

## **COUNCILMEMBERS**

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. Jeff Sproul
5. Stanley Holland
6. Greg Hogan
7. Melodi Koenig



**ORTING CITY COUNCIL**  
Regular Business Meeting Agenda  
104 Bridge Street S, Orting, WA  
Zoom – Virtual  
April 24th, 2024  
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/86076800692?pwd=J5XmU0yYJRkOJv75nbc7wEdALms47I.1>

Telephone: 1-253-215-8782 - Meeting ID: 860 7680 0692 and the passcode 076570.

### **2. REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.**

### **3. PUBLIC COMMENTS.**

Comments may be sent to the City Clerk at [clerk@cityoforting.org](mailto:clerk@cityoforting.org) by 3pm on April 24th, 2024 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.

### **4. STAFF RECOGNITIONS.**

- Jady Gibbs – Police Department.
- Julie Buchanan – Orting Municipal Court.
- Laura Hinds – Public Works.
- Steven Daskam – Public Works.

### **5. PLANNING COMMISSION APPOINTMENT.**

- Tom Bush.

### **6. CONSENT AGENDA.**

#### **A. Claims Voucher.**

Claims voucher list dated April 24th, 2024 which includes voucher numbers 55722 through 55772 in the amount of \$296,571.52, electronic fund transfers in the amount of \$16,339.53 for a grand total of \$312,911.05,

#### **B. Payroll Voucher.**

Payroll check numbers 24238 through 24239 in the amount of \$9,434.79, electronic deposit transmissions in the amount of \$187,558.48 for a grand total of \$196,993.27 for the period covering April 1st, 2024 to April 15th, 2024.

**C. Meeting Minutes** - Meeting minutes of April 10th, 2024 and April 17th, 2024.

#### **D. AB24-28 – Harvest Festival Sponsorship – CGA Committee.**

- CM Hogan and CM Sproul.

#### **E. AB24-31 – City Hall Office Remodel – CGA Committee.**

- CM Hogan and CM Sproul.

#### **F. AB24-33 – Affordable Housing Sales Tax – Needs Assessment Scope and Budget – CGA Committee.**

- CM Hogan and CM Sproul.

**Motion: To approve consent agenda as prepared.**

**7. NEW BUSINESS.**

**A. AB24-34 – Pedestrian Bridge Construction Contract Award.**

- Mayor Penner.

**8. EXECUTIVE SESSION.**

**9. ADJOURNMENT.**

# Items by Page Number

## 3. PUBLIC COMMENTS.

- Letter from Clerk's office – Page 4
- Michael Picon – Page 5
- Samara Jenkins – Page 6
- Leanna Taylor – Page 7
- Rachel Berry – Page 8

## 4. STAFF RECOGNITIONS.

- Jady Gibbs, Police Department. – Page 22
- Julie Buchanan, Court – Page 23
- Laura Hinds, Public Works – Page 24
- Steven Daskam, Public Works. – Page 25

## 5. PLANNING COMMISSION APPOINTMENT.

- Thomas Bush - Page 26

## 6. CONSENT AGENDA.

### A. Claims/Payroll Vouchers – Page 28

### B. Meeting Minutes April 10<sup>th</sup>, 2024 – Page 41

### C. Meeting Minutes April 17<sup>th</sup>, 2024 – Page 43

### D. AB24-28 – Harvest Festival Sponsorship – Page 47

- CGA – CM Hogan and CM Sproul.

### E. AB24-31 – City Hall Office Remodel – Page 77

- CGA – CM Hogan and CM Sproul.

### F. AB24-33 – Affordable Housing Sales Tax Needs Assessment Scope and Budget – Page 85

- Ad Hoc Committee - CM Hogan, CM Koenig, DM Gunther.

## 7. NEW BUSINESS.

### A. AB24-34 – Pedestrian Bridge Construction Contract Award – Page 91

- Mayor Penner.



CITY OF ORTING

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104 Bridge St. S., PO BOX 489, ORTING WA 98360

Phone: (360) 893-2219 FAX: (360) 893-6809

[www.cityoforting.org](http://www.cityoforting.org)

# **Public Comments Received as of April 19<sup>th</sup>, 2024**



## CITY OF ORTING

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104 Bridge St. S., PO BOX 489, ORTING WA 98360  
Phone: (360) 893-2219 FAX: (360) 893-6809  
[www.cityoforting.org](http://www.cityoforting.org)

April 19, 2024

Re: Public comments received on April 17<sup>th</sup>, 2024 – video comments.

Deputy Mayor Gunther and Councilmembers,

The clerk's office received three video comments from Ms. Jennifer Naswood. The comments were emailed to each Councilmember on Wednesday, April 17<sup>th</sup>, 2024. The comments can be obtained by emailing or calling the clerks office at [clerk@cityoforting.org](mailto:clerk@cityoforting.org) or 360-893-9008.

Per the council rules of procedure on comments, section 7.3:

**7.3 Subjects Not on the Current Agenda:**

Under agenda item "Public Comments" citizens may address any item not already on the agenda. They shall first obtain recognition by the Chair, stand at the podium, state their name, address and subject of their comments. The Chair shall then allow the comments, subject to a three-minute limitation per speaker and five-minute limitation per speaker representing a group or organization, or other limitations as the Chair may deem necessary. Following such comments, if action is required or has been requested, the Chair may place the matter on the current agenda or a future agenda or refer the matter to staff or a Council committee for action or investigation and report at a future meeting.

Sincerely,

Kim Agfalvi, CMC, City Clerk  
City of Orting  
[kagfalvi@cityoforting.org](mailto:kagfalvi@cityoforting.org)  
360-893-9008

## Kim Agfalvi

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**From:** Clerk  
**Sent:** Tuesday, April 16, 2024 8:17 PM  
**To:** Kim Agfalvi  
**Subject:** Fwd: a letter/ Public comment concerning the safe parking. may be used in the next public meeting

### Kim Agfalvi, City Clerk

104 Bridge St S. Orting, WA 98360  
Kagfalvi@cityoforting.org  
360-893-9008

Begin forwarded message:

**From:** MICHEAL PICON II <micheal.picon2@hotmail.com>  
**Date:** April 16, 2024 at 4:50:47 PM PDT  
**To:** Clerk <Clerk@cityoforting.org>  
**Subject:** a letter/ Public comment concerning the safe parking. may be used in the next public meeting

Dear Orting council,

After attending the 4/10/2024 meeting recovery cafe became the center of attention for comments, so I decided to visit recovery cafe 4/16/2024. With my lack of knowledge of how they operate, and experiencing my own fair share of good intentions being taken advantage of and the degradation of inner cities when it comes to the homeless, I felt it was only right to see for myself if this program and origination truly had the capacity to add to there plate.

But what I come to find was a very clean, well-organized, and passionate group of people who were devoted with not just "giving handouts" but had a vision of not only of a setting for those who want to better their own lives but give potential pathways to truly move off the streets or kick a drug addiction.

When I was shown the parking space the town was concerned with, I was caught off guard. It's only a space for 3 vehicles. I was told you have to already be participating in the program and be drug free to be considered. I'm sure there are plenty of other people including myself who thought what was being asked for was a full parking lot for anyone to roll in without first checking if they are sober. Not only did that assumption end up being false it made me realize that this is probably the best way to go about helping the homeless/ those struggling with drug addiction without having any form of genuine government dependency.

Those who come to the program are the people that WANT to be there, and while things seem like they are falling apart everywhere you look, we can't assume that every homeless fellow is going to act like those who have no intention with cleaning up their lives. It

pushes decent people more and more to feeling like no one in the world cares about what they are going through, and honestly that's how crime in the inner cities really cultivates. with people with nothing, and nowhere to turn to. this beautiful town has people in it that want to be that very place to turn to.... so please support the safe parking for Recovery Cafe. If you still truly believe that they can't handle that small gravel space meant for three cars, I strongly suggest before you base your judgment on nothing more than word of mouth, go in person, do your research, and you'll see there are people really busting there ass to make this town and this state a better place, and they really aren't asking for that much.

From a concerned Citizen,  
Micheal

Lee Picon II

April 15, 2024

Orting City Council

RE: Safe Parking and The Recovery Café

To the esteemed members of the Orting City Council:

As you know, I am the pastor of both Orting and Spanaway UMC's and have run a hugely successful Safe Parking site at SUMC for over 2 years. To date, we have assisted in housing over 140 men, women and children, provided case management, emergency shelter, food, clothing, dignity, compassion, and most importantly, love to any experiencing homelessness in Pierce County.

Homelessness is not a homelessness issue, nor is it a crime. With proper care, attention, and case management, individuals and families can thrive in programs that combine efforts and talents like the county sustained Safe Parking Network and the self-supported Recovery Café. It also leads to more long-term assistance through coordination with community organizations such as Family Promise of Pierce County, and The Recovery Café, both of which have strong ties to making sure individuals overcome whatever trials they may face.

Should you have any questions, or, if you would like to tour the site at Spanaway UMC, please feel free to give me a call at 253-262-9360. We would love to host you and share some of the wonderful stories of the families that have graduated from our Safe Parking program!

Grace, in ALL ways, ALWAYS!

Pastor Samara R. Jenkins

Spanaway and Orting UMC

Vice President and Co-Founder Family Promise of Pierce County



## Kim Agfalvi

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**From:** Leeanna Taylor <taylorleeanna89@gmail.com>  
**Sent:** Wednesday, April 17, 2024 11:38 AM  
**To:** Clerk  
**Subject:** Safe Parking- City Council

I'm a stay at home mom of 4, my husband is an electrician, and 2 years ago my family had housing instability and ended up staying in a garage for 6 months. 3 years ago my youngest daughter suffered a terrible accident and was severely injured by a neighbor's dog. The dog attacked my daughter who was 5 at the time and completely scalped her. She had no skin/hair on the top of her head. She suffered many other injuries as well. We spent a lot of time back and forth from Seattle children's hospital. She has had skin transplants, skin grafts, and balloons placed in her scalp in hopes of at least getting skin covering her scalp, and maybe one day hair. Unfortunately insurance hasn't covered many of these procedures as they are considered cosmetic. It came to a point where we could no longer stay in our apartment. We were fortunate enough to have a friend who let my family of 6 stay in their garage. Initially we thought it would be for a couple weeks til we could find a new place to stay. But because of the ever growing cost of housing in the area there was nowhere for us to go. This was very challenging for my family, but I also recognize how blessed we were to have a garage to stay in. MANY families are not this lucky, and are left with no other option but to stay in their vehicles. Unfortunately people who don't have a home have been stigmatized, and society believes that if you don't have a home you must be a criminal, a drug addict, or dangerous. Although i'm sure there are some that have those challenges, there are also plenty of housed people that have these same challenges. I can't imagine how much fear there must be when you are left with no choice but to stay in your vehicle, and what a relief it would be to have a safe place to park. PLEASE, PLEASE consider starting safe parking, there are good people and families that are struggling and trying to improve their situation, and at a minimum we should be providing them a safe place to park. But ideally not just a place to park, but a place where they can get help from trained professionals, and access to services they need to get back on their feet. A place to use the bathroom, wash their hands, eat a meal. You are being given a solution to a very real problem. PLEASE accept it.

## Kim Agfalvi

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**From:** Rachel Berry <rberry0308@gmail.com>  
**Sent:** Friday, April 19, 2024 9:44 AM  
**To:** Mayor Penner  
**Subject:** Re: Recovery Cafe

Thanks Josh, I'll send this to them as well.

Have a great Friday

On Fri, Apr 19, 2024 at 9:37 AM Mayor Penner <[Penner@cityoforting.org](mailto:Penner@cityoforting.org)> wrote:

Thank you for the info on this Rachel and thank you so much for sending it to the councilmembers. A couple of the names on the list aren't on the council anymore.

You'll likely want to send this to

CM Holland: [sholland@cityoforting.org](mailto:sholland@cityoforting.org)

CM Sproul: [jsproul@cityoforting.org](mailto:jsproul@cityoforting.org)

^If I'm understanding your intent to share it with the council.

If you'd like it read into the record at an upcoming meeting, make sure you include [clerk@cityoforting.org](mailto:clerk@cityoforting.org) < and request it to be read.

--

Josh Penner

Mayor, City of Orting

253-350-1982

\* This email is probably a public record

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**From:** Rachel Berry <[rberry0308@gmail.com](mailto:rberry0308@gmail.com)>

**Date:** Thursday, April 18, 2024 at 7:39 PM

**To:** Chris Moore <[cmoore@cityoforting.org](mailto:cmoore@cityoforting.org)>, Don Tracy <[dtracy@cityoforting.org](mailto:dtracy@cityoforting.org)>, Gregg Bradshaw <[GBradshaw@cityoforting.org](mailto:GBradshaw@cityoforting.org)>, Greg Hogan <[GHogan@cityoforting.org](mailto:GHogan@cityoforting.org)>, John Williams <[JWilliams@cityoforting.org](mailto:JWilliams@cityoforting.org)>, Melodi Koenig <[mkoenig@cityoforting.org](mailto:mkoenig@cityoforting.org)>, Mayor Penner <[Penner@cityoforting.org](mailto:Penner@cityoforting.org)>, Tod Gunther <[TGunther@cityoforting.org](mailto:TGunther@cityoforting.org)>

**Subject:** Re: Recovery Cafe

I am seeing this is coming up to a vote soon. So I will send you another email on this issue as a reminder and refresher..

As of right now there is one way in and one way out of our town with no public transportation. The people come here with their living spaces and most (not all) become permanent fixtures.

When I saw this was being brought up I immediately thought of the reason why our family moved from Downton Puyallup to Orting. When we left Puyallup it was such a huge sense of safety to reside in Orting.

The backstory:

We resided in Downtown Puyallup right on the river. It was beautiful, we were right on the levee with no fear of flooding. There was a trail down to our fishing spot (what is now being called the river walk). We had chickens, privacy and it was safe to let Emily our oldest walk to kalles Jr high everyday.

Then we heard of a proposal to have New Hope put where the old dominoes (by the powerhouse brewery) as a center and space for the homeless to get meals, stay and receive services. The catch was though all of the recipients "had to be vetted and follow strict rules to participate".

Many of us formed "Clean up Puyallup" to raise our concerns all out the safety and welfare of our children. This New Hope was going to be in between two schools Stewart Elementary and Kalles junior high. The program directors Paula Anderson and Ric Rose told us the homeless would be of no concern and there wouldn't be any trouble (or drugs) from their place. This was not the case!

We went to every council meeting, I stood and talked at the podium, emailed every city council member stating our concerns. The day before I talked at the council meeting, Emily was trying to cross the railroad tracks by New Hope and was trapped by the train. She was solicited for drugs right there on that day. She came home crying and so scared. I see that Recovery Cafe wants to put them on train street. Right by a library and city park full of children.

Throughout the years before we moved to Orting we had several homeless passed out from drugs-alcohol in our yard. We had our chickens taken. Our water was being stolen. Numerous nights we saw people on our road yelling obscenities at one another and physically fighting. There was a constant man carrying a machete who would walk in circles by our house.

These people were allowed to be at new hope , they were supposedly "vetted" and getting help. Most of us moved because Ric, Cheryl and Paula allowed anyone to stay without in fact being vetted. It is considered a drop in center but from the start became a overnight shelter.

There is evidence of everything I'm talking about.

-City Council Meetings in Puyallup- 2016

This is just one there are many more in 2016-present!

<https://youtu.be/kBXwzorwn7c?si=HBPgknsQ7a1zhz5c>

-The Freezing Nights fiasco where people were sent from surrounding counties on buses (Seattle, Tacoma, Gig Harbor to name a few) and once in Puyallup had no where to go.

-Clean Up Puyallup Facebook page

<https://www.facebook.com/share/vd5dQMfh6jxNeRbj/?mibextid=WC7FNe>

<https://video.kbtc.org/video/northwest-now-puyallup-homeless/?>



Please, I'm asking for each to do research on this. This is not a good thing in our small town. We came here to be safe and it feels like New Hope all over again. Train street is exactly the distance it was from New hope to our puyallup address.



Please do some research on what Puyallup has had to do to keep people safe. Or at least try to do. They've had to erect rocks and boulders to keep the homeless from congregating on the premises. Take a trip down into puyallup on main and you will see what I am talking about.

Please vote no! Our little city is not big enough for something like this ESPECIALLY near children and a library. The city park is where children can play and feel safe.

Please vote no on this!

Rachel Berry

Orting Resident

On Tue, Dec 12, 2023 at 1:12 PM Rachel Berry <[rberry0308@gmail.com](mailto:rberry0308@gmail.com)> wrote:

Good Afternoon,

I've recently become aware of the city council meeting on the 13th and the discussion of the Recovery Cafe opening to homeless staying there.

This is alarming to me and raise so many questions.

As of right now there is one way in and one way out of our town with no public transportation. The people come here with their living spaces and most (not all) become permanent fixtures.

When I saw this was being brought up I immediately thought of the reason why our family moved from Downton Puyallup to Orting. When we left Puyallup it was such a huge sense of safety to reside in Orting.

The backstory:

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-The Freezing Nights fiasco where people were sent from surrounding counties on buses (Seattle, Tacoma, Gig Harbor to name a few) and once in Puyallup had no where to go.

-Clean Up Puyallup Facebook page

<https://www.facebook.com/share/vd5dQMfh6jxNeRbj/?mibextid=WC7FNe>

<https://video.kbtc.org/video/northwest-now-puyallup-homeless/?>

Syndicated columnist

X I regret to inform you that I caught myself agreeing with the late Supreme Court Justice Antonin Scalia the other day. I also began to differ from many of you, my regular readers.

That makes me look like an ingrate, but I will not fib and tell you that you are always right. In truth, some of you go overboard, obsessively digesting the pathetic

anyone would like to be 'friend-ed' on the network. I mean, what kind of narcissistic society is it that people want to put out there - 'This is my life and this is what I did yesterday?' I mean... good grief. Doesn't that strike you as strange."

Yes, that does strike me as strange. Every time I peek in on Facebook and discover still another day's overload of petty concerns, I recognize relatives and friends who beat useless

Scal who li a larg drivel tione have such adjed We boor ing a wo I der

## LETTERS TO THE EDITOR

### **Puyallup: City's being tarnished by drug abusers**

I was skimming my Facebook timeline recently, and one post from a relative caught my eye. It was a shared post from my home city, my place of residence, about the homeless population getting out of control.

Along with the post came about 30 pictures that told a story of disregard for the land, disrespect for the community that has worked hard to build an image of clean and safe, and most of all the disregard for people's generosity by literally leaving donations in the dirt. Videos a neighbor had forwarded showed a person using a needle in plain sight.

I truly believe in showing care

through actions. What if we walked the river and started cleaning up the trash, filth and destruction?


Through our actions and words, I think these people would accept our message: You can't stay here now, but we would gladly welcome you with open arms when you are willing to lend a hand, pay taxes and help us keep our community safe and clean.

- John Kolano,  
Puyallup

### **YMCA: Drop 'Christian' from organization's name**

One would assume the YMCA subscribes to biblical values, as indicated by its very name. The standard for Judaic-Christian


Today's paper. See More

 Patty Gratz and 5 others


**THE NEWS TRIBUNE**

**DAVID A. ZEECK**  
President and publisher

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 Comment

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Editorials represent the

 Share



## Office of the City Manager

# Memorandum

<b>To:</b>	Bill McDonald, City Manager
<b>From:</b>	Melanie Harding, Management Analyst
<b>Re:</b>	Council Questions Regarding New Drop-In Center
<b>Date:</b>	October 15, 2014

At the October 7 City Council Meeting, some questions were raised about a daytime drop-in facility for homeless adults in downtown Puyallup. The drop-in facility is being pursued by a steering committee with support from many volunteers. A vacant space at 414 Spring Street was chosen for the center, which will operate under the name "New Hope Resource Center." As noted in prior information from Planning staff, the use is similar to the Activity Center or the YMCA Youth Investment Center and is permitted outright within all commercial zones – including the CBD zone. This facility fulfills one of the recommendations of the Puyallup Task Force on Homelessness: Providing a daytime drop-in center.

While the steering committee is collaborating with Freezing Nights on acting as a Pick Up/Drop Off location for the Freezing Nights Ministry, the New Hope Resource Center is a new service operated independently of other direct service and/or housing providers in Puyallup. The steering committee for the project has entered into a 6 month lease, with an option to purchase the space after that time. They are currently fundraising and recruiting volunteers to help operate the center.

The goal is to have the center open from approximately 7am – 7pm, but their initial operating hours will be approximately 7am-1pm and 5pm-7pm until their volunteer pool is fully staffed and trained. Three adult volunteers will be on-site at all times, and all volunteers will be required to undergo training in dealing with difficult situations, working with mental health issues and/or addicted populations, and motivational interviewing (a technique that emphasizes making clients/guests accountable for their current conditions and for a plan of action to improve it). The center will be partnering with local service providers to provide medical and mental health services. One goal of the fundraising goals is to have a Director position at the New Hope Resource Center.

