been completed.
- 2022 audit will begin soon.

City Clerk/Activities & Events.

City Clerk Kim Agfalvi briefed on the following:

- City Hall hosted a FEMA ICS 100, 200, and 700 training course.
- Adult crafting classes have sold out quickly. A second date will be added.
- Adult dance fitness, Age 0-5 playgroup, and line dancing classes will begin this month.
- Planning the Home for the Holidays Event for December 2nd. There are currently 83 vendors registered and the middle school and high school jazz band and choirs will be performing.

Engineering.

Engineer JC Hungerford briefed on the following:

- Kansas Street Outfall is complete.
- Sewer Relining construction will begin in November or December.

Police.

City Administrator Scott Larson briefed on the following:

- Officer Mitchells graduates from police academy on November 14th ay 11am.
- Lt. Turner was out with a shoulder injury and has now returned.
- Supervisor promotional position is in process.

Capital Projects.

Capital Project Manager John Bielka briefed on the following:

- New grant applications that have been submitted.
- Status update of previous grants that have been applied for.
- Future grant opportunities.
- Loan application opportunities.
- Attended WEFTEC conference in Chicago.
- Innovative Readiness Training (IRT) Charter Park bathroom proposal.
- Project updates for sewer relining, chlorine generators, Title VI has been filed with WSDOT, Pedestrian bridge, Kansas Street STIP, Whitehawk Blvd, and SCADA programming server.

Administrative.

City Administrator Scott Larson briefed on the following:

- Ad-Hoc Housing Committee reviewed proposal from Econ NW.
- City Administrator Scott Larson and Councilmember Bradshaw attended a meeting for Pierce County Mayors and City Administrators to discuss legislative priorities.
- 2020-2021 Audit is complete and a virtual exit conference is scheduled for 10/19/23 at 10am.
- The County has begun compiling public comments and is starting the redesign process for the Jones Levy.

Executive.

Mayor Penner briefed on the following:

- Will be attending an AWC, District 6 Luncheon in Olympia on 10/30/23 at 11:30am.
- The Police Department will be hosting a Trunk or Treat Event on Halloween.
- Elected Officials Essential training is on December 9th.

4. AGENDA ITEMS.

A. AB23-107 – Transportation Benefit District (TBD).

Councilmember Williams stated that when Covid began Council decided to suspend the \$20 fee for vehicle tabs and stated that Council should reinstate the fee and use the revenue to maintain streets and sidewalk ramps. Council discussion followed.

Action: Move back to Public Works committee in November to review policy and fee amount.

B. Draft 2024 Budget Discussion.

Finance Director Gretchen Russo briefed on the updates made to the draft budget after the budget retreat and council meeting discussions and provided a memo that showed a breakdown of adjustments that have been requested by Council. She stated the goal is to review the updated draft budget before moving forward. Council discussion followed.

Action: Move forward to regular business meeting on November 8th, 2023 as a discussion agenda item.

C. AB23-106 – Water System Plan.

Councilmember Williams stated that the current 6-year water system plan expired in 2015 and is currently out of compliance. He briefed that the City can apply for a 10-year water system plan through the Department of Health and stated the Department of Health has gone through the existing plan and has provided requirements for the scope of work. Council discussion followed.

Action: Move forward to regular business meeting on October 25th, 2023 as a consent agenda item.

D. AB23-67 – Banners and Advertising.

Councilmember Hogan briefed on the updates made to the Banners and Advertising Policy. He stated the Banner Permit Application has been updated to clarify that only organizations that have a Council approved sponsorship are eligible to apply for and place a banner over SR 162. Council discussion followed.

Action: Move forward to regular business meeting on October 25th, 2023 as a consent agenda item.

E. AB23-88 – 2024 Grants.

Councilmember Hogan stated the CGA committee is proposing to establish and fulfill grant funding according to available revenue in the current fiscal year and recommended continuing utilizing this practice moving forward. Council discussion followed.

Action: Move forward to regular business meeting on October 25th, 2023, 2023 as a standalone agenda item.

F. AB23-91 – Murrey's Franchise Agreement.

City Administrator Scott Larson stated that he met with the representative for Murrey's and they are looking to add a new fuel charge when diesel prices increase. Council discussion followed.

Action: Move back to CGA committee in November as an informational item to discuss any progress made on agreement.

G. AB23-93 – Plaque Relocation Request.

Councilmember Hogan stated that the Orting Historical Society is requesting a clock tower plaque honoring George Capestany of Parametrix. He stated the Orting Historical Society is requesting the plaque be placed in the garden near the utility drop box in front of City Hall and that the CGA committee is recommending installing the plaque on the described and pictured stand on either side of the benches and water fountain on the west side of City Hall. Council discussion followed.

Action: Move back to CGA committee in November to develop a policy for plaque placement.

H. AB23-100 – Pierce County Radio Agreement.

Councilmember Gunther briefed that since 2015, Pierce County has been requesting the City agree to pay an annual fee for police department radio access to the County-Wide Radio Network and stated that in 2011, Pierce County voters approved Proposition No. 1, a resolution that authorized a county-wide, one-tenth of one percent (0.1%) local sales and use tax to provide funds for costs associated with financing, design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improvement of emergency communication systems and facilities infrastructure throughout Pierce County. He stated the Public Safety committee recommends that the City not enter into this agreement. Council discussion followed.

Action: No action was taken.

I. AB23-101 – South Sound Dispatch Agreement.

Councilmember Gunther stated the Public Safety committee recommends that Council authorizes the Mayor to update the dispatch agreement with South Sound 911.

Action: Move forward to regular business meeting on October 25th, 2023 as a consent agenda item.

5. EXECUTIVE SESSION.

6. ADJOURNMENT.

Deputy Mayor Bradshaw adjourned the meeting at 9:22pm.

ATTEST:

Joshua Penner, Mayor

Kimberly Agfalvi, CMC, City Clerk

COUNCILMEMBERS

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Melodi Koenig



ORTING CITY COUNCIL
Regular Business Meeting Minutes
104 Bridge Street S, Orting, WA
Zoom – Virtual
October 25th, 2023
7:00 p.m.

Mayor Joshua Penner, Chair

1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL.

Mayor Penner called the meeting to order at 7:00pm. Councilmember Gunther led the Pledge of Allegiance.

Councilmembers present: Councilmembers Tod Gunther, Chris Moore, John Williams, Greg Hogan, Melodi Koenig, and Deputy Mayor Gregg Bradshaw.

Absent: Councilmember Don Tracy.

Councilmember Koenig made a motion to excuse Councilmember Tracy. Seconded by Councilmember Williams.

Motion passed (6-0).

Staff present: City Administrator Scott Larson, Finance Director Gretchen Russo, City Clerk Kim Agfalvi, Executive Assistant Danielle Charchenko, Public Works Director Marshall Maurer, Capital Projects Manager John Bielka, City Attorney Charlotte Archer, and Engineer JC Hungerford.

REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.

No requests were made.

