

City of Tenino

149 Hodgen Street South
Tenino, WA 98589

City Council Meeting
Tuesday, June 25, 2019 at 7:30 PM

Agenda

WORK SESSION

CALL TO ORDER

AGENDA APPROVAL

APPROVAL OF MINUTES

- 1. Recommended Action:** Move to approve the June 11, 2019, regular meeting minutes as written.

CONSENT CALENDAR

2. EnterTextHere
3. New Applications:
Renewals:

EXECUTIVE SESSION

PRESENTATIONS

- 4.** Mr. Keith Flewelling, Executive Director, and Ms. Wendy Hill, Deputy Director, TCOMM 911, will present information regarding Thurston County's new Emergency Management Communications System.

PUBLIC COMMENTS

PUBLIC HEARING

PROCLAMATIONS

OLD BUSINESS

5. 2019-2024 STIP

NEW BUSINESS

6. Eagle Scout Scout Lees proposes to install approximately 40ft of fence along a portion of one of the trails within the City Park.

Recommended action: Move to approve Eagle Scout Lees' Community Action Project and accept the installation of approximately 40ft of fencing within the Tenino City Park.

RESOLUTIONS

ORDINANCES

REPORTS

7.
 - 1) Chamber of Commerce
 - 2) Economic Development Council (EDC)
 - 3) Experience Olympia & Beyond (VCB)
 - 4) Fire District
 - 5) Library
 - 6) Museum
8.
 - 1) Civil Service Commission
 - 2) Park Commission
 - 3) Planning Commission
 - 4) Facade Improvement Grant Review Committee
 - 5) Finance Committee
 - 6) Public Safety Committee
9.
 - 1) Chief of Police
 - 2) Director of Public Works

 - 3) City Planner / Building Official

 - 4) City Attorney
 - 5) Clerk/Treasurer
 - 6) Mayor
10.
 - 1) Bucoda/Tenino Healthy Action Team (BTHAT)
 - 2) Community Investment Partnership (CIP)
 - 3) Solid Waste Advisory Board

- 4) TCOMM/911
- 5) Tenino School Board
- 6) Thurston Regional Planning Council (TRPC)
- 7) South Thurston Economic Development Initiative (STEDI)
- 7) Transportation Policy Board

PUBLIC COMMENTS 2

ANNOUNCEMENTS

11. APWA's annual National Public Works Expo (PWX) is in Seattle September 8-11th and I ask you to take part in the opportunities available by volunteering at PWX.

PWX provides a first-class multimodal learning experience designed for professionals at all levels and across the entire spectrum of public works. PWX provides an opportunity to see, hear, touch, and discuss everything public works in a variety of traditional and interactive sessions, seminars, workshops, and networking opportunities. We expect nearly 6,000 attendees and almost 400 exhibiting companies this year, so hundreds of volunteers will be needed to make this conference a success. Some areas that need volunteer support include: Exhibit Hall, Education Sessions, Social Events & Tours, Awards Ceremony, and many others.

A minimum of four hours of volunteering will get you a complimentary half-day admission to PWX.

For your half-day admission, if you are interested in the Exhibit Hall, it is open Sunday, Monday and Tuesday. The hours and a link to the exhibit floor map is:

https://pwx.apwa.net/PWX/Event_Details.aspx?EventTabs=5&WebsiteKey=8424da82-4392-4091-b62d-5ea05cb93954&hkey=4314c749-0f7a-4b72-86e9-35993ed4fdb9#EventTabs

If you are interested in the educational sessions, they take place Sunday, Monday, Tuesday and the first half of Wednesday, and a link to the session descriptions is:

https://pwx.apwa.net/PWX/Event_Details.aspx?EventTabs=4&WebsiteKey=8424da82-4392-4091-b62d-5ea05cb93954&hkey=4314c749-0f7a-4b72-86e9-35993ed4fdb9#EventTabs

If you are interested in the Equipment Rodeo, it is Monday 8:00am – noon and a link is:

https://pwx.apwa.net/PWX/Event_Details.aspx?EventTabs=6&WebsiteKey=8424da82-4392-4091-b62d-5ea05cb93954&hkey=4314c749-0f7a-4b72-86e9-35993ed4fdb9#EventTabs

The other tabs across the top of those pages provide more information on keynote speakers, the general schedule, etc.

But **MOST IMPORTANTLY** – the link to register as a volunteer is here <https://signup.com/client/invitation2/secure/2688574/false#/invitation>.

Volunteers are needed from Friday, September 6 through Wednesday, September 11. Please note -

ADJOURNMENT

Item Attachment Documents:

- 1. Recommended Action:** Move to approve the June 11, 2019, regular meeting minutes as written.

**City Council Meeting
Tuesday, June 11, 2019**

Minutes

WORK SESSION

Convened at 6:30 pm

PRESENT

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

1. 2019-2024 6Year STIP
Bring information to next meeting.
2. Mayor Fournier would like to explore revenue raising options for the purpose of improving the road conditions across the City.
3. Mr. Kelly Wynn has provided his proposal for Septage Receiving and Biosolid Processing.
Kelly Wynn discussed with Mayor and Council
4. The Administration would like to propose the adoption of a set of procedures governing the preparation of the City Council Agenda. Recent events have shown the need for a set of written guidelines to ensure City Council agendas are developed in a fair and equitable manner with respect to the addition of agenda items that do not originate from within the City's organizational structure.

Short discussion held, Councilmember O'Callahan does not like this procedure and wishes to not follow up with this.