The Steering Committee is still finalizing policies and procedures for the center. Visitors to the center will be free to come and go from the site; however, there will be a code of



## Daytime Drop-in Center / New Hope Resource Center

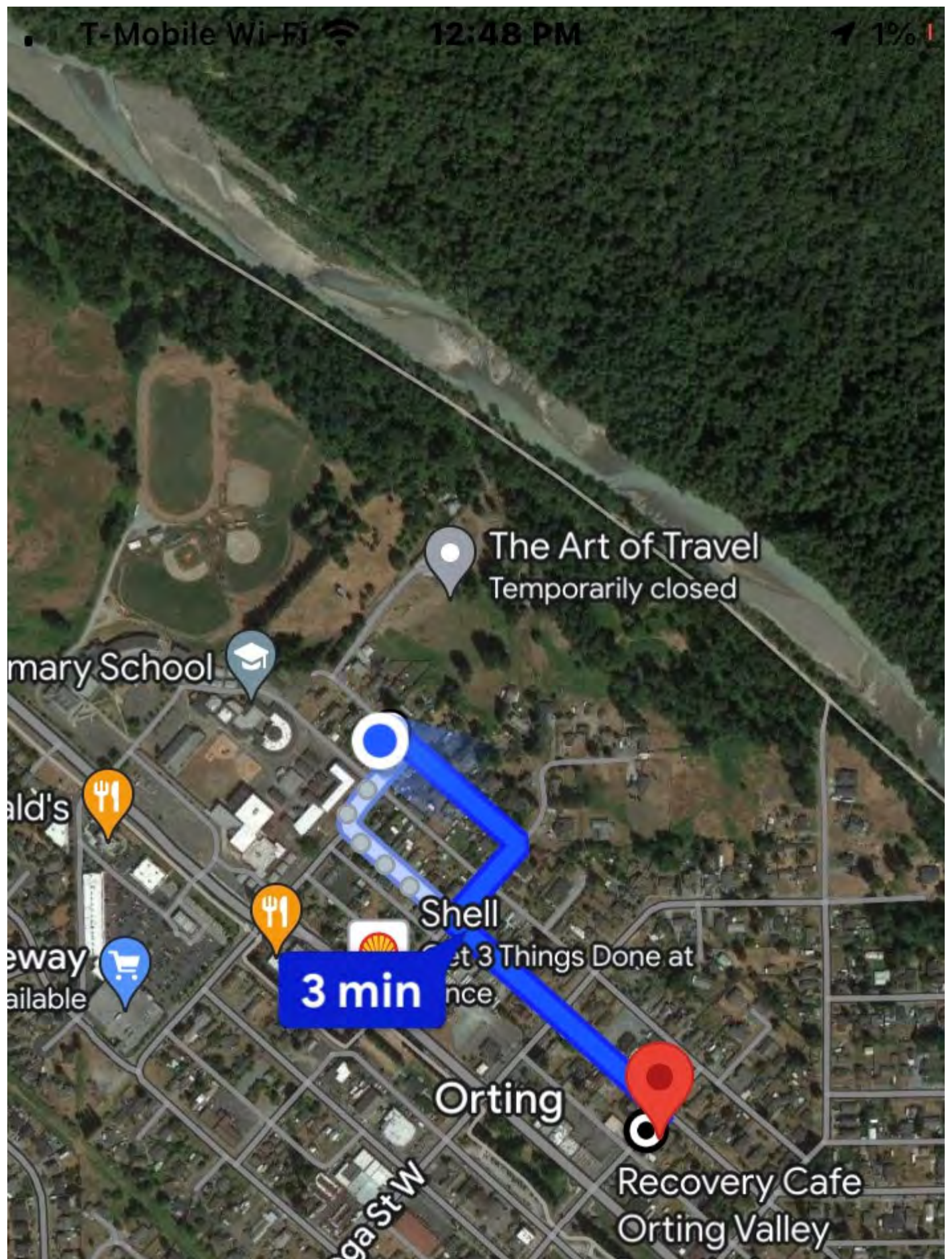
October 15, 2014

Page 2 of 2

conduct, and they are keeping potential disruptions to the surrounding area in mind as they craft these guidelines. They plan to do outreach to neighbors in the immediate area. Although it is separate from the New Hope Resource Center and they may not serve the same population, Freezing Nights has established guidelines for behavior for their guests who may visit the site to be Picked Up/Dropped Off for overnight shelter. The Freezing Nights guidelines including no loitering, no drugs/alcohol, no disruptive behavior, etc.

The center will have to comply with city codes related to occupancy. The final numbers for occupancy are still being determined at this time. The center will serve adults only. They hope to be open by November 1.

Please, I'm asking for each to do research on this. This is not a good thing in our small town. We came here to be safe and it feels like New Hope all over again. Train street is exactly the distance it was from New hope to our puyallup address.



Veterans Park



2nd St NE

5th St NE

Benston Dr E

Puyallup River

Raini

8 min

2 min

Mrs. Turner's

E Main Ave

Gran

New Hope

Resource Center

Thank you for listening,

Rachel Berry

253-286-9949



# **CERTIFICATE OF APPRECIATION**

**THE MAYOR & CHIEF DEVON GABRELUK WISH TO RECOGNIZE**

**JADYN GIBBS**

**THE FOLLOWING STATEMENTS WERE MADE BY YOUR SUPERVISOR**

It's my pleasure to recognize Jady Gibbs, Acting Detective for the Orting Police Department. Acting Detective Gibbs has exemplified unwavering dedication and commitment to the police department, consistently going above and beyond her general duties and overall department expectations. With an unparalleled work ethic, acting Detective Gibbs took over the role of detective after the unexpected departure of an employee which resulted in acting Detective Gibbs inheriting a large number of active cases, many chaotic, complex, and unresolved, all requiring triage. She responded by jumping at the opportunity to immerse herself in the challenge of achieving organization and she enthusiastically worked long hours and sacrificed personal time to solve complex cases.

Acting Detective Gibbs eagerly attended training to better understand the subject matter of the cases she worked on, and she reached out to detectives in neighboring agencies to build relationships while allowing her access to additional tools and resources. Her actions have not only led to resolving numerous investigations leading to criminal charges and convictions but have garnered respect and admiration of colleagues and supervisors alike. Acting Detective Gibbs' exceptional leadership skills and innovative approaches to handling cases have had a profound impact on the department's effectiveness, making her an invaluable asset to the community of Orting. Thank you for your dedication to making Orting a great place to live, work, play, & do business!

Awarded at the management meeting of the 23<sup>rd</sup> day of April, 2024 and honored at the city council meeting on the 24<sup>th</sup> day of April, 2024.

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Joshua Penner, Mayor

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Devon Gabreluk, Police Chief



# **CERTIFICATE OF APPRECIATION**

**THE MAYOR & COURT ADMINISTRATOR KIM KAINOA**

**WISH TO RECOGNIZE**

**JULIE BUCHANAN**

**THE FOLLOWING STATEMENTS WERE MADE BY YOUR SUPERVISOR**

It's my pleasure to recognize Julie Buchanan, Court Clerk, for her hard work and dedication as acting Court Clerk for the Orting Municipal Court.

Julie's meticulous attention to detail is an asset to the City of Orting and her ability to coordinate and execute duties assigned while consistently going above and beyond is what helps to make Orting Municipal Court as successful as it is. She has exemplary work ethic and an infectious, positive attitude regardless of the challenges of the day. You can always count on Julie to greet each day with a smile and count on her to treat each patron of the Court with respect and integrity.

Julie's willingness to introduce new ideas to better streamline daily activities and procedures and her consistent quest to learn new things is always appreciated and valued. Julie truly makes a difference and I am honored to recognize her for all the she has done and continues to do for the City of Orting and Orting Municipal Court. Thank you for your dedication to making Orting a great place to live, work, play, & do business!

Awarded at the management meeting of the 23<sup>rd</sup> day of April, 2024 and honored at the city council meeting on the 24<sup>th</sup> day of April, 2024.

---

Joshua Penner, Mayor

---

Kim Kainoa, Court Administrator



# **CERTIFICATE OF APPRECIATION**

**THE MAYOR & PUBLIC WORKS DIRECTOR MARSHALL MAURER**

**WISH TO RECOGNIZE**

**LAURA HINDS**

**THE FOLLOWING STATEMENTS WERE MADE BY YOUR SUPERVISOR**

It's my pleasure to recognize Laura Hinds, Administrative Assistant, who has been employed by the City of Orting since April 2008. Laura has provided a wealth of information, wisdom, and support for her departmental leadership and all departmental work groups.

“One of the tests of leadership is the ability to recognize a problem *before* it becomes an emergency.” – Arnold Glasnow.

Never afraid to speak up in the interest of high standards, Laura champions community responsiveness and a system of checks and balances of our own outputs. She listens with empathy and acts with clarity to preserve Orting's rich history and bright future.

Laura is helpful, insightful, and we appreciate all her hard work. To manifest Orting's “Big view”, an attention to the smallest of details is first required. That's what Laura does every day.

Thank you for your dedication to making Orting a great place to live, work, play, & do business!

Awarded at the management meeting of the 23<sup>rd</sup> day of April, 2024 and honored at the city council meeting on the 24<sup>th</sup> day of April, 2024.

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Joshua Penner, Mayor

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Marshall Maurer, Public Works Director





# **CERTIFICATE OF APPRECIATION**

**THE MAYOR & PUBLIC WORKS DIRECTOR MARSHALL MAURER**

**WISH TO RECOGNIZE**

**STEVEN DASKAM**

**THE FOLLOWING STATEMENTS WERE MADE BY YOUR SUPERVISOR**

It's my pleasure to recognize Steven Daskam, Wastewater Supervisor, who has been employed by the City of Orting since October 2021. Steven has provided a wealth of expertise, leadership, and an indefatigable focus on continuous improvement.

“Virtues are formed by people in their doing the actions,” said Aristotle. The writer Will Durant interpreted that as, “We are what we repeatedly do...therefore excellence is not an act, but a habit.”

Steven has made a habit of putting the safeguarding of our City's critical systems first, and putting his own needs second. Never afraid to speak up in the interest of high standards, Steven champions the improvements necessary to ensure Orting's utilities are sufficiently robust to meet the current and future needs of its people. He listens with mindfulness and acts with integrity to preserve Orting's rich history and bright future.

Steven's care for his City and his system are perpetually evident, and we appreciate all his hard work. To manifest Orting's "Big view," someone needs to answer the call, at any time of day or night. That's what Steven does regularly. Thank you for your dedication to making Orting a great place to live, work, play, & do business!

Awarded at the management meeting of the 23<sup>rd</sup> day of April, 2024 and honored at the city council meeting on the 24<sup>th</sup> day of April, 2024.

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Joshua Penner, Mayor

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Marshall Maurer, Public Works Director



**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Appointment of Tom Bush to Planning Commission.	<b>AB24-36</b>			
				<b>4.24.2024</b>
	<b>Department:</b>	Administration		
	<b>Date Submitted:</b>	<b>4.19.2024</b>		
<b>Cost of Item:</b>	<u>\$</u>			
<b>Amount Budgeted:</b>	<u>\$</u>			
<b>Unexpended Balance:</b>	<u>\$</u>			
<b>Bars #:</b>				
<b>Timeline:</b>				
<b>Submitted By:</b>	<b>Clerk/Mayor</b>			
<b>Fiscal Note:</b>				
<b>Attachments:</b> Tom Bush Commission Application				
<b>SUMMARY STATEMENT:</b>				
<p>There is currently one vacant position on the Planning Commission, term ending December 31, 2027.</p> <p>Per the City Code:</p> <p>There is hereby created, in accordance with Revised Code of Washington 35A.63, a planning commission for the city which will consist of seven (7) members, two (2) of whom may be nonresident owners of real property within the city, to be appointed by the mayor with the consent of the council. (Ord. 783, 1-8-2004).</p>				
<b>RECOMMENDED MOTION: <u>Motion:</u></b>				
To confirm the Mayor’s appointment of Tom Bush to the Planning Commission.				



# Commission/Board Application

City of Orting - Office of the City Clerk  
PO Box 489-104 Bridge St. S., Orting, WA 98360  
Phone: (360) 893-2219 - Fax: (360) 893-6809  
www.cityoforting.org

FOR CITY CLERK USE ONLY:

Name: Thomas M. Bush

Date: 4-7-2024

Mailing Address: 504 Stone St NW

Phone: [REDACTED]

Alt. Phone: \_\_\_\_\_

Best time to contact you: Evening

Email Address: [REDACTED]

How long at Residence: 5.5 years

Commission/Board desired: 1.) Planning Commission

2.) \_\_\_\_\_

Reason you are interested in serving:

I have recognized Orting as the ideal community to live and raise a family. Architecture, planning, and housekeeping are key componet of that.

The 21st Century offers new challenges, I want to help navigate these challenges in order to ensure that Orting remains the ideal community

Previous community activities:

Volunteer Firefighter, Ticonderoga, NY

Applicable education, occupational, and specialized experience:

Intership, Pierce County Fire Prevention Bureau (2015), Was ICC Fire Inspector 1 Certified

Commissions/Boards make recommendations regarding monetary expenditures and/or benefits to certain areas of the Community.

1.) Can you foresee possible conflicts of interest with any of your current employment or civic positions: No

2.) When making these recommendations do you feel you could be impartial and base your decision on the overall need and benefit of the Community: Yes

Are there any days or evenings you are unavailable to meet? Daytime Sunday- Wednesday (Work)

[Signature]  
Signature of Applicant

4-7-2024

Date

Please return completed form and any additional information to:  
City of Orting – Attn: City Clerk, 104 Bridge Street South, PO Box 489, Orting, WA 98360  
For more information, please call (360)893-2219

## **April 24 2024 Council Meeting**

### **Claims Vouchers**

Claims voucher list dated April 24, 2024 which includes voucher number 55773 through 55825 in the amount of \$ 296,571.52 & electronic fund transfers in the amount of \$ 16,339.53 for a grand total of \$ 312,911.05

### **Payroll Voucher**

Payroll check numbers 24238 through 24239 in the amount of \$ 9,434.79, electronic deposit transmissions in the amount of \$ 187,558.48 for a grand total of \$ 196,993.27 for the period covering April 1-15 2024.

**WARRANT/CHECK REGISTER**

City of Orting

Time: 13:28:44 Date: 04/17/2024

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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VOUCHER/WARRANT REGISTER  
 FOR 4-24-2024 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: \_\_\_\_\_

## WARRANT/CHECK REGISTER

City of Orting

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2103	04/04/2024	Claims	631	55772	Kenyon Disend PLLC	11,362.88	1094400-Legal Devepoment-Closed Record Appeal
		APs/Invoices	Amount	PO	For		
		1419	11,362.88		1094400-Legal Devepoment-Closed Record Appeal		
		1094400	11,362.88		1094400-Legal Devepoment-Closed Record Appeal		
2198	04/12/2024	Claims	631	55773	ACRnet CBS Branch	221.00	25606-Background Check
		APs/Invoices	Amount	PO	For		
		1446	221.00		25606-Background Check		
		25606	221.00		25606-Background Check		
2199	04/12/2024	Claims	631	55774	Alpine Products Inc.	2,894.80	TM-222894-26-Orange Cones; 222612-Traffic Paint & supplies; 222613-Traffic Paint
		APs/Invoices	Amount	PO	For		
		1420	620.44		TM-222894-26-Orange Cones		
		TM-222894-CONE	620.44		TM-222894-26-Orange Cones		
		1457	2,180.14		222612-Traffic Paint & supplies		
		222612	2,180.14		222612-Traffic Paint & supplies		
		1458	94.22		222613-Traffic Paint		
		222613	94.22		222613-Traffic Paint		
2200	04/12/2024	Claims	631	55775	Big J'S Outdoor Store	687.16	APRIL2024-302 Monthly Statement
		APs/Invoices	Amount	PO	For		
		1453	687.16		APRIL2024-302 Monthly Statement		
2201	04/12/2024	Claims	631	55776	Capital One Trade Credit	71.24	103896/3 Screws & Plywood-Printer Stand
		APs/Invoices	Amount	PO	For		
		1462	71.24		103896/3 Screws & Plywood-Printer Stand		
		103896/3	71.24		103896/3 Screws & Plywood-Printer Stand		
2202	04/12/2024	Claims	631	55777	Cascade Towing-Bonney Lak	301.13	33532-Towing Cost for Stolen Vehicle
		APs/Invoices	Amount	PO	For		
		1442	301.13		33532-Towing Cost for Stolen Vehicle		
		33532-TOWING C	301.13		33532-Towing Cost for Stolen Vehicle		
2203	04/12/2024	Claims	631	55778	CenturyLink-Lumen	3,933.80	684209257-5-M6DFZ8RO-City Internet & PW
		APs/Invoices	Amount	PO	For		
		1455	3,933.80		684209257-5-M6DFZ8RO-City Internet & PW		
		684209257-5-M6C	3,933.80		684209257-5-M6DFZ8RO-City Internet & PW		

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2204	04/12/2024	Claims	631	55779	Core & Main LP	68,657.29	U578638-Parts for Stock; U594760-Rainier Meadows WO11895; T780650-Radio Water Meters & Antenna- PO4008; U275537-Meter Boxes Stock
		APs/Invoices	Amount	PO	For		
		1421	7,538.01		U578638-Parts for Stock		
		U578638-PARTS F	7,538.01		U578638-Parts for Stock		
		1422	426.53		U594760-Rainier Meadows WO11895		
		U594760	426.53		U594760-Rainier Meadows WO11895		
		1469	59,970.96		T780650-Radio Water Meters & Antenna- PO4008		
		T780650					
		1470	721.79		U275537-Meter Boxes Stock		
		U275537-METER E	721.79		U275537-Meter Boxes Stock		
2205	04/12/2024	Claims	631	55780	Culligan Seattle WA	62.48	0798316-268348-Water for Police
		APs/Invoices	Amount	PO	For		
		1445	62.48		0798316-268348-Water for Police		
		0798316-268348	62.48		0798316-268348-Water for Police		
2206	04/12/2024	Claims	631	55781	D.M Recycling	276.90	12015749S111-Recycling WWTP
		APs/Invoices	Amount	PO	For		
		1459	276.90		12015749S111-Recycling WWTP		
		12015749S111	276.90		12015749S111-Recycling WWTP		
2207	04/12/2024	Claims	631	55782	Data Bar	2,020.79	266144-Printing & Mailing Utility Statements
		APs/Invoices	Amount	PO	For		
		1434	2,020.79		266144-Printing & Mailing Utility Statements		
		266144	2,020.79		Printing & Mailing Utility Statements		
2208	04/12/2024	Claims	631	55783	Curt Ek	113.90	APR-2024 Shirts for Code Enforcement
		APs/Invoices	Amount	PO	For		
		1449	113.90		APR-2024 Shirts for Code Enforcement		
		APR-2024 SHIRTS	113.90		APR-2024 Shirts for Code Enforcement		
2209	04/12/2024	Claims	631	55784	Fastenal Company	76.11	WASUM94201-Stock Parts
		APs/Invoices	Amount	PO	For		
		1460	76.11		WASUM94201-Stock Parts		
		WASUM94201	76.11		WASUM94201-Stock Parts		
2210	04/12/2024	Claims	631	55785	Frontier Precision INC	290.18	294982-Catalyst 10
		APs/Invoices	Amount	PO	For		
		1423	290.18		294982-Catalyst 10		
		294982-CATALYST	290.18		294982-Catalyst 10		

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2211	04/12/2024	Claims	631	55786	GMP Consultants LLC	3,250.00	24-494 Community Development Director Recruitment
		APs/Invoices	Amount	PO	For		
		1433	3,250.00		24-494 Community Development Director Recruitment		
		24-494	3,250.00		24-494 Community Development Director Recruitment		
2212	04/12/2024	Claims	631	55787	Huffman, ED	355.04	Huffman-WOW Conference-Ocean Shores Washington March 26-28
		APs/Invoices	Amount	PO	For		
		1461	355.04		Huffman-WOW Conference-Ocean Shores Washington March 26-28		
		HUFFMAN-WOW	355.04				
2213	04/12/2024	Claims	631	55788	Kinship Group LLC	19,535.16	26808--Windows & Door Replacement-City Hall
		APs/Invoices	Amount	PO	For		
		1456	19,535.16		26808--Windows & Door Replacement-City Hall		
		26808--WINDOW!	19,535.16		26808--Windows & Door Replacement-City Hall		
2214	04/12/2024	Claims	631	55789	Korum Automotive Group	380.10	2-6794877/1-2005 F150 Oil Change FA1088; 2-6794875/1-Oil Change 2016 F250 FA1067; 2-6794874/1 -Oil Change 2022 F250 FA1199; 2-6794876/1 Oil Change- FA1051; 2-6794878/1 Oil Change-2001 Silverdo FA1022
		APs/Invoices	Amount	PO	For		
		1471	39.42		2-6794877/1-2005 F150 Oil Change FA1088		
		6794877/1	154.08		2-6794877/1-2005 F150 Oil Change FA1088		
		1472	39.43		2-6794875/1-Oil Change 2016 F250 FA1067		
		6794875/1	158.49		2-6794875/1-Oil Change 2016 F250 FA1067		
		1473	-30.39		2-6794874/1 -Oil Change 2022 F250 FA1199		
		2-6794874/1	158.49		2-6794874/1 -Oil Change 2022 F250 FA1199		
		1474	39.42		2-6794876/1 Oil Change- FA1051		
		6794878/1	39.42		2-6794876/1 Oil Change- FA1051		
		1475	116.92		2-6794878/1 Oil Change-2001 Silverdo FA1022		
		2-6794878/1 OIL C	116.92		2-6794878/1 Oil Change-2001 Silverdo FA1022		
		1476	175.30		6088426/1 Oil Change-Air Filter-2020 Fusion 4346		
		6088426/1 OIL CH	175.30		6088426/1 Oil Change-Air Filter-2020 Fusion 4346		
2215	04/12/2024	Claims	631	55790	Law Offices of Matthew J Rusnak	2,207.00	453-Public Defendar-April 2024
		APs/Invoices	Amount	PO	For		
		1454	2,207.00		453-Public Defendar-April 2024		
		453-PUBLIC DEFEN	2,207.00		453-Public Defendar-April 2024		