2. PUBLIC COMMENTS.

Mayor Penner stated the City received three written statements to be read into the record. He briefed that two statements were from Valentino Villa and one statement was from John Kelly. He stated the length of each written comment exceeds the allotted three minutes given for public comments and that all statements were printed and distributed to the Council.

3. CLOSED RECORD HEARING

Mayor Penner laid out the rules for the closed record hearing.

Mayor Penner opened the closed record hearing at 7:05pm.

A. AB23-112 - Rainier Meadows Division 2 Preliminary Plat/PUD (PP PUD-22-02).

City Planner MillieAnne VanDevender gave a presentation on the application materials for Rainier Meadows Division 2, submitted by Craig Deaver of C.E.S NW Inc. City Planner MillieAnne VanDevender started the presentation by briefing the review and approval process for a Planned Unit Development (PUD). She stated the Council's role is to consider the proposal based on the record established by the Planning Commission through the public hearing held on October 2, 2023.

City Planner MillieAnne VanDevender gave an overview of the proposal stating the site is located at 303 Meadow Lane SE, the parcel size is 10.8 acres, and the applicant is proposing 41 lots. She stated there will also be 206,430 square foot tract for open space and critical area protection. The project has gone through a SEPA Environmental review and the City issued a Determination of Non-Significance (DNS). City Planner MillieAnne VanDevender briefed on the comments received for the project and provided a response matrix to the Planning Commission. She then gave a critical area review briefing wetland buffers and averaging on the parcel. She stated the applicants are not proposing development in the floodplain or in the shoreline management jurisdiction. City Planner MillieAnne VanDevender briefed on the PUD proposed standards and proposed amenities stating the applicants are requesting a reduced lot size for 34 of the 41 lots resulting in an average lot size of 5,068sqft. She stated the proposed setbacks for interior lots is a 5ft side setbacks, 10ft front setbacks for corner lots, with a 10ft rear setback. In return the applicant is proposing to reroute a portion of the foothills trail and to add improvements within charter park by adding a public parking lot, a pickleball court, and a stormwater detention pond. City Planner MillieAnne VanDevender stated the Planning Commission held an Open Record Public Hearing on Oct. 2, 2023, and voted unanimously to forward a recommendation of conditional approval based on the findings of fact and conclusions included in the staff report, subject to the recommended conditions of approval as listed on page 18-20 of the staff report, with the addition of a condition related to no parking signs for fire lanes. Additionally, the Planning Commission voted unanimously to recommend that Road A continues as Brown Way SE and Road B is named after the Stevenson family, per OMC 8-12-1: C.

Council discussion followed.

Mayor Penner closed the closed record hearing at 7:31pm

Councilmember Moor made a motion to approve Ordinance No. 2023-1118, an ordinance of the City of Orting, Washington, approving, with conditions, the Preliminary Plat and Planned Unit Development (PUD) for Rainier Meadows, Division 2. Seconded by Councilmember Williams

Motion passed (5-1). Nay – Gunther.

4. CONSENT AGENDA.

- A.** Payroll Claims and Warrants.
- B.** Meeting Minutes of October 11th, 2023.
- C.** **AB23-106** – Water System Plan.
- D.** **AB23-67** – Banners and Advertising.
- E.** **AB23-101** – South Sound 911 Dispatch Agreement.

Councilmember Moore made a motion to approve the consent agenda as prepared. Seconded by Councilmember Koenig.

Motion passed (6-0).

5. NEW BUSINESS.

- A.** **AB23-88** – 2024 Grants.

Councilmember Hogan briefed on the recommended grant distributions as proposed by the Community and Government Affairs Committee (CGA) for Orting Chamber of Commerce, Orting Food Bank, Orting Senior Center, Angel One Foundation, Orting Rock Festival Association, and Recovery Café of Orting Valley.

Councilmember Hogan made a motion to adopt Resolution No. 2023-26, 2023-27, 2023-28, 2023-29, 2023-30, and 2023-31 resolutions of the City of Orting, Washington, declaring a public purpose and authorizing a City grant of funds to Orting Chamber of Commerce, Orting Food Bank, Orting Senior Center, Angel One Foundation, Orting Rock Festival Association and Recovery Café of Orting Valley.

Council discussion followed.

Motion passed (6-0).

6. EXECUTIVE SESSION.

City Attorney Charlotte Archer briefed that the meeting would be recessed to executive session pursuant to RCW 42.30.110(1)(i) to discuss potential or pending litigation when public discussion of the item could have adverse legal or financial consequence for the agency to begin at 7:37pm for fifteen minutes with no action to follow.

Executive session began at 7:37pm.

Executive session was extended at 7:52pm for 45 minutes.

Executive session ended at 8:34pm.

Mayor Penner reconvened the meeting to regular session at 8:35pm.

7. ADJOURNMENT.

Deputy Mayor Bradshaw made a motion to adjourn. Seconded by Councilmember Koenig.

Motion passed (6-0).

Mayor Penner adjourned the meeting at 8:35pm.

ATTEST:

Joshua Penner, Mayor

Kim Agfalvi, CMC, City Clerk



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: 2024 Draft Budget – Amendment Proposals	AB23-113			
				11.8.2023
	Department:	Administration		
	Date Submitted:	11.2.2023		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	None			
Submitted By:	Scott Larson			
Fiscal Note: None				
Attachments: Amendment Proposals				
SUMMARY STATEMENT:				
<p>At the October 18, 2023 study session council had discussion about various aspects of the budget, with comments to add or remove certain items. There was not clear direction or consensus on these items, and staff recommended an amendment process to determine how to amend the draft budget. The below amendments were circulated to the sponsoring council members and those members may choose to introduce the amendments during the meeting for consideration. Please note that this process will only be amending the draft budget as there is still a public hearing process that needs to take place before a final budget can be adopted.</p> <p>Amendment Titles:</p> <ol style="list-style-type: none"> 1. Amendment 1. Add Charter Park Bathroom Materials Expense to Parks Fund – CM Tracy 2. Amendment 2. Remove General Fund transfer to Street Fund – CM Moore 3. Amendment 3. Freezing non-represented staff salaries at 2023 levels – CM Williams 4. Amendment 4. Remove street sweeper from Stormwater Fund – CM Koenig 				
FUTURE MOTION: <u>Motion:</u>				
Motion to adopt Amendment [X] as outlined in the Amendment [X] 2024 City of Orting Draft Budget Amendment Proposal.				

2024 City of Orting Draft Budget Amendment Proposal

Budget Proposal Title:	Amendment 4. Remove street sweeper from Stormwater Fund (410)
Ongoing:	No
Has CIP Amendment:	Yes – Shift to 2025
Primary Sponsor:	Melodi Koenig
Co-Sponsors:	TBD
Staff Analyst:	Scott Larson

Summary of Dollar Effect

Fund:	Storm	2024 Increase (Decrease)
BARS #	410-594-31-64-16	Expense (\$250,000.00)
BARS #	410-334-03-15-01	Revenue (\$130,000.00)
BARS #		
	Total Budget Effect:	(\$120,000.00)

Draft Budget Amendment Description:

The proposal is to remove the new street sweeper request from the 2024 draft budget, and shift the CIP item to 2025. The purpose of the proposal is to reduce the overall expense of the stormwater fund and continue to look for grant or other sources of revenue to offset the cost of this piece of new equipment. In the event that maintenance of this asset continues to be elevated we would expect repair costs and rental costs to be able to maintain street sweeping services within the city.

