

City of Tenino

149 Hodgen Street South
Tenino, WA 98589

City Council Meeting
Tuesday, September 10, 2019 at 7:30 PM

Agenda

WORK SESSION

1. Mayor Fournier will administer the Oath of Office to the City's newest Police Officer, Robert Thornburg.
2. Ms. Jennie Foglia-Jones, Communications, Marketing, and Outreach Manager for the Port of Olympia, will present "Foreign Trade Zones 101," a primer to introduce the zone, some of the top uses/benefits of the zone, and basic information regarding "our" zone (boundaries, process timelines, current users, etc.)
3. Now that the last carved panel has been emplaced, we can truly say that construction on the Veteran's Memorial and Wall is complete and the Administration would like to discuss a Ribbon Cutting Ceremony commemorating the event.
4. Now that the YTT Extension Feasibility Study Report has been accepted, the Administration would like to discuss the possibility of a Joint Statement between Bucoda and the City (and perhaps the TRPC) for submission to the Board of County Commissioners in hopes of having the County prioritize the construction of one or more "geographic reaches" to extend the YTT both south toward Bucoda, and west toward Grand Mound.
5. The process of claiming reimbursement for what the City has been calling the "Bicycle Kiosk," it was identified that the word "kiosk" implies a covered structure, and so the Administration would like to have a discussion related to officially naming the facility and an appropriate commemoration.
6. With this document, Thurston County is saying that:
 1. Because the proposed amendments are not associated with a specific development proposal, they are being reviewed as a Non-project Action.
 2. The lead agency for this proposal has determined that it does not have a probable significant adverse impact upon the environment. Therefore, an Environmental Impact Statement is not required.

The Public Comment period for this proposal will end on September 16, 2019. Any appeals must be filed by September 23, 2019.

This notice is also being provided to the Tenino Planning Commission.

7. Having attended a mediation session that did not result in an agreement, Councilmember Gotovac wishes to discuss additional options for resolving the ongoing conflict with the Timberland Regional Library.
8. Ideas for raising revenues in support of Transportation initiatives.

The MRSC has recently published an information page regarding sales taxes, some of which may be used to raise revenues for transportation projects: <http://mrsc.org/Home/Explore-Topics/Finance/Revenues/Sales-and-Use-Taxes.aspx>

CALL TO ORDER

AGENDA APPROVAL

APPROVAL OF MINUTES

- [9.](#) Minutes of the August 27, 2019 Regular City Council Meeting.

Recommended Action: Move to approve the minutes of the August 27, 2019 regular meeting of the Tenino City Council as presented.

CONSENT CALENDAR

10. Vouchers #28515 through #28559 in the amount of \$59,109.37 and EFT's in the amount of \$58,656.73 for a total amount of \$117,766.10.

Recommended action: Move to approve vouchers #28515 through #28559 in the amount of \$59,109.37 and EFT's in the amount of \$58,656.73 for a total amount of \$117,766.10.

- [11.](#) Liquor and Cannabis Board License Applications: Tenino Farmer's Market Special Event

Renewals: Tenino Eagles

Recommended action: Move to approve the Special Event License on behalf of the Tenino Farmer's Market and the renewal of the License for the Tenino Eagles.

EXECUTIVE SESSION

PRESENTATIONS

12. Mr. Chris Hallett, on behalf of Edward Jones Investments, will present the Council with a donation in the amount of \$727.27 for the purpose of providing a "park bench" for installation along Olympia Street South in support of the Tenino Farmer's Market.

PUBLIC COMMENTS

PUBLIC HEARING

13. At the request of TCOMM 9-1-1, the City Council desires to adopt Resolution 2019-07 in support of **Thurston County Proposition #1, a proposition authorizing the County to impose an additional 1/10th of one percent sales and use tax to increase the emergency communications sales/use tax from 1/10th of one percent to 2/10th of one percent.**

PROCLAMATIONS

OLD BUSINESS

14. Gibbs & Olson has provided a proposed Scope of Work to perform the architectural assessment of the Quarry House as the first step toward renovation.

Recommended action: Move to authorize Mayor Fournier signing the Scope of Work for the Architectural Assessment of the Quarry House.

NEW BUSINESS

15. The Clerk of the Municipal Court broke a foot and must stay completely off of it for the next few weeks and will have work restrictions after that time. While this will not cause an economic hardship for the employee, it puts the City in a tremendous bind because City Hall has lost 1/3 of it's workforce (in addition to the Court Clerk functions, this employee also performs Accounts Receivable/Accounts Payable and numerous other miscellaneous functions.) This would not normally be a problem; however, as the City is currently undergoing an audit, the Clerk/Treasurer is unable to back-stop the injured employee. Therefore, the Administration is requesting funding for a Temporary Employee for a term of four weeks in order to keep Accounts Receivable and Accounts Payable current, as well as to back-stop the two full-time employees as required.

Recommended action: Move to authorize the hiring of a temporary employee for a period of four weeks and in an amount not to exceed \$4500.00.

RESOLUTIONS

16. At the request of TCOMM 9-1-1, the City Council desires to adopt Resolution 2019-07 in support of **Thurston County Proposition #1, a proposition authorizing the County to impose an additional 1/10th of one percent sales and use tax to increase the emergency communicaitons sales/use tax from 1/10th of one percent to 2/10th of one percent.**

ORDINANCES

REPORTS

17. 1) Chamber of Commerce

- 2) Economic Development Council (EDC)
 - 3) Experience Olympia & Beyond (VCB)
 - 4) Fire District
 - 5) Library
 - 6) Museum
18. 1) Civil Service Commission
- 2) Park Commission
 - 3) Planning Commission
 - 4) Facade Improvement Grant Review Committee
 - 5) Finance Committee
 - 6) Public Safety Committee
19. 1) Chief of Police
- 2) Director of Public Works
 - 3) City Planner / Building Official
 - 4) City Attorney
 - 5) Clerk/Treasurer
 - 6) Mayor
20. 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

ADJOURNMENT


2.

Item Attachment Documents:

2. Ms. Jennie Foglia-Jones, Communications, Marketing, and Outreach Manager for the Port of Olympia, will present "Foreign Trade Zones 101," a primer to introduce the zone, some of the top uses/benefits of the zone, and basic information regarding "our" zone (boundaries, process timelines, current users, etc.)