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2216	04/12/2024	Claims	631	55791	Lawson Electric	4,730.73	1648-Repair of Light Box-WO11431
		APs/Invoices	Amount	PO	For		
	1424		4,730.73		1648-Repair of Light Box-WO11431		
	1648		4,730.73		1648-Repair of Light Box-WO11431		
2217	04/12/2024	Claims	631	55792	Lemay Mobile Shredding	71.05	4837096S185-Shredding-Police
		APs/Invoices	Amount	PO	For		
	1437		71.05		4837096S185-Shredding-Police		
	4837096S185		71.05		4837096S185-Shredding-Police		
2218	04/12/2024	Claims	631	55793	Lentz, Karen S PLLC	2,200.00	1171-Prosecuting Attorney-March 2024
		APs/Invoices	Amount	PO	For		
	1435		2,200.00		1171-Prosecuting Attorney-March 2024		
	1171-MARCH 2024		2,200.00		1171-Prosecuting Attorney-March 2024		
2219	04/12/2024	Claims	631	55794	McClatchy Company LLC	364.76	242511-Monthly Publications
		APs/Invoices	Amount	PO	For		
	1436		364.76		242511-Monthly Publications		
	242511		364.76				
2220	04/12/2024	Claims	631	55795	Miwall Corporation	2,984.97	1012737-Ammunition Police
		APs/Invoices	Amount	PO	For		
	1443		2,984.97		1012737-Ammunition Police		
	1012737-AMMUN		2,984.97		1012737-Ammunition Police		
2221	04/12/2024	Claims	631	55796	O'Reilly Auto Parts	120.73	1265583-APR2024
		APs/Invoices	Amount	PO	For		
	1447		120.73		1265583-APR2024		
	1265583-APR2024		120.73				
2222	04/12/2024	Claims	631	55797	Orca Pacific, Inc	1,258.07	#INV0608519-Hypochlorite Solution
		APs/Invoices	Amount	PO	For		
	1463		1,258.07		#INV0608519-Hypochlorite Solution		
	#INV0608519		1,258.07		#INV0608519-Hypochlorite Solution		
2223	04/12/2024	Claims	631	55798	P.C. Budget & Finance	375.84	CI-347003 -C-104188 PCRC Membership Dues
		APs/Invoices	Amount	PO	For		
	1448		375.84		CI-347003 -C-104188 PCRC Membership Dues		
	CI-347003 -C-104188		375.84		CI-347003 -C-104188 PCRC Membership Dues		

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2224	04/12/2024	Claims	631	55799	PAPE Machinery INC	686.57	15173298-US-FD 251; 15173316-Autocut-25-2
		APs/Invoices	Amount	PO	For		
		1425	620.87		15173298-US-FD 251		
		15173298	620.87				
		1426	65.70		15173316-Autocut-25-2		
		15173316	65.70		15173316-Autocut-25-2		
2225	04/12/2024	Claims	631	55800	Public Safety Testing	157.00	2024-333 Public Safety Testing-Jan-Mar 2024
		APs/Invoices	Amount	PO	For		
		1444	157.00		2024-333 Public Safety Testing-Jan-Mar 2024		
		2024-333	157.00		2024-333 Public Safety Testing-Jan-Mar 2024		
2226	04/12/2024	Claims	631	55801	Puget Sound Energy	2,641.23	220028112518-APR2024; 200019646914-MAR2024; 300000002406-MAR2024 Street
		APs/Invoices	Amount	PO	For		
		1438	14.13		220028112518-APR2024		
		220028112518-AP	14.13		220028112518-APR2024		
		1439	71.69		200019646914-MAR2024		
		200019646914-M/	71.69		200019646914-MAR2024 Street Lights		
		1440	2,555.41		300000002406-MAR2024 Street		
		300000002406-M/	9,051.03		300000002406-MAR2024 Street		
2227	04/12/2024	Claims	631	55802	Purcor Pest Solutions	149.94	11432285-Pest Control-110 Train St SE
		APs/Invoices	Amount	PO	For		
		1464	149.94		11432285-Pest Control-110 Train St SE		
		11432285	149.94		11432285-Pest Control-110 Train St SE		
2228	04/12/2024	Claims	631	55803	Russo, Gretchen	155.01	Daffodil-Items for Daffodil Parade
		APs/Invoices	Amount	PO	For		
		1452	155.01		Daffodil-Items for Daffodil Parade		
		APR301-2024	155.01		Daffodil-Items for Daffodil Parade		
2229	04/12/2024	Claims	631	55804	S&S Tire Service INC	2,385.19	1-153347-Tires for 07 Ford F450-369970
		APs/Invoices	Amount	PO	For		
		1427	2,385.19		1-153347-Tires for 07 Ford F450-369970		
		1-153347	2,385.19		1-153347-Tires for 07 Ford F450-369970		
2230	04/12/2024	Claims	631	55805	Sarco Supply	524.13	1155236-Bathroom Supplies
		APs/Invoices	Amount	PO	For		
		1466	524.13		1155236-Bathroom Supplies		
		1155236	524.13		1155236-Bathroom Supplies		

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
		APs/Invoices	Amount	PO	For		
2231	04/12/2024	Claims	631	55806	Secure Pacific Corp/Mountain Alarm	270.90	401251-PW Shop Alarm
		APs/Invoices	Amount	PO	For		
	1450		270.90		401251-PW Shop Alarm		
	401251-PW SHOP		270.90		401251-PW Shop Alarm		
2232	04/12/2024	Claims	631	55807	Spectral Laboratories	281.00	5007388-Lab Testing
		APs/Invoices	Amount	PO	For		
	1429		281.00		5007388-Lab Testing		
	129110		281.00		129110-Pressure Washer Repair		
2233	04/12/2024	Claims	631	55808	Sumner Lawn'n Saw	221.51	129110-Pressure Washer Repair
		APs/Invoices	Amount	PO	For		
	1428		221.51		129110-Pressure Washer Repair		
	129110		221.51		129110-Pressure Washer Repair		
2234	04/12/2024	Claims	631	55809	Sunset Ford	89.74	FOCS333350-Oil Change 2018 Ford Interceptor-4447
		APs/Invoices	Amount	PO	For		
	1467		89.74		FOCS333350-Oil Change 2018 Ford Interceptor-4447		
	FOCS333350		89.74		FOCS333350-Oil Change 2018 Ford Interceptor-4447		
2235	04/12/2024	Claims	631	55810	US BankNA Custody Treasury Div-Mony Cntr	72.00	122-1St QRT Safekeeping Fees
		APs/Invoices	Amount	PO	For		
	1451		72.00		122-1St QRT Safekeeping Fees		
	122-1ST QRT SAFE		72.00		122-1St QRT Safekeeping Fees		
2236	04/12/2024	Claims	631	55811	UniFirst Corporation	361.40	2220087452-Uniform Items; 222090528-Uniform Items & Protective
		APs/Invoices	Amount	PO	For		
	1430		182.96		2220087452-Uniform Items		
	2220087452		182.96		2220087452-Uniform Items		
	1465		178.44		222090528-Uniform Items & Protective		
	222090528		178.44		222090528-Uniform Items & Protective		
2237	04/12/2024	Claims	631	55812	Water Management Lab Inc.	555.00	219516-Lab Testing; 219253-Lab Testing
		APs/Invoices	Amount	PO	For		
	1431		355.00		219516-Lab Testing		
	219516-LAB TESTI		355.00		219516-Lab Testing		
	1432		200.00		219253-Lab Testing		

## WARRANT/CHECK REGISTER

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		APs/Invoices	Amount	PO	For		
		219253-LAB TESTI	200.00		219253-Lab Testing		
2238	04/12/2024	Claims	631	55813	Wilson Engineering	40,053.20	18710-Orting WRRF Biosolids Upgrade
		APs/Invoices	Amount	PO	For		
		1468	40,053.20		18710-Orting WRRF Biosolids Upgrade		
		18710	40,053.20		18710-Orting WRRF Biosolids Upgrade		
2283	04/17/2024	Claims	631	55814	AHBL, INC	5,463.75	2230242.30 144276-On Call Planner
		APs/Invoices	Amount	PO	For		
		1510	5,463.75		2230242.30 144276-On Call Planner		
		2230242.30 14427	5,463.75				
2284	04/17/2024	Claims	631	55815	Data Bar	1,010.67	265333-Delinquent Statements; 265602-Inserts-Reg Mailing
		APs/Invoices	Amount	PO	For		
		1513	577.05		265333-Delinquent Statements		
		265333	577.05		265333-Delinquent Statements		
		1514	433.62		265602-Inserts-Reg Mailing		
		265602	433.62				
2285	04/17/2024	Claims	631	55816	Drain-Pro INC	1,066.54	106263-Sanican Maintenance-900 Rocky RD; 126526-Sanican Maintenance-412 Orting Ave; 126527-Sanican Maintenance-PW Shop; 126524-Sanican Maintenance-Cemetery; 126525-Sanican Maintenance-Main Park; 12652
		APs/Invoices	Amount	PO	For		
		1503	311.79		106263-Sanican Maintenance-900 Rocky RD		
		106263-SANICAN	311.79		106263-Sanican Maintenance-900 Rocky RD		
		1504	114.50		126526-Sanican Maintenance-412 Orting Ave		
		126526-SANICAN	114.50		126526-Sanican Maintenance-412 Orting Ave		
		1505	114.50		126527-Sanican Maintenance-PW Shop		
		126527-SANICAN	114.50				
		1506	96.75		126524-Sanican Maintenance-Cemetery		
		126524-SANICAN	96.75				
		1507	314.50		126525-Sanican Maintenance-Main Park		
		126525-SANICAN	314.50		126525-Sanican Maintenance-Main Park		
		1508	114.50		126528-Sanican Maintenance-Main Park		
		126528-SANICAN	114.50				
2286	04/17/2024	Claims	631	55817	Koenig, Melodi	2,003.50	Koenig-City Summit-National League of Cities-Air Fare & Hotel

## WARRANT/CHECK REGISTER

City of Orting

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
		APs/Invoices		Amount		PO For	
		1515		2,003.50		Koenig-City Summit-National League of Cities-Air Fare & Hotel	
		KOENIG-CITY SUN		2,003.50		Koenig-City Summit-National League of Cities-Air Fare & Hotel	
2287	04/17/2024	Claims	631	55818	Korum Automotive Group	571.72	6800211/1-28496
		APs/Invoices		Amount		PO For	
		1495		571.72		6800211/1-28496	
		6800211/1-28496		571.72		6800211/1-28496-Replaced Wiper Switch 2016 F-350	
2288	04/17/2024	Claims	631	55819	Law Office of Holmes Weddle & Barcott	456.46	836281-Legal Services PD
		APs/Invoices		Amount		PO For	
		1512		456.46		836281-Legal Services PD	
		836281-LEGAL SEF		456.46		836281-Legal Services PD	
2289	04/17/2024	Claims	631	55820	Locke Systems Inc	20,257.50	21654- 21580MS-1 Time Onboarding Fee-Monthly IT Service Plan
		APs/Invoices		Amount		PO For	
		1509		20,257.50		21654- 21580MS-1 Time Onboarding Fee-Monthly IT Service Plan	
		21654- 21580MS		20,257.50		21654- 21580MS-1 Time Onboarding Fee-Monthly IT Service Plan	
2290	04/17/2024	Claims	631	55821	P.C. Budget & Finance	3,966.20	CI-349984 C-104188 Animal Control
		APs/Invoices		Amount		PO For	
		1502		3,966.20		CI-349984 C-104188 Animal Control	
		CI-349984 C-1041		3,966.20		CI-349984 C-104188 Animal Control	
2291	04/17/2024	Claims	631	55822	Parametrix	46,478.90	54171-Monthly Statement; 54176-Kansas ST SW; 49768-Water Plan Update; 54164-VG Outfall Replacement; 54175-General Consulting
		APs/Invoices		Amount		PO For	
		1496		1,002.50		54171-Monthly Statement	
		54171-PIONEER W		1,002.50		Pioneer Way Fish Passage Water Line	
		1497		10,001.13		54176-Kansas ST SW	
		54176-KANSAS ST		10,001.13		54176-Kansas ST SW	
		1498		18,211.59		49768-Water Plan Update	
		49768-WATER PLA		18,211.59		49768-Water Plan Update	
		1499		805.00		54164-VG Outfall Replacement	
		54164-VG OUTFAL		805.00		54164-VG Outfall Replacement-Project Management	
		1500		16,458.68		54175-General Consulting	
		54175-GENERAL C		16,458.68		54175-General Consulting	

## WARRANT/CHECK REGISTER

City of Orting

Time: 13:28:44 Date: 04/17/2024

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2292	04/17/2024	Claims	631	55823	SCJ Alliance	8,073.50	75850-21-000383-ON Call Engineering Services
		APs/Invoices	Amount	PO	For		
		1511	8,073.50		75850-21-000383-ON Call Engineering Services		
		75850-21-000383	8,073.50				
2293	04/17/2024	Claims	631	55824	Wex Bank	2,366.15	96408563-Fuel PD
		APs/Invoices	Amount	PO	For		
		1501	2,366.15		96408563-Fuel PD		
		96408563-FUEL PD	2,366.15		96408563-Fuel PD		
2294	04/17/2024	Claims	631	55825	Wilson Engineering	27,449.70	18622-Orting WRRF Biosolids Upgrade
		APs/Invoices	Amount	PO	For		
		1494	27,449.70		18622-Orting WRRF Biosolids Upgrade		
		18622-ORTING	27,449.70		18622-Orting WRRF Biosolids Upgrade		

001 Current Expense	72,489.92		
101 City Streets	36,601.85		
105 Parks Department	1,287.13		
401 Water	96,911.03		
408 Wastewater	81,931.21		
410 Stormwater	7,350.38		
	296,571.52	Claims:	296,571.52

**WARRANT/CHECK REGISTER**

City of Orting

Time: 11:55:09 Date: 04/17/2024

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
		408 Wastewater				1,264.32	
		410 Stormwater				1,806.32	
						16,339.53	Claims: 16,339.53

**VOUCHER/WARRANT REGISTER**  
 FOR 4-24-2024 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: \_\_\_\_\_

# WARRANT/CHECK REGISTER

City of Orting

Time: 11:55:09 Date: 04/17/2024

04/24/2024 To: 04/24/2024

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2270	04/24/2024	Claims	1	EFT	Keybank-MasterCard	16,339.53	8502-Police MAR2024 MasterCard; 7073-Police MAR2024 MasterCard; 1920-Gabreluk MAR2024 MasterCard; 7626-Wetzel-MAR2024 MasterCard; 1397-Turner MAR2024 MasterCard; 7675-Kenyon-MAR2024 MasterCard; 3589-A

APs/Invoices	Amount	PO	For
1477	11.50		8502-Police MAR2024 MasterCard
8502-POLICE MAR	11.50		8502-Police MAR2024 MasterCard
1478	897.20		7073-Police MAR2024 MasterCard
7073-POLICE MAR	897.20		7073-Police MAR2024 MasterCard
1479	1,230.17		1920-Gabreluk MAR2024 MasterCard
8502-POLICE MAR	1,230.17		8502-Police MAR2024 MasterCard
1480	185.63		7626-Wetzel-MAR2024 MasterCard
1481	117.59		1397-Turner MAR2024 MasterCard
1397-TURNER MA	117.59		1397-Turner MAR2024 MasterCard
1482	124.61		7675-Kenyon-MAR2024 MasterCard
7675-KENYON-MA	124.61		7675-Kenyon-MAR2024 MasterCard
1483	188.08		3589-AlFiere-MAR2024 MasterCard
3589-ALFIERE-MA	188.08		3589-AlFiere-MAR2024 MasterCard
1484	533.69		1181-Lincoln MAR2024 MasterCard
1485	447.47		4225-Daskam-MAR2024 MasterCard
4225-DASKAM-MA	447.47		4225-Daskam-MAR2024 MasterCard
1486	7,553.64		5423-Public Works MAR2024 -MasterCard
5423-PW MAR202	7,553.64		5423-Public Works MAR2024 -MasterCard
1487	695.26		6607-Finance MAR2024-MasterCard
6607-FINANCE MA	696.26		6607-Finance MAR2024
1488	1,035.47		3196-Larson MAR2024-MasterCard
3196-LARSON MA	1,035.47		3196-Larson MAR2024-MasterCard
1489	7.56		4499-Bielka MAR2024-MasterCard
4499-BIELKA MAR	7.56		4499-Bielka MAR2024-MasterCard
1490	910.00		2462-Russo MAR2024 MasterCard
2462-RUSSO MAR	910.00		2462-Russo MAR2024 MasterCard
1492	305.12		1513-Kainoa-MAR2024 MasterCard
1513-KAINOA-MA	305.12		1513-Kainoa-MAR2024 MasterCard
1493	2,096.54		0525-Agfalvi MAR2024-MasterCard
0525-AGFALVI MA	2,096.54		0525-Agfalvi MAR2024-MasterCard

001 Current Expense	6,954.77
101 City Streets	396.40
105 Parks Department	3,375.90
401 Water	2,541.82



## **COUNCILMEMBERS**

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. Jeff Sproul
5. Stanley Holland
6. Greg Hogan
7. Melodi Koenig



**ORTING CITY COUNCIL**  
Regular Business Meeting Minutes  
104 Bridge Street S, Orting, WA  
Zoom – Virtual  
April 10<sup>th</sup>, 2024  
7:00 p.m.

### **Deputy Mayor Tod Gunther, Chair**

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

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

**Councilmembers present:** Councilmembers Chris Moore, Jeff Sproul, Stanley Holland, Greg Hogan, Melodi Koenig, and Deputy Mayor Gunther.

*Councilmember Moore made a motion to excuse Councilmember Tracy. Seconded by Koenig.*

*Motion passed (6-0).*

**Staff present:** City Administrator Scott Larson, Executive Assistant Danielle Charchenko, Finance Director Gretchen Russo, Police Chief Devon Gabreluk, and Public Works Director Marshall Maurer.

#### **2. REQUEST FOR ADDITIONS OR MODIFICATIONS TO THE AGENDA.**

*Councilmember Moore made a motion to request an executive session.*

City Attorney Charlotte Archer requested to table the executive session until the next Council meeting as a professional courtesy. Councilmember Moore requested a 5-minute recess.

7:05pm - Deputy Mayor Gunther recessed the meeting for 5 minutes.

7:10pm - Deputy Mayor Gunther extended the recess for an additional 10 minutes.

7:24pm - Deputy Mayor Gunther reconvened the meeting to regular session.

*Councilmember Moore withdrew his motion for an executive session.*

#### **3. PUBLIC COMMENTS.**

Deputy Mayor Gunther read the following written public comments into the record:

- Emails regarding safe parking from Matthew Tasin, Kimberly Anderson, Ione Roth, and Shane Anderson.
- Email received from Amber Brooks about Orting Standing Together on Prevention (OSTOP) Key Leader Event.

#### **4. SWEARING IN.**

Judge John Curry administrated the oath of office to Sergeant Zachary Kenyon.

## 5. PUBLIC HEARING

Deputy Mayor Gunther laid out the rules for the public hearing. Deputy Mayor Gunther opened the public hearing at 7:43pm.

### A. AB2425 – SEPA Code Amendments

City Planner MillieAnne VanDevender gave a presentation to brief the proposed SEPA amendments. She stated the proposed changes are to OMC 10-16 and OMC 15-14 regarding local administration of the State Environmental Protection Act (SEPA). She stated the chapter was last updated in 2003 and that there have been numerous changes to state law since the last update. The proposed changes are for the following project types; residential, agricultural structures, commercial parking facilities, parking lots, and fill or excavation.

Deputy Mayor closed the public hearing at 7:55pm

***Councilmember Moore made a motion to adopt Ordinance No. 2024-1126, an ordinance of the City of Orting, Washington, relating to the State Environmental Policy Act (SEPA); adopting amendments to Orting Municipal Code Chapter 15.14 and to adopt Ordinance No. 2024-1127, related to the inadvertent discovery of human skeletal remains, adopting amendments to Orting Municipal Code chapter 10-16; providing for severability; and establishing an effective date. Seconded by Councilmember Holland.***

***Motion passed (6-0).***

## 6. CONSENT AGENDA.

### A. Claims Voucher.

Claims voucher list dated April 10th, 2024 which includes voucher numbers 55722 through 55771 in the amount of \$167,200.90, electronic fund transfers in the amount of \$0.00 for a grand total of \$167,200.90

### B. Payroll Voucher.

Payroll check numbers 24234 through 24237 in the amount of \$8,562.04, electronic deposit transmissions in the amount of \$249,808.33 for a grand total of \$258,370.37 for the period covering March 16th, 2024 to March 31st, 2024.

**C. Meeting Minutes** - Meeting minutes of March 20<sup>th</sup>, 2024 and March 27<sup>th</sup>, 2024.

**D. AB24-21 – Orting Historical Society Plaque Modification Request** - CGA Committee – CM Hogan and CM Sproul.

***Councilmember Koenig made a motion to approve consent agenda as prepared. Seconded by Councilmember Sproul.***

***Motion passed (6-0).***

## 7. EXECUTIVE SESSION.

No executive session.

## 8. ADJOURNMENT.

***Councilmember Hogan made a motion to adjourn. Seconded by Councilmember Sproul.***

***Motion passed (6-0).***

Deputy Mayor Gunther adjourned the meeting at 8:00pm.

ATTEST:

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Joshua Penner, Mayor

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Kimberly Agfalvi, CMC, City Clerk

*Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219*

***Next Regular Meeting: April 24<sup>th</sup>, 2024***

## **COUNCILMEMBERS**

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. Jeffery Sproul
5. Stanley Holland
6. Greg Hogan
7. Melodi Koenig



**ORTING CITY COUNCIL**  
Study Session Meeting Minutes  
104 Bridge Street S, Orting, WA  
Zoom – Virtual  
April 17th, 2024  
6:00 p.m.

### **Deputy Mayor Tod Gunther, Chair**

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

Deputy Mayor Gunther called the meeting to order at 6:01pm. Councilmember Tracy led the pledge of allegiance, and then roll call was taken.

**Councilmembers present:** Councilmembers Chris Moore, Don Tracy, Jeff Sproul, Stanley Holland, Greg Hogan and Deputy Mayor Tod Gunther.