Staff Note:

The original budget proposal was to utilize the city’s biannual stormwater capacity grant to offset a portion of the purchase price. The city has two years to spend the capacity grant can be deferred to 2025, or the city could utilize these funds to pay for another eligible operating expense within the stormwater fund.

2024 City of Orting Draft Budget Amendment Proposal

Budget Proposal Title:	Amendment 3. Freezing non-represented staff salaries at 2023 levels
Ongoing:	No
Has CIP Amendment:	No
Primary Sponsor:	John Williams
Co-Sponsors:	TBD
Staff Analyst:	Scott Larson

Summary of Dollar Effect

Fund:	Various	2024 Increase (Decrease)
BARS #	001	(\$38,333.98)
BARS #	101	(\$3,725.91)
BARS #	104	(\$265.82)
BARS #	105	(\$1,389.59)
BARS #	401	(\$20,525.18)
BARS #	408	(\$16,540.16)
BARS #	410	(\$11,882.31)
	Total Budget Effect:	(\$92,662.96)

Draft Budget Amendment Description:

The proposal would be to budget non-represented staff wages the same as the 2023 budget. The net effect of the change would be an across the government savings of about \$93 thousand in wages and an estimated \$18 thousand in reduced benefit costs.

Staff Analysis:

Please note that the Summary of Dollar Effect above only shows the fund level change in wages as that was all that was requested by council, however because a number of benefits are based on a percentage of wages/salary, there was also a material change in benefits.

Staff went through the non-represented wages recommended in the 2024 budget and advise council that there have been at least two positions that have had their job duties changed from the 2023 budget. To implement those changes in duties the city needs to provide consideration which would be the originally proposed change in wages.

2019-2023 Salaries												
Name	Position	Hiring Date	Orting 2019	Orting 2020	Comparison 2020	Orting 2021	Comparison 2021	Orting 2022	Comparison 2022	Orting 2023	Comparison 2023	Current Draft 2024
Jane Montgomery	City Clerk	1.1.17	\$ 79,331.20	\$ 83,574.40	\$ 95,042.40	\$ 87,380.80						
Kim Agfalvi	City Clerk	8.12.21				\$ 77,625.60	\$ 97,668.36	\$ 82,784.00	\$ 98,076.48	\$ 91,312.00	\$ 116,246.52	\$ 105,892.80
Mark Bethune	City Administrator	1.1.08	\$ 109,803.20	\$ 112,320.00	\$ 152,244.00							
Scott Larson	City Administrator	10.16.20		\$ 126,401.60	\$ 152,244.00	\$ 128,315.20	\$ 163,441.56	\$ 145,163.20	\$ 168,792.60	\$ 169,873.60	\$ 172,872.36	\$ 180,252.84
Scott Larson	Finance Director	10.16.12	\$ 89,190.40	\$ 105,851.20	\$ 124,755.00							
Gretchen Russo	Finance Director	12.1.20		\$ 96,865.60	\$ 124,755.00	\$ 101,296.00	\$ 127,431.96	\$ 111,259.20	\$ 132,298.44	\$ 122,699.20	\$ 142,281.00	\$ 142,292.76
Greg Reed	PW Director	5.1.18	\$ 103,500.80	\$ 109,033.60	\$ 123,117.00	\$ 120,952.00	\$ 125,847.00	\$ 125,216.00	\$ 130,974.12	\$ 134,097.60	\$ 145,950.84	
Marshall Maurer	PW Director	9.1.23								\$ 138,112.00	\$ 145,950.84	\$ 142,292.76
Karen Woods	Court Administrator	1.1.10	\$ 79,310.40									
Kim Kainoa	Court Administrator	3.1.20		\$ 67,953.60	85,992.00	\$ 77,625.60	88,160.04	\$ 82,784.00	\$ 91,365.12	\$ 91,312.00	\$ 97,758.00	\$ 96,907.20
Chris Gard	Police Chief	7.25.18	\$ 100,484.80	\$ 109,033.60	\$ 132,962.40	\$ 114,004.80	\$ 140,876.40	\$ 128,960.00				
Devon Gabreluk	Police Chief	11.1.22						\$ 132,828.80	\$ 146,652.48	\$ 150,945.60	\$ 161,933.88	\$ 164,964.84
Tim Lincoln	Building Official	10.1.18	\$ 79,310.40	\$ 81,140.80	\$ 87,736.00	\$ 82,368.00	\$ 93,536.04	\$ 85,259.20	\$ 102,687.36	\$ 88,628.80	\$ 107,929.80	\$ 102,793.56
John Bielka	Project Mgr	7.18.22						\$ 108,014.40	\$ 97,018.20	\$ 122,699.20	\$ 116,763.00	\$ 138,153.60
Michell Alfieri	*Events & Activities Coord	11.1.21				\$ 46,966.40	\$ 59,202.00	\$ 50,086.40	\$ 60,461.73	\$ 60,382.40	\$ 78,696.00	\$ 65,977.60
Danielle Charchenko	*Admin Assistant	6.27.22						\$ 58,052.80	\$ 61,004.64	\$ 62,192.00	\$ 66,756.00	\$ 65,977.60
Shawna Punzalan	*HR Clerk	11.8.21				\$ 54,454.40	\$ 62,735.52	\$ 58,052.80	\$ 82,390.20	\$ 67,953.60	\$ 89,680.08	\$ 76,502.40

*Hourly, not salary based positions

**Comparisons with Yelm, Buckley, DuPont, Milton, Black Diamond, 2023 Data with 3% increase. 2019 Comparison numbers are not available.

2024 City of Orting Draft Budget Amendment Proposal

Budget Proposal Title:	Amendment 2. Remove General Fund transfer to Street Fund
Ongoing:	No
Has CIP Amendment:	No
Primary Sponsor:	Chris Moore
Co-Sponsors:	TBD
Staff Analyst:	Scott Larson

Summary of Dollar Effect

Fund:	Streets	2024 Increase (Decrease)
BARS #	001-597-36-00-02	Transfer from General Fund (\$2,200,000.00)
BARS #		
	Total Budget Effect:	(\$2,200,000.00)

Draft Budget Amendment Description:

The proposal is to remove the transfer from the general fund to the streets fund that was previously allocated to fund the construction of the pedestrian bridge.

2024 City of Orting Draft Budget Amendment Proposal

Budget Proposal Title:	Amendment 1. Add Charter Park Bathroom Materials Expense to Parks Fund (105)
Ongoing:	No
Has CIP Amendment:	No
Primary Sponsor:	CM Tracy
Co-Sponsors:	TBD
Staff Analyst:	Scott Larson

Summary of Dollar Effect

Fund:	Parks	2024 Increase (Decrease)
BARS #	TBD	Expense (\$120,000.00)
BARS #		
BARS #		
	Total Budget Effect:	(\$120,000.00)

Draft Budget Amendment Description:

City staff applied for a project to be completed under the Innovative Readiness Training program, which is part of the Washington Military Department and trains soldiers in construction trades. The program provides the labor and some equipment, but the project owner is required to provide materials. The total estimated cost of the materials is \$120,000 based on a budgetary proposal staff received from a vendor. The project would be paid for out of Real Estate Excise Tax dollars we have collected but not used over the past several years but have not spent. Real Estate Excise Tax are mostly for expanding capital facilities within the city.