FOREIGN TRADE ZONE 101



September 10, 2019
Jennie Foglia-Jones
Communications, Marketing &
Outreach Manager 

Presentation Overview

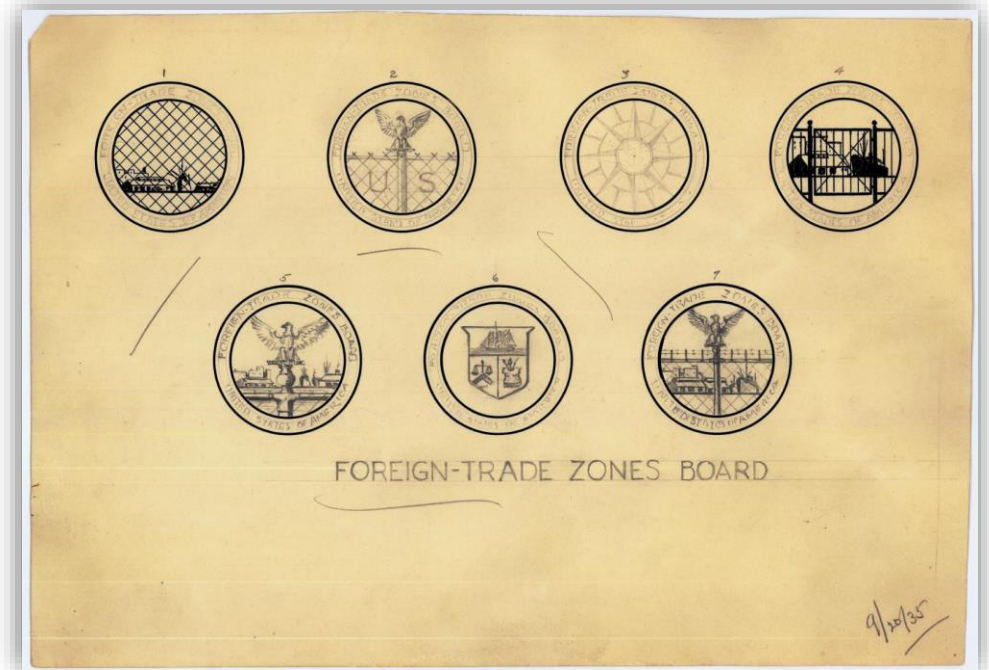
- What is a Foreign-Trade Zone (FTZ)?
- Why were they Established?
- Community Benefits
- FTZ Advantages
- About FTZ #216
- Zone Structure

What is an FTZ?

- A program created by the Federal Government in the 1930's that is thriving today.
- Its purpose is to facilitate trade and increase the global competitiveness of U.S.-based companies.
- A secure area located in or near a Port of entry considered out side of U.S. commerce.

Why were FTZs established?

- To encourage and expedite U.S. participation in international trade
- Create a level playing field – Create US Jobs
- Stronger economy
- Retention of technology



Community Benefits

- Direct and Indirect Jobs
- Attract New Business
- Improve Infrastructure
- Expanded Tax Base



Source FTZ List: <http://ia.ita.doc.gov/ftzpage/letters/ftzlist-map.html>

The map is not to scale. The purpose is to show the approximate location and number of Foreign Trade Zones in each state. Foreign Trade Zones are considered foreign soil. As such, they do not contribute to the local economy in terms of property taxes – and it's not known how income earned in an FTZ is treated for tax purposes.

FTZ Advantages

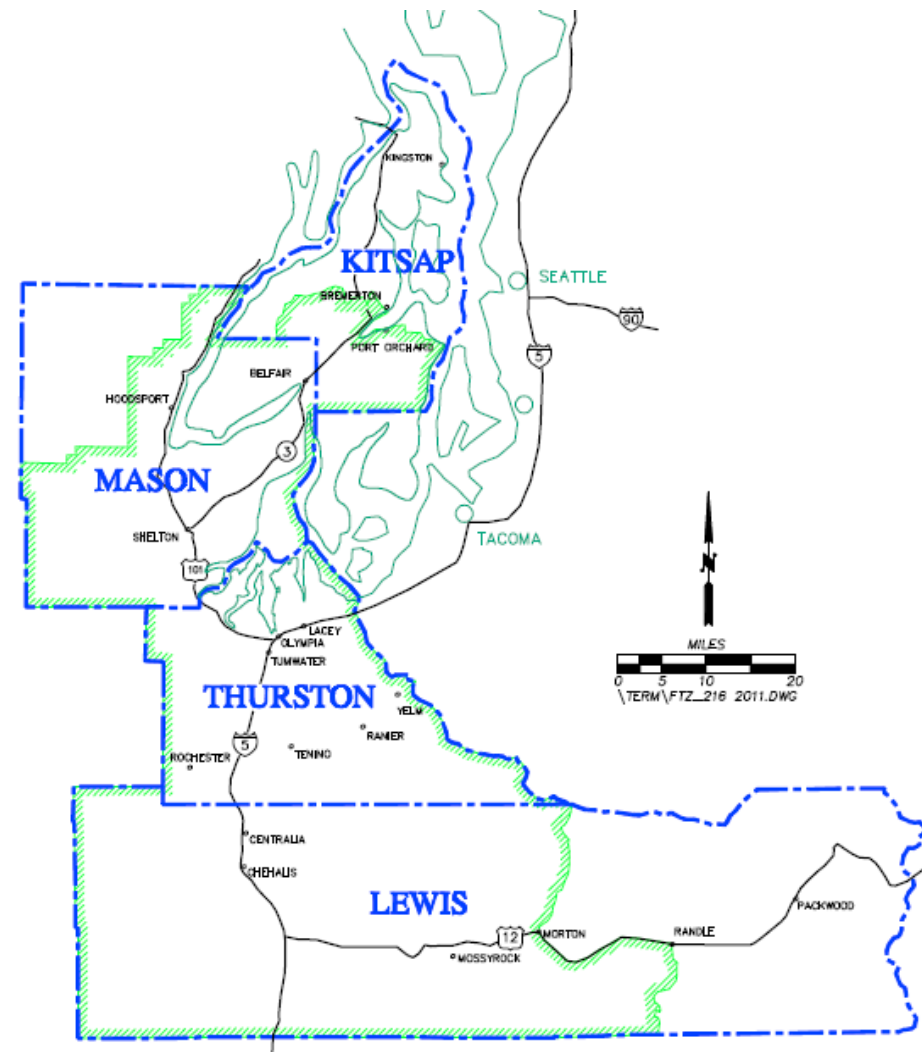
10 Ways to Save

1. Eliminate Duty
2. Inverted Duty Tariff
3. Re-Export
4. Savings on Duty for Product Damage, Defect, Waste and Scrap
5. Duty Savings on Value Added Cost of Goods
6. Duty Deferral – Storage of parts
7. Quality Control
8. Operational Efficiencies – Direct Delivery
9. Administrative Savings – Weekly Entry
10. Savings on Merchandise – Processing Fee

Where is FTZ #216?