**Virtual:** Councilmember Melodi Koenig.

**Executive:** Mayor Penner.

**Staff present:** City Administrator Scott Larson, Public Works Director Marshall Maurer, Police Chief Devon Gabreluk, City Clerk Kim Agfalvi, Public Works Superintendent Ryan McBee, Engineer JC Hungerford.

#### **2. COMMITTEE REPORTS.**

##### **A. Public Works – CM Moore and CM Koenig.**

- Utility Rate Study update.
- TBD Funding.
- DOT project updates.
- Kansas Street reconstruction.
- Whitehawk Blvd. bypass.
- Fish passage.
- Water System Plan.
- Stormwater Plan.
- Water Resource Recovery Facility Upgrade Update.
- Side Sewer Policy.
- Vehicle Surplus.
- iWork Program update.
- Building Code Update.
- Building Permits.

##### **B. Public Safety – CM Tracy and CM Holland.**

- Speed cameras in school zones.
- Calls for service.

##### **C. Community and Government Affairs – CM Hogan and CM Sproul.**

- Plaque/Monument policy.
- Murrey's Franchise Agreement.

*Americans with Disabilities Act – reasonable accommodations provided upon request (360) 893-2219*  
**Next Regular Meeting: April 24th, 2024 7:00pm**

### **3. STAFF REPORTS.**

#### **Police.**

Police Chief Devon Gabreluk briefed on the following:

- Daffodil Parade.
- Lahar Drill.
- Hiring Update.

#### **Public Works.**

Public Works Director Marshall Maurer briefed on the following:

- Meter Upgrades.
- Water Main Flushing.
- Stormwater Update.
- Additional Water testing.
- Mandated State reports.
- Daily reports.
- Wastewater cost savings update.
- Coordination with PSE to deliver high fidelity low energy traffic lights.

#### **Clerk.**

City Clerk Kim Agfalvi briefed on the following:

- Daffodil Parade.
- Recreation classes and activities.
- Washington Public Records Officer Association virtual conference.

#### **Administration.**

City Administrator Scott Larson briefed on the following:

- Unified approach to homelessness.
- Old City Hall appraisal.

#### **Engineering.**

Engineer JC Hungerford briefed on the following:

- Single family residential applications.
- CIP and 2025 budget preparation.

#### **Executive.**

Mayor Penner briefed on the following:

- Pedestrian Bridge update.

### **4. PRESENTATION – Mayor and Council Rules and Responsibilities.**

City Attorney Charlotte Archer presented a power point presentation on Mayor and Council rules and responsibilities.

### **5. 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 7:09pm for thirty minutes with possible action to follow.

Executive session began at 7:09pm.  
Executive session was extended at 7:39pm for ten minutes.  
Executive Session was extended at 7:49 for thirty minutes.  
Executive Session was extended at 8:19pm for fifteen minutes.  
Executive Session was extended at 8:34pm for fifteen minutes.  
Executive Session was extended at 8:49pm for ten minutes.  
Executive Session was extended at 8:59pm for ten minutes.  
Executive Session was extended at 9:09pm for 2 minutes.

Executive session ended at 9:11pm.

Deputy Mayor Gunther reconvened the meeting to regular session at 9:11pm.

## **6. AGENDA ITEMS.**

### **A. AB24-23 – Safe Parking- CGA Committee and Public Safety Committee.**

Councilmember Hogan briefed that staff have split safe parking and RV code amendments into two separate items as requested by Council. He stated that the CGA committee considered safe parking at their April 3<sup>rd</sup>, 2024 meeting and the committee is making the recommendation to Council that will limit safe parking to religious organizations, limit the total number of safe parking spaces at religious organizations to ten percent of their total spaces, require bathroom and other sanitation facilities, and will require the religious organizations to enter into a memorandum of understanding outlining limitations and obligations. Council discussion followed.

**Action:** Bring back to CGA Committee meeting on May 1, 2024 for committee consideration.

### **B. AB24-27 – RV Code Amendments – CGA Committee and Public Safety Committee.**

Councilmember Hogan briefed that the CGA Committee reviewed the RV code amendments and recommended changes that clarify the long stay permitted under OMC 10-14-3 is permissible only with a building permit, Title 13 of the zoning code allows occupation of a recreation vehicle for up to 14 days per year with a temporary permit in RC, RU, and RMF zones, and updates the definition of recreation vehicle in Title 3. Council discussion followed.

**Action:** Move forward to Planning Commission meeting on May 6<sup>th</sup>, 2024 for commission consideration.

### **C. AB24-28 – Harvest Festival Sponsorship – CGA Committee.**

Councilmember Sproul briefed that the application for the Orting Harvest Festival was received timely, stated this festival will replace the annual Orting Pumpkin Festival and is being organized by the Orting Valley Farmer's Market. Council discussion followed.

**Action:** Move forward to the regular business meeting on April 24<sup>th</sup>, 2024 as a consent agenda item.

### **D. AB24-31 – City Hall Office Remodel – CGA Committee.**

Councilmember Hogan briefed staff is proposing to split the office on the west side of the building into two offices. City Administrator Scott Larson briefed that the original blue print intended for the space to be two separate offices. Council discussion followed:

**Action:** Move forward to the regular business meeting on April 24<sup>th</sup>, 2024 as a consent agenda item.

**E. AB24-32 – Vehicle Surplus – Public Works Committee and Public Safety Committee.**

Councilmember Moore briefed that there are five vehicles at the public works department and two police vehicles that the City would like to surplus. Council discussion followed.

**Action:** Move forward to regular business meeting on May 8<sup>th</sup>, 2024 for public hearing.

**F. AB24-33 – Affordable Housing ECONorthwest Scope & Budget DM Gunther, CM Hogan, and CM Koenig.**

Councilmember Gunther briefed that an ad hoc committee consisting of DM Gunther, CM Hogan, and CM Koenig have been evaluating project options for the sales tax dollars the City is collecting. The committee recommends hiring ECONorthwest to complete a needs assessment for our community to assess where the money collected would be best spent. Council discussion followed.

**Action:** Move forward to the regular business meeting on April 24<sup>th</sup>, 2024 as a consent agenda item.

**G. AB24-34 – State Guard Lease at Charter Park – City Administrator Scott Larson.**

City Administrator Scott Larson briefed that the state guard will be providing labor for the construction of the charter park bathroom, will be at the worksite for two weeks and stated they typically look for a place in the community to stay at while they work. The state guard has proposed leasing the adjacent park property to have their sleeping and mess tents adjacent to the worksite which would allow for them to also provide site security while construction is in progress. Council discussion followed.

**Action:** Move forward to the regular business meeting on April 24<sup>th</sup>, 2024 as a standalone agenda item.

**H. Speed Advisory Sign – Informational Item – Public Safety Committee.**

Chief Devon Gabreluk briefed that the City is considering purchasing three speed advisory signs and briefed on potential locations for the signs to be installed. Council discussion followed.

**Action:** Informational item only.

**7. ADJOURNMENT.**

Deputy Mayor Gunther adjourned the meeting at 11:02pm.

ATTEST:

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Joshua Penner, Mayor

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Kimberly Agfalvi, CMC, City Clerk



**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Orting Harvest Festival Sponsorship.	<b>AB24-28</b>	<b>CGA</b>		
		<b>4.3.2024</b>	<b>4.17.2024</b>	<b>4.24.2024</b>
	<b>Department:</b>	Clerk		
	<b>Date Submitted:</b>	<b>3.29.2024</b>		
<b>Cost of Item:</b>	<u>N/A</u>			
<b>Amount Budgeted:</b>	<u>N/A</u>			
<b>Unexpended Balance:</b>	<u>N/A</u>			
<b>Bars #:</b>	N/A			
<b>Timeline:</b>				
<b>Submitted By:</b>	Kim Agfalvi, City Clerk			
<b>Fiscal Note:</b> None				
<b>Attachments:</b> Application, Resolution No. 2024-07				
<b>SUMMARY STATEMENT:</b>				
<p>The City received an application for sponsorship for the Orting Harvest Festival. This festival will replace Pumpkin Festival and is being organized by the Orting Valley Farmer’s Market. The Orting Harvest Festival will be held on Saturday, October 12th, 2024 from 10:00am – 4:00pm at the Main City Park. The application is complete and was received timely.</p> <p>Policy requires that the City Council review and approve all applications for sponsorship, and determine whether an event qualifies for sponsorship (after review and approval of the application by the Community &amp; Government Affairs Committee). To qualify for sponsorship, an approved event must:</p> <ol style="list-style-type: none"> <li>1. Allow all citizens to reasonably participate;</li> <li>2. Serve a valid municipal purpose, such as strengthening the City’s sense of community or celebrating a City’s history and;</li> <li>3. May provide, through increased customers, additional revenues for Orting businesses and subsequent improved tax revenues for the City.</li> </ol>				
<b>RECOMMENDED MOTION: <u>Motion:</u></b>				
To approve Resolution No. 2024-07, a resolution of the City of Orting, Washington, declaring a public purpose and authorizing City sponsorship of the Orting Harvest Festival.				

**CITY OF ORTING**  
**WASHINGTON**  
**RESOLUTION NO. 2024-07**

**A RESOLUTION OF THE CITY OF ORTING,  
WASHINGTON, DECLARING A PUBLIC PURPOSE AND  
AUTHORIZING CITY SPONSORSHIP OF THE ORTING  
HARVEST FESTIVAL**

---

**WHEREAS**, the City of Orting has adopted a Special Event Sponsorship Policy (the “Policy”) to extend City-sponsorship to events that the City Council determines serve valid municipal purposes; and

**WHEREAS**, in accordance with the Policy, sponsorship is extended to events upon application, on a case-by-case basis and at various levels of support depending on the value the event has for the community; and

**WHEREAS**, upon a declaration by the City Council that a particular event qualifies for sponsorship, the event may be entitled to use of city facilities and services without charge; and

**WHEREAS**, the City received an application for sponsorship from the Orting Harvest Festival; and

**WHEREAS**, the City Council’s Community & Government Affairs Committee reviewed the application on April 3<sup>rd</sup>, 2024 and recommended approval of the application; and

**WHEREAS**, the City Council finds that the Orting Harvest Festival has been an institution of public service for many years, is open to the public, and serves the valid municipal purposes of providing an opportunity for strengthening the City’s sense of community and celebrating the agricultural assets that are fundamental to the City; and

**WHEREAS**, the City Council finds that the Orting Harvest Festival’s application meets the requirements of the City’s Policy, and qualifies for City-sponsorship as an event serving valid municipal purposes; and

**NOW, THEREFORE**, the City Council of the City of Orting, Washington, do resolve as follows:

**Section 1. Declaration of Public Purpose.** The City Council declares that the Orting Harvest Festival is an event open to the public, which serves the valid municipal purposes described herein.

**Section 2. Authorization for Sponsorship of Event.** The City Council authorizes the City’s sponsorship of the Orting Harvest Festival, pursuant to the City’s Policy. This authorization extends to the event identified on the Orting Harvest Festival’s application for



sponsorship, on Saturday, October 12th, 2024 from 8:00am– 7:00pm. The Mayor is authorized to enter into a contract with the Orting Harvest Festival to memorialize the City’s sponsorship described herein.

**Section 3. Effective Date.** This Resolution shall take effect and be in full force immediately upon its passage.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 24th DAY OF APRIL, 2024.**

CITY OF ORTING

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Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

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Kimberly Agfalvi, CMC, City Clerk

Approved as to form:

---

Charlotte Archer, City Attorney  
Inslee, Best, Doezie & Ryder, P.S.



City of Orting  
 104 Bridge St S • PO Box 489 • Orting, WA 98360  
 Phone: 360-893-9017 or (cell) 253-262-7842  
 Fax: 360-893-6809  
 Email: recreation@cityoforting.org  
 Web: www.cityoforting.org

## SPECIAL EVENT APPLICATION

**Definition:** "Special events" include any event which is to be conducted on public property or public right-of-way; and, any event held on private property which would have a direct significant impact on traffic congestion or traffic flow to and from the event over public streets or rights-of-ways near the event, or, which would significantly impact the need for City-provided emergency services, such as police, fire, or medial aid. It is presumed that any event on private property which involves an open invitation to the public, or events where the attendance is by private invitation of 100 or more people are each presumed to be an event that will have a direct significant impact on public streets, rights-of-way or emergency services. Special events may include but are not limited to fun runs/walks, athletic competitions, bike-a-thons, parades, carnivals, city/town heritage celebrations, shows or exhibitions, holiday festivals, circuses, block parties, markets, musical entertainments, and motion picture filming.

**Application: The following must be submitted at least ninety (90) days prior to event date:**

- Completed Application (ALL sections of application must be completed. Indicate "N/A" if an item does not apply)
- Event Map and Timeline
- Payment of Special Event Fee (\$200 paid via cash, check, credit, or debit)
- Completed Banner Application (if applying for sponsorship & requesting a banner be placed over SR-162)

**In addition, the following must be submitted thirty (30) days prior to event date:**

- Insurance Certificate in the amount of \$1 million per occurrence and \$2 million general aggregate, listing City of Orting as additional insured.
- Road closure permit issued from WSDOT (if applicable).
- Payment of Fees for additional services requested (not covered by sponsorship).

Upon receipt, a meeting with City Department Heads will be scheduled. It may be required that the applicant meet with Department Heads to review the Special Event Application to assure guidelines and preparation prior to the event. After your application has been reviewed, you will be notified if your event has been approved.

APPLICANT NAME: DOUG GRAVES

ORGANIZATION NAME: ORTING VALLEY FARMERS MARKET

ARE YOU NON-PROFIT:  Yes  No IF YES, UBI#: 603436579

MAILING ADDRESS: P.O. BOX 1665, ORTING WA. 98360

EVENT NAME: ORTING HARVEST FESTIVAL

BRIEF DESCRIPTION OF EVENT: FESTIVAL CELEBRATING FALL, HARVEST TIME, AND PUMPKINS

DATE(S) OF EVENT: OCTOBER 12, 2024

EVENT TIMES: Set-Up 6 AM Start of Event 10 AM Exit Time 7 PM End of Event 4 PM

ANTICIPATED NUMBER OF ATTENDEES: Low Estimate 500 High Estimate 1500

PRIMARY CONTACT NAME: DOUG GRAVES PHONE: 253-509-3609  
 PRIMARY CONTACT EMAIL: douggraves1@hotmail.com  
 DAY-OF CONTACT NAME: DOUG GRAVES PHONE: 253-509-3609  
 DAY-OF CONTACT EMAIL: douggraves1@hotmail.com  
 ALTERNATE CONTACT: JOANN HOLBROOK PHONE: 206-300-8650

**COMPLETE THE FOLLOWING FOR ALL SPECIAL EVENTS:**

**1. TYPE OF EVENT (check all that apply):**

- Festival/Carnival/Fair
- Parade
- Run/Race (\*If you do not require the use of City parks, facilities, or services, you do not need to complete this application. Please submit a separate trail use application.)
- Walk Procession/Organized Rally/Demonstration
- Block Party
- Other (Please specify): \_\_\_\_\_

Does this event involve political or religious activity intended primarily for the communication or expression of ideas?  Yes  No (If yes, please explain): \_\_\_\_\_

**2. FACILITIES & PARKS USAGE REQUESTED (Check all that apply. See Appendix A for rental rates):**

- BBQ Area
- Gazebo
- Orting Station building
- Multi-purpose Center (MPC)
- Charter Park (the skate park)
- Basketball Court (no charge)
- North Park Fountain Pavilion (no charge)
- North Park Grass Area (no charge)
- South City Park Grass Areas (no charge)
- Bell Tower area at Main City Park

**Please answer the following questions:**

Will you have additional garbage services and where will they be placed (show on Map)?  
NO ADDITIONAL

Will you have adequate restroom facilities and where will they be placed (show on Map)?  
YES - SHOWN ON MAP

Will there be any open flame, cooking facilities or gas cylinders (show on Map)?  
YES. FOR FOOD VENDORS - SHOWN ON MAP

**3. INSURANCE:** A Certificate of Insurance in the amount of \$1 million per occurrence and \$2 million general aggregate showing the City of Orting as an additional Insured is required for all special events, and must be submitted a minimum of 30 days prior to the event. The City may require Applicant/Organization to purchase additional insurance coverage if deemed necessary.

**4. SERVICES REQUESTED:** Please indicate what services you are requesting be provided by the City of Orting. If a listed service is included as part of your potential City sponsorship, please leave the price area blank and check the "sponsored" box (You will also indicate what services you are requesting be sponsored on the included Sponsorship Application). \$200 Application Fee and \$100 Blanket Vendor Permit are not covered by event sponsorship.

<u>City Services</u> (please mark all that apply)	<u>Price</u>	<u>Total Price</u>	<u>Sponsored</u>
<input type="checkbox"/> 1 Public Works staff	\$75/hr x ___ hrs	\$ _____	<input type="checkbox"/>
<input checked="" type="checkbox"/> 2 Public Works staff	\$150/hr x ___ hrs	\$ _____	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> 1 Police Officer	\$100/hr x ___ hrs	\$ _____	<input checked="" type="checkbox"/>
<input type="checkbox"/> 2 Police Officers	\$200/hr x ___ hrs	\$ _____	
<input checked="" type="checkbox"/> 1 Dumpster	\$20/event	\$ _____	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> 2 Standard Portable Restrooms	\$200/event	\$ _____	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Electricity (2 Spider Boxes)	\$50/event	\$ _____	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Audio/PA system (Does not include a DJ)	\$75/event	\$ _____	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Barricades (Must provide placement on map)	\$50/event	\$ _____	<input checked="" type="checkbox"/>
<input type="checkbox"/> Street Sweeper (man power/vehicle)	\$150/hr x ___ hrs	\$ _____	
<input type="checkbox"/> Portable Trailer Sign	\$50/day x ___ days	\$ _____	
<input checked="" type="checkbox"/> Facility Rental *See Appendix A for rental rates	\$ Varies	\$ _____	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Blanket Vendor Permit	\$100/event	\$ <u>100<sup>00</sup></u>	
<b>Total For Special Event Services</b>		\$ <u>100<sup>00</sup></u>	
<b>Special Event Application Fee</b>		\$200	
<b>TOTAL TO BE PAID</b>		\$ <u>300<sup>00</sup></u>	

**5. BANNER REQUEST - FOR CITY SPONSORED EVENTS ONLY:** If you are applying for event sponsorship and plan to have a banner placed across Washington Ave./SR 162 before and/or during your event, a Banner Permit Application must be submitted in conjunction with the Special Event Application. For banner requirements and a copy of the Banner Permit Application, email recreation@cityoforting.org. Please note, banner message is limited to name, date, and event sponsors. Commercial advertising is not allowed, and the banner may only be across SR-162 for 2 weeks.

**6. VENDORS:** Will there be any vendors at your event?  Yes  No

If YES, ANTICIPATED NUMBER OF VENDORS: 100

If YES, applicant is responsible for purchasing a Blanket Vendor Permit **OR** must provide the City documentation of a valid business license with City of Orting endorsement for every vendor (Resolution 2011-12). Applicant/Organization is responsible for ensuring vendors have obtained all of the necessary food service permits or exemption certificates; food worker card(s); L&I licensing documentation; and evidence of liability insurance, with products/completed operations coverage required by the Tacoma-Pierce County Health Department.

It will be the responsibility of the Applicant/Organization to ensure vendor parking does not block Orting businesses on Washington Ave., Van Scoyoc Ave. or customer parking areas next to the parks or businesses with exceptions determined by the City of Orting. Driving and/or parking on the Foothills Trail is not allowed at any time before, during, or after the special event.

**7. PARADE INFORMATION:** Will a parade be part of this event?  Yes  No

If YES, answer the following: ESTIMATED # OF FLOATS/VEHICLES: NONE START TIME: NOON

STAGING TIME: 11:00AM STAGING LOCATION (show on map): CLOCKTOWER AREA

PARADE ROUTE (show on map): SHOWN ON MAP

Will horses or other animals be in the parade?  Yes  No If yes, approximately how many? POSS. 25 DOGS

**\*Applicant/Organization is responsible for cleaning up after animals participating in the parade\***

Will the Police Department or Fire Department participate in the parade?  Yes  No

**8. STREET CLOSURES & EMERGENCY ACCESS:**

ARE YOU PLANNING TO CLOSE WA-162 TO TRAFFIC?  Yes  No

**\*If Yes, you will need to coordinate with WSDOT to approve the road closure. Visit <https://wsdot.wa.gov/about/contacts> for more information.**

ARE YOU PLANNING TO CLOSE ANY OTHER LOCAL STREETS?  Yes  No

If yes, which streets? (show on map) CALISTOGA STW. FROM WASHINGTON AVE. S. TO VAN SCOYOC AVE E. AND TRAIN AVE S. FROM WASHINGTON AVE S. TO VAN SCOYOC AVE E. AS SHOWN ON MAP

Will the event interfere with access to emergency services or cause undue hardship or excessive noise levels to adjacent businesses and/or residents? (If yes, please explain)  Yes  No

What methods will you be using to notify adjacent homeowners/businesses of the event?

PERSONAL CONTACT

Please list any other information relevant to your event (use of inflatables, activities that will take place, etc.):

TBD POSSIBLE BOUNCY HOUSES WITH APPROPRIATE INSURANCE COVERAGE.

**9: AGREEMENTS**

Initials: WOG

Applicant understands that if deadlines are not met, the Applicant/Organization's event may not be considered for sponsorship and/or the event may not occur.

Initials: W DG

Applicant understands that the Applicant/Organization must provide proof of Commercial General Liability insurance, with a minimum of \$1 million per occurrence and \$2 million general aggregate coverage, and name the City of Orting as an additional insured at least thirty **(30) days prior to event**. The City may also require the Applicant/Organization to purchase additional insurance coverage if deemed necessary.