Preliminary Scope of Supply and Services

Building Supply Only

Project:	Charter Park
Customer:	City of Orting
Location:	Orting, WA
Date:	4/20/2023

Contents

1. Process – Start to Finish
2. Romtec Scope of Materials Supply
3. Delivery, Storage, and Handling
4. Warranty and Limitations
5. Scope of Supply and Services by Others
6. Budgetary Pricing

Section 1 below is an outline of the scope of products and services that will be included as part of the Romtec building package. Section 2 below is an outline of the scope of work for the installer to complete installation.

Section 1 – Romtec Scope

1. Process – Start to Finish

Below is an outline of Romtec's process for designing, producing, and delivering the building kit(s). This process may require the customer to release Romtec to begin production prior to receipt of final building permit(s).

A. Romtec Provides a Quote/Proposal

1. Customer will have 30 days to place a purchase order after receipt of the Romtec quote.
2. If the customer has not placed a purchase order within the time above, Romtec reserves the right to update pricing.
3. Romtec's Quote/Proposal will include Credit Application and Project Information forms.
4. Depending on the nature and complexity of the project, Romtec's Quote/Proposal may also include a proposed payment schedule. Otherwise, a proposed schedule will be provided in the next step.

B. Customer Provides Signed Purchase Order, Completed Credit Application, and Completed Project Information form

1. Romtec and the customer will finalize the agreed payment schedule.

C. Romtec provides the full Scope of Supply and Design Submittal package (SSDS)

1. Romtec provides the SSDS in Romtec's standard electronic submittal format.
2. The SSDS will include the building plan view and elevation drawings, product data sheets, and further details of the Romtec building. The SSDS supersedes this preliminary scope letter.

D. Customer reviews and comments on the SSDS

1. At this time, the SSDS should also be provided for review and comment by any other relevant entities, such as an end owner, installer, electrician, utility company, etc.
2. The SSDS typically does not contain final sealed plans and is NOT intended for review by the local building department (or other permitting authority) at this time.
3. Customer will have 45 days from purchase order date to approve the SSDS.

E. Customer Approves the SSDS and releases Romtec to begin production

1. The customer approves the SSDS and releases Romtec to begin production by signing the submittal approval and Notice to Proceed on Production (NTP) forms included in the SSDS. Romtec cannot begin production without a signed NTP form.
2. The customer's approval of the SSDS is approval of the general building layout and relevant products/ materials. Romtec will provide sealed plans only AFTER the SSDS is approved.
3. Customer will have a maximum of ninety (90) days from the purchase order date to provide NTP. If the 90-day approval deadline is missed, Romtec reserves the right to update pricing at any time.

F. Romtec provides the Full Sealed Plan Set

1. After the customer has approved the SSDS, Romtec will provide the customer with the Full Sealed Plan Set for review by the local building department (or relevant permitting authority).
2. The Full Sealed Plan Set will include all relevant calculations, and all architectural, mechanical, structural, electrical, and plumbing plan sheets stamped by an architect or engineer licensed in the state where the project is located.
3. Romtec's standard plan size is 11"x17".

G. The local building department reviews and comments on the Romtec plans

1. Romtec will revise and resubmit the Full Sealed Plan Set per comments from the local building department (or relevant permitting authority).
2. Romtec includes one revision of the Full Sealed Plan Set in response to building department comments. Any comments that result in revisions of the sealed plans may result in a price increase, especially if they affect items that are already in production.

H. The local building department approves the revised Romtec plans

1. Romtec will provide up to two (2) sets of the final, approved, for-construction plans.
2. Romtec will complete production/manufacturing of the building package per the final approved plans.

I. Romtec delivers the completed building package

1. Romtec will package and palletize the completed building package, and then coordinate with the customer to deliver the package to the jobsite for construction by the installer.
2. Romtec's warranty period begins.

2. Romtec Scope of Materials Supply

A. Structure

1. Romtec's proposal includes the specific color selections noted below. Deviation from these may result in a price increase.
2. The following building package structural items will be supplied by Romtec.
 - a. Concrete Masonry Units - CMU
 - i. Exterior walls will be constructed of split-face, mortar joint, concrete masonry units (concrete blocks).
 - ii. Block color will be **gray**.
 - b. Exterior accent finish on lower portion of building shall be fiber cement board and batten siding over smooth-face CMU block.
 - c. Wire weave gable vents for natural ventilation.
 - i. Vents are powder coated **black**.
 - d. Doors, frames and hardware
 - i. Doors/frames are powder coated **black**.
 - ii. Stainless steel, ball bearing hinges.
 - iii. Heavy duty door closers.
 - iv. Grade 2, lever lock with latch guard.
 - v. Restroom doors to have magnetic locking system.
 - e. Roofing materials
 - i. Glulam beams
 - ii. 2x6 tongue and groove decking.
 - iii. Roofing will be Fabral, 26-gauge, Horizon 16 standing seam roof panels.
*Note: Roofing color shall be selected by the **owner** from the manufactures standard color chart.*

B. Plumbing Fixtures and Accessories

1. The following items relative to the fixtures will be supplied by Romtec:
 - a. Floor mount, china toilets with manual lever flush valves.
 - b. Wall mount, china sinks with single, chrome push faucets.
 - c. Wall mount, stainless steel grab bars.
 - d. Surface mount, 18" x 36" stainless steel mirrors.
 - e. Wall mount, stainless steel 3-roll toilet paper dispensers.
 - f. Wall mount, stainless steel paper towel dispensers.
 - g. Wall mount, stainless steel seat cover dispensers.
 - h. Wall mount, stainless steel automatic soap dispensers.
 - i. Surface mount, diaper decks.
 - j. Surface mount, stainless steel, bi-level drinking fountain with bottle filler and stainless steel guard rails.

C. Electrical Fixtures

1. The following electrical fixtures will be supplied by Romtec:
 - a. Exterior lighting
 - i. Wall mount, LED wall pack light fixtures with built-in photocell.
 - b. Interior lighting
 - i. 48" ceiling mount LED light fixtures.
 - ii. Light controlled by motion sensor.
 - c. Main breaker panel sized for the building components.
 - i. 100 amp, single-phase, indoor.

3. Delivery, Storage, and Handling

A. Delivery Vehicle Size

1. Romtec's delivery vehicles are vans or trucks with 53' trailers, or the largest trailer up to 53' that is legally allowed to access the job site. Overall dimensions of the delivery vehicles are:
 - a. 70' overall length
 - b. 102" wide
 - c. 168" high

B. Number of Deliveries

1. Romtec bases its freight quote on the optimal minimum number of deliveries. If the customer elects to increase the number of deliveries, it may result in additional freight charges.
2. Regardless of the number of deliveries, the customer is responsible for all offloading and related costs.