- 9 Designated Jurisdictions
 - A: Port of Olympia/Tumwater
 - B: City of Lacey
 - C: City of Yelm
 - D: Port of Centralia
 - E: Chehalis (City & Port)
 - F: Port of Shelton
 - G: Port of Bremerton

- 4-County Area



FTZ #216 Zone Structure

- Alternative Site Framework
- Benefits to Alternative Site Framework
 - Expanded Boundaries
 - Faster Activations
 - Simplified Manufacturing Permit Process

FTZ #216 Users

- Bordeaux Wine Locators - Tumwater
- Darigold - Chehalis
- IP Callison – Lacey & Chehalis
- Michaels - Centralia



Questions?

6.

Item Attachment Documents:

6. With this document, Thurston County is saying that:
 1. Because the proposed amendments are not associated with a specific development proposal, they are being reviewed as a Non-project Action.
 2. The lead agency for this proposal has determined that it does not have a probable significant adverse impact upon the environment. Therefore, an Environmental Impact Statement is not required.

The Public Comment period for this proposal will end on September 16, 2019. Any appeals must be filed by September 23, 2019.

This notice is also being provided to the Tenino Planning Commission.



6.

COUNTY COMMISSIONERS

John Hutchings
District One
Gary Edwards
District Two
Tye Menser
District Three

**COMMUNITY PLANNING &
ECONOMIC DEVELOPMENT DEPARTMENT**

Creating Solutions for Our Future

Joshua Cummings, Director

SEPA DETERMINATION OF NONSIGNIFICANCE (DNS)

Comprehensive Plan Periodic Update

Date of Issuance
August 30, 2019

Comment Deadline
September 16, 2019 (14 days)

**Proponent/
Lead Agency**

Thurston County Community Planning and Economic Development Department
2000 Lakeridge Drive SW, Building #1
Olympia, WA 98502
Contact: Kaitlynn Nelson, (360) 867-2087

Description of Proposal

This is an update to the 2019-2040 Thurston County Comprehensive Plan that includes changes to Chapters 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, appendices, and associated map updates.

For further information please see Thurston County's Comprehensive Plan Update web page at:

<https://www.thurstoncountywa.gov/planning/Pages/comp-plan-update.aspx>

Because the proposed code amendments are not associated with a specific development proposal, they are being reviewed as a **Non-project Action**, in accordance with the requirements of the State Environmental Policy Act (SEPA). All specific proposals will be required to apply for project specific permits and meet all current regulations at the time of application.

Project No.

2019102519

Location of Proposal

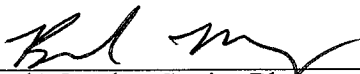
Thurston County, countywide

**Threshold
Determination**

The lead agency for this proposal has determined that it does not have a probable significant adverse impact upon the environment. An Environmental Impact Statement is not required under RCW 43.21C.030(2)(c). This decision was made after review by the Lead Agency of a completed Environmental Checklist and other information on file with the Lead Agency. This information is available to the public at <https://www.thurstoncountywa.gov/planning/Pages/comp-plan-public-hearing.aspx> or upon request.

Appeal Deadline September 23, 2019 (7 days from the end of the comment period)

Responsible Official Joshua Cummings, Director



Brad Murphy, Senior Planner

This Determination of Nonsignificance (DNS) is issued under WAC 197-11-340. The lead agency will not act on this proposal for 14 days from the date of issue or until the appeal period has passed, if applicable. No permits may be issued, and the applicant shall not begin work until after the comment and any appeal periods have expired and any other necessary permits are issued. If conditions are added, deleted, or modified during the 14 day review period, a modified DNS will be issued. Otherwise, this DNS will become final after the expiration of the comment deadline and appeal period, if applicable.

Appeals

Threshold determinations may be appealed pursuant to TCC 17.09.160 if: (1) a written notice of appeal, meeting the requirements of TCC 17.09.160(D), and the appropriate appeal fee is received by the Thurston County Community Planning and Economic Development Department within seven (7) calendar days of the last day of the comment period on the threshold determination and; (2) the person filing the appeal is an aggrieved party and submitted written comments prior to the comment deadline, per the requirements of TCC 17.09.160(B).

NOTE: The issuance of this Determination of Nonsignificance does not constitute project approval. The applicant must comply with all applicable requirements of Thurston County Departments and/or the Hearing Examiner prior to receiving permits.

- cc: Department of Ecology
- Thurston Co Roads & Transportation Service
- Roads Development Review
- Washington Department of Transportation
- City of Tenino
- City of Yelm
- Holly Gilbert, TRPC
- City of Tumwater
- Port of Olympia
- Squaxin Island Tribe
- Nisqually Tribe
- The Olympian
- US Army Corp of Engineers
- John Hutchings, County Commissioner
- Tye Menser, County Commissioner
- Thurston Co Environmental Health Dept
- Department of Fish & Wildlife
- Washington Dept of Commerce
- Town of Rainier
- Town of Bucoda
- City of Lacey
- Christina Chaput, Senior Planner
- City of Olympia
- Chehalis Tribe
- Thurston Co Water and Waste Management
- Brad Murphy, Senior Planner
- Ramiro Chavez, County Manager
- Olympic Region Clean Air Agency
- Gary Edwards, County Commissioners

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals:

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (part D). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [\[HELP\]](#)

1. Name of proposed project, if applicable:

Thurston County Comprehensive Plan Periodic Update, 2019

2. Name of applicant:

6.

Thurston County

3. Address and phone number of applicant and contact person:

**Kaitlynn Nelson
Associate Planner
Thurston County
2000 Lakeridge Drive SW, Olympia, WA
360-867-2087**

4. Date checklist prepared:

June 4, 2019

5. Agency requesting checklist:

**Thurston County Community, Planning, and Economic Development Department –
Proponent & Lead Agency**

6. Proposed timing or schedule (including phasing, if applicable):

The Planning Commission Hearing date is scheduled for July 10, 2019 and plan for adoption by the Board of County Commissioners is by late 2020.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

Amendments are made to the Comprehensive Plan annually, but the plan is periodically reviewed and updated every 8 years. The next update cycle is meant to be completed by 2024. The plan is meant to guide for 20 year periods (till 2040). The plan is implemented through the Development Code which is regularly updated to reflect the Comprehensive Plan, and is not limited to the timelines previously mentioned. Other plans not addressed at this time include those like the Joint City/County Plans and the subarea plans. Each of these actions will be subject to independent SEPA review and threshold determinations.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

- **Final EIS, Thurston County Comprehensive Plan (1994), and supplements.**
- **Critical Areas Ordinance (2012)**

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

None

10. List any government approvals or permits that will be needed for your proposal, if known.

Approval by the Board of County Commissioners, Adoption through Ordinance and Resolution, after a recommendation from the Planning Commission. The Washington

Department of Commerce coordinates state agency review during a required 60 day review period.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

Thurston County is updating the Comprehensive Plan to guide planning till 2040. The 2019 update includes updates to Chapters 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, appendices, and associated map updates. Chapter 11, Health, is being reviewed on a separate track. The Shoreline Master Program is being updated concurrently, but under a separate SEPA review.