CALL TO ORDER

Convened at 7:30 pm by Mayor Fournier

PRESENT

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

AGENDA APPROVAL

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.
Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan,
Councilmember Lawton, Councilmember Davidson

APPROVAL OF MINUTES

5. Minutes from the May 28, 2019 Regular Meeting of the Tenino City Council

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac.
Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan,
Councilmember Lawton, Councilmember Davidson

CONSENT CALENDAR

6. Vouchers & EFT's for the period May 29, 2019 through June 11, 2019.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.
Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan,
Councilmember Lawton, Councilmember Davidson

7. Liquor and Cannabis License Applications/Renewals

New Applications:

Renewals:

EXECUTIVE SESSION

None

PRESENTATIONS

8. Mr. Paul Brewster, TRPC, will deliver a presentation regarding the Thurston Climate Mitigation Plan.

Paul Brewster provided a power point presentation regarding the Thurston Climate Mitigation Plan.

PUBLIC COMMENTS

None

PUBLIC HEARING

PROCLAMATIONS

None

OLD BUSINESS

9. City Attorney Hughes recommends the City Council make a declaration of Special Market Conditions concerning the period May 14 through May 24, 2019, relative to the purchase of Caboose X549. A declaration of Special Market Conditions is required to ratify the purchase of Caboose X549 and waive the normal bidding requirements as authorized by RCW 39.04.280

Recommended Action: Move to declare the existence of Special Market Conditions during the period from May 14, 2019 through May 24, 2019.

Motion made by Councilmember Watterson, Seconded by Councilmember Gotovac.
Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson

10. Mr. George Sharp will update the Council on the progress made to date by the Mayor's Creative District Task Force.

Mr. Sharp recommends the City amend Resolution 2018-01 to reflect a new Creative District Boundary and proposes an initial Creative District Budget; the Administration agrees to both.

Recommended action: Move to approve the change to the Creative District Boundary and the proposed Creative District Budget.

George Sharp discussed and went over the Creative District Boundary with Mayor and Council.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.
Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson

NEW BUSINESS

11. Eagle Scout Joseph Marco wishes to undertake a renovation of the wooden stairs along one of the trails within the Tenino City Park. He has developed a plan for the renovation and is currently raising funds in order to execute the project, if approved.

Eagle Scout Nicholas Robinson wishes to publish a map of Tenino City Park Trails and install distribution boxes for those maps at two locations within the Park where the maps would be available to all for free.

Life Scout Lester Robinson wishes to undertake the installation of stairs and railings along a certain portion of trail near the Quarry Pool. He has developed a plan for the installation of stairs and is currently raising funds in order to execute the project, if approved.

Recommended action: Move to approve the Trail Renovation Projects within the Tenino City Park as submitted by Eagle Scouts Joseph Marco and Nicholas Robinson, and as submitted by Life Scout Lester Robinson.

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

Councilmember Lawton, Councilmember Davidson

12. Chief Swain has received a request from the Seattle Police Department that the City of Tenino join forces with them as part of the Cimes Against Children Task Force.

The agreement has been reviewed by both the City Attorney and the Risk Management Services Agency and meets with their approval.

The Seattle Police Department has prepared the document intending that Chief Swain sign on behalf of the City.

Recommended Action: Move to authorize Chief Swain to enter the CACTF Interlocal Agreement on behalf of the City of Tenino.

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

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

RESOLUTIONS

None

ORDINANCES

None

REPORTS

13.
 - 1) Chamber of Commerce
 - 2) Economic Development Council (EDC)
 - 3) Experience Olympia & Beyond (VCB)
 - 4) Fire District
 - 5) Library
 - 6) Museum

No reports
14.
 - 1) Civil Service Commission
 - 2) Park Commission
 - 3) Planning Commission
 - 4) Facade Improvement Grant Review Committee
 - 5) Finance Committee
 - 6) Public Safety Committee

Civil Service Commission: Commissioner Lamb reported they should be having a meeting soon it depends on when Chair Jones calls it.

Facade Improvement Grant Review Committee: Councilmember Gotovac reported they approved applications for the Post Office and the Farmer's Market.

15. 1) Chief of Police

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

Chief of Police: Chief stated school is out for the summer on Monday. The reserve academy is doing good and business as usual.

Public Works: PW Director Cannon provided a written report.

Clerk/Treasurer: C/T Millard provided a written report.

Mayor: He attended the City Nation Conference in L.A., very informative with mostly networking and team building. Our pool has been hi-lighted in Seattle as a great one in the state.

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

- 2) Community Investment Partnership (CIP)
- 3) Solid Waste Advisory Board
- 4) TCOMM/911
- 5) Tenino School Board
- 6) Thurston Regional PLanning Council (TRPC)
- 7) South Thurston Economic Development Initiative (STEDI)
- 7) Transportation Policy Board

TCOMM: Councilmember Watterson reported they will be upgrading soon which will be costly to the City and they are thinking of increasing the sales tax to cover.

Tenino School Board: Councilmember Davidson reported they have a new principal from Tumwater. They are having more violence in the schools and are taking precautions for this. Over the summer the track will become red.

PUBLIC COMMENTS 2

Leslie Lamb 118 McArthur: Leslie would like to see the streets and sidewalks repaired. Lincoln Street is especially bad. He would also like the City to upgrade all the street corners to ADA capability.

ANNOUNCEMENTS

None

ADJOURNMENT

Adjourned at 8:53 pm.

Item Attachment Documents:

4. Mr. Keith Flewelling, Executive Director, and Ms. Wendy Hill, Deputy Director, TCOMM 911, will present information regarding Thurston County's new Emergency Management Communications System.