C. Delivery inspection

1. Romtec allows for five (5) business days for the customer to inspect and accept the delivered building package.
2. Any items not specifically rejected after five days are considered accepted.

4. Warranty and Limitations

A. Warranty

1. Please review the Romtec warranty by clicking the link below:
<https://romtec.com/wp-content/uploads/2022/03/4.01-Romtec-Warranty-2-28-22.pdf>

B. Disclaimers

1. Romtec passes along the manufacturer's warranty for metal roofing. Most metal roofing manufacturers intend for their roofing to be installed immediately upon delivery from the factory; otherwise, most have special storage requirements to validate their warranty. All project circumstances are different, and because Romtec cannot guarantee that metal roofing is installed within the timeframe allowed from the manufacturer or that the metal roofing will be stored at the jobsite according to the manufacturer's requirements, Romtec does not include metal roofing in the overall Romtec building warranty.
2. Smooth face CMU block can have a significant variation in color and texture and should never be used as an architectural finish. Smooth face CMU block should always be either painted or have siding covering it. Romtec does not guarantee uniform color or texture of block, nor claim that any aspect of block color or texture will remain stable over time.

Section 2 – Installer Scope (by others)

5. Scope of Supply and Services by Others

A. Overview

The following section includes an overview of items to be provided by others that are required to complete the installation of the Romtec building package.

1. Items in this section are typically provided by the **installer**, or, for projects where the **installer** is separate subcontractor of the general contractor and/or owner, some items are typically provided the **contractor**.
2. The items below are separated into **installer** items and **contractor** items. If the **installer** and **contractor** are the same entity, then that entity is responsible for all items in this section.

B. Installer Scope

The installer's scope will generally consist of foundation/pad construction and building package assembly/construction.

1. Structural

The following structural components will be provided by the **installer**:

- a. All materials, equipment and labor for footings and interior slabs.
- b. Latex epoxy paint wall finish.
- c. Caulking.
- d. Concrete sealant for floor and CMU block exterior.
- e. Masonry (concrete) grout and rebar
- f. The **installer** may be required to notch CMU block for bond beams, cut full blocks to create half blocks and grind blocks for fixture mounting purposes.
Note: Romtec is not responsible for any cost or installation delays associated with this CMU block modification work.
- g. Sealant for all exposed wood.

- h. Typical fasteners such as nails, staples, and screws, and any other fasteners not included in product packaging.
 - i. Fiber cement siding will arrive primed to be painted on-site by **installer**.
 - j. Gutters and downspouts are supplied and installed by building **installer**.
2. Plumbing
The following plumbing components will be provided by the **installer**.
- a. Plumbing rough-in, installation and trim within 10' of the building footprint will be by the **installer**.
 - b. All water and sewer piping and floor drains within the building footprint are provided by the **installer**.
3. Electrical
The following electrical components will be provided by the **installer**.
- a. Electrical rough-in, installation and trim within 10' of the building footprint will be by the installer.
 - b. All switches and outlets that are not included with electrical products are provided by the **installer**.
4. Other materials, equipment, and services
The following materials, equipment, and services are provided by the installer.
- a. Building package installation
 - b. All other items within the building footprint indicated on final plans or required by building codes to complete installation of the building package which are not specifically stated as supplied by Romtec or by others.

C. Contractor Scope

The **contractor's** scope will generally consist of site preparation and grading, excavation for structures, backfill and/or structural backfill, and any site work or utility work outside the building package footprint.

- 1. Structural
The following items relative to the structural components will be supplied by the **contractor**:
 - a. All materials, equipment and labor for exterior slabs and sidewalks.
 - b. If required, design and supply of gutters and downspouts is by the contractor or others. Romtec can show basic gutters and downspouts on the plans upon request.
- 2. Plumbing
The following plumbing components will be provided by the **contractor**.
 - a. Incoming plumbing utilities to within 10' of the building exterior will be by the **contractor**.
 - b. All water and sewer piping, drains, and valves external of the building footprint are provided by the **contractor**.
- 3. Electrical
The following electrical components will be provided by the **contractor**.
 - a. Incoming electrical utilities to with 10' of the building exterior are provided by the **contractor**.
 - b. Electrical meter base and meter are provided by the **contractor**.
- 4. Other materials, equipment, and services
The following materials, equipment, and services are provided by the **contractor**.

<ul style="list-style-type: none"> a. Site grading and/or asphalt paving b. Masonry pavers c. Branch circuit breakers d. Fire alarm & fire suppression equipment e. Gutters and downspouts f. Lighting equipment not attached to the building 	<ul style="list-style-type: none"> g. Backflow check valves & drain valves h. Freeze protection i. Landscaping j. Special inspection services k. Permits and fees l. Site plans m. Geotechnical reports
---	--

D. Delivery, Storage, and Handling

- 1. The **installer** and/or **contractor** will be responsible for all equipment and labor required for off-loading of the delivered building package onsite. This includes providing appropriate equipment, including but not limited to a forklift with minimum 8,000 lb. capacity and 6 ft. fork extension.
- 2. **Installer** or **contractor** shall comply with all handling instructions/recommendations provided by Romtec.

3. The **installer** and/or **contractor** will assume responsibility for adequate protection of delivered materials from weather, damage, and pilferage or all warranties, expressed or implied may be voided.
4. Do not throw away the Operations & Maintenance manuals that are provided by some manufacturers in their product packaging. It is the responsibility of the **installer** and/or **contractor** to collect and maintain these manuals until delivered to the owner.

E. Romtec General Exceptions/Exclusions

The following are items that Romtec does not provide as part of its standard products and services.

1. Site visits by Romtec staff are not included in the proposal.
Note: If site visits are required, Romtec will issue a change order.
2. Unless otherwise stated, Romtec is not proposing to meet any Buy America standard for materials.
3. Romtec's proposed building design is based on the following standard design loads. These standard design loads are typical for many locations. Local design loads specific to this project may require changes to the building design, which may result in a price increase due to increased material costs.
 - a. Roof Snow Load: 25 psf
 - b. IBC Seismic Design Category: C
 - c. Design Wind Speed: 110 mph
 - d. Allowable Soil Bearing: 1500 psf
 - e. Occupancy Type: U
 - f. Type: VB
4. Any site utility sizing shown on the Romtec plans is either based on design criteria provided by others or based on Romtec's assumption of the appropriate sizing. Site utility sizing must be confirmed by the customer. Romtec is not responsible for determining or confirming site utility sizing.
5. To ensure timely delivery of the building package amid ongoing and industry-wide disruptions to shipping, parts/materials availability, and lead times, Romtec reserves the right make equivalent or better substitutions at any time for any components that are not specifically required to match an exact brand/model.
6. Romtec does not provide LEED/Green submittals as a standard service. Romtec can assist in providing documentation for products that may meet LEED/Green standards, but Romtec does not provide or fill out LEED credit forms. Unless specifically included in Romtec's proposal and quote, Romtec does not supply materials with the intent of meeting LEED standards. Any changes due to LEED or Green building requirements will result in a change order and increased lead times."
7. Any CMU block plan(s) provided by Romtec are only accurate if Romtec supplies the CMU block.
8. All steel fabrication work is performed by qualified fabricators in conformance with engineered drawings. Romtec does not offer third party certification or inspection of steel fabrication work.