More specifically, changes include minor formatting, phrasing, and updating data; updates to maps (inventory, clarification, error corrections); a new zoning designation (Major Educational Institution) to implement an existing land use designation in Chapter 2; new goals and policies within Chapters 3 (Natural Resources), 8 (Economic Development) and 10 (Archaeological & Historic Resources); and provided new language in Chapter 9 (Environment) on climate change, natural hazards, and water availability.

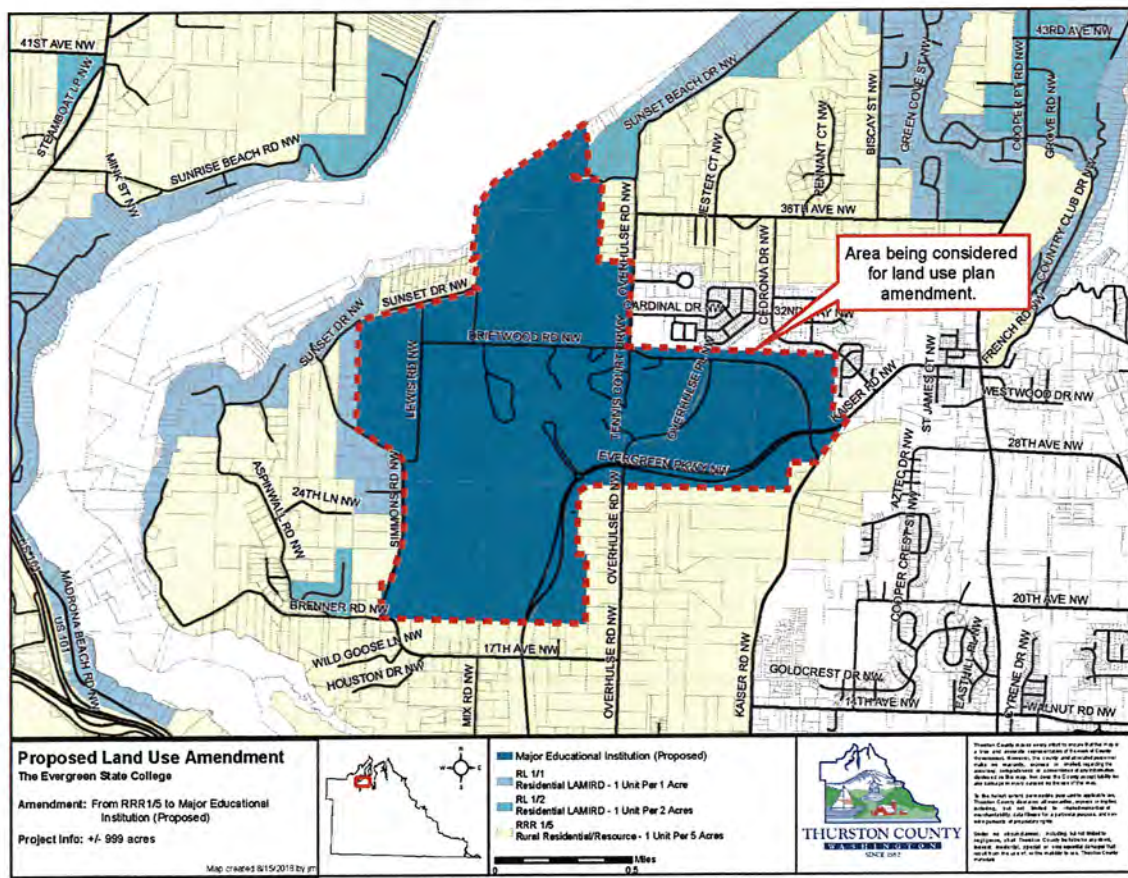
Additionally, Thurston County is proposing a land use amendment for The Evergreen State College (applicant). The proposal requires amendments to the existing Institutional land use category within Chapter 2 of the Thurston County Comprehensive Plan, and would amend the Future Land Use Map in the Thurston County Comprehensive Plan. The proposal creates a new Institutional zoning district in the Thurston County Zoning Ordinance (Title 20) - Major Educational Institution (MEI) - and rezone the property from RRR 1/5 to that new zoning district. The proposal also includes amendments to associated sections (TCC 20.54, 20.03, 20.37).

The Evergreen State College site is located in rural Thurston County, to the northwest of the Olympia Urban Growth Area. The proposed new zoning designation, Major Educational Institution, applies to roughly ±999 acres across three parcels (12806410100, 12806410000, and 12807221100), which contain The Evergreen State College campus. The zoning considerations previously included several options for things like building height, setbacks, and minimum acreage. The current proposal includes some of the more protective restrictions, including a minimum of 40 acres, compared to a minimum of 20 acres for other uses; a reduction of building height within 150' of a residential use or residential zoned property; and a building setback of 80' on side setbacks abutting residential uses and 100' for rear setbacks.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

Thurston County is situated at the southern end of Puget Sound. This includes land forms varying from coastal lowlands in the north county, to cascade foothills in the southeast. Generally, the county is a region of prairies and rolling lowlands, broken by minor hills and a few peaks which rise to elevations of about 2,600 feet. There are over 90 miles of Puget Sound coastline, three major river basins, and over 100 lakes and ponds in Thurston County. The county contains a total area of 737 square miles, or 471,713 acres. Approximately 688 square miles (440,545 acres), or 93 percent of the total area, lies in unincorporated Thurston County. The remaining seven percent is divided among the seven incorporated cities and towns of Olympia, Lacey, Tumwater, Bucoda, Rainier, Tenino, and Yelm.

The Major Educational Institution Zoning Designation proposal is located at 2700 Evergreen Pkwy NW, Olympia, WA 98505, in the Northwest corner of Thurston County.



B. Environmental Elements [HELP]

As a nonproject action, this section has been excluded from consideration, and there is instead a Supplemental Sheet for Nonproject Actions (Part D).

1. Earth [help]

- a. General description of the site: (circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____
- N/A

6.

Varies throughout the county

b. What is the steepest slope on the site (approximate percent slope)?