Thurston 911 Communications



TCOMM 911
POLICE | FIRE | MEDICAL
Your Emergency – Our Priority

<http://tcomm911.org/>

TCOMM 911 – Personnel

2019

61

FTEs

47

Public Safety
Telecommunicators

8

Operations
Supervisors

4

Information
Technology

2

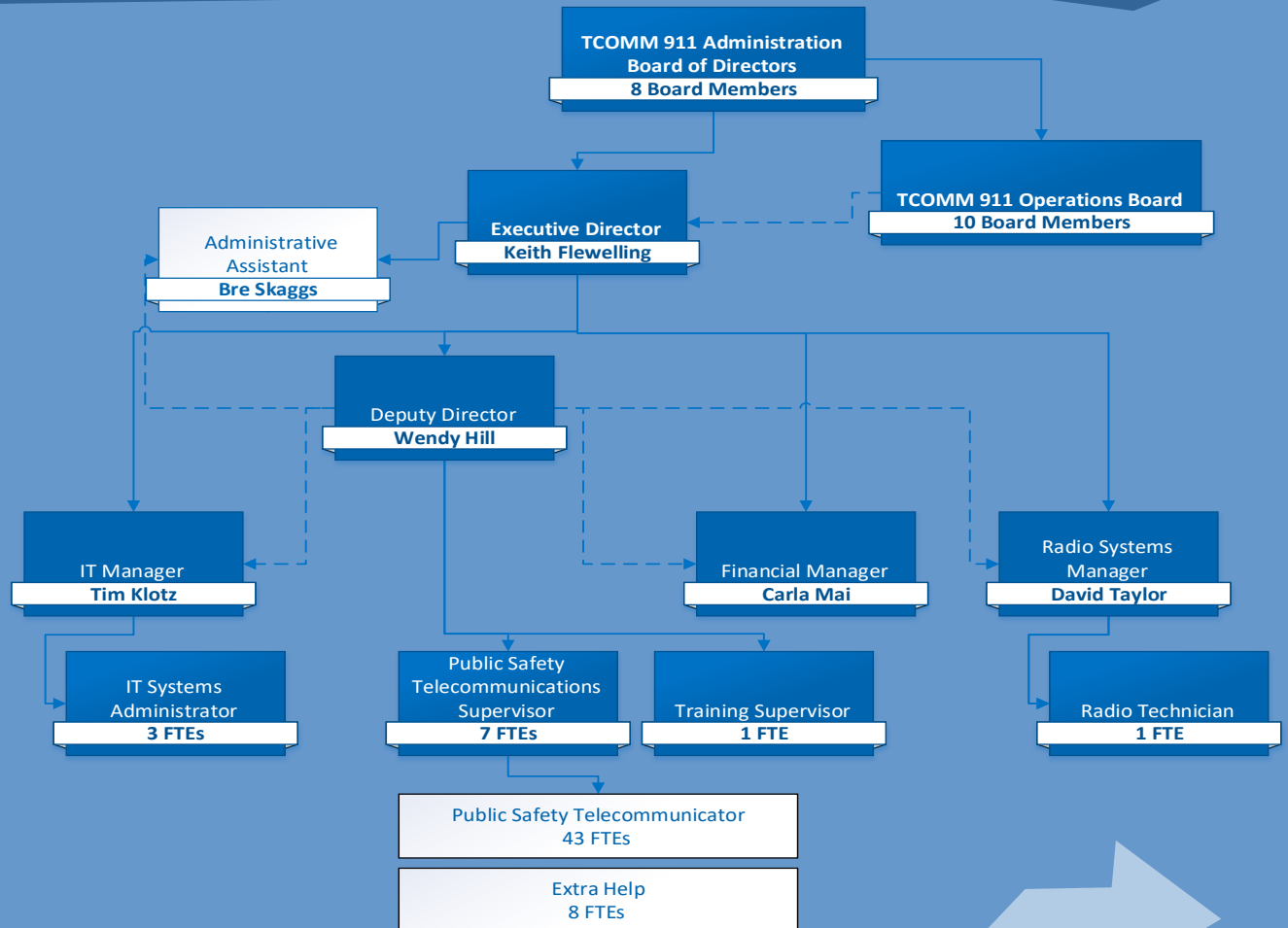
Radio Systems

4

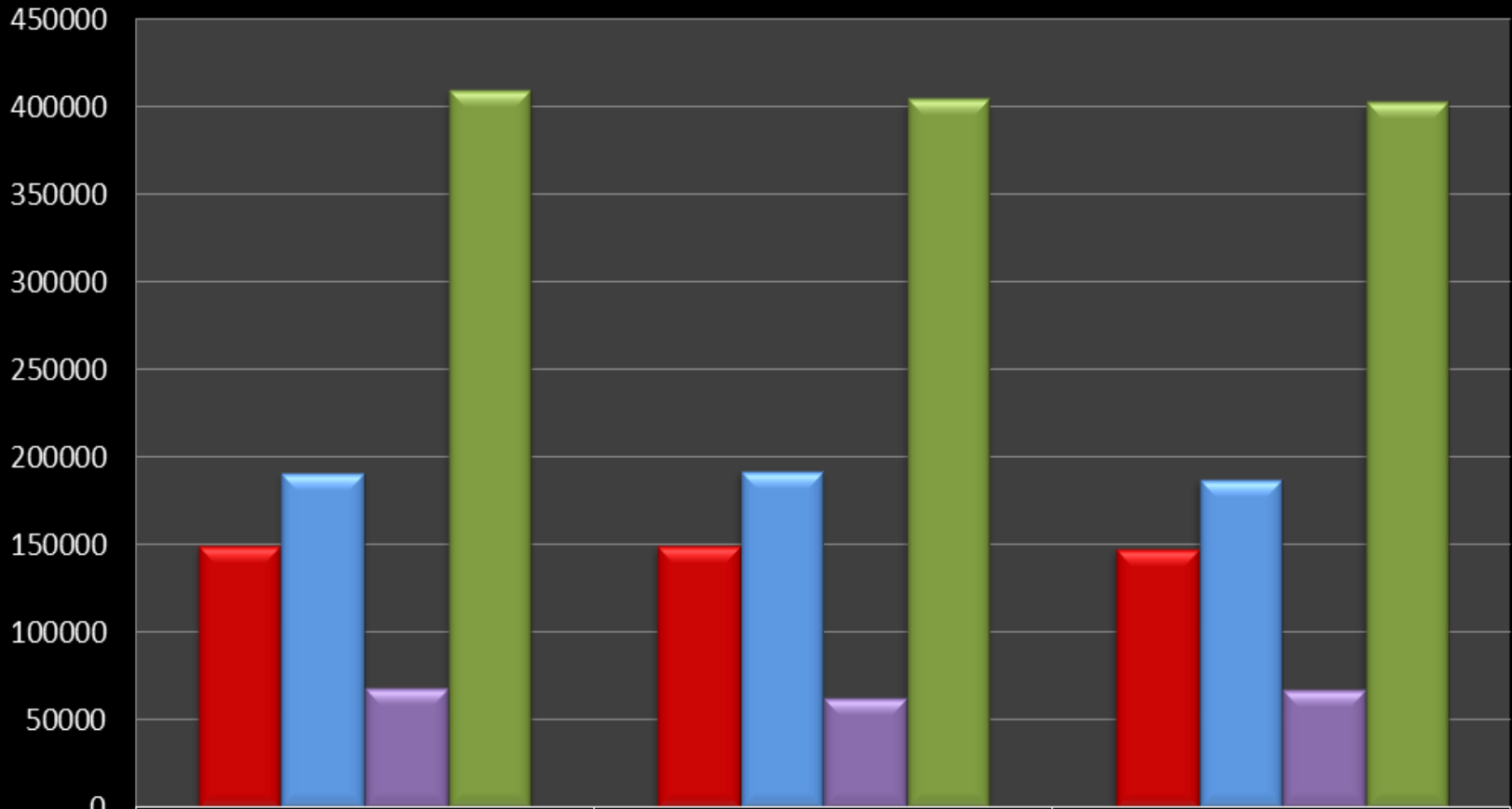
Administration

65

Employees

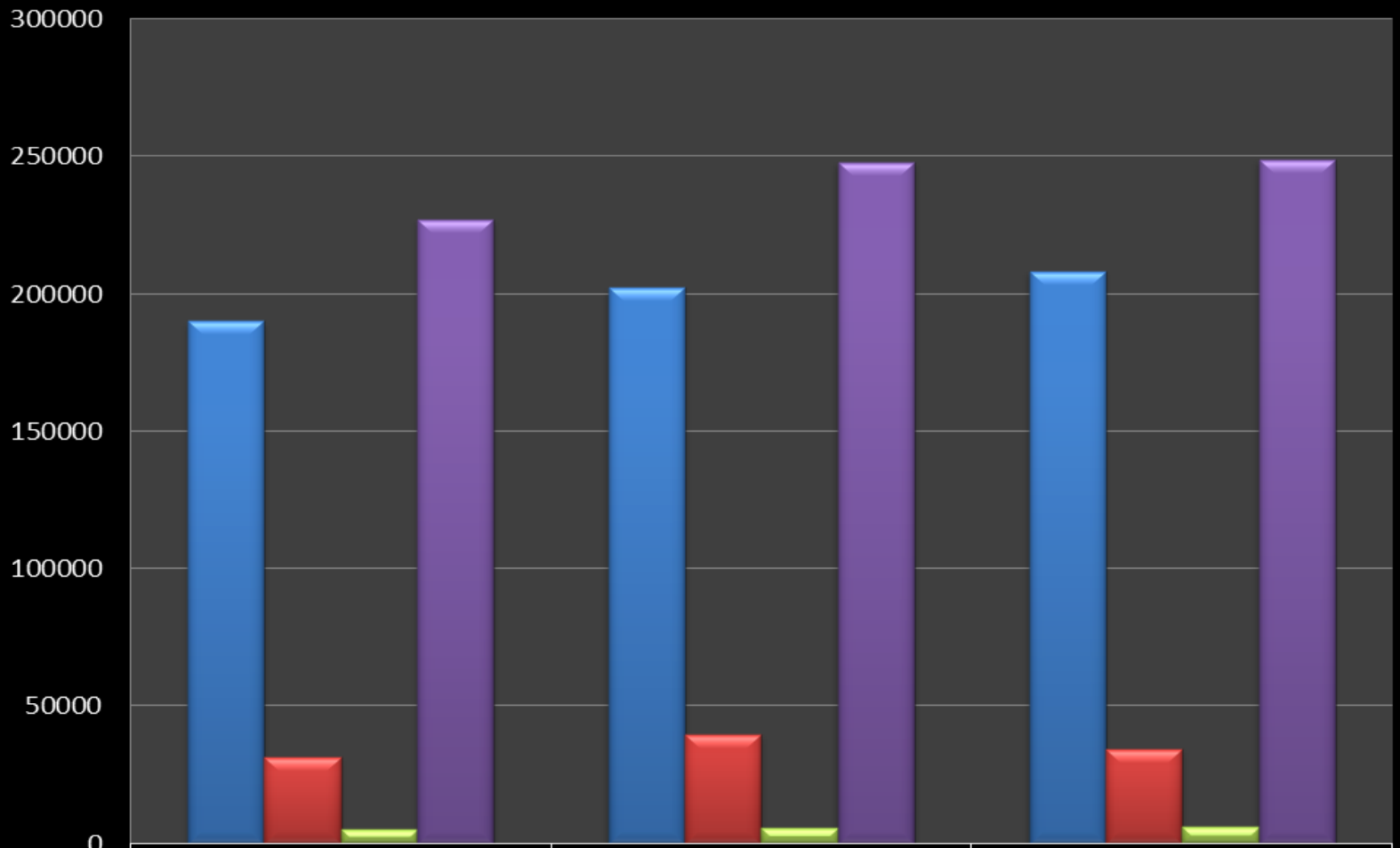


TCOMM 911 Telephone Activity by Type by Year



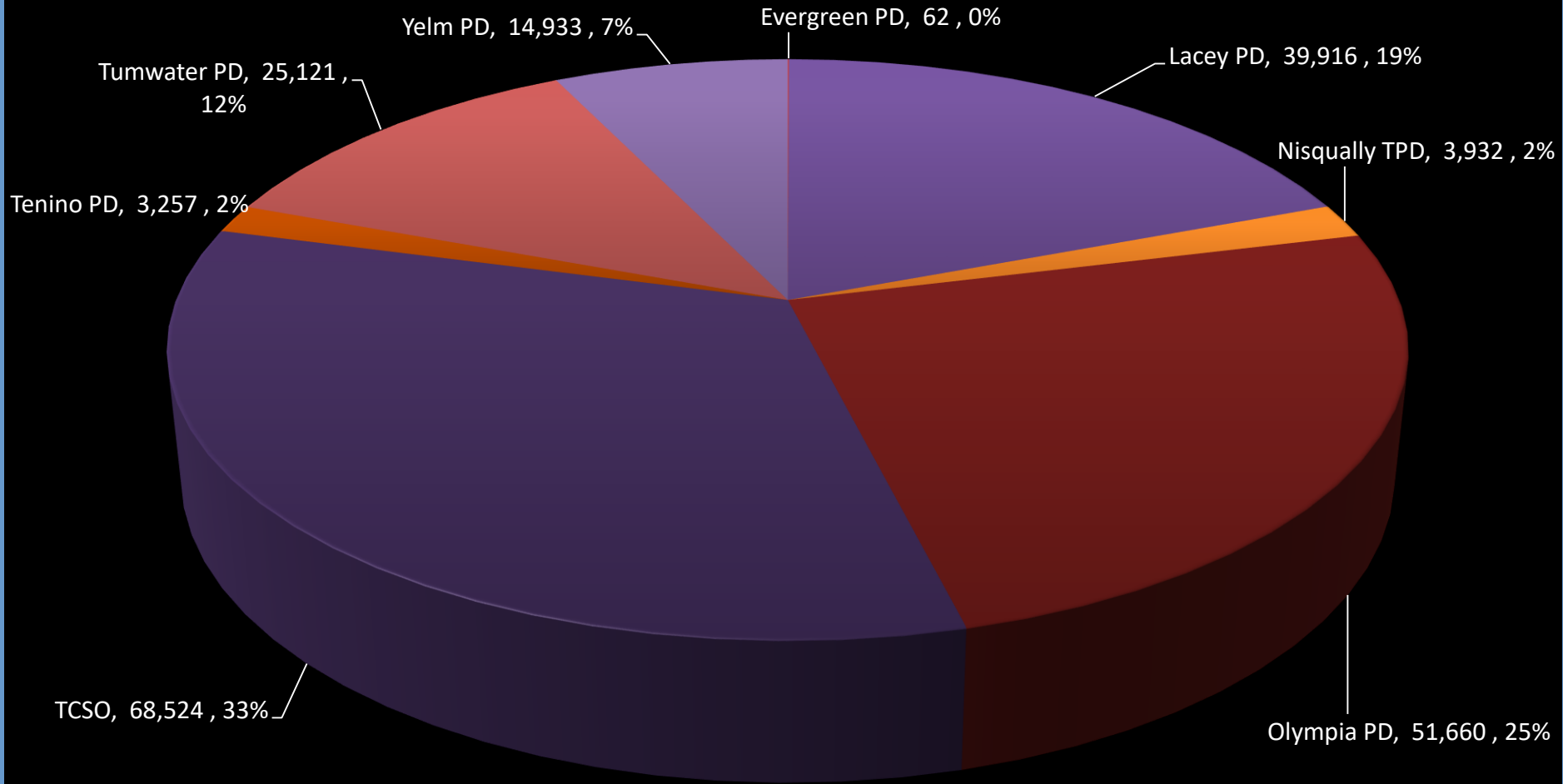
| | 2016 | 2017 | 2018 |
|--------------------|--------|--------|--------|
| 911 Inbound | 149846 | 149484 | 147524 |
| 10 - Digit Inbound | 191579 | 192433 | 187429 |
| Outbound | 68219 | 62544 | 67547 |
| Total | 409644 | 404461 | 402500 |