Note: Romtec's scope of work is based on customer acceptance of the terms and conditions of the Romtec quote proposal, which may be attached here or provided separately.

6. Budgetary Pricing

The complete Design and Supply of the pre-engineered building package as defined in the above drawings and Scope of Supply and Services Document:

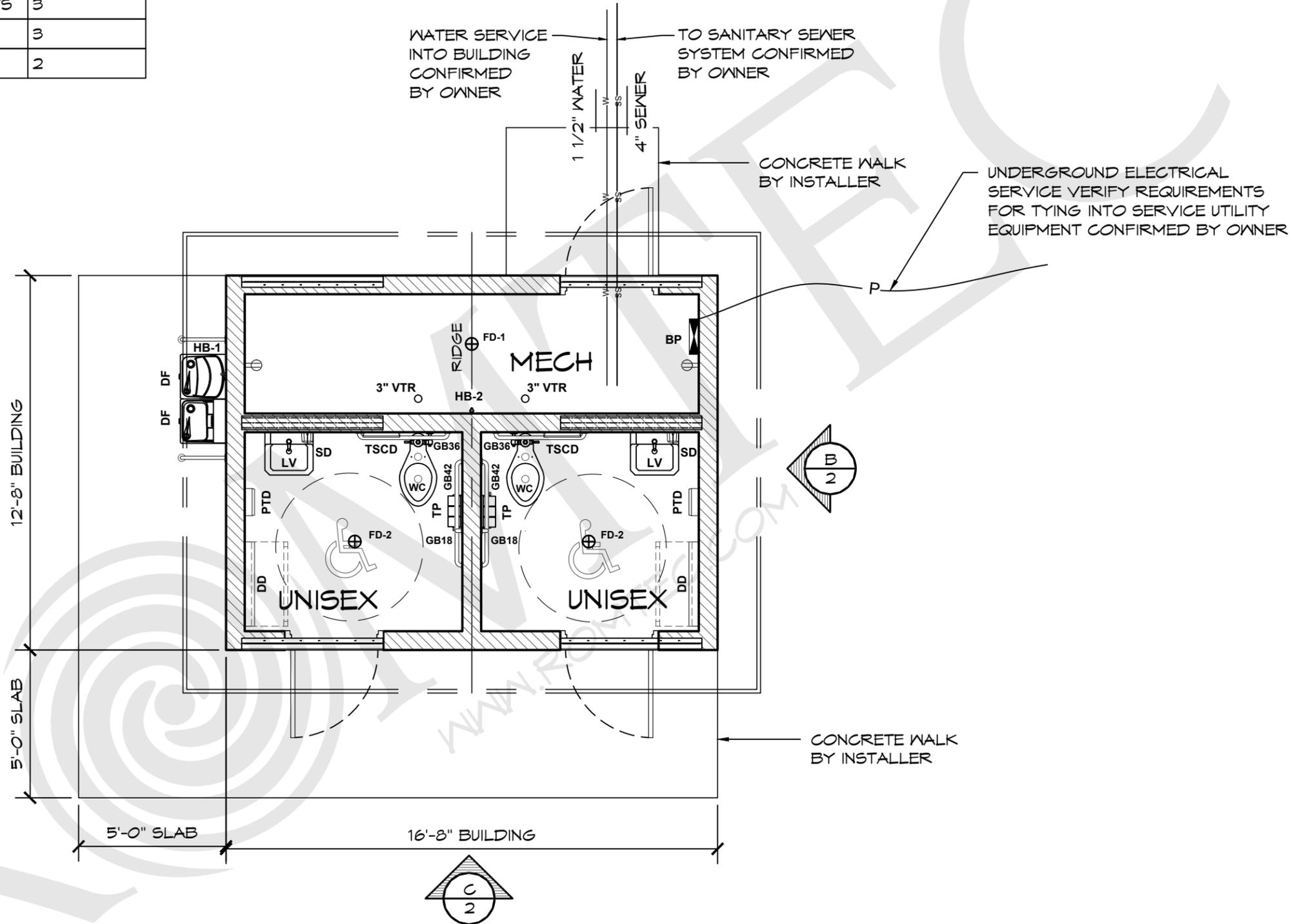
DISCLAIMER: The Budgetary Estimate is for budgetary purposes only and does not include local taxes. Romtec will not accept any purchase orders based on the budgetary proposal.

Design & Supply - \$110,000-\$118,000

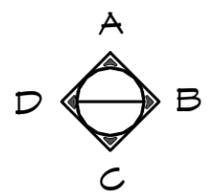
LEGEND		
SYMBOL	DESCRIPTION	AREA/ QUANTITY
	GABLE VENT	4
	2x8 WOOD FILLER WALL	2
	EXTERIOR WALL LIGHTS	3
	INTERIOR CEILING LIGHTS	3
	FLOOR DRAIN	3
	ELECTRICAL OUTLET	2

THESE PLAN VIEW AND ELEVATION DRAWINGS ARE A PRELIMINARY ARCHITECTURAL REPRESENTATION OF THE BUILDING. ALL DIMENSIONS, FEATURES AND COMPONENTS SHOWN ON THESE PRELIMINARY DRAWINGS MAY OR MAY NOT BE PART OF THE QUOTE. PLEASE REFER TO THE "SCOPE OF SUPPLY AND SERVICES" LETTER PROVIDED WITH YOUR QUOTE FOR ROMTEC'S PROPOSED SCOPE OF SUPPLY.

WALL TYPE SCHEDULE	
	8" REINFORCED CONCRETE MASONRY BLOCK WALL WITH MORTAR JOINTS, GROUTED SOLID ALL CELLS RUNNING BOND PATTERN.