N/A

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

N/A

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

N/A

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

N/A

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

N/A

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

N/A

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

N/A

2. Air [\[help\]](#)

a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

N/A

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. **N/A**

c. Proposed measures to reduce or control emissions or other impacts to air, if any:

N/A

3. Water [\[help\]](#)

a. Surface Water: [\[help\]](#)

6.

1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

N/A

2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

N/A

3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

N/A

4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

N/A

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

N/A

6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

N/A

b. Ground Water: [\[help\]](#)

1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

N/A

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

N/A

c. Water runoff (including stormwater):

6.

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

N/A

2) Could waste materials enter ground or surface waters? If so, generally describe.

N/A

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

N/A

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any: N/A

4. **Plants** [\[help\]](#)

a. Check the types of vegetation found on the site: N/A

- deciduous tree: alder, maple, aspen, other
- evergreen tree: fir, cedar, pine, other
- shrubs
- grass
- pasture
- crop or grain
- Orchards, vineyards or other permanent crops.
- wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- water plants: water lily, eelgrass, milfoil, other
- other types of vegetation

b. What kind and amount of vegetation will be removed or altered? N/A

c. List threatened and endangered species known to be on or near the site. N/A

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: N/A

e. List all noxious weeds and invasive species known to be on or near the site. N/A

5. **Animals** [\[help\]](#)

6.

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. N/A

Examples include:

- birds: hawk, heron, eagle, songbirds, other:
- mammals: deer, bear, elk, beaver, other:
- fish: bass, salmon, trout, herring, shellfish, other _____

b. List any threatened and endangered species known to be on or near the site. N/A

c. Is the site part of a migration route? If so, explain.

d. Proposed measures to preserve or enhance wildlife, if any: N/A

e. List any invasive animal species known to be on or near the site. N/A

6. Energy and Natural Resources [help]

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

N/A

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.

N/A

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

N/A

7. Environmental Health [help]

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.

1) Describe any known or possible contamination at the site from present or past uses.

N/A

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

N/A

6.

3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.

N/A

4) Describe special emergency services that might be required.

N/A

5) Proposed measures to reduce or control environmental health hazards, if any:

N/A

b. Noise

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? N/A

2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. N/A

3) Proposed measures to reduce or control noise impacts, if any: N/A

8. Land and Shoreline Use [\[help\]](#)

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. N/A

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? N/A

1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: N/A

c. Describe any structures on the site. N/A

d. Will any structures be demolished? If so, what? N/A

e. What is the current zoning classification of the site? N/A

f. What is the current comprehensive plan designation of the site? N/A

6.

- g. If applicable, what is the current shoreline master program designation of the site? N/A
- h. Has any part of the site been classified as a critical area by the city or county? If so, specify.
N/A
- i. Approximately how many people would reside or work in the completed project? N/A
- j. Approximately how many people would the completed project displace?
N/A
- k. Proposed measures to avoid or reduce displacement impacts, if any:
N/A
- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:
N/A
- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:
N/A

9. Housing [\[help\]](#)

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.
N/A
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.
N/A
- c. Proposed measures to reduce or control housing impacts, if any:
N/A

10. Aesthetics [\[help\]](#)

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?
N/A
- b. What views in the immediate vicinity would be altered or obstructed?
N/A
- c. Proposed measures to reduce or control aesthetic impacts, if any:
N/A

11. Light and Glare [\[help\]](#)

6.

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? N/A

- b. Could light or glare from the finished project be a safety hazard or interfere with views?
N/A

- c. What existing off-site sources of light or glare may affect your proposal?
N/A

- d. Proposed measures to reduce or control light and glare impacts, if any:
N/A

12. Recreation [\[help\]](#)

- a. What designated and informal recreational opportunities are in the immediate vicinity?
N/A

- b. Would the proposed project displace any existing recreational uses? If so, describe.
N/A

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:
N/A

13. Historic and cultural preservation [\[help\]](#)

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.
N/A

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.
N/A

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.
N/A

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.
N/A

14. Transportation [\[help\]](#)

a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.

N/A

b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

N/A

c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?

N/A

d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).

N/A

e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

N/A

f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?

N/A

g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

N/A

h. Proposed measures to reduce or control transportation impacts, if any:

N/A

15. Public Services [\[help\]](#)

a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.

N/A

b. Proposed measures to reduce or control direct impacts on public services, if any.

N/A

16. Utilities [\[help\]](#)

a. Circle utilities currently available at the site:

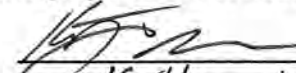
6.

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system,
other _____ N/A

- d. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. N/A

C. Signature [HELP]

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: 
 Name of signer: Karlynn Nelson
 Position and Agency/Organization: Associate Planner, Thurston County
 Date Submitted: June 4th, 2019

D. Supplemental sheet for nonproject actions [HELP]

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

- 1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

The new goals and policies provided for Chapter 8, Economic Development, support business development and protection of valuable industries that may have negative environmental impacts. This includes things like protecting processing uses for agriculture and forestry; the formation of an Economic Development District and Maker Spaces; encouraging agritourism and support of the Bountiful Byway; and consideration of expanding Commercial Zones.

These goals and policies could lead to codes or programs that increase traffic, construction, and manufacturing/industrial uses. This increased development could cause things like emissions to air and production of hazardous substances or noise. Future development proposals will be subject to SEPA requirements individually and would include a development permit review of any proposed impacts.

Proposed measures to avoid or reduce such increases are:

Best Management Practices (BMPs) are necessary for construction and handling of hazardous materials; transportation improvements are updated with the Capital Improvement Program; and plans are necessary for uses like forestry and agriculture. Permits are required and County Code must be followed. Public process is a requirement for proposals like expanding zoning areas. A SEPA determination may be required for project actions and further nonproject actions not covered in this checklist.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

In directly, development planned for in the Comprehensive Plan would allow development that may remove or alter plants and vegetation, disturb soils and add stormwater runoff through increased impervious surfaces and impact habitat and animals through land clearing, infrastructure and building construction. Agriculture and Forestry is supported through the Comprehensive Plan, which may convert land for applicable agricultural uses and forestry practices which will require harvesting of trees. New language on water availability supports the creation of watershed plans, with the intention of improving fish habitat. Future nonproject plans and development proposals will be subject to SEPA requirements and would include a development permit review of any proposed impacts.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

The current Thurston County code includes, plans, policies and regulations to protect and preserve habitat including the critical area ordinance and shoreline master program. Individual forestry practices projects are required to have a plan, as well as obtain a permit from the county or the Department of Natural Resources. Construction activities must obtain a permit through the County, and codes are in place to review for critical areas and species.

3. How would the proposal be likely to deplete energy or natural resources?

No part of the proposal has been identified to deplete energy. Natural resources may include mining, forestry, and agriculture, which is supported by the Comprehensive Plan, and in turn could impact natural resource inventory.

Proposed measures to protect or conserve energy and natural resources are:

Development plans are required through state and county codes to harvest natural resources through sustainable harvesting practices.

- 4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

The proposal has included new language in Chapter 9, Environment, to reference additional information, policies, and action plans on climate change, natural hazards, and water availability. The goals of these policies and action plans are to improve environmentally sensitive areas through a compound of projects that would directly impact environmentally sensitive areas. Future nonproject plans and development proposals will be subject to SEPA requirements and would include a development permit review of any proposed impacts.

Proposed measures to protect such resources or to avoid or reduce impacts are:

Best Management Practices (BMPs), Thurston County Critical Areas Ordinance, the Shoreline Master Plan, Title 14 Building and Construction code and other development permit requirements.

- 5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?
No part of the proposal has been identified to significantly affect land and shoreline use, and does not appear to be incompatible with existing plans.

Proposed measures to avoid or reduce shoreline and land use impacts are:

Best Management Practices (BMPs), the Critical Areas Ordinance, the Shoreline Master Plan, and other development permit requirements.

- 6. How would the proposal be likely to increase demands on transportation or public services and utilities?

Thurston County is projected to increase in population by 40% between 2018 and 2040. Most county roads maintain an acceptable level of services through the planning period which is supported by planned expanded transit services and bike and pedestrian trails networks. As mentioned previously, the proposal provides new language on supporting economic development. These uses could increase transportation needs to focused areas. Additionally, there would be an increased demand for water, stormwater facilities, telecommunications, solid waste, fire protection, law enforcement, schools, and court services with the increased population. Development proposals are reviewed for their

water and stormwater impacts. School districts, fire districts and authorities and utility districts, are responsible for preparing capital plans to ensure sufficient operations.

Proposed measures to reduce or respond to such demand(s) are:

Implementing the Comprehensive Plan, Transportation Plan, and the Capital Improvement Plan, as well as completing the ongoing Water Availability planning in conjunction with other municipalities, would allow for Thurston County to accommodate new growth and provide established levels of service for the necessary facilities. Chapter 2, Land Use, includes an update to the County growth projections and planning for a larger population could involve increasing capacity for transportation or public services and utilities. Demands for these facilities are planned for in the Capital Facilities Element of the Comprehensive Plan over the planning period.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

None - The proposed changes were developed within local, state, and federal laws for the protection of the environment. All future development would also be required to meet all local, state and federal regulations as they apply.

9.

Item Attachment Documents:

9. Minutes of the August 27, 2019 Regular City Council Meeting.

Recommended Action: Move to approve the minutes of the August 27, 2019 regular meeting of the Tenino City Council as presented.

**City Council Meeting
Tuesday, August 27, 2019**

Minutes

WORK SESSION

Mayor Fournier convened the work session at 6:30 pm.

PRESENT

- Councilmember Linda Gotovac
- Councilmember John O'Callahan
- Councilmember Jason Lawton
- Councilmember Rachel Davidson

ABSENT

Councilmember Dave Watterson

1. At a recent meeting of the RMSA Operating Committee, the Administration learned that the City is at risk of a potential lawsuit brought by a member of a protected class against which the City would have to defend itself if that protected class member felt disenfranchised at the results of an election.

RMSA recommends each member city conduct the research necessary to determine if their voting structure should be changed.

C/T Millard picked this issue up at the most recent meeting of the RMSA Operating Committee and Attorney Hughes thought it would be a good idea to inform the Council of the issues in order they might consider redistricting.

2. The Administration has prepared an assessment of the two proposals received for Managed Network Services and wishes to discuss the issue in hopes of gaining a decision during the Business Meeting.

C/T Millard discussed the merits of the two proposals received to provide Managed Network Services.

3. Chief Swain wishes to engage the Council in a discussion regarding the need for a new Police Vehicle.

Chief Swain presented council with his request to purchase a new Police Vehicle.

He also delivered his Chief's Report, including a run-down on the upcoming Citizen's Academy, which John Stines will oversee.

4. Proposed Resolution 2019-06 would adopt the Final YTT Extension Feasibility Study Report for use by the Tenino Planning Commission when they begin work on the next Comprehensive Plan update.

The Thurston Regional Planning Council desires the City of Tenino (and the Town of Bucoda) to adopt the Final YTT Extension Feasibility Study Report.

Mayor Fournier adjourned the Work Session at 7:15 pm

CALL TO ORDER

Mayor Fournier convened the Business Session at 7:30 pm.

PRESENT

- Councilmember Linda Gotovac
- Councilmember John O'Callahan
- Councilmember Jason Lawton
- Councilmember Rachel Davidson

ABSENT

- Councilmember Dave Watterson

AGENDA APPROVAL

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

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

Motion passes.

APPROVAL OF MINUTES

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

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

Motion passes.

- 5. Minutes of the August 13, 2019 Regular City Council Meeting.

Recommended Action: Move to approve the minutes of the August 13, 2019 regular meeting of the Tenino City Council as presented.

CONSENT CALENDAR

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

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

Motion passes.

- 6. Payroll EFT's and checks #28492 through #28496 in the amount of \$47,978.35 and Claims Checks #28497 through #28516 in the amount of \$31,285.04, for a grand total of \$79,263.39
- 7. Liquor and Cannabis Licenses.
 New Applications: None
 Renewals: None
- 8. Councilmember Watterson asks to be excused for medical reasons.

EXECUTIVE SESSION

None.

PRESENTATIONS

- 9. The new Director of the Center for Business & Innovation at the Thurston Economic Development Council, Ms. Kaylee Purcell, will introduce herself and give an overview of The Center's purpose and operation.

Ms. Purcell introduced herself and then briefly explained each of the programs she is responsible for, explained which of her staff members would be available to help new/potential business owners, and invited the Council to contact her if she can be of service to the City.

PUBLIC COMMENTS

None.

PUBLIC HEARING

- 10. Tenino Municipal Code 2.36.020 provides that "Members may be removed after public hearing by the mayor, with the approval of the council, for inefficiency, neglect of duty, or malfeasance in office."

During the August 21, 2019 regular meeting of the Tenino Planning Commission, a motion was made to remove Commissioner Forest as she has not attended a meeting, nor has the City been able to communicate with her, for the past few months. The motion was seconded and then received the unanimous approval of the Commissioners present.

Recommended action: That Mayor Fournier direct, and Council approve, the removal of Commissioner Forest for neglect of duty.

Mayor Fournier opened the floor for Public Comment at 7:41 pm.

After reading the Public Hearing Procedure, Mayor Fournier asked for any comments from the audience. With no response from the audience, the Mayor then opened the floor to Council. With no comments, the Public Hearing was closed at 7:43 pm and Mayor Fournier asked for a vote.

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

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

Motion passes.

PROCLAMATIONS

None.

OLD BUSINESS

- 11. Based on a comparison of the two MNS proposals, the Administration recommends Right!Systems.

Recommended action: Move to approve Mayor Fournier entering into a three-year service agreement with Right!Systems.

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

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

Motion passes.

- 12. Gibbs & Olson have provided a proposed Scope of Work for the extension of the City's sewer and water services to the Ag Park property. City Attorney Hughes has reviewed this document and asked that we verify the assumptions used in the document (which we have done...no issues) and ensure the Engineer's assistance includes contract management (it does).

Recommended action: Move to authorize Mayor Fournier to execute the Scope of Work for the extension of City utility services to the Ag Park Property.

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

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

Motion passes.

NEW BUSINESS

- 13. Chief Swain has identified the need for a new Police Vehicle to take the place of the current cruiser used by the Chief.

Recommended action: Move to approve the purchase of a new Police Vehicle in an amount not to exceed \$18,000.00 from Municipal Capital Improvement funds.

Motion to authorize the purchase not to exceed \$20,717.00 made by Councilmember O'Callahan, Seconded by Councilmember Lawton.

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

Motion passes.

RESOLUTIONS

- 14. Proposed Resolution 2019-06 would adopt the Final YTT Extension Feasibility Study Report for use by the Tenino Planning Commission when they begin work on the next Comprehensive Plan update.

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

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

Motion passes.

Mayor Fournier wishes to carry this action forward to the September 10 regular meeting in order to investigate alternatives for consideration by the Board of County Commissioners for the implementation of the study results.

ORDINANCES

- 15. Ordinance 905 would amend TMC Chapter 8.09 (Fireworks) to reduce the number of days during which fireworks may legally be discharged within the City Limits.

Recommended action: Move to accept as the second reading and to adopt Ordinance 905 as presented.

Councilmember O'Callahan voiced his displeasure with this Ordinance because he believes it is the result of emotion, and not reason. He has had no complaints regarding fireworks and believes this Ordinance is the result of personal opinion, not public opinion.

Councilmember Davidson commented that her experience is that the public does wish a shorter period for fireworks displays.

Councilmember Lawton agrees with Councilmember Davidson.

Motion made by Councilmember Gotovac, Seconded by Councilmember Lawton.

Voting Yea: Councilmember Gotovac, Councilmember Lawton, Councilmember Davidson

Voting Nay: Councilmember O'Callahan

Motion passes.

REPORTS

- 16. 1) Chamber of Commerce.

Councilmember Gotovac informed the Council of the Chamber Meeting including a presentation by Tenino Reserve Police Officer (and Lewis County Prosecutor) Jonathan Meyers.

- 2) Economic Development Council (EDC)

- 3) Experience Olympia & Beyond (VCB)

- 4) Fire District
- 5) Library
- 6) Museum

17. 1) Civil Service Commission

- 2) Park Commission
- 3) Planning Commission
- 4) Facade Improvement Grant Review Committee

FIGR meeting this coming Thursday morning. Up for discussion is the subject of proposed signage.

- 5) Finance Committee
- 6) Public Safety Committee

18. 1) Chief of Police

Chief Swain gave an oral report during the Work Session.

- 2) Director of Public Works

Mayor Fournier read the report submitted by the Director Cannon

- 3) City Planner / Building Official
- 4) City Attorney
- 5) Clerk/Treasurer

C/T Millard summarized his written report.

- 6) Mayor

Mayor Fournier had nothing to add in the way of reporting, but took the opportunity to highlight the new run of wooden money by the Museum and gave a commemorative Wooden Money mug away to Mr. Dan Fischer, who knew the answer to the question "When was the original run of Wooden Money printed?" (1931)

19. 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)

9.

7) South Thurston Economic Development Initiative (STEDI)

7) Transportation Policy Board

PUBLIC COMMENTS 2

None.

ANNOUNCEMENTS

Councilmember O’Callahan announced the most recent run of Tenino Wooden Money has been completed and a presentation of a full set was made to the Board of County Commissioners. The Tenino Depot Museum has a set, the State of Washington has a set, and now Thurston County has a set.

ADJOURNMENT

Mayor Fournier adjourned the meeting at 8:23 pm.

11.

Item Attachment Documents:

11. Liquor and Cannabis Board License Applications: Tenino Farmer's Market Special Event

Renewals: Tenino Eagles

Recommended action: Move to approve the Special Event License on behalf of the Tenino Farmer's Market and the renewal of the License for the Tenino Eagles.

11.

URGENT

WASHINGTON STATE LIQUOR AND CANNABIS BOARD - LICENSE SERVICES
3000 Pacific Ave SE - P O Box 43075
Olympia WA 98504-3075 FAX:360-753-2710
specialoccasions@lcb.wa.gov Fax: 360-753-2710

TO: MAYOR OF TENINO

SEPTEMBER 5TH 2019

SPECIAL OCCASION #: 090381

TENINO FARMERS MARKET
SUSSEX ST
TENINO, WA 98589

DATE: SEPTEMBER 22ND 2019

TIME: 5 PM TO 8 PM

PLACE: THE VAULT - 225 SUSSEX AVE - TENINO

CONTACT: BRIDGET FOSSE (DOB: 7.12.68) 701-552-3032

SPECIAL OCCASION LICENSES

- * Licenses to sell beer on a specified date for consumption at a specific place.
- * License to sell wine on a specific date for consumption at a specific place.
- * Beer/Wine/Spirits in unopened bottle or package in limited quantity for off premise consumption.
- * Spirituous liquor by the individual glass for consumption at a specific place.

If return of this notice is not received in this office within 20 days from the above date, we will assume you have no objections to the issuance of the license. If additional time is required please advise.

- | | | |
|--|-----------------|----------------|
| 1. Do you approve of applicant? | YES <u> </u> | NO <u> </u> |
| 2. Do you approve of location? | YES <u> </u> | NO <u> </u> |
| 3. If you disapprove and the Board contemplates issuing a license, do you want a hearing before final action is taken? | YES <u> </u> | NO <u> </u> |

<u>OPTIONAL CHECK LIST</u>	<u>EXPLANATION</u>	YES <u> </u>	NO <u> </u>
LAW ENFORCEMENT	_____	YES <u> </u>	NO <u> </u>
HEALTH & SANITATION	_____	YES <u> </u>	NO <u> </u>
FIRE, BUILDING, ZONING	_____	YES <u> </u>	NO <u> </u>
OTHER:	_____	YES <u> </u>	NO <u> </u>

If you have indicated disapproval of the applicant, location or both, please submit a statement of all facts upon which such objections are based.

DATE SIGNATURE OF MAYOR, CITY MANAGER, COUNTY COMMISSIONERS OR DESIGNEE

*** LESS THAN 20 DAYS! PLEASE EMAIL SPECIALOCCASIONS@LCB.WA.GOV ***

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 09/06/2019

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF TENINO
(BY ZIP CODE) FOR EXPIRATION DATE OF 20191231

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. FRATERNAL ORDER OF EAGLES TENINO AERIE NO. 564	FRATERNAL ORDER OF EAGLES TENINO AERIE 564 349 SUSSEX ST TENINO WA 98589 0000	357548	PRIVATE CLUB - SPIRITS/BEER/WINE

Item Attachment Documents:

13. At the request of TCOMM 9-1-1, the City Council desires to adopt Resolution 2019-07 in support of **Thurston County Proposition #1, a proposition authorizing the County to impose an additional 1/10th of one percent sales and use tax to increase the emergency communications sales/use tax from 1/10th of one percent to 2/10th of one percent.**

(Sign in sheet should have listing of audience members who wish to participate)

PUBLIC HEARING PROCEDURE

The public hearing is for public input and discussion of **Thurston County Ballot Proposition #1, a proposition authorizing the County to impose an additional 1/10th of one percent sales and use tax to increase the emergency communications sales/use tax from 1/10th of one percent to 2/10ths of one percent**). This public hearing will proceed in an orderly fashion and I would like to ask your cooperation in the following procedure:

Everyone present will be given an opportunity to be heard. The clerk will be recording what is said. Therefore, when you address the Council, please, begin by stating your name and address.

Before hearing from the audience, I am going to introduce **Mr. John Millard, the City's Clerk/Treasurer** to present information about this project.

(presentation)

At this time, the floor is open for comments from the audience. In fairness to all in attendance, each person will be given an opportunity to address the Council for an initial period not to exceed three minutes. If more time is needed, it will be made available after everyone has had a chance to speak. I am requesting the Council members to hold their questions of the public until everyone is done.

(Public gives testimony)

Are there any in the audience who would like to add additional, non-repetitive, information? Council members, do you have any questions of the audience or staff?

The public testimony of this hearing is now closed.

RESOLUTION 2019-07

**A RESOLUTION OF THE CITY OF TENINO, WASHINGTON
IN SUPPORT OF THURSTON COUNTY EMERGENCY COMMUNICATION
SYSTEMS AND FACILITIES PROPOSITION NO.1 – SALES AND USE TAX**

WHEREAS, Thurston County Emergency Communication Systems and Facilities Proposition No. 1 Sales and Use Tax, ("Proposition 1") will be presented to the voters at the general election to be held on November 5, 2019; and

WHEREAS, Thurston 911 Communications (TCOMM 911), a 501(c)(3) organization, is a countywide enhanced 911 answering point and dispatch center for all law enforcement, fire services, and Medic One departments; and

WHEREAS, TCOMM 911 provides a state-of-the-art 24/7 x 365 operation, answering both 911 and 10digit emergency calls as well as texts from the public and dispatching an appropriate level of response based on protocols provided by and agreed to by law enforcement, fire services, and Medic One; and

WHEREAS, Thurston County, the cities of Lacey, Olympia, Rainier, Tenino, Tumwater, Yelm; the town of Bucoda; SE Thurston Regional Fire Authority, West Thurston Regional Fire Authority and the Thurston County Fire Protection District Nos. 3, 6, 8, 9, 12, 13, and 17 contract with TCOMM 911 for emergency communication services; and

WHEREAS, the Thurston County Public Safety Radio system operated by TCOMM 911 has reached its end of useful life and needs to be replaced; and

WHEREAS, 2019 legislative action modified RCW 82.14.420 by increasing the limitations of emergency communications sales/use tax from 1/10th of one percent to 2/10th of one percent, effective July 28, 2019; and

WHEREAS, the TCOMM 911 Administration Board of Directors adopted Resolution No. 2019-11 requesting the Thurston County Board of County Commissioners to place a measure on the November 2019 ballot to increase the emergency communications sales and use tax to 2/10th of one percent; and

WHEREAS, the Thurston County Board of County Commissioners adopted Ordinance No. 15802 and found that it is in the best interests of the County to submit to the qualified voters of the County, at a special election to be held on November 5, 2019 a proposition authorizing the County to impose an additional 1/10th of one percent sales and use tax (Proposition No. 1); and

WHEREAS, Proposition No. 1 would authorize Thurston County to increase the emergency communications sales/use tax from 1/10th of one percent to 2/10th of one percent; and

WHEREAS, funds from Proposition No. 1 would be for the sole purpose of funding the cost associated with financing, design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improvement of the emergency communication systems and facilities provided by TCOMM 911; and

WHEREAS, approval of Proposition No. 1 by the qualified voters of Thurston County would replace TCOMM 911's current 40-year-old analog radio system with a new digital emergency communications system that will increase coverage, provide more capacity and allow better communications between and among first responders and dispatchers; and

WHEREAS, on September 10, 2019, the City Council held a public meeting pursuant to the provisions of RCW42.17A.555(I), at which members of the public were afforded an equal opportunity for the expression of an opposing view of Proposition No. 1.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TENINO WASHINGTON, that the City Council is in support of the Thurston County Emergency Communication Systems and Facilities Proposition No. 1 - Sales and Use Tax and encourages voters to approve this Proposition on November 5, 2019.

ADOPTED by the City Council at a regularly scheduled meeting this 10th day of September, 2019.

Wayne Fournier, Mayor

ATTEST:

John C. Millard, Clerk/Treasurer

Approved as to form:

Richard L. Hughes, City Attorney

14.

Item Attachment Documents:

14. Gibbs & Olson has provided a proposed Scope of Work to perform the architectural assessment of the Quarry House as the first step toward renovation.

Recommended action: Move to authorize Mayor Fournier signing the Scope of Work for the Architectural Assessment of the Quarry House.

**EXHIBIT A
AUTHORIZATION FOR ENGINEERING SERVICES NO. 2019-003
CITY OF TENINO, WASHINGTON**

QUARRY HOUSE RENOVATION

The Engineer is hereby authorized to perform Engineering Services for the Client as provided for in our General Agreement for Professional Engineering Services dated December 16, 2016 and extended through December 31, 2019 by Amendment No. 1 executed on December 12, 2018, and as