Dispatched Incidents by Discipline by Year

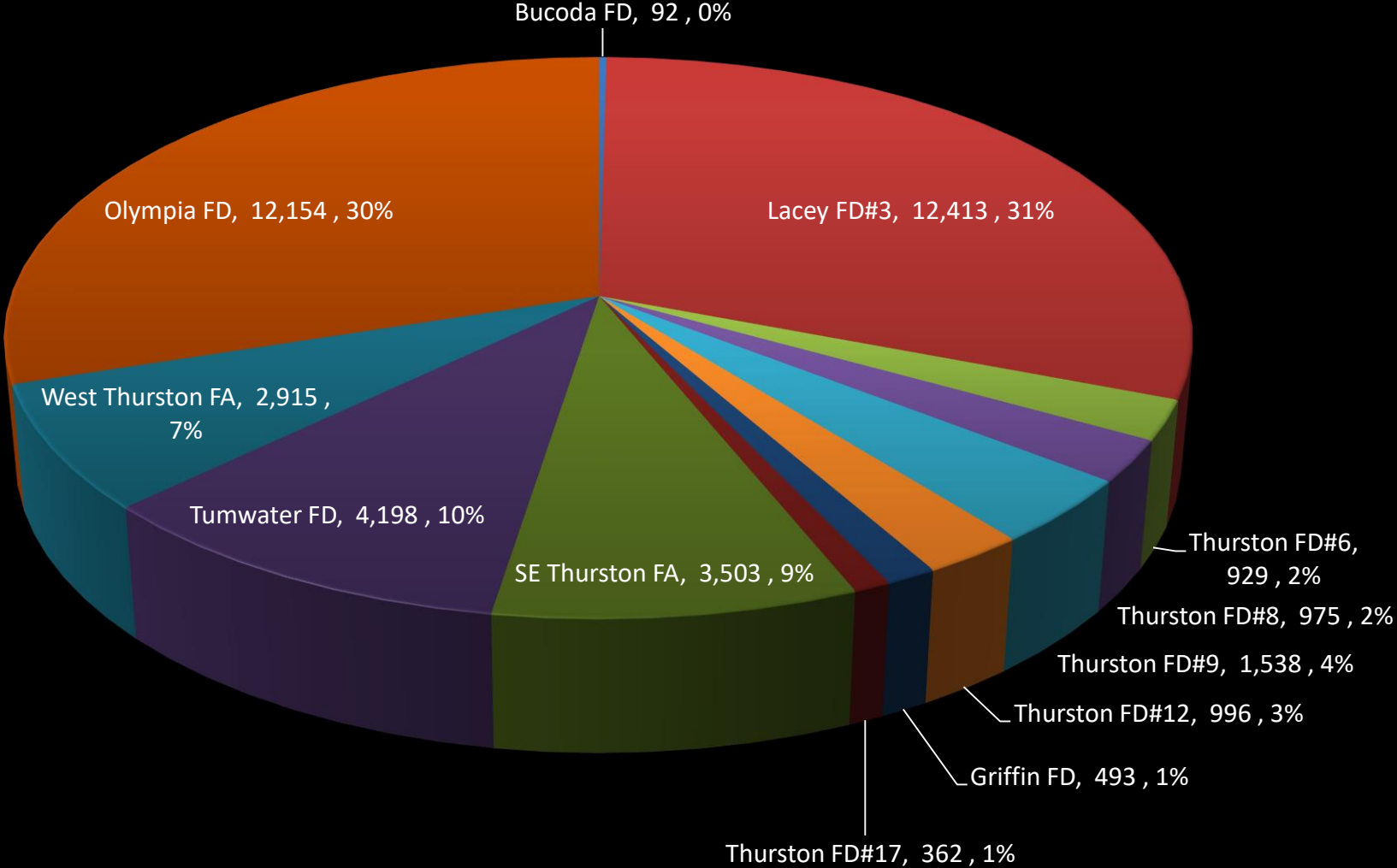


| | 2016 | 2017 | 2018 |
|------------------------|--------|--------|--------|
| Law Enforcement | 190270 | 202289 | 208420 |
| EMS | 31519 | 39767 | 34401 |
| Fire | 5393 | 5989 | 6179 |
| Total Dispatched Calls | 227182 | 248045 | 249000 |

2018 Law Enforcement Incidents by Agency

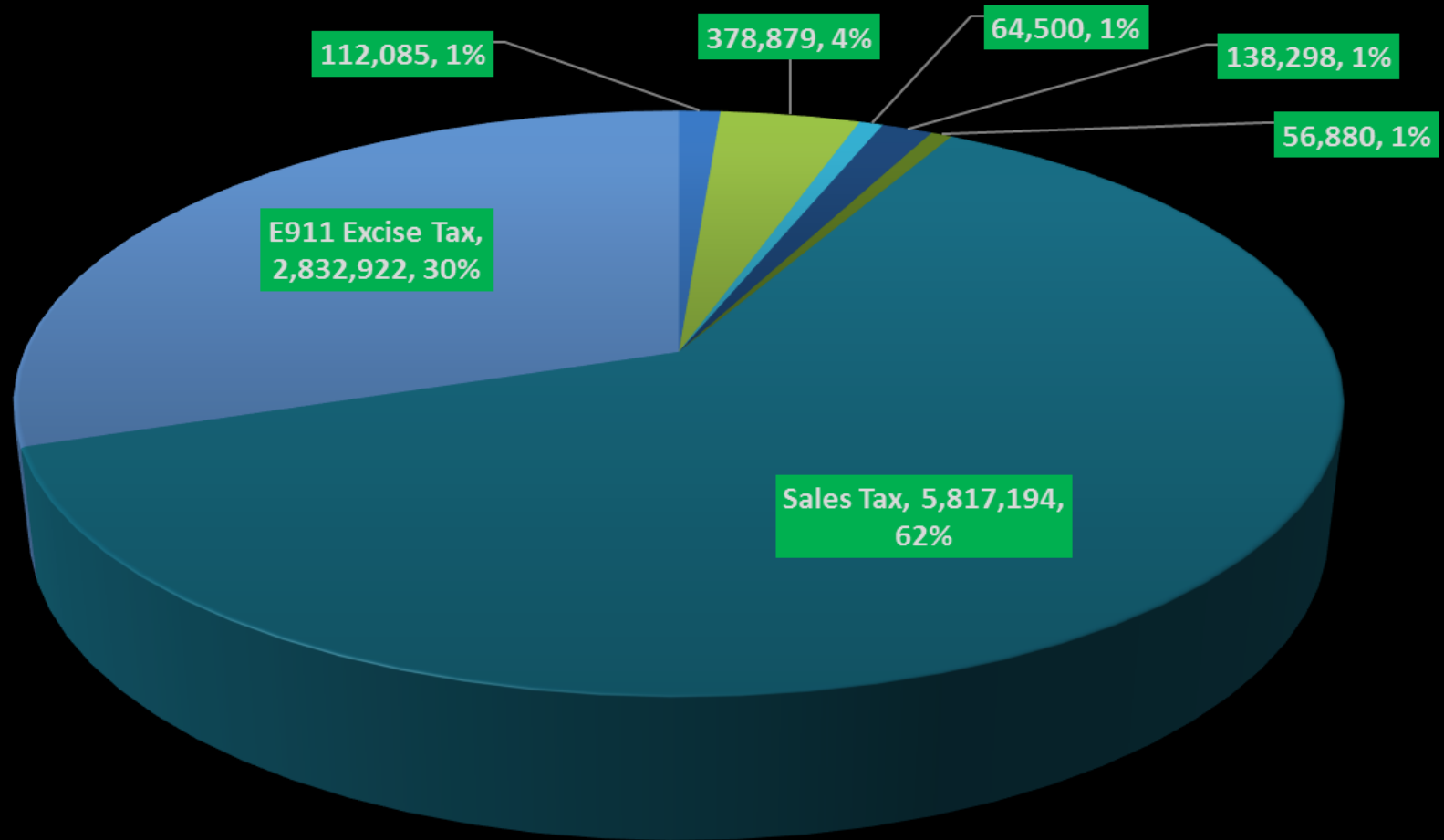


2018 Fire & EMS Incidents by Agency



TCOMM 911 – Funding

2019 TCOMM911 Revenue Budget

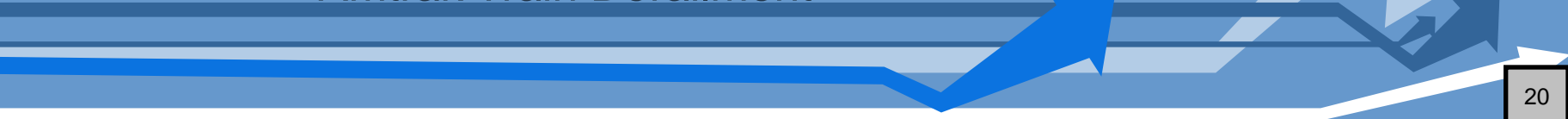


TCOMM 911 – Immediate Challenge



Replace Public Safety Radio System

Why?

- Current system over 40 years old (1978)
 - Lack of Coverage and Capacity
 - Two Major Components not Supported by Manufacturer
 - Digital System Interoperable with Pierce County and WSP
 - Amtrak Train Derailment
- 

TCOMM 911 – Immediate Challenge



Replace Public Safety Radio System

Plan:

Secure Funding

Partner with Washington State Patrol

Purchase from a Competitive Bid Contract

Implement within the Next Three Years

TCOMM 911 – Immediate Challenge

- Secure Funding -- ESSB 5272



TCOMM 911 – Immediate Challenge

- Secure Funding – Is Additional Funding Necessary?
2019 TCOMM911 Budget

Operating Revenue


| | |
|------------------------|---------------------|
| Sales Tax | \$ 5,817,194 |
| E911 Excise Tax | 2,832,922 |
| Communication Services | 378,879 |
| WA State E911 Funding | 64,500 |
| Rent/Leases | 112,085 |
| LERMS | 138,298 |
| Grants | 0 |
| Misc. | 56,880 |
| Total | \$ 9,400,758 |

Operating Expenditures

| | |
|------------------------|---------------------|
| Administration | \$ 881,506 |
| Information Technology | 561,869 |
| Radio Technology | 695,550 |
| Operations | 6,237,239 |
| LERMS | 134,557 |
| Grants | 0 |
| Total | \$ 8,510,721 |
| Difference | \$ 890,037 |


TCOMM 911 – Immediate Challenge



- Secure Funding
 - TCOMM911 Administration Board of Directors' Resolution – June 5, 2019
 - Affirmation of Current TCOMM911 IGA by All Member Agencies
 - Board of County Commissioners' Resolution – Scheduled for July 23, 2019
 - November 2019 Ballot Measure
 - January, 2020 Effective Date
- 

TCOMM 911 – Immediate Challenge



- Partner with WSP
 - Some savings on infrastructure costs
 - Would not result in loss of control
 - Will be managed separately
 - Resonated with legislators
 - Government efficiency and effectiveness
 - Fiscally responsible with public funds
 - Stand-alone system always an option in the future
- 

TCOMM 911 – Immediate Challenge



- Implement over the next three years
 - Install Communications Center consoles
 - Utilize existing sites where possible; co-locate when possible (WSP, Pierce County)
 - Add sites to increase coverage
 - Replace first responder radios
 - Acceptance Testing

TCOMM 911 – Other Services



Questions and Discussion

Item Attachment Documents:

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

Good evening Council and Mayor,

Sorry I'm not able to be there tonight my daughter has a fast pitch game in Montesano.