1 FLOOR PLAN
SCALE: 1/4" = 1'-0"



ROMTEC
18240 NORTH BANK ROAD - ROSEBURG, OR 97470
(541) 496-3541 FAX (541) 496-0803

PRELIMINARY

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PROJECT: CITY OF ORTING
CHARTER PARK
ORTING, WASHINGTON

SHEET TITLE: FLOOR PLAN

PROJECT#: 2045
MODEL#: 2045
DATE: 4/20/2023

REV.	DATE	BY

DRAWN BY: JRM

SHEET NO. **01**

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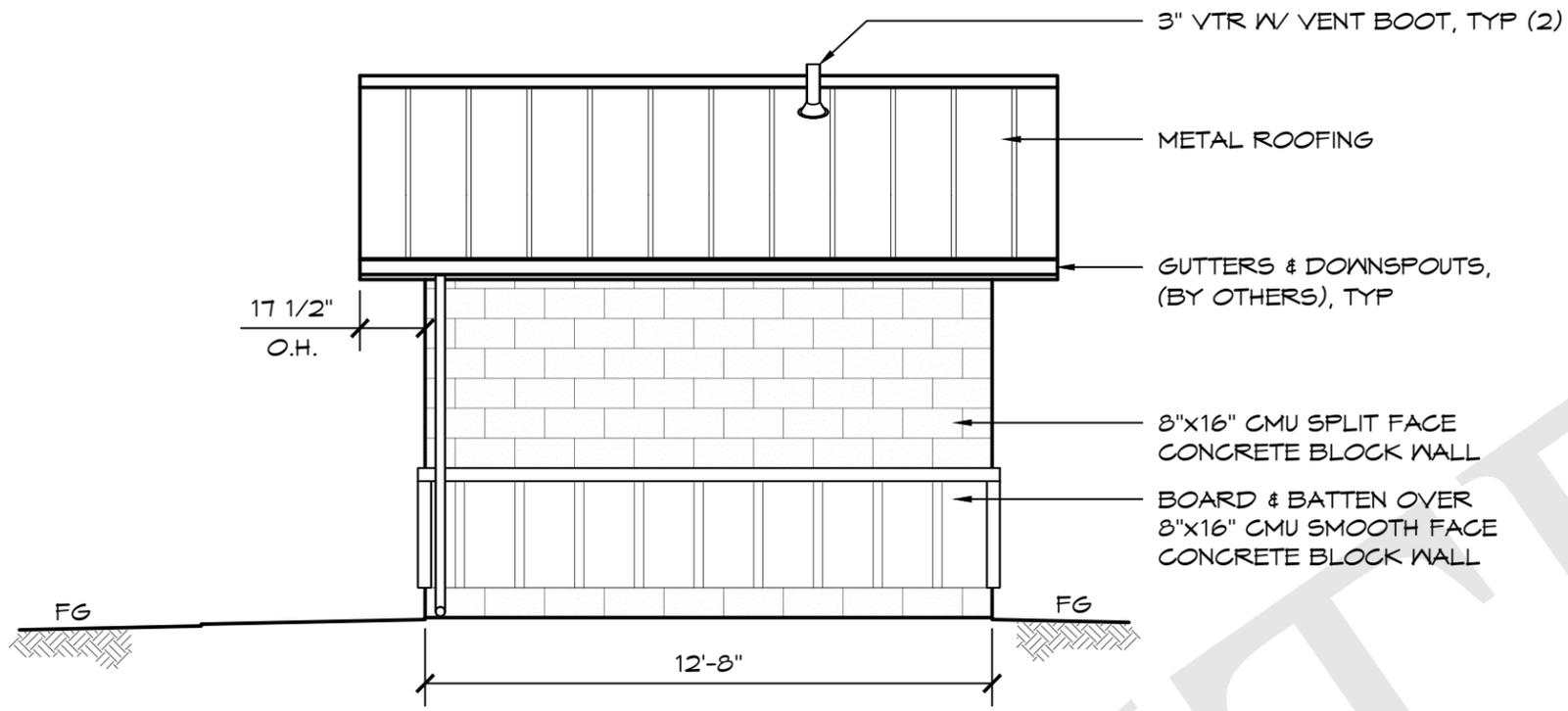
PROJECT:
CITY OF ORTING
CHARTER PARK
ORTING, WASHINGTON

SHEET TITLE: ELEVATION VIEW

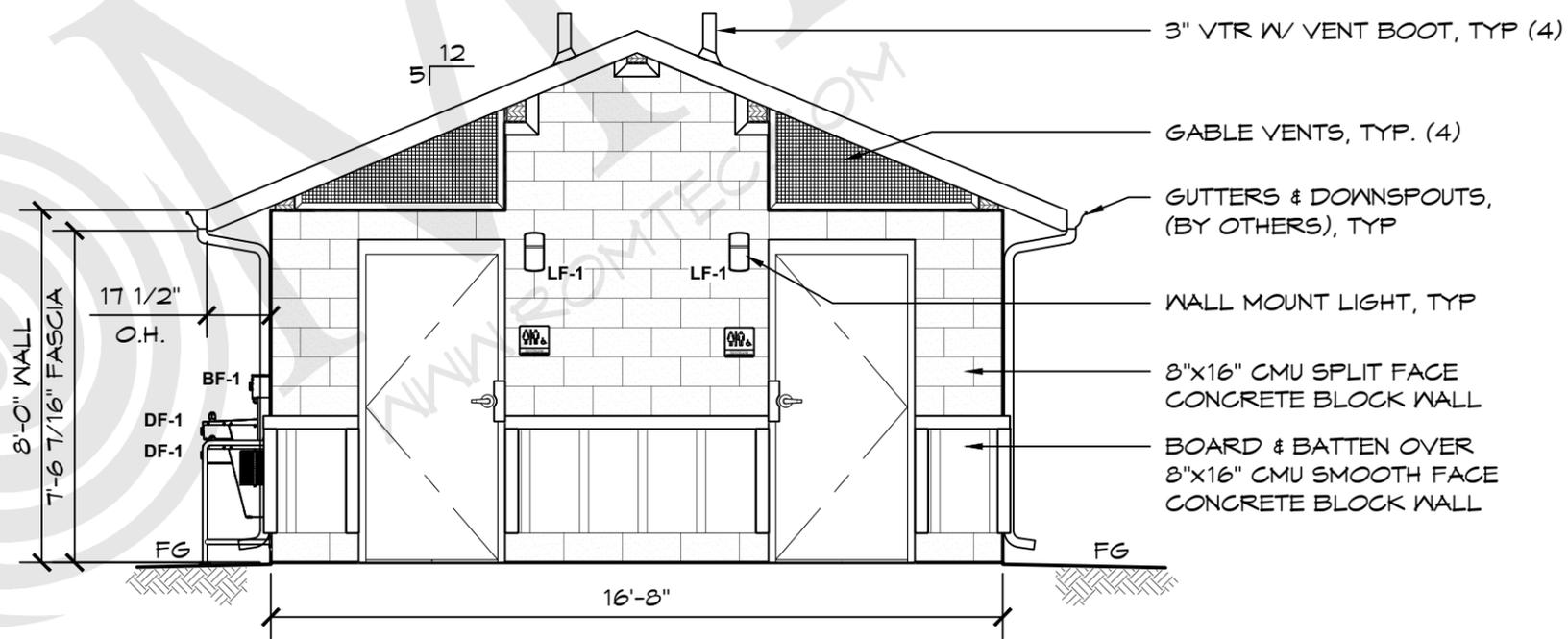
PROJECT#:	2045	
MODEL#:		
DATE:	4/20/2023	
REVISIONS		
REV.	DATE	BY
DRAWN BY:	JRM	

SHEET NO.