Initials: W DG

If State Route WA-162 (Washington Ave.) is to be closed at any point during the event, the Applicant/Sponsoring Organization must obtain a permit for the road closure from the Washington State Department of Transportation (WSDOT) and provide a copy to the City at least thirty **(30) days prior to the event**. Road closure will NOT be allowed if road closure agreement with WSDOT is not received.

Initials: W DG

Applicant understands that it is the Applicant/Organization's responsibility to inform adjacent homeowners and businesses of the event at least thirty **(30) days in advance**.

Initials: W DG

Applicant understands that the Applicant/Organization must allow for a 20ft access for emergency vehicles at all times during the event.

Initials: W DG

The City will provide the Applicant/Organization with a site safety checklist to complete prior to the event. Applicant understands that if the checklist is not completed and returned to the City at least one (1) business day before the event date, the Applicant/Organization agrees to accept the facilities and premises as-is on the date of the event.

Initials: W DG

Applicant/Organization agrees to defend, indemnify and save harmless the City of Orting, its appointed and elective officers and employees, from and against all loss or expense, including but not limited to judgments, settlements, attorney's fees and costs by reason of any and all claims and demands upon the City of Orting, its elected or appointed officials or employees for damages because of personal or bodily injury, including death at any time resulting therefrom, sustained by any person or persons and on account of damage to property including loss of therefrom, arising out of any activity under or in connection with this event, except only such injury as shall have been occasioned by the sole negligence of the City of Orting, its appointed or elected officers or employees.

Initials: W DG

Applicant/Organization covenants and agrees to indemnify, defend and hold harmless the City, its officers, agents and employees from and against any and all claims, actions, liability, cost and expense. Applicant/Organization understands that the special event may include use of the covered park facilities, Orting Station, and the Multi-Purpose Center facilities which are all owned by the City of Orting.

Initials: W DG

**THE UNDERSIGNED APPLICANT HEREBY** warrants that he/she is over the age of 18 and an authorized representative of the hosting organization, and further AGREES to defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the use of City's property or from any activity, work or thing done, permitted, or suffered by APPLICANT or public in or about the City's property as a result of the APPLICANT'S use of the City's property.

I have read and agree to all of the above statements and declare under penalty of perjury (under the laws of the United States of America) that the foregoing is true and correct.

Applicant Signature: William Doug Graves Date: 2-5-24

Print Name & Title w/Organization: WILLIAM DOUG GRAVES - MANAGER ORTING VALLEY FARMERS MARKET

Facilities are based on a first come, first serve basis. Special Events do not receive special privileges. Applications and all required documents may be emailed, mailed, faxed, or dropped off in person at City Hall. Payment can be made by mail or in person at City Hall. A receipt showing payment is NOT approval of the event. Orting City Hall is located at 104 Bridge St. South in Orting.

If you have questions regarding the application, please contact the Activities & Events Coordinator by calling (360) 893-9017 or emailing [malfiere@cityoforting.org](mailto:malfiere@cityoforting.org)

- End of Special Event Application -

### City of Orting Sponsorship Application

Are you requesting City sponsorship?  Yes  No If you indicated NO, no further information is required.

#### **REQUIREMENTS FOR CITY SPONSORSHIP OF A SPECIAL EVENT:**

Some Special Events may qualify for City Sponsorship, according to the City's Special Event Sponsorship Policy (Policy No. 2017-1). Applicants for City Sponsorship for a Special Event shall comply with the City's Special Event Sponsorship Policy. Applicants are advised to review the City's Policy before requesting City Sponsorship for a Special Event. A copy of the Special Event Sponsorship policy may be requested by emailing [recreation@cityoforting.org](mailto:recreation@cityoforting.org). There is no additional fee to apply for City Sponsorship of an event. **However, the event organizer must purchase a \$100 Blanket Vendor Permit if vendors are participating in the event.** All City Sponsored Events shall comply with all applicable local, state and federal regulations.

All requests for City Sponsorship are reviewed by the City Council's Community and Government Affairs (CGA) Committee, and Applicants will be required to have a representative attend a CGA Committee meeting to answer any questions regarding the request.

**Applicants seeking City Sponsorship must meet these baseline criteria, and to qualify for City Sponsorship the event must abide by all requirements of the Policy, including:**

- Hosted by a Non-Profit Organization registered with the Washington Secretary of State, and provide proof of active status;
- Be open to all Orting residents;
- Serve a valid municipal purpose, such as strengthening the City's sense of community or celebrating the City's history.
- All items of the application are completed in full and received by the City 90 days prior to the date of the event;
- A brief letter defining the purpose of the event and requested City services (Review the Special Event Sponsorship Policy for more information);
- Proof of liability insurance that complies with the terms of Section IV of the City Special Event Sponsorship Policy.

**Please indicate what services you are requesting be provided by the City of Orting in your sponsorship (check all that apply):**

- Use of Main City Park, including grass areas, Gazebo, and Covered BBQ Area, located at 101 Train St. SW at no charge.
- Use of Multipurpose Center (MPC) located at 202 Washington Ave. S, at no charge.
- Use of North Park, including grass area and Orting Station building, located at 101 Washington Ave NW. at no charge.
- Close Train St. around the Bell Tower at Main City Park.
- Close Van Scoyoc Ave. SW at Main City Park.
- Close Calistoga St. W between Van Scoyoc Ave. & Washington Ave.
- 1 Public Works staff for up to eight (8) hours. # of hours requested: \_\_\_\_\_
- 2 Public Works staff for up to eight (8) hours. # of hours requested: 6
- Police support to set up barricades/traffic signs and direct traffic (if closing WA-162).
- 1 Dumpster (confirm dumpster size with Activities & Events Coordinator).
- 2 Standard Portable Restrooms (in addition to the 2 existing at Main City Park).
- Electricity, including 2 Spider Boxes.
- Audio/PA system (Does not include a DJ).
- Barricades/Cones/Traffic Signs (Must provide placement on map).
- Hang event banner over Washington Ave. for 2 weeks (Organizer to provide banner).
- Event Advertisement on City Reader Board, Website, & Social Media.

- **If Event receives sponsorship, Orting City Logo shall be placed on all materials advertising the event and the City must be allowed a vendor booth at no charge.**
- **If Event receives sponsorship, Applicant/Organization must purchase a \$100 City Business License Blanket Permit if vendors are participating in the event.**
- **Sponsored services offered by the City of Orting will depend upon the City's determination of the value added by the event to the community.**
- **If City Sponsorship is authorized by the City Council, the Sponsored Organization will be required to execute an Agreement with the City, acknowledging and agreeing to terms including but not limited to such issues as insurance and indemnification.**

**- End of Special Event Sponsorship Application -**



**APPENIX A**

**FACILITY RENTAL RATES**

**MULTI-PURPOSE CENTER (MPC)**

The multi-purpose center is located at 202 Washington Ave. S in the same building as the library. This rental includes a large room with a stage (occupancy of 148), a kitchen with 2 stoves, a refrigerator, a freezer, and counter space. This facility also includes approximately 6 folding tables and 60 folding chairs. A 2-hour minimum is required for all rentals. **A refundable deposit of \$150 is required to secure this space. If you will be serving alcohol, a \$300 refundable alcohol deposit is required.**

	<b>Resident (per hour)</b>	<b>Non-Resident (per hour)</b>	<b>Non-Profit (per hour)</b>
<b>Monday-Thursday</b>	\$30.00	\$50.00	\$15.00
<b>Friday-Sunday</b>	\$50.00	\$70.00	\$20.00

**ORTING STATION**

The Orting station located at 101 Washington Ave. NW is an open building that includes a large open area, a restroom, some counter space and a sink. This facility does NOT include tables and chairs. A 2-hour minimum is required for all rentals. **A refundable deposit of \$100 is required to secure this space. If inflatables will be used, a refundable inflatable deposit of \$200 and additional insurance is required.**

	<b>Resident (per hour)</b>	<b>Non-Resident (per hour)</b>	<b>Non-Profit (per hour)</b>
<b>Monday-Thursday</b>	\$20.00	\$30.00	\$10.00
<b>Friday-Sunday</b>	\$40.00	\$50.00	\$10.00

**COVERED BBQ AREA**

The covered BBQ area is located in the Main Park at 101 Train St. SW near the Bell Tower. This facility is also near the playground, horse shoe pits and park restrooms. Contact the Lions Club for BBQ racks. Up to 5 picnic tables can be placed under the covered area upon request. This space is rented per hour with a 2-hour minimum and 5-hour maximum rental time. **A refundable deposit of \$50 is required to secure this space.**

	<b>Resident (per hour)</b>	<b>Non-Resident (per hour)</b>	<b>Non-Profit (per hour)</b>
<b>Monday-Thursday</b>	\$10.00	\$20.00	\$5.00
<b>Friday-Sunday</b>	\$20.00	\$30.00	\$10.00

**GAZEBO**

The Gazebo is located in the South Main Park at 102 Train St. SW near the Bell Tower. This facility is also near the basketball court. This space is rented per hour with a 2-hour minimum and 5-hour maximum rental time. **A refundable deposit of \$50 is required to secure this space.**

	<b>Resident (per hour)</b>	<b>Non-Resident (per hour)</b>	<b>Non-Profit (per hour)</b>
<b>Monday-Thursday</b>	\$10.00	\$20.00	\$5.00
<b>Friday-Sunday</b>	\$20.00	\$30.00	\$10.00

Event Name: OVFM - Harvest Festival Event Date: 10/12/24

Primary Contact: Doug Graves / Joann Holbrook Phone: 253-509-3609  
206-300-8650

**Checklist/Timeline:**

**90+ Days Prior**

- Completed Application received
- Payment of Fees (Amount: \$ 300 )
- Event Map & Timeline
- Proof of Insurance (if sponsored)
- Completed Banner Application received
- Department Heads Meeting
- Sponsorship Letter (if applicable)
- Approved by CGA (if sponsored)

Date: 2/5/24 Initials: MA  
 Date: 2/7/24 Initials: MA Receipt# 1084  
 Date: 2/5 Initials: MA  
 Date: 2/5 Initials: MA  
 Date: 2/5 Initials: MA  
 Date: \_\_\_\_\_  
 Date: 2/5 Initials: MA  
 Date: \_\_\_\_\_

**60 Days Prior (Date: \_\_\_\_\_)**

- Approved by City Council (if sponsored)
- Conditions of Approval signed
- Check-in w/Event Organizer
- Post Event to City Website (if sponsored)
- Order dumpster (if applicable)

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

**30 Days Prior (Date: \_\_\_\_\_)**

- Meeting with Dept. Heads (PW, Police, City)
- Send Work Order details to Public Works
- Confirm details with Police (if applicable)
- Permit received from WSDOT (if applicable)
- Insurance Certificate Received
- Payment of Remaining Fees (Amount: \$ \_\_\_\_\_)

Date: \_\_\_\_\_  
 Date: \_\_\_\_\_ Initials: \_\_\_\_\_ WO# \_\_\_\_\_  
 Date: \_\_\_\_\_ Initials: \_\_\_\_\_  
 Date: \_\_\_\_\_ Initials: \_\_\_\_\_  
 Date: \_\_\_\_\_ Initials: \_\_\_\_\_  
 Date: \_\_\_\_\_ Initials: \_\_\_\_\_ Receipt# \_\_\_\_\_

**14 Days Prior (Date: \_\_\_\_\_)**

- Hang Event Banner
- Confirm PW Staff working event
- Event posted on Social Media  
And Reader Board

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

**1 Week Prior (Date: \_\_\_\_\_)**

- Final Check-in w/Event Organizer
- Signage posted if closing roads
- Receive safety plan & updated map (if applicable)

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

**Day Before Event**

- Place NO PARKING or other signage required

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



104 Bridge St S., PO Box 489, Orting, WA 98360  
 Phone: 360.893.2219 Fax: 360.893.6809  
 Website: www.cityoforting.org  
 Email: malfiere@cityoforting.org

## BANNER PERMIT APPLICATION

This Permit Application allows the City and WSDOT to keep track of banners placed across SR 162. City Council sponsorship and/or a valid municipal purpose is required for banner approval. The application and payment (if applicable) must be submitted 90 days before the proposed date the banner will be placed. Before installation, the City of Orting will contact WSDOT as part of the permitting process. When the banner is approved by WSDOT the City of Orting will notify you. Please allow up to 3 weeks for approval.

**This form must be completed IN FULL each time a banner is to be installed.**

**\*\*Name, Date and Event Sponsors are ONLY allowed on the banner for it to be approved by WSDOT\*\***

Applicant Name: DOUG GRAVES Representing: ORTING VALLEY FARMERS MARKET

Event Name: ORTING HARVEST FESTIVAL Event Date: 10 / 12 / 24

Mailing Address: P.O. BOX 1665  
ORTING WA. 98360

Phone: 253-509-3609 Email: douggraves1@hotmail.com

Non-Profit:  Yes [ ] No UBI #: 603436579

Location of Banner: SR 162 & ~~Lober St. NE~~ Cost: \$195.00  
 AT KEY BANK

Requested period for the banner to be across SR 162: 9/30/24 through 10/12/24  
***The banner may only be across SR 162 for 2 weeks***

### Specifications of Banner

Material Type: VINYL Size: 30' x 33" Thickness: 18 oz

How many \_\_\_ cuts are on the banner: \_\_\_ One sided or Two Sided: [ ] One  Two

*Drawing of the Banner (Must be drawn each time of application or a photo of the banner attached):*

PRESENTED BY: <u>City of Orting</u> <u>ORTING</u> <u>CITY PARK</u>	<u>ORTING HARVEST FEST</u>	<u>SECOND</u> <u>SATURDAY</u> <u>IN OCTOBER</u>
---	----------------------------	---

Manufacturer of the banner: PROMO UP - GRAHAM WA.

Is this a new banner or one that has been used previously in Orting? [ ] New  Previously-used

**Banner must meet the following requirements:** Banner shall not be larger than 24 feet wide and 36 inches high. Banner shall maintain minimal vertical clearance to overhead utility lines set forth by PSE. Banners shall have wind load relief flaps eighteen (18) inches wide and ten (10) inches high spaced at a density of one flap for each ten (10) square feet of surface area. Relief flaps shall be spaced uniformly to provide uniform wind load reduction. Banners shall have two (2) inch high vinyl coated nylon strip (13oz) securely sewn along top and bottom.

**Hold Harmless Agreement:** Permittee agrees to indemnify, defend, and hold the City, its officers, employees, and volunteers, harmless from and against any and all claims, actions, or damages of any type asserted against or incurred by the City in connection with any acts or omissions of the permittee, its agents, employees, contractors, or any person in connection with the permit, provided this obligation shall not include such claims which may be caused by the sole negligence of the City or its officers or employees.

Signature: Will Dyer Date 2/5/24

**\*\*RETURN COMPLETED FORM ALONG WITH PAYMENT (if applicable) BY MAIL OR IN PERSON AT CITY HALL AT LEAST 90 DAYS PRIOR TO HANGING OF BANNER\*\***

**Official Use Only:**

Application Received: <u>2/5/24</u>	Amount Paid: _____	Receipt #: _____
Date Application Emailed to WSDOT: Date ___/___/___		
WSDOT Contact: _____		
Confirmation from WSDOT: Date ___/___/___ (Attach Authorization document)		
Notification to Applicant: Date ___/___/___ Email or Phone: [ ] Email [ ] Phone		
Date Received Banner: ___/___/___ Received by: _____		
Date Banner Installed: ___/___/___ Date Banner Removed: ___/___/___		
Date Banner Picked-up: ___/___/___ Picked-up by: _____		

Receipt: 1084                      02/07/2024  
Acct #:        1894  
City of Orting  
PO Box 489  
Orting, WA 98360

---

Orting Valley Farmer's Market  
  
, WA

Treasurer's Rec - CK/Cash  
Memo: Special Events fee for Harvest  
      Festival 2024

Fees - Special Events	200.00
Non Taxed Amt:	<u>200.00</u>
Total:	200.00
Chk: 1578	<u>200.00</u>
Ttl Tendered:	200.00
Change:	0.00
Issued By: Jennifer Corona	
02/06/2024 15:48:27	

Receipt: 1085                      02/07/2024  
Acct #:     1894  
City of Orting  
PO Box 489  
Orting, WA 98360

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Orting Valley Farmer's Market  
  
WA

Treasurer's Rec - CK/Cash  
Memo: Blanket Vendor fee for Harvest  
Festival 2024

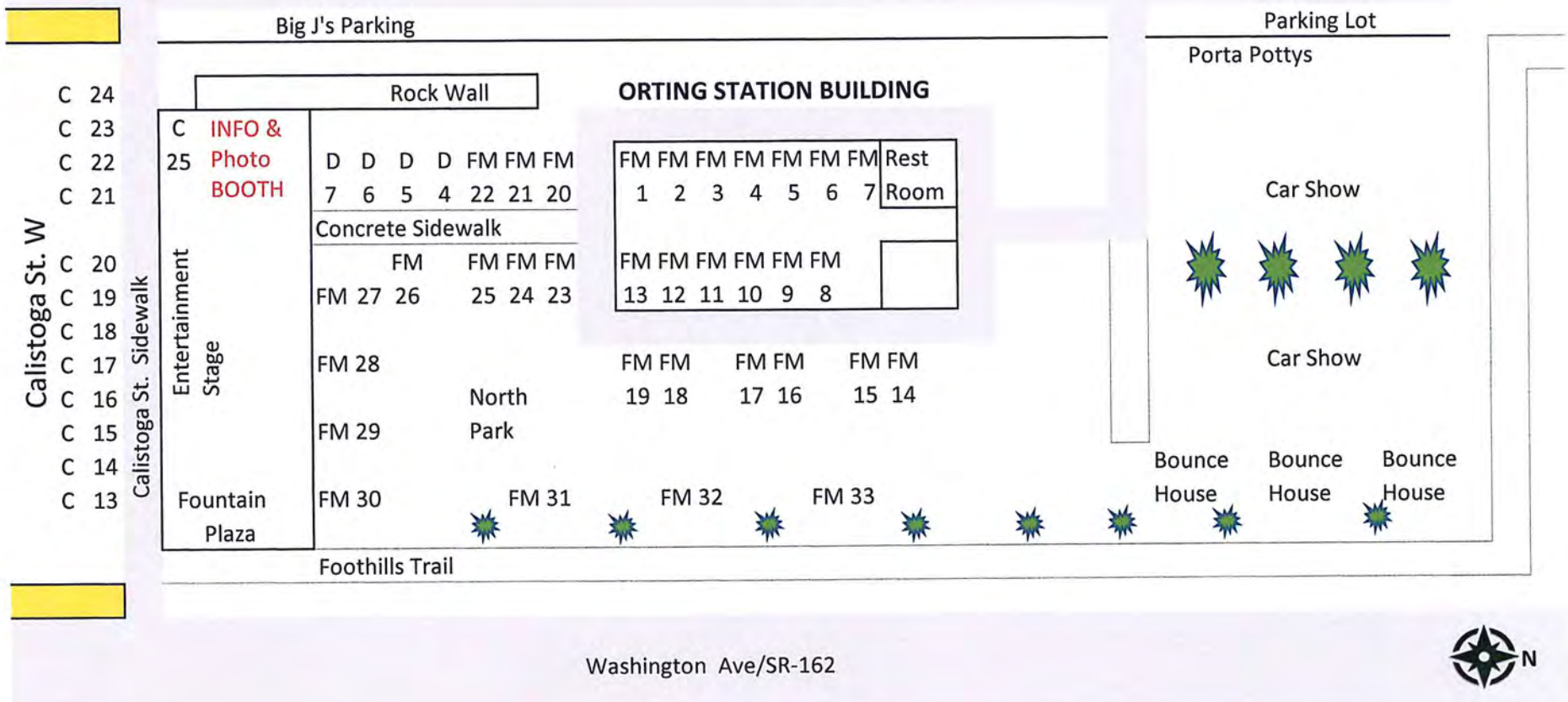
Fees - Special Events	100.00
Non Taxed Amt:	<u>100.00</u>
Total:	100.00
Chk: 1579	<u>100.00</u>
Ttl Tendered:	100.00
Change:	0.00

Issued By:     Jennifer Corona  
                  02/06/2024 15:49:22

# 2024 Harvest Festival Event Map North Park

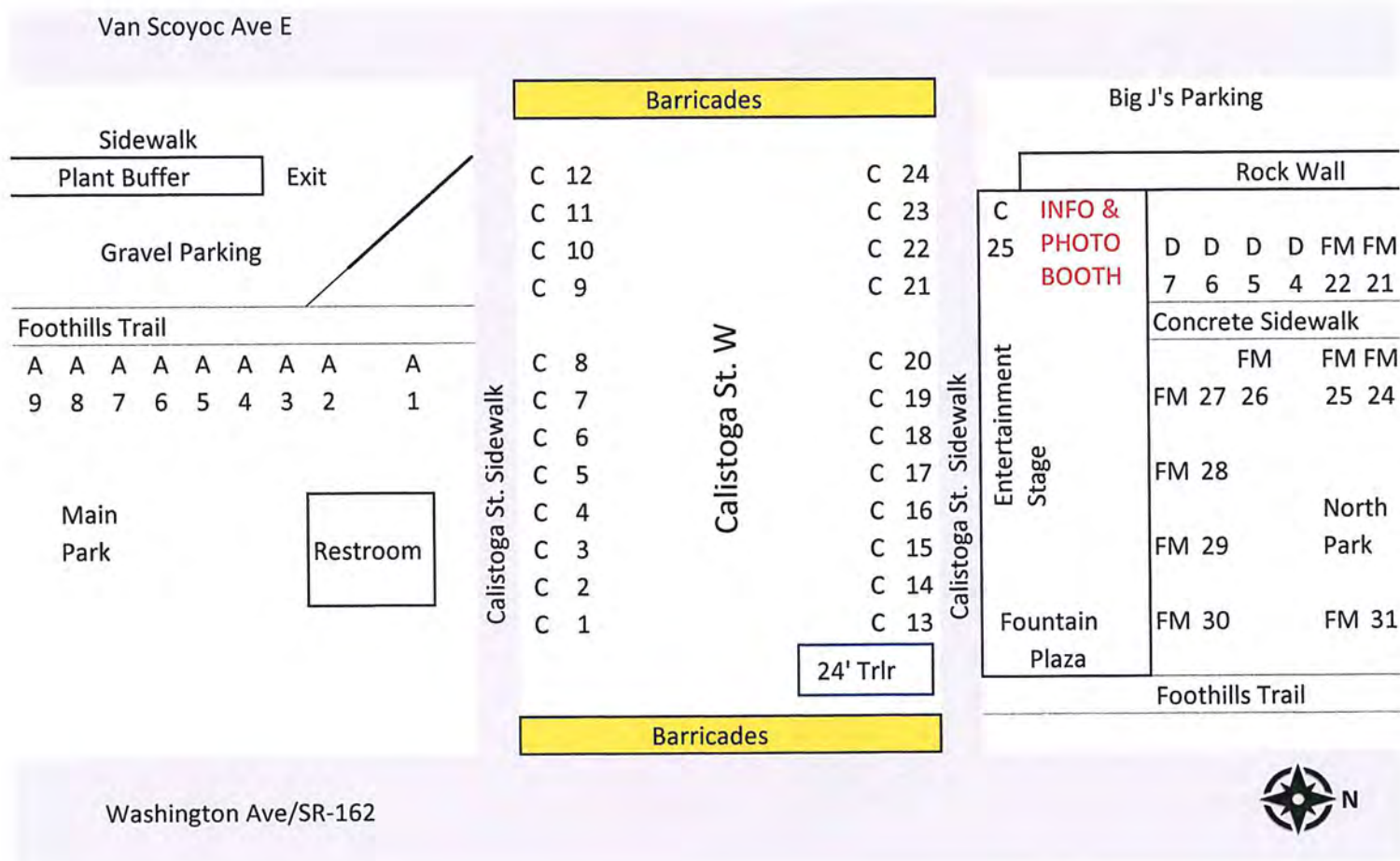
Big J's Outdoor Store

Van Scoyoc Ave/ Parking access



# 2024 Harvest Festival Event Map

## Calistoga Street



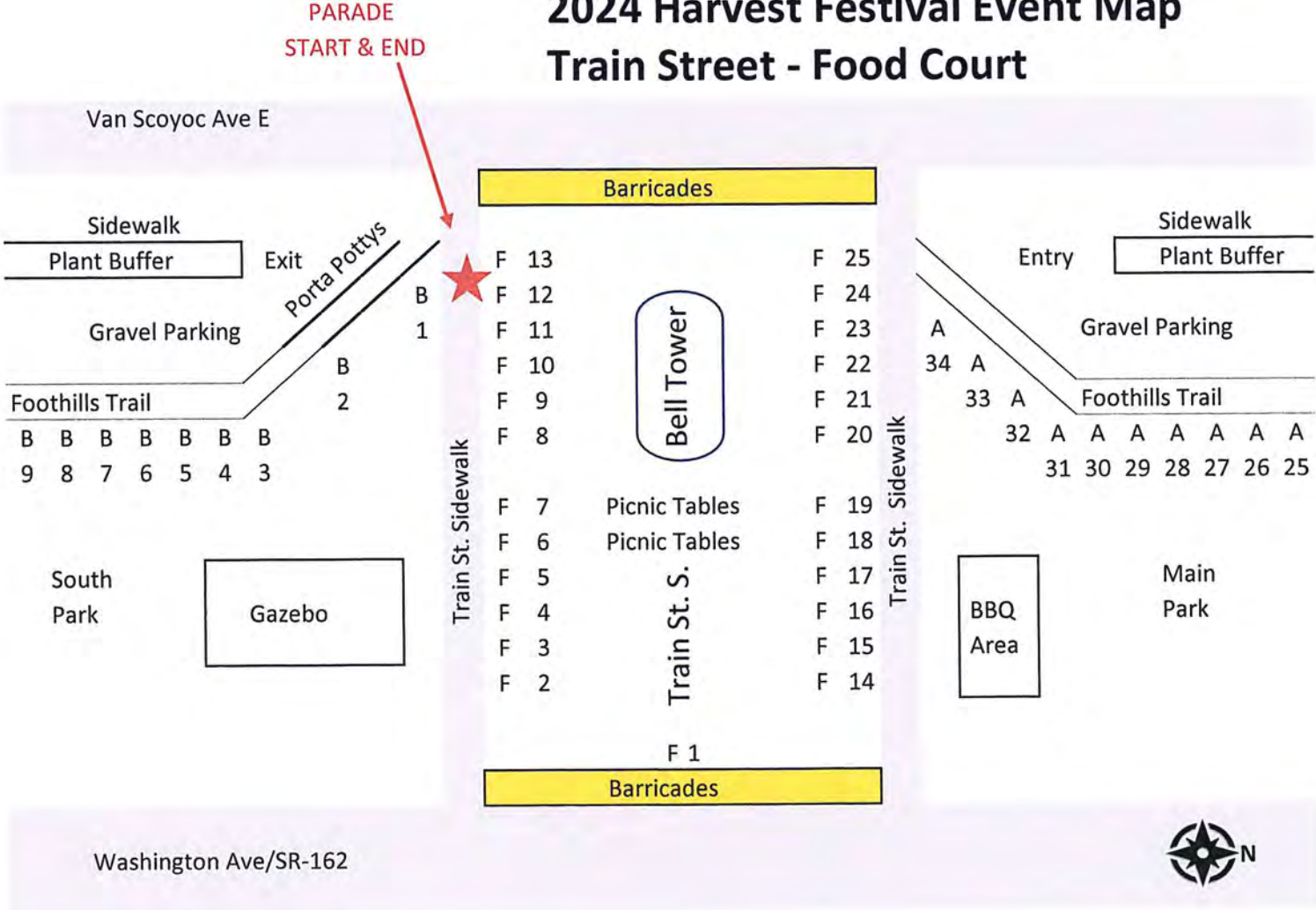


# 2024 Harvest Festival Event Map Main Park

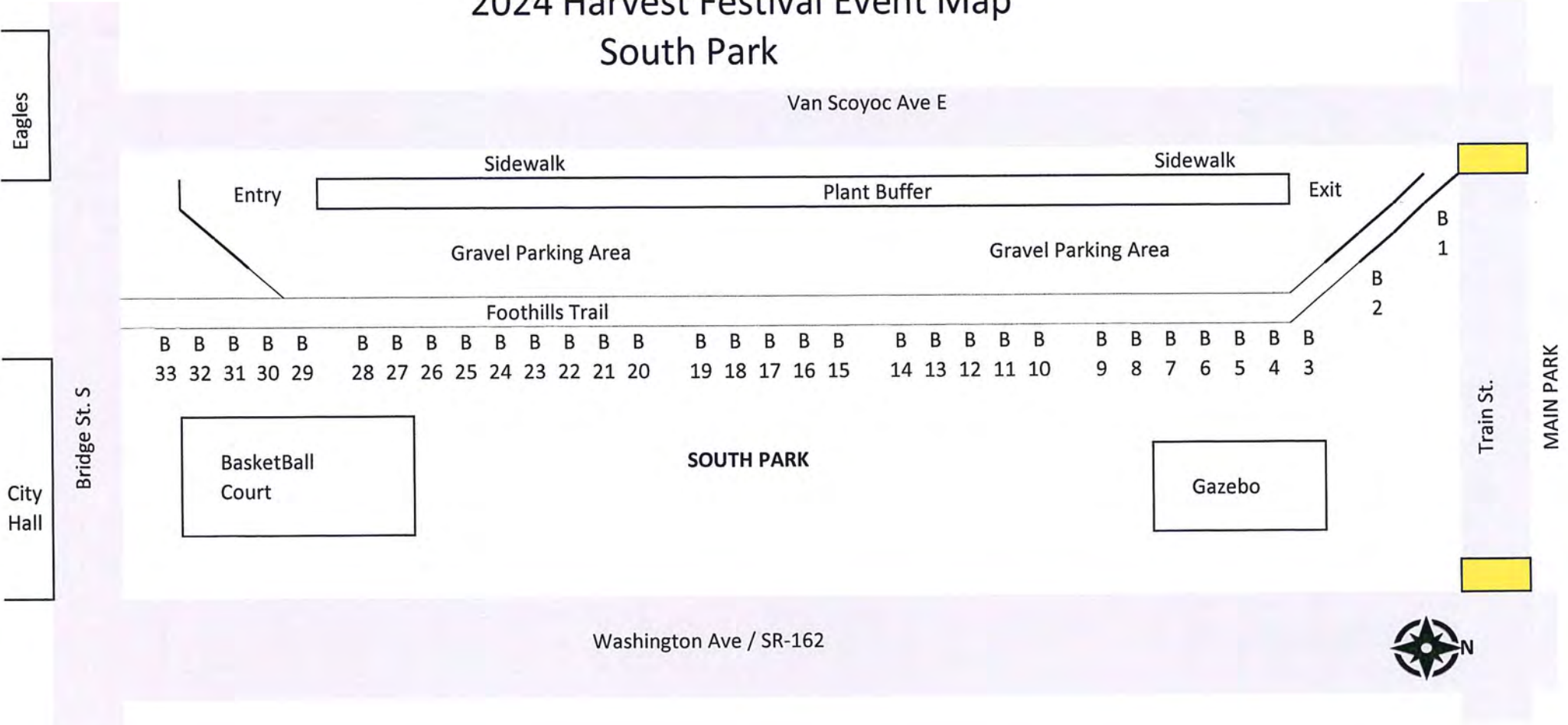


# 2024 Harvest Festival Event Map

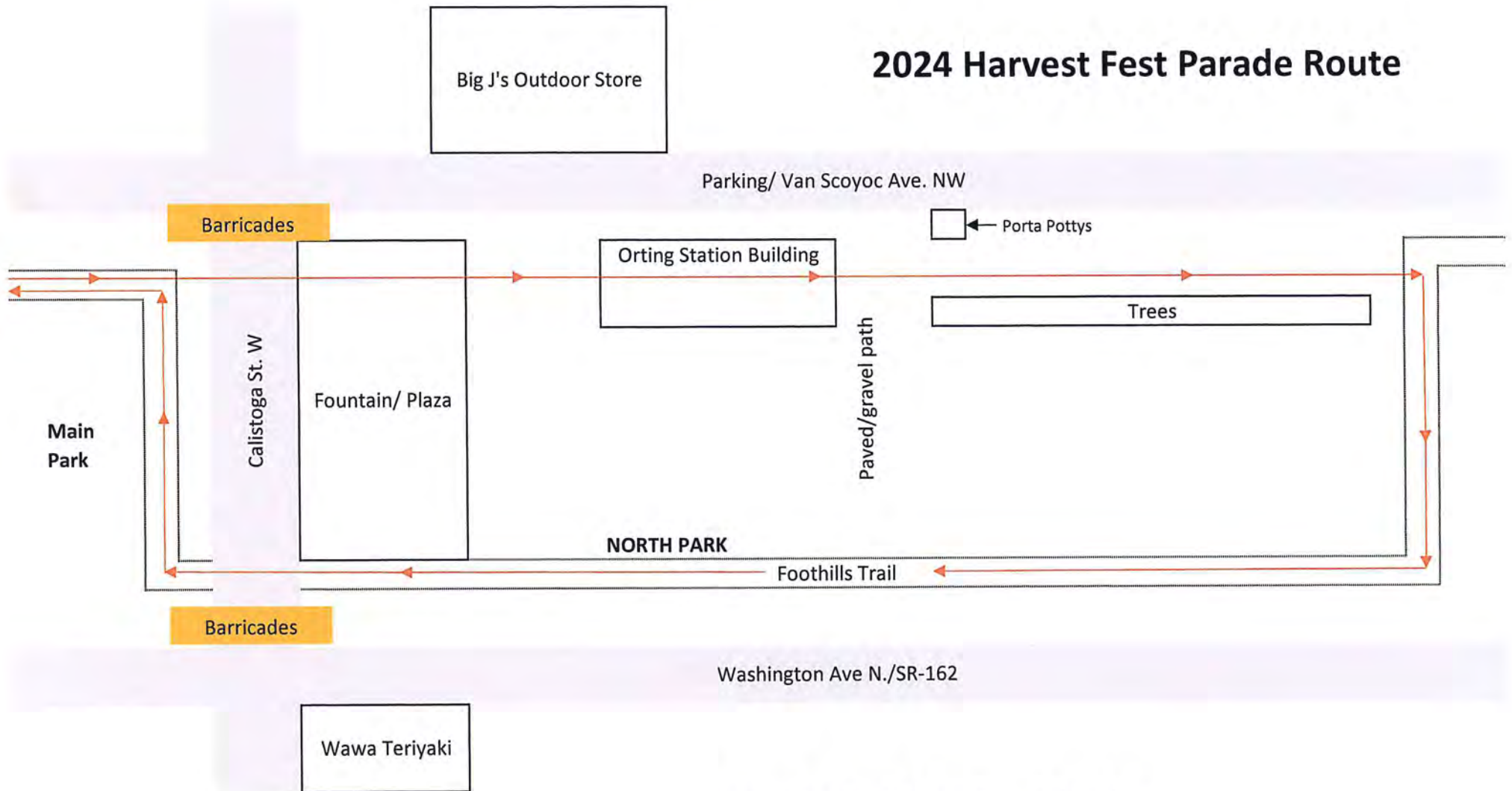
## Train Street - Food Court



# 2024 Harvest Festival Event Map South Park



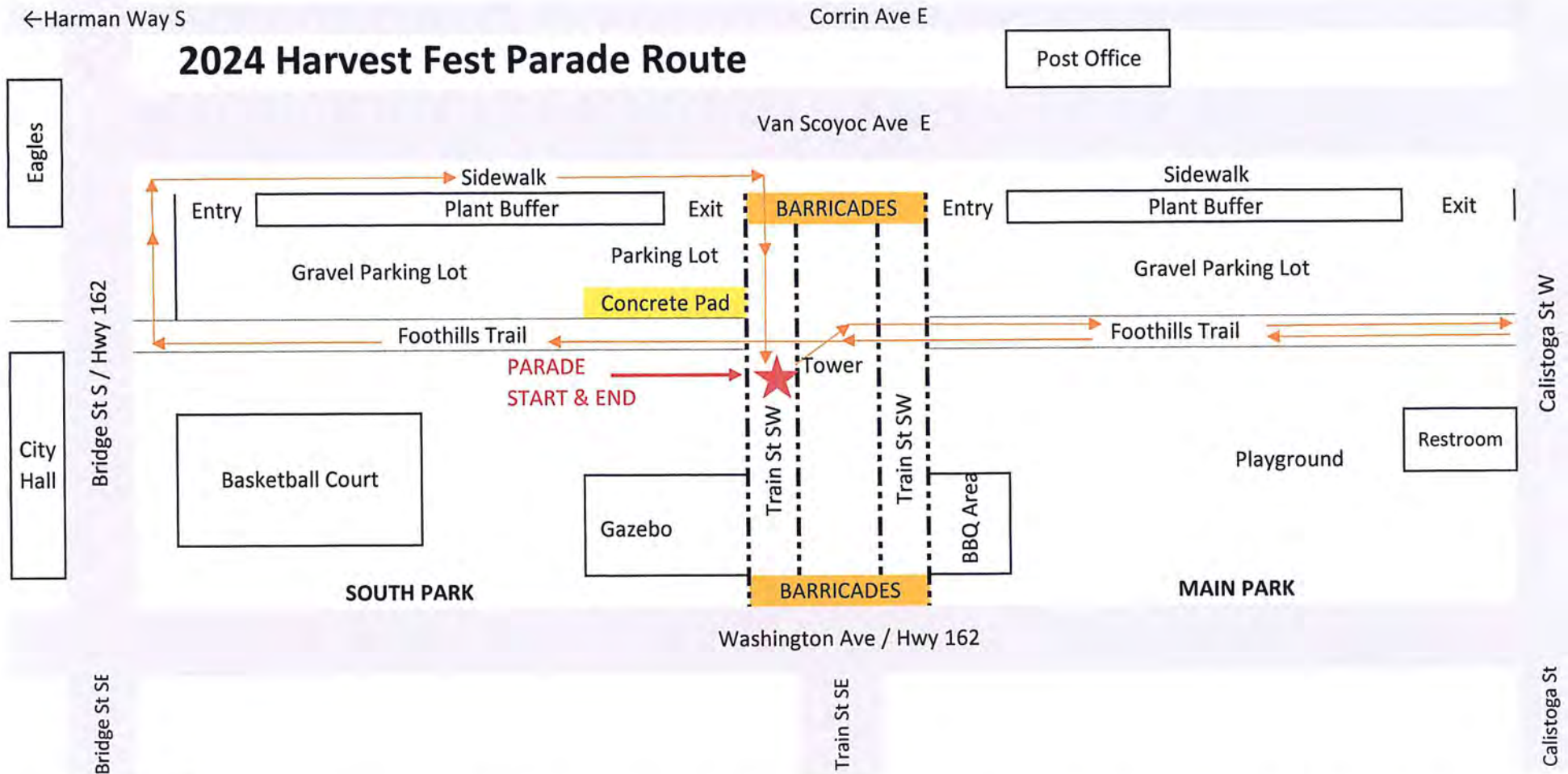
# 2024 Harvest Fest Parade Route



## North Park/Orting Station

### Parade Route:

Begins on Train Street, near Bell Tower. Routes North across Train St. S. and through Central Park on Foothills Trail (asphalt). Route continues across Calastoga St W. and through Fountain Plaza. Then continues along concrete sidewalk through the Orting Station Building. Then continues along concrete sidewalk and North across gravel lot to the Foothills trail. Then turns Right and continues along the Foothills trail (asphalt). Then turns Right before SR-162 and continues South along the Foothills trail (asphalt). Then crosses Calistoga St. W. and turns Right and continues along Concrete sidewalk. Then turns Left and continues South along the Foothills trail (asphalt) and crosses Train St. S and continues South along the Foothills Trail (asphalt) through South Park. Then turns Right and continues along Bridge St. S. concrete sidewalk. Then turns Right and continues along Van Scoyoc Ave. E. concrete Sidewalk and Turns Right and continues along Train St. S. concrete sidewalk and ends back at the "Start & End " location.



**Parade Route:**

Begins on Train Street, near Bell Tower. Routes North across Train St. S. and through Central Park on Foothills Trail (asphalt). Route continues across Calastoga St W. and through Fountain Plaza. Then continues along concrete sidewalk through the Orting Station Building. Then continues along concrete sidewalk and North across gravel lot to the Foothills trail. Then turns Right and continues along the Foothills trail (asphalt). Then turns Right before SR-162 and continues South along the Foothills trail (asphalt). Then crosses Calistoga St. W. and turns Right and continues along Concrete sidewalk. Then turns Left and continues South along the Foothills trail (asphalt) and crosses Train St. S and continues South along the Foothills Trail (asphalt) through South Park. Then turns Right and continues along Bridge St. S. concrete sidewalk. Then turns Right and continues along Van Scoyoc Ave. E. concrete Sidewalk and Turns Right and continues along Train St. S. concrete sidewalk and ends back at the "Start & End " location.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/06/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945	<b>CONTACT NAME:</b> Will Maddux <b>PHONE (A/C, No, Ext):</b> (530) 477-6521 <b>E-MAIL ADDRESS:</b> info@theeventhelper.com	<b>FAX (A/C, No):</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> Orting Valley Farmers Market c/o Doug Graves PO Box 1665 Orting WA 98360	<b>INSURER A:</b> Evanston Insurance Company		35378
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
	<b>INSURER F:</b>		

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	N	3DS5475-M3321626	10/12/2024	10/13/2024	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
	Host Liquor Liability						MED EXP (Any one person)	\$ 5,000
	Retail Liquor Liability						PERSONAL & ADV INJURY	\$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:					12:01 AM	12:01 AM	GENERAL AGGREGATE	\$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COM/OP AGG	\$ 2,000,000
	OTHER:						Deductible	\$ 1,000
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> OTHER:							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR						AGGREGATE	\$
	<b>EXCESS LIAB</b>							\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	DED							\$
	RETENTION \$							\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	N/A				E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19. Attendance: 1500, Event Type: Festival & Cultural Event - Indoor and/or Outdoor.

**CERTIFICATE HOLDER****CANCELLATION**

City Of Orting 104 Bridge St S Orting WA 98360	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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## EVANSTON INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

### ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:  
COMMERCIAL GENERAL LIABILITY COVERAGE FORM

#### SCHEDULE

**Name Of Additional Insured Person(s) Or Organization(s):**

City Of Orting  
104 Bridge St S  
Orting, WA 98360

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule of this endorsement, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by the acts or omissions of any insured listed under Paragraph **1.** or **2.** of Section II – Who Is An Insured:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions remain unchanged.



# ORTING HARVEST FESTIVAL

Hosted by the ORTING VALLEY FARMERS MARKET

February 5, 2024

City of Orting  
Attn: Michell Alfiere  
104 Bridge Street  
Orting WA. 98360



Thank you for the opportunity to host this year's Orting Harvest Fest. The Orting Valley Farmers Market has been a participant in this event for many years and has been joint managers of the event for the past three years. We look forward to presenting this event with all the excitement and wonder it has had in the past... and more. Along with a staff of seasoned volunteers who have brought this event to the Orting Community for many years, the Orting Valley Farmers Market is thrilled to continue the Legacy that the late Manager Gary Grape embraced for so many years.

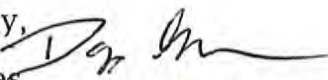
For 2024, we plan to showcase the Fall Harvest/Pumpkin theme, along with a kids/pet's parade with a local school drum corps, a Pumpkin carver, Pumpkin painting for kids, the Point Defiance Pirates, musical entertainment, and all the Craft and Food Vendors who have been a part of years past.

We are asking the City of Orting to provide, in sponsorship, the following items for this event:

1. Use of all city facilities in North, Main, and South Park on Saturday, October 12, 2024.
2. Use of North Park and Station Building beginning at Noon on Friday, October 11, 2024, for storage of event items to be set up on Saturday, October 12, 2024.
3. 1 Police officer who can make random passes through the event multiple times between 10am and 4pm.
4. 2 City Public Works Staff for 6 hours to assist and direct set up and tear down of event.
5. Closure of Calistoga St. and Train St. between Washington Ave. and Van Scoyoc Ave.
6. 1 Dumpster (already located at North Park).
7. 2 Standard Portable Restrooms to be located at North Park (in addition to the 2 existing at Main City Park).
8. Electricity, including 2 Spider Boxes and 2 power cords.
9. Audio/PA system.
10. Barricades/Cones/Traffic Signs suitable for closure of Calistoga and Train Streets.
11. Hanging of Banner over Washington Ave. for 2 weeks.
12. Event Advertisement on City Reader Board, Website, and Social Media.

With that, the Orting Valley Farmers Market fully intends to comply with all requirements as detailed in our Special Event Application as well as to the satisfaction of City representatives.

Respectfully,

  
Doug Graves  
Orting Valley Farmers Market - Manager



## BUSINESS INFORMATION

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Business Name:

**ORTING VALLEY FARMERS MARKET**

UBI Number:

**603 436 579**

Business Type:

**WA NONPROFIT CORPORATION**

Business Status:

**ACTIVE**

Principal Office Street Address:

**19511 112TH AVE E, GRAHAM, WA, 98338-6467, UNITED STATES**

Principal Office Mailing Address:

**PO BOX 1665, ORTING, WA, 98360-1665, UNITED STATES**

Expiration Date:

**08/31/2024**

Jurisdiction:

**UNITED STATES, WASHINGTON**

Formation/ Registration Date:

**08/28/2014**

Period of Duration:

**PERPETUAL**

Inactive Date:

Nature of Business:

**AGRICULTURAL. CHARITABLE. EDUCATIONAL. FARMERS MARKET- CHARITABLE  
EDUCATIONAL AGRICULTURAL**

Charitable Corporation:



Nonprofit EIN:

**47-1671216**

Most Recent Gross Revenue is less than \$500,000:



Has Members:



Public Benefit Designation:



Host Home:



## REGISTERED AGENT INFORMATION

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Registered Agent Name:

**PRESIDENT**

Street Address:

**9715 210TH STREET CT E, GRAHAM, WA, 98338-8017, UNITED STATES**

Mailing Address:

**PO BOX 1665, ORTING, WA, 98360-1665, UNITED STATES**

## GOVERNORS

---

<b>Title</b>	<b>Governors Type</b>	<b>Entity Name</b>	<b>First Name</b>	<b>Last Name</b>
GOVERNOR	INDIVIDUAL		JOANN	HOLBROOK
GOVERNOR	INDIVIDUAL		DOUG	GRAVES



**Special Event City Sponsorship Cost Estimate**

**Event Name: Orting Harvest Festival**

**Event Date & Time: October 12th, 2024, 10am-4pm**

**Applicant/Organization: Doug Graves, Orting Valley Farmers Market**

<b>City Services Requested</b>	<b># of hours</b>	<b>Estimated Cost</b>
Use of Main City Park (includes Gazebo & BBQ area)		\$200.00
Use of North Park (includes Orting Station) - <b>2 days total</b>		\$600.00
Close Train St. around Bell Tower		\$75.00
Close Calistoga St. from Van Scoyoc Ave. to Washington Ave.		\$150.00
2 Portable Restrooms (in addition to existing at Main Park)		\$360.00
1 Dumpster		\$50.00
Electricity (includes 2 spider boxes)		\$75.00
Audio/PA system		\$75.00
Barricades/Cones/Traffic Signs		\$75.00
Hang Event Banner over Washington Ave.		\$200.00
Event Advertisement (reader board & social media)		\$75.00
2 Public Works staff (estimated \$150/hr total)	10	\$1,500.00
Police support (estimated \$115/hr each)	6	\$690.00
<b>Total Estimated Cost of Sponsorship*</b>		<b>\$4,125.00</b>

\*This is strictly an estimate of proposed costs. Actual cost of sponsorship will vary.



**City Of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Orting City Hall Office Remodel.	<b>AB24-31</b>	CGA		
		<b>4.3.2024</b>	<b>4.17.2024</b>	<b>4.24.2024</b>
	<b>Department:</b> Public Works Department			
	<b>Date Submitted:</b> 3.29.2024			
	<b>Cost of Item:</b> \$ 26,960.80			
<b>Amount Budgeted:</b>		\$ N/A		
<b>Unexpended Balance:</b>		\$ N/A		
<b>Bars #:</b>		N/A		
<b>Timeline:</b>		Q4 2023		
<b>Submitted By:</b>		Marshall Maurer, Public Works Director		
<b>Fiscal Note:</b> Staff recommend utilize existing fund balance for this capital project.				
<b>Attachments:</b> Lake Tapps Construction – Orting City Hall Delineation Proposal				
<b>SUMMARY STATEMENT:</b>				
<p>City Staff is requesting funds to complete an office remodel that will split an existing office into separate offices, with a finished floor-to-ceiling wall, and to relocate existing HVAC and electrical components serving the office. The separate offices will provide workspaces to the Community Development Director, Code Enforcement Officer, and Building Official.</p> <p>City Staff requested bids from 5 firms. Lake Tapps Construction’s bid of \$26,960.80 being the low bid, and having also received a high bid of \$127,481.</p>				
<b>RECOMMENDED MOTION: <u>Motion:</u></b>				
<p>Motion to approve the Mayor to sign and enter into a contract with Lake Tapps Construction in an amount not to exceed \$26,960.80.</p>				



**Letter of Interest for the following Project:**

Orting City Hall Improvements  
102 Bridge Street South  
Orting, WA 98360

Jody Miller Construction, Inc. is excited to submit our letter of interest to take part in the improvements of your City Hall Office Demise Project. We believe in the mission behind the project and the City of Orting and are eager to team up with likeminded partners.

Jody Miller Construction, Inc. brings 40+ years of experience ranging from high end residential homes, large scale apartments, healthcare facilities and a number of schools around the Puget Sound area. We look forward to bringing our extensive industry knowledge and leadership to your Team for this unique project.

In the days ahead, we look forward to receiving feedback from our proposal for the Orting City Hall Improvements and coordinating through the initial consultation process. We realize that the design team has a process for selection, however we are certain we are the winning choice and are looking forward to developing a working relationship with all involved.

Thank you for the opportunity to provide our proposal

Sincerely,

Nate Bradford  
Jody Miller Construction, Inc.



**ORTING CITY HALL TENANT IMPROVEMENT**

Item	Value	Qty.	Unit	Adjusted
GENERAL CONDITIONS	\$ 68,860	1	LS	\$ 68,860
DEMOLITION	\$ 3,120	1	LS	\$ 3,120
FRAMING & DRYWALL	\$ 16,235	1	LS	\$ 16,235
BUILDING INSULATION	\$ 917	1	LS	\$ 917
PAINTING	\$ 4,517	1	LS	\$ 4,517
FLOORING	\$ 4,025	1	LS	\$ 4,025
HVAC	\$ 3,250	1	LS	\$ 3,250
ELECTRICAL	\$ 4,517	1	LS	\$ 4,517
MISC. PATCH & REPAIR	\$ 2,525	1	LS	\$ 2,525
FINAL CLEAN	\$ 1,487	1	LS	\$ 1,487
	<b>SUBTOTAL</b>			<b>\$ 109,453</b>
B&O STATE	0.471%			\$ 516
GENERAL LIABILITY INSURANCE	0.500%			\$ 547
INDIRECT GENERAL CONDITIONS	0.500%			\$ 547
FEE	15.000%			\$ 16,418
	<b>GRAND TOTAL</b>			<b>\$ 127,481</b>

INCLUSIONS:

- Modify existing acoustical ceilings to construct wall.
- Modify HVAC as needed to divide into two offices.
- Modify electrical and fire alarm systems to accommodate two offices.
- Construction of new insulated partition to grid ceiling with support braces above.
- Repair any floor damage cause by construction.
- Patch and repair as required.
- 2 coat paint all walls of both offices.
- All existing flooring will be protected throughout.
- Includes removal of all construction debris.

**Lake Tapps Construction Unltd.  
Orting City Hall - T.I.**

<u><b>Work Order Proposal</b></u>					<u><b># 24-12</b></u>	
<u><b>Title ---</b></u>	<b>Orting City Hall - T.I.</b>					
<u><b>Summary---</b></u>	Install dividing wall in the Orting City Hall - office 155-6 per plan.					
	Scope to include - masking of work area, construct dividing wall per plan, modify electrical and fire alarm systems, relocate one and add one HVAC ceiling cassette, finish drywall - prime new work - paint each room.					
	Clean up and legal disposal of construction debris.					
<u><b>Labor Rates -</b></u>		<u><b>Rate</b></u>	<u><b>L &amp; I</b></u>	<u><b>Taxes</b></u>	<u><b>Total Rate</b></u>	
	General Labor	\$56.80	\$3.48	\$4.29	\$64.57	
	Carpenter	\$71.53	\$3.48	\$5.40	\$80.41	
	Drywall - Taper	\$70.61	\$3.02	\$5.33	\$78.96	
<u><b>Cost Breakdown</b></u>						
<u><b>General Contractor</b></u>			<u><b>Quantity</b></u>	<u><b>Cost</b></u>	<u><b>Unit</b></u>	<u><b>Total</b></u>
	lumber		1	\$ 180.00	ea.	\$ 180.00
	drywall mat		1	\$ 250.00	ea.	\$ 250.00
	insulation		1	\$ 80.00	ea.	\$ 80.00
	misc material - t-bar etc.		1	\$ 60.00	ea.	\$ 60.00
	General labor		24	\$ 64.57	hr.	\$ 1,549.68
	Carpenter		20	\$ 80.41	hr.	\$ 1,608.20
	Drywall - Taper		12	\$ 78.96	hr.	\$ 947.52
				<b>G. C. Subtotal</b>		\$ 4,675.40
				Mark-up @ 15 %		\$ 701.31
<u><b>Subcontractor</b></u>						
			<u><b>Quantity</b></u>	<u><b>Cost</b></u>	<u><b>Unit</b></u>	<u><b>Total</b></u>
	Metcalf		1	\$ 8,750.00	ea.	\$ 8,750.00
	Code Mech		1	\$ 8,613.00	ea.	\$ 8,613.00
	A+ Pro Coat		1	\$ 1,373.00	ea.	\$ 1,373.00
				<b>Sub. Subtotal</b>		\$ 18,736.00
				Mark-up @ 10 %		\$ 1,873.60
				<b>C. O. Subtotal</b>		\$ 25,986.31
				Safety @ 2.5 %		
				Insurance @ 1.25%		\$ 974.49
				<b>Total Cost.</b>		\$ 26,960.80
						plus tax





PO Box 1459, Shelton, WA 98584

Contractor License # METCAEI841M5

Date: 2/13/24

## Proposal: Orting City Hall Remodel

### Scope & Clarifications:

Provide labor and material for the Electrical installation per the following scope:

Adding a dividing wall to create two separate rooms, 156 and 157, Separate the light switching, add one horn strobe, and power to ceiling cassette (HVAC).

### Inclusions:

Electrical permit

Safe-off power for others to demo

### Exclusions:

Plan review

Fire rated plywood

Utility Fees

Temporary Power & Lighting

As built drawings on electronic media

Fire sleeving & stopping

Temporary bathroom facilities

Controls for all mechanical equipment

Fencing

Debris Disposal

Trenching & backfill

Concrete work, rebar work, cutting, patching, core drilling and ex-ray

Asbestos, lead paint, or any other hazardous material removal

Drywall cutting, patching, and painting.

Painting conduit/raceway/boxes.

Sealing roof penetrations

Sales tax  
Bonding

**Base Bid:** **\$ 8,750**

Thank You,

Brent Metcalf  
President  
Metcalf Electric, Inc.  
253-405-1461  
[Brent@Metcalf84.com](mailto:Brent@Metcalf84.com)



## Orting City Hall

102 Bridge Street South  
Orting, WA. 9860

### HVAC Modification for Office Separation

#### This includes:

- Move exiting cassette to office #155
- Add new Mitsubishi cassette unit to office #156
- Necessary thermostat and control graphic modifications
- Condensates
- Fresh air to each office
- Necessary Labor

#### The assumes

- Existing branch box has ball valves installed on extra ports

#### This excludes:

- Electrical Work
- Tab
- Other work outside of this scope
- Off hours work
- Permitting
- WSST

Total cost for this work: \$8,613.00

This proposal is valid for 30 days

A+ PROFESSIONAL COATINGS, INC.  
Commercial-Industrial Painting & Wallcovering  
34123 24<sup>th</sup> Avenue East  
Roy, WA 98580  
(253) 846-5065 / (253) 847-1043 fax  
[aplusptg@comcast.net](mailto:aplusptg@comcast.net)

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## PROPOSAL

Job: Remodel at Orting City Hall

Bid Date: February 6, 2024

Scope: Painting of interior GWB walls in 2 rooms per walk thru

**Base Bid:                   \$ 1,373.00**

Notation: This proposal is bid per plans.

Exclusions: Trade damage, Protection of finish painted surfaces, Caulking & sealants, Floors, Bond, Hazardous abatement, Lead abatement, Inspection fees, Temporary heat, Temporary lighting, Overtime, Sales tax.

Qualification: We are a Union Shop. Our insurance liability limits are \$1,000,000 each occurrence, \$2,000,000 general aggregate. Insurance requirements in excess of our existing limits will require negotiation prior to contract signing.

This proposal is valid for 90 days.

We appreciate the opportunity to provide you with this proposal. If you have any questions please give us a call.

Thank you.

Jack R. Besaw, Jr.  
President



**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Affordable Housing Sales Tax – Needs Assessment Scope and Budget	<b>AB24-33</b>	<b>Ad hoc Housing</b>		
		<b>4.10.2044</b>	<b>4.17.2024</b>	<b>4.24.2024</b>
	<b>Department:</b>	Ad hoc Committee		
	<b>Date Submitted:</b>	<b>4.12.2024</b>		
<b>Cost of Item:</b>	\$28,700			
<b>Amount Budgeted:</b>	\$130,000			
<b>Unexpended Balance:</b>	\$101,300			
<b>Bars #:</b>	Fund 110			
<b>Timeline:</b>	None			
<b>Submitted By:</b>	City Administrator			
<b>Fiscal Note:</b> The city is allowed to use 40% of the funds collected for affordable housing in evaluation of programs. ECONorthwest budget is \$25,020, and AHBL’s markup and cost would be \$3,500				
<b>Attachments:</b> ECONorthwest Scope and Budget.				
<b>SUMMARY STATEMENT:</b>				
<p>The affordable housing ad hoc committee has been evaluating project options for the sales tax dollars we are collecting. The committee believe the best first step would be to conduct a needs assessment of our community to understand where these dollars would be best spent. This work is also complementary to our periodic Comprehensive Plan update as we have to address ways to provide housing options to folks with lower incomes. It is anticipated that the committee will make recommendations to council on how to approach affordable housing projects at the conclusion of this study. This project would be paid for out of the funds we have been collecting for the past year.</p>				
<b>RECOMMENDED MOTION: <u>Motion:</u></b>				
<p>To approve the ECONorthwest scope and budget as a sub-consultant task to the city’s on call contract with AHBL, in the amount of \$28,700.</p>				

DATE: February 15, 2024  
TO: Scott Larson, Orting City Administrator  
CC: MillieAnne VanDevender and Wayne Carlson, AHBL  
FROM: Bob Parker and Jennifer Cannon ECONorthwest  
SUBJECT: Draft Scope of Work for Assessing Options of Use of 0.1% Sales Tax Revenues

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Like communities throughout the Puget Sound Region, Orting lacks adequate numbers of housing units affordable to lower income households. The impacts of the housing crisis manifest in many ways – from significant percentages of households who are cost burdened (e.g., more than 30% of household income goes to housing) to individuals and households that cannot find housing and subsequently become unhoused, to equity and fairness concerns for it populations.

RCW 82.14.530 allows counties and cities to impose a sales and use tax up to 0.1% for housing and related services (passed into law as HB 1590).<sup>1</sup> The total sales tax rate cannot exceed 0.1% – if a city has already imposed this sales tax and the county imposes the same sales tax at a later date, the county must credit the city’s 0.1% back to the city. The housing and facilities used for this tax may only be provided to the following population groups whose income is at or below 60% of the current Pierce County Area Median Income:

- People with disabilities or behavioral health disabilities,
- Veterans,
- Senior citizens,
- People who are homeless or at-risk of being homeless, including families with children,
- Unaccompanied homeless youth or young adult, or
- Domestic violence survivors.

The legislation provides explicit direction for how local governments can use the funds. A minimum of 60% of the funds must be used for constructing or acquiring affordable housing (include emergency, transitional, and supportive housing); providing new units of affordable housing within an existing structure; providing facilities with housing-related services (or the land); or building or acquiring behavioral health-related facilities (or the land); or providing funding for the operations and maintenance expenses associated with new units of affordable housing or newly constructed evaluation and treatment centers. The remainder of the funding can be used for the operation, delivery, or evaluation of behavioral health treatment programs and services or housing-related services.<sup>2</sup>

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<sup>1</sup> MRSC, Revenue Guide for Washington Cities and Towns. (2023). More information on the Housing and Related Services Sales Tax. page 73. *This tax option was enacted by the state legislature in 2015 originally requiring voter approval, but effective June 11, 2020 approval by the legislative body with a simple majority vote is allowed (voter approval is optional).*

<sup>2</sup> Washington State Legislation. (2024). RCW 82.14.530. <https://app.leg.wa.gov/rcw/default.aspx?cite=82.14.530>;

The Municipal Research and Services Center (MRSC) lists examples of local municipalities enacting the Housing & Related Services Sales Tax (pursuant to [RCW 82.14.530](#)):<sup>3</sup>

- **Anacortes** (2020, [website](#))
- **Ellensburg Resolution No. 2017-23** (2017)
- **Olympia Resolution No. M-1912** (2018)<sup>4</sup>
- **Port Angeles Resolution No. 14-19** (2019, [website](#))
- **Issaquah Ordinance No. 2922** (2020)
- **Wenatchee Ordinance No. 2021-13** (2021)<sup>5</sup>
- **Spokane Ordinance No. C35982** (2023, [website](#))<sup>6</sup>

On March 20, 2023 the Orting City Council adopted Resolution 2023-04, authorizing an additional 0.1% sales and use tax to be used for housing and related services consistent with RCW 82.14.530. Staff estimate the tax will generate about \$100,000 per year.<sup>7</sup> In a memorandum dated May 9, 2023, City Administrator Larson outlines potential uses for the sales tax revenues, and the council's ad hoc committee has also discussed a framework for tackling this work. The City wants to better understand the implications and trade-offs of the various options. The remainder of this memorandum outlines a scope of work to conduct that evaluation.

## Scope of Work

Based on preliminary discussion with AHBL and reviewing the staff memo, Orting needs an analysis that helps the community (including staff and elected officials) to better understand how to get the best return on investment (ROI) from the tax revenues. In the context of the sales tax ROI can be thought of as moving the city towards one or more stated outcomes. The ROI question is more nuanced than it appears as the options focus on different outcomes. For example, providing emergency shelters will address unhoused individuals while building affordable housing might target lower income households.

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<sup>3</sup> Nine jurisdictions in King County impose the tax option including: Bellevue, Covington, Issaquah, Kent, King County, Maple Valley, North Bend, Renton, Snoqualmie. Source: [https://kingcounty.gov/~media/depts/community-human-services/housing-homelessness-community-development/documents/affordable-housing-committee/Meeting\\_05-19-2021/Revenue\\_and\\_Expenditure\\_Monitoring\\_Staff\\_Report\\_05,-d-,07,-d-,21.ashx?la=en](https://kingcounty.gov/~media/depts/community-human-services/housing-homelessness-community-development/documents/affordable-housing-committee/Meeting_05-19-2021/Revenue_and_Expenditure_Monitoring_Staff_Report_05,-d-,07,-d-,21.ashx?la=en)

<sup>4</sup> Another source:

<https://www.wliha.org/sites/default/files/Passing%20a%20Local%20Affordable%20Housing%20Option%20full%20slide%20deck%207-22-19.pdf>

<sup>5</sup> MRSC. (2024). <https://mrsc.org/explore-topics/planning/housing/affordable-housing-funding-sources>

<sup>6</sup> The City of Spokane requires at least 75% of the revenue to be used to fund affordable housing, behavior health-related facilities, treatment centers, etc. The recommended uses of the funds must be determined using a racial equity framework supporting equity, reducing disparities in housing, and advancing equitable outcomes for marginalized populations or populations subject to historical discrimination in the housing market or through policies.

<sup>7</sup> The city retains 100% of the revenue, minus a 1% administrative fee for the Department of Revenue (Source: MRSC, 2023, website: <https://mrsc.org/getmedia/d3f7f211-fc63-4b7a-b362-cb17993d5fe5/Revenue-Guide-For-Washington-Cities-And-Towns.pdf.aspx?ext=.pdf>, see page 72).

While this project primarily involves research, the city has established an ad hoc committee to lead and support the project. The role of the committee would be to provide input on the work program; to ask questions from the communities perspective; and to help prioritize local objectives and outcomes; and make a final recommendation to the city council. We anticipate ECO and the city would convene 2-4 times during the project via zoom or another online platform.

### Task 1: Project Kickoff

The project kickoff meeting will focus on discussion of the desired outcomes of the project, the work program and project schedule, the project products, process steps, and key methodological issues. Following the meeting, the consultant will prepare a summary of the decisions made in the meeting and detail any necessary refinements to the scope of work.

The kickoff meeting will have several intended outcomes: (1) identify key issues and outcomes Orting wants related to housing; (2) review the list of potential uses of sales tax revenues; and (3) discuss potential case study cities.

This task also includes regular calls with city staff for project management and project progress reports, at a rate of about one to two calls per month.

### Task 2: Identify Options for Use of Sales Tax Funds (Optional Task)

If the city wants to explore uses beyond those outlined in the City Administrator memo, ECO will conduct research and compile a list of uses for further review. If the list gets expanded, we propose a process step to determine which options the city wants to further explore. This is simply a matter of budget efficiency – it does not make sense for ECO to spend time researching options the city is not interested in pursuing.

### Task 3: Literature Review

ECO proposes to review legislation, studies, and other materials related to the RCW 82.14.530 sales tax. The intent is to conduct a relatively cursory overview using standard sources to develop a better understanding of who has adopted the sales tax, what revenues are commonly used for, and what outcomes cities and counties are achieving.

### Task 4: Case Studies

More than 20 Washington municipalities have adopted a 0.1% tax under RCW 82.14.530.<sup>8</sup> Those municipalities grappled with the same questions Orting faces about how to invest the funds. ECO will conduct five to eight case studies exploring how other cities are using the funds<sup>9</sup> and,

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<sup>8</sup> This source lists around 25 municipalities: [https://kingcounty.gov/~media/depts/community-human-services/housing-homelessness-community-development/documents/affordable-housing-committee/Meeting\\_05-19-2021/Revenue\\_and\\_Expenditure\\_Monitoring\\_Staff\\_Report\\_05-d-,07,-d-,21.ashx?la=en](https://kingcounty.gov/~media/depts/community-human-services/housing-homelessness-community-development/documents/affordable-housing-committee/Meeting_05-19-2021/Revenue_and_Expenditure_Monitoring_Staff_Report_05-d-,07,-d-,21.ashx?la=en), while this source lists 21 municipalities: <https://mrsc.org/getmedia/d3f7f211-fc63-4b7a-b362-cb17993d5fe5/Revenue-Guide-For-Washington-Cities-And-Towns.pdf.aspx?ext=.pdf> (see page 83).

<sup>9</sup> The case studies should emphasize similar bedroom communities like Orting, if possible.



for those that have had programs in place for a year or more, what outcomes they have achieved and what they have learned. The case studies will involve a combination of Internet research and interviews. ECO will review the list of cities with the sales tax and propose up to 10 cities for further research. ECO will present the results to the committee.

### Task 5: Stakeholder Interviews

To supplement the case studies, ECO proposes to conduct six to eight stakeholder interviews or one to two focus group meetings. The intent of the interviews is to better understand housing and mental health opportunities and barriers in Orting in the context of potential revenue options. We propose to target stakeholders who are familiar with Orting and housing and mental health issues in Orting and the surrounding communities. These could include social service providers, nonprofit housing agencies, people with lived experience, and other stakeholders. ECO will gain recommendations on who to interview from city staff and will work with the project committee to generate a list of persons to interview. The results of the interviews will be summarized in our final report and ECO will analyze themes that emerge from the interviews.

### Task 6: Gap Analysis

As part of its analysis, ECO will evaluate current housing and mental health facilities in the community, consider future needs based on the county population estimates, and provide a gap analysis of the same. City staff will provide information on the existing facilities and services to help with this effort. ECO will provide an inventory of existing affordable housing and mental health facilities in and nearby the City of Orting, along with an assessment of how well those meet current and future needs. The interviews held during Task 5 will inform the gap analysis and needs assessment.

### Task 7: Assessing the Options

This task is the core of this project. Based on ECO's review of the literature, case studies, and stakeholder interviews, ECO will develop a narrative description of the implications for each option. This will include assessment of potential outcomes where possible. ECO will also work to identify areas where the City might leverage external funds or strategies with the sales tax revenues. ECO will also develop a summary matrix comparing and contrasting the options. We propose to schedule the second project meeting in conjunction with this task. ECO will present findings to date to the committee and solicit feedback and questions from committee members.

### Task 8: Draft and Final Deliverables

ECO will produce a draft report summarizing the research completed in Tasks 1-7. We will present the draft report and recommendations to the project committee. ECO will collect comments from staff and committee members. We will then produce a revised final report for the committee.

## Budget

Our budget (time and materials) should not exceed \$25,000. Additional tasks not listed on this scope of work are contingent upon an expanded scope of work and supplemental budget.

Line Item	Phase 1 - Sales Tax Analysis								TOTALS	
	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	\$	Percent of Budget
	Project Kickoff, Management, and Meetings	Identify Options	Lit Review	Case Studies	Stakeholder Interviews	Gap Analysis	Assess Options	Draft and Final deliverables		
<b>Labor Expenses</b>										
ECONorthwest Total	\$3,760	\$2,160	\$1,940	\$4,380	\$2,490	\$2,260	\$2,820	\$5,210	\$25,020	100.00%
<i>Total</i>	\$3,760	\$2,160	\$1,940	\$4,380	\$2,490	\$2,260	\$2,820	\$5,210	\$25,020	100.0%
Total Labor	\$3,760	\$2,160	\$1,940	\$4,380	\$2,490	\$2,260	\$2,820	\$5,210	\$25,020	100.0%
Non-Labor Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
<b>TOTAL BUDGET</b>	\$3,760	\$2,160	\$1,940	\$4,380	\$2,490	\$2,260	\$2,820	\$5,210	\$25,020	100.0%

## Schedule

The overall work schedule will generally occur from late March 2024 to August 2024. We will confirm or refine the project schedule at the kickoff meeting.

## About ECONorthwest

ECONorthwest is a consulting firm based in Portland that specializes in economics, finance, and planning. We understand that businesses and governments face difficult decisions about how to make the best use of limited resources. We help our clients make thoughtful, data-driven decisions using tools and methods that meet the highest standards of best practice. Our consultants have advanced degrees in a variety of fields—including economics, planning, and public policy—and work on projects ranging from strategy to implementation. We pride ourselves on maintaining close relationships with developers, contractors, and business leaders in order to provide the most market-attuned advice possible. On these projects, we provide a range of services, including business economics and modeling, fiscal and economic impact analysis, land-use planning, policy analysis, and urban and regional planning.

We are differentiated from our competition through our adherence to our values. We are:

- *Independent.* We follow the evidence and stand behind our analysis.
- *Insightful.* We make the complicated clear.
- *Curious.* We keep asking questions, from many perspectives, to get to the core of problems and their solutions.
- *Collaborative.* We produce great work together: crossing disciplines, connecting the dots, learning side-by-side.
- *We Strive for Impact.* Our work informs decisions that improve the communities where we live and work.



**City of Orting  
Council Agenda Summary Sheet**

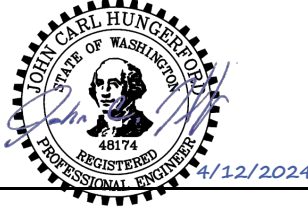
	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Pedestrian Bridge Construction Award.	<b>AB23-34</b>			
				<b>4.24.2024</b>
	<b>Department:</b>	Administration		
	<b>Date Submitted:</b>	<b>4.19.2024</b>		
<b>Cost of Item:</b>	\$7,584,034.50.			
<b>Amount Budgeted:</b>	\$9,000,000.00			
<b>Unexpended Balance:</b>	N/A			
<b>Bars #:</b>	N/A			
<b>Timeline:</b>	ASAP			
Submitted By:	Kim Agfalvi, City Clerk			
<b>Fiscal Note:</b> Funding from Washington State Appropriations				
<b>Attachments:</b> Certified Bid Tabulation				
<b>SUMMARY STATEMENT:</b>				
<p>The City received six bids for the Orting Emergency Evacuation Bridge, SR 162 Pedestrian Crossing Project. All bids were reviewed and determined to be complete. Quigg Brothers Inc. was the lowest responsive bidder. Staff is recommending award of the project to Quigg Brothers Inc in the amount of \$7,584,034.50.</p>				
<b>RECOMMENDED ACTION: Action:</b>				
<p>Motion to authorize the Mayor to enter into a contract with Quigg Brothers for the pedestrian bridge construction in an amount not to exceed \$7,584,034.50.</p>				

Project Name: Emergency Evacuation Bridge SR 162 Pedestrian Crossing  
ENGINEERS ESTIMATE

				Bidder #1 Quigg Bros., Inc.		Bidder #2 Max J. Kuney Company		Bidder #3 Highmark Concrete Contractors, LLC		Bidder #4 Stellar J Corporation		Bidder #5 Tapani Inc.		Bidder #6 FPC Construction LLC		
Schedule A - Nontaxable Bid Items																
Item No.	Spec. Section	Description	Unit	Qty	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	SP 1-04	Minor Changes	FA	1	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
2	SP 1-05	Record Drawings (MIN BID \$1,000)	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3	SP 1-05	Roadway Surveying	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 9,800.00	\$ 9,800.00	\$ 8,000.00	\$ 8,000.00	\$ 15,000.00	\$ 15,000.00
4	SS 6-08.5	Structure Surveying	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 40,000.00	\$ 40,000.00	\$ 60,000.00	\$ 60,000.00	\$ 55,000.00	\$ 55,000.00	\$ 50,000.00	\$ 50,000.00	\$ 40,000.00	\$ 40,000.00
5	SS	SPCC Plan	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00
6	SS 1-09.7	Mobilization	LS	1	\$ 800,000.00	\$ 800,000.00	\$ 700,000.00	\$ 700,000.00	\$ 935,000.00	\$ 935,000.00	\$ 866,300.00	\$ 866,300.00	\$ 900,000.00	\$ 900,000.00	\$ 820,000.00	\$ 820,000.00
7	SP 1-10	Project Temporary Traffic Control	LS	1	\$ 128,000.00	\$ 128,000.00	\$ 70,000.00	\$ 70,000.00	\$ 100,000.00	\$ 100,000.00	\$ 81,000.00	\$ 81,000.00	\$ 60,000.00	\$ 60,000.00	\$ 500,000.00	\$ 500,000.00
8	SP 2-01	Removal of Structures and Obstructions	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,200.00	\$ 1,200.00	\$ 3,000.00	\$ 3,000.00	\$ 20,000.00	\$ 20,000.00
9	SP 2-01	Clearing and Grubbing	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 40,000.00	\$ 40,000.00	\$ 19,000.00	\$ 19,000.00	\$ 5,000.00	\$ 5,000.00	\$ 40,000.00	\$ 40,000.00
10	SP 2-02	Removal of Asphalt Pavement	SY	150	\$ 21.50	\$ 3,225.00	\$ 20.00	\$ 3,000.00	\$ 22.00	\$ 3,300.00	\$ 26.25	\$ 3,937.50	\$ 25.00	\$ 3,750.00	\$ 20.00	\$ 3,000.00
11	SP 2-02	Removal of Concrete Pavement	SY	150	\$ 22.00	\$ 3,300.00	\$ 25.00	\$ 3,750.00	\$ 22.00	\$ 3,300.00	\$ 28.50	\$ 4,275.00	\$ 25.00	\$ 3,750.00	\$ 20.00	\$ 3,000.00
12	SP 2-09	Shoring or Extra Excavation Class B	LS	1	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,200.00	\$ 3,200.00	\$ 100.00	\$ 100.00	\$ 2,500.00	\$ 2,500.00	\$ 10,000.00	\$ 10,000.00
13	SP 5-04	Temporary Pavement	TOM	20	\$ 250.00	\$ 5,000.00	\$ 300.00	\$ 6,000.00	\$ 320.00	\$ 6,400.00	\$ 420.00	\$ 8,400.00	\$ 125.00	\$ 2,500.00	\$ 400.00	\$ 8,000.00
14	SP 6-02	Bridge Substructure	LS	1	\$ 5,100,000.00	\$ 5,100,000.00	\$ 5,150,000.00	\$ 5,150,000.00	\$ 6,312,000.00	\$ 6,312,000.00	\$ 6,064,405.00	\$ 6,064,405.00	\$ 6,940,940.00	\$ 6,940,940.00	\$ 5,160,000.00	\$ 5,160,000.00
15	SP 6-02	Bridge Superstructure, Prestressed Girders	LS	1	\$ 500,000.00	\$ 500,000.00	\$ 930,000.00	\$ 930,000.00	\$ 985,000.00	\$ 985,000.00	\$ 785,000.00	\$ 785,000.00	\$ 750,000.00	\$ 750,000.00	\$ 850,000.00	\$ 850,000.00
16	SP 6-03	Pre-Engineered Landing, Stairs, and Railings (Fabricated, Delivered and Installed)	LS	1	\$ 30,000.00	\$ 30,000.00	\$ 40,000.00	\$ 40,000.00	\$ 300,000.00	\$ 300,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 125,000.00	\$ 125,000.00
17	SP 6-19	Freshwater for Shaft Slurry	MGAL	0.5	\$ 500.00	\$ 250.00	\$ 500.00	\$ 250.00	\$ 1,000.00	\$ 500.00	\$ 4,375.00	\$ 2,187.50	\$ 1,000.00	\$ 500.00	\$ 25,000.00	\$ 12,500.00
18	SP 7-01	Bridge Drainage System	LS	1	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00	\$ 40,000.00	\$ 100,000.00	\$ 100,000.00	\$ 74,000.00	\$ 74,000.00	\$ 50,000.00	\$ 50,000.00	\$ 75,000.00	\$ 75,000.00
19	SP 7-08	Unsuitable Pipe Foundation Excavation Incl. Haul	CY	100	\$ 50.00	\$ 5,000.00	\$ 50.00	\$ 5,000.00	\$ 75.00	\$ 7,500.00	\$ 60.00	\$ 6,000.00	\$ 200.00	\$ 20,000.00	\$ 150.00	\$ 15,000.00
20	SP 7-08	Foundation Material	TON	185	\$ 35.00	\$ 6,475.00	\$ 50.00	\$ 9,250.00	\$ 65.00	\$ 12,025.00	\$ 36.40	\$ 6,734.00	\$ 50.00	\$ 9,250.00	\$ 100.00	\$ 18,500.00
21	SP 8-01	TESC/SWPPP	LS	1	\$ 7,500.00	\$ 7,500.00	\$ 15,000.00	\$ 15,000.00	\$ 8,000.00	\$ 8,000.00	\$ 46,250.00	\$ 46,250.00	\$ 40,000.00	\$ 40,000.00	\$ 20,000.00	\$ 20,000.00
22	SP 8-02	Seeding, Fertilizing and Mulching	SY	240	\$ 4.00	\$ 960.00	\$ 5.00	\$ 1,200.00	\$ 10.00	\$ 2,400.00	\$ 6.40	\$ 1,536.00	\$ 6.00	\$ 1,440.00	\$ 6.00	\$ 1,440.00
<b>Subtotal Bid Schedule</b>						<b>\$ 6,789,710.00</b>	<b>\$ 7,140,450.00</b>	<b>\$ 8,997,625.00</b>	<b>\$ 8,217,125.00</b>	<b>\$ 9,036,630.00</b>	<b>\$ 7,855,400.00</b>	<b>\$ 8,343,135.00</b>				
<b>TOTAL BID SCHEDULE</b>						<b>\$ 6,789,710.00</b>	<b>\$ 7,140,450.00</b>	<b>\$ 8,997,625.00</b>	<b>\$ 8,217,125.00</b>	<b>\$ 9,036,630.00</b>	<b>\$ 7,855,400.00</b>	<b>\$ 8,343,135.00</b>				
Schedule B - Taxable Bid Items																
Item No.	Spec. Section	Description	Unit	Qty	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	SP 1-07	Resolution of Utility Conflicts	FA	1	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
2	SP 2-02	Pothole Existing Utility	EA	10	\$ 1,000.00	\$ 10,000.00	\$ 2,750.00	\$ 27,500.00	\$ 780.00	\$ 7,800.00	\$ 1,340.00	\$ 13,400.00	\$ 600.00	\$ 6,000.00	\$ 1,500.00	\$ 15,000.00
3	SP 2-02	Abandon Existing Sanitary Sewer Force Main	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 20,000.00	\$ 20,000.00	\$ 4,800.00	\$ 4,800.00	\$ 20,525.00	\$ 20,525.00	\$ 35,000.00	\$ 35,000.00	\$ 27,000.00	\$ 27,000.00
4	SP 4-04	Gravel Borrow	TON	130	\$ 40.00	\$ 5,200.00	\$ 60.00	\$ 7,800.00	\$ 70.00	\$ 9,100.00	\$ 35.50	\$ 4,615.00	\$ 40.00	\$ 5,200.00	\$ 36.00	\$ 4,680.00
5	SP 4-04	Crushed Surfacing Top Course	TON	170	\$ 40.00	\$ 6,800.00	\$ 80.00	\$ 13,600.00	\$ 74.00	\$ 12,580.00	\$ 58.00	\$ 9,860.00	\$ 100.00	\$ 17,000.00	\$ 56.00	\$ 9,520.00
6	SP 5-04	HMA CL. 1/2 In PG 58H-22	TON	500	\$ 200.00	\$ 100,000.00	\$ 250.00	\$ 125,000.00	\$ 198.00	\$ 99,000.00	\$ 235.00	\$ 117,500.00	\$ 175.00	\$ 87,500.00	\$ 175.00	\$ 87,500.00
7	SP 5-04	HMA CL. 1 In PG 58H-22	TON	150	\$ 200.00	\$ 30,000.00	\$ 250.00	\$ 37,500.00	\$ 205.00	\$ 30,750.00	\$ 241.00	\$ 36,150.00	\$ 200.00	\$ 30,000.00	\$ 185.00	\$ 27,750.00
8	SP 5-05	Cement Conc. Pavement	SY	150	\$ 100.00	\$ 15,000.00	\$ 250.00	\$ 37,500.00	\$ 70.00	\$ 10,500.00	\$ 360.00	\$ 54,000.00	\$ 125.00	\$ 18,750.00	\$ 75.00	\$ 11,250.00
9	SP 7-12	2 In Air Release Valve	EA	1	\$ 12,000.00	\$ 12,000.00	\$ 20,000.00	\$ 20,000.00	\$ 15,120.00	\$ 15,120.00	\$ 15,120.00	\$ 15,120.00	\$ 12,000.00	\$ 12,000.00	\$ 14,000.00	\$ 14,000.00
10	SP 7-12	8 In Plug Valve	EA	2	\$ 3,000.00	\$ 6,000.00	\$ 2,500.00	\$ 5,000.00	\$ 3,500.00	\$ 7,000.00	\$ 6,765.00	\$ 13,530.00	\$ 2,500.00	\$ 5,000.00	\$ 5,500.00	\$ 11,000.00
11	SP 7-17	Ductile Iron CL 52 Pipe for Sanitary Sewer Force Main 8 In Diam.	LF	445	\$ 150.00	\$ 66,750.00	\$ 160.00	\$ 71,200.00	\$ 250.00	\$ 111,250.00	\$ 272.00	\$ 121,040.00	\$ 260.00	\$ 115,700.00	\$ 230.00	\$ 102,350.00
12	SP 7-17	Connect to Existing Force Main	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 26,500.00	\$ 26,500.00	\$ 15,250.00	\$ 15,250.00	\$ 15,000.00	\$ 15,000.00	\$ 25,000.00	\$ 25,000.00
<b>Subtotal Bid Schedule</b>						<b>\$ 291,750.00</b>	<b>\$ 405,100.00</b>	<b>\$ 364,280.00</b>	<b>\$ 445,990.00</b>	<b>\$ 372,150.00</b>	<b>\$ 360,050.00</b>	<b>\$ 388,890.00</b>				
<b>Sales Tax (9.5 percent)</b>						<b>\$ 27,716.25</b>	<b>\$ 38,484.50</b>	<b>\$ 34,606.60</b>	<b>\$ 42,369.05</b>	<b>\$ 35,354.25</b>	<b>\$ 34,204.75</b>	<b>\$ 36,944.55</b>				
<b>TOTAL BID SCHEDULE (subtotal plus sales tax)</b>						<b>\$ 319,466.25</b>	<b>\$ 443,584.50</b>	<b>\$ 398,886.60</b>	<b>\$ 488,359.05</b>	<b>\$ 407,504.25</b>	<b>\$ 394,254.75</b>	<b>\$ 425,834.55</b>				
<b>Subtotal of Schedule A (nontaxable items)</b>						<b>\$ 6,789,710.00</b>	<b>\$ 7,140,450.00</b>	<b>\$ 8,997,625.00</b>	<b>\$ 8,217,125.00</b>	<b>\$ 9,036,630.00</b>	<b>\$ 7,855,400.00</b>	<b>\$ 8,343,135.00</b>				
<b>Subtotal of Schedule B (taxable items 9.5%)</b>						<b>\$ 319,466.25</b>	<b>\$ 443,584.50</b>	<b>\$ 398,886.60</b>	<b>\$ 488,359.05</b>	<b>\$ 407,504.25</b>	<b>\$ 394,254.75</b>	<b>\$ 425,834.55</b>				
<b>TOTAL BID (or TOTAL BASE BID A+B)</b>						<b>\$ 7,109,176.25</b>	<b>\$ 7,584,034.50</b>	<b>\$ 9,396,511.60</b>	<b>\$ 8,705,484.05</b>	<b>\$ 9,444,134.25</b>	<b>\$ 8,249,654.75</b>	<b>\$ 8,768,969.55</b>				

Sealed bids were opened at the City of Orting, City Hall  
104 Bridge Street S, Orting, WA at 2:00 PM April 9, 2024

I hereby certify that, to the best of my knowledge, the above tabulations are true and correct transcription of the unit prices and total amount bid.



Signature/Date

\*\*\*Apparent Low Bidder