Council Report for 4-9-19

1. WWTP: During the month of March, the treatment plant continues to perform optimally, all testing parameters are well below permit levels.
Flows Influent total flow = 2.830 MG
Average daily flow = 0.091 MG
Max daily flow = 0.102 MG
Total gallons wasted=78,740 gallons
2. Collection system: PW changed out 10 sewer pumps for the month of March.
3. Water: The Water Quality Monitoring Schedule for 2019.(see attached form). PW is working on replacing meters and fixing leaking shut offs. PW has also installed the Yard Hydrant for the Farmers Market on Oly Street.
4. Park: PW has been working on the ball fields, Mowing the park, graded the old park road, graded parking at the QH, and put moss killer on the Tikner school roof.
5. Streets: PW picked up trash from City limit sign (Old Hwy 99 West) to Bucoda Hwy 27 bags of garbage. Landscaped around waterfall Bucoda Hwy(See Pictures).

Clerk/Treasurer Council Meeting Report June 25, 2019

Budget:

- **Current status is:**
 - Total revenues are 14.7% of projections (-.7%)
 - Total expenditures are 41.0% of projections (-2.5)
 - Target: 49.9%

 - General Fund revenues: 32.3% of projections
 - General Fund expenditures: 49% of projections
- **2017-2018 Audit scheduled for July/August**

- **Grants and Other Funding:**
 - **CDBG/Quarry Pool Renovation:** Awaiting Instructions from HUD
 - **RCSP Funds (\$56,193.50):** Interlocal is now fully in place.
 - **PoO Small Cities Grant**
 - Bicycle Kiosk construction in process
 - 50% of 2018 grant used to pay for plans; remaining 50% from 2018 and all of the 2019 grant will go toward construction (\$15,000)
 - RCSP funds will be used to fund remaining \$35,000
 - Any remaining RCSP funds will be used to repair sidewalks identified by Public Works (~\$20,000)
 - **2019 CDBG Grant:**
 - Quarry House Reno Plan Approved by The County ~\$361,000.00
 - **Capital Budget Line Items**
 - \$504,700.00 for City Hall Reno

- **SW WA Agriculture & Innovation Park**
 - Department of Commerce still working on grant administration issues
 - G&O preparing SOW for contract administration
 - EDC capital budget request approved for \$1.5 million (first building)
- **Wide Area Network**
 - Have identified two potential IT Service Providers
 - Brightwire Networks – Proposal being developed
 - HP Enterprises – Proposal being developed

Item Attachment Documents:

10. 1) Bucoda/Tenino Healthy Action Team (BTHAT)
 - 2) Community Investment Partnership (CIP)
 - 3) Solid Waste Advisory Board
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 - 7) Transportation Policy Board

Transportation Policy Board After Meeting Summary

June 12, 2019

Links & Updated Meeting Packet:

<https://www.trpc.org/Calendar.aspx?EID=354&month=6&year=2019&day=12&calType=0> - Click on the agenda item to link to any PowerPoint presentation

| AGENDA ITEM | MEMBER/STAFF |
|--|---|
| 1. Introductions, Announcements & Updates | Andy Ryder, Chair |
| Self Introductions. | |
| 2. Approval of Agenda | Andy Ryder, Chair |
| ACTION: Agenda approved. | |
| 3. Approval of Meeting Notes | Andy Ryder, Chair |
| ACTION: May 8, 2019 meeting notes approved. | |
| 4. Public Comment Period | Andy Ryder, Chair |
| No public comment. | |
| 5. Regional Transportation Improvement Program (RTIP) | Veena Tabbutt |
| ACTION: The TPB recommends amending the 2019-2022 Regional Transportation Improvement Program (RTIP) to add new language to Appendix D on performance measures. | |
| Veena provided information about this new requirement regarding performance measures. | |
| 6. I-5 System Partnership (Links to PowerPoint at top of this After Meeting Summary) | Marc Daily Robin Mayhew, WSDOT Mike Todd, Council Member, City of Mill Creek |
| ACTION: The TPB will provide a letter of support for a WSDOT Better Utilizing Investments to Leverage Development (BUILD) federal grant application to continue the work of the I-5 System Partnership. | |
| Robin Mayhew provided an overview and next steps for this WSDOT I-5 Partnership. Participants Marc Daily and Mill Creek Council Member Mike Todd also added information about their experience in this effort. Because funding was not provided in the state transportation budget, Robin requested support for their application for continued funding. | |
| Joint Meeting of TRPC, TPB, and TAC – Autonomous Vehicle Conversation (Links to PowerPoint at top of this After Meeting Summary) | Marc Daily Ted Baily, Daniela Bremmer, and Kyle Miller - WSDOT |
| WSDOT's Ted Bailey – Cooperative Automated Transportation Program Manager and his Cooperative Automated Transportation (CAT) team – provided background information and asked the question: What can we do today to prepare for the current deployments of Connected, Automated, Electric and Shared Vehicles? | |
| Council and Board members and TAC will likely continue these discussions at future meetings. | |
| | |

| | | |
|----------------------|--|---|
| NEXT MEETING: | July 10 7:00 – 8:30 am | Thurston Regional Planning Council Office (the usual place) 2424 Heritage Court SW Olympia, WA |
| | | |
| | August No Meeting | |
| | September 11 TPB Retreat ~8:30 – 4:00 | Location to be determined |
| | | |

TPB Staff Coordinator: Karen Parkhurst
parkhuk@trpc.org
360.741.2522 (direct)
360.956.7575 (main)

TRPC Staff Contact Information: www.trpc.org/contact
Website: www.trpc.org