02



B ELEVATION VIEW
SCALE: 1/4" = 1'-0"



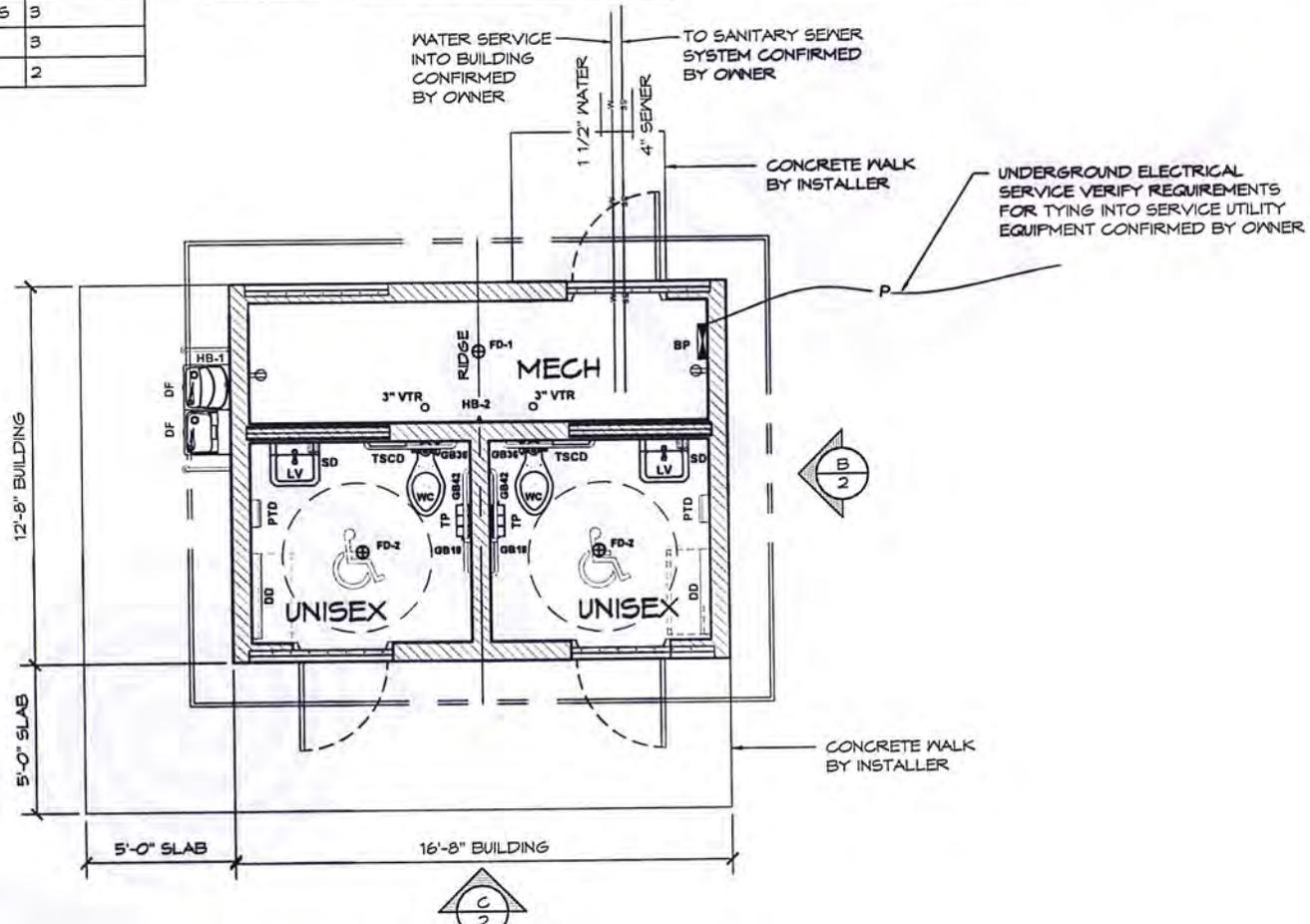
C ELEVATION VIEW
SCALE: 1/4" = 1'-0"

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WALL TYPE SCHEDULE	
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1 FLOOR PLAN
SCALE: 1/4" = 1'-0"

ROMTEC
18240 NORTH BANK ROAD - ROSEBURG, OR 97470
(503) 695-3411 FAX (503) 695-0803

PRELIMINARY

PROJECT: CITY OF ORTING CHARTER PARK ORTING, WASHINGTON

PROJECT#: 2045

MODEL#:

DATE: 4/20/2023

REVISIONS

REV	DATE	BY

DRAWN BY: JRM

SHEET NO. 01



CITY OF ORTING BUDGET REQUEST

X	Capital Item	Change in Staff	New Program
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A budget request should be completed and submitted for any budget request. Please include all associated requests with your request including any additional capital costs that are associated with a new employee, for instance. Departments should prioritize their budget requests with "1" being the highest request, and no two requests within the same fund or department having the same priority number.

Title:		Department:		Fund:	
Bathroom Charter Park		Parks		Parks	
2024 Cost:		2025 Cost:		Priority:	
\$120,000		\$ -		Department Contact: John Bielka	

Description of Request: IRT Bathroom Facility Construction at Charter Park, City of Orting

Objective: Leverage the expertise and resources of the Innovative Readiness Training (IRT) program to construct a modern bathroom facility in Charter Park. This facility is part of our Parks Master Plan which will serve not only the general visitors but also the future patrons of the outdoor pickleball and tennis courts, enhancing the overall park experience for athletes and enthusiasts.

Facility Type: The bathroom will consist of two unisex ADA-compliant bathrooms, ensuring accessibility for all individuals regardless of physical abilities.

Mechanical Room: A dedicated mechanical room will be established as per the specifications outlined in the attached Romtec plans, ensuring the necessary infrastructure for the facility's optimal operation.

Construction Materials & Design: The primary construction material for the walls will be concrete blocks, ensuring long-lasting durability and low maintenance. A board and batten design will be overlaid on the exterior smooth face wall, granting the structure an aesthetically pleasing and traditional appearance.

Electrical: The facility will be fully wired, accommodating all safety and functional requirements for lighting and other electrical needs.

Sanitation: The bathrooms will be furnished with modern sinks and toilets, ensuring usability and hygiene standards are met.

Other Utilities: All necessary plumbing, drainage, and ventilation systems will be incorporated, ensuring a functional and sustainable facility.

Outcome: Upon its completion, Charter Park will boast a state-of-the-art bathroom facility that not only augments the park's existing amenities but also offers dedicated services to the future pickleball and tennis court users. This initiative epitomizes the collaborative synergy between the military's IRT program and the Orting community, reinforcing the military's commitment to serving local communities while simultaneously fulfilling their training objectives.

Justification of Request/Cost of Denial:

Under the Innovative Readiness Training (IRT) program, military personnel will collaborate with the city of Orting to construct a bathroom facility in Charter Park. This project not only fulfills training requirements for the participating military units, enhancing their construction and logistical skills, but also serves the community by improving public amenities. Leveraging the expertise and labor of the military, Orting's Charter Park will benefit from a well-constructed facility that caters to the needs of its visitors.

Alternatives (Delayed Funding/Partial Funding):

None.

Cost Breakdown:

2024 Associated Cost		2025 Associated Cost	
Wages		Wages	
Benefits		Benefits	
Supplies		Supplies	
Other		Other	
Capital	\$ 120,000.00	Capital	
Total	\$ 120,000.00	Total	\$ -

One Time Expense	Continuous Funding Request
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Funding Source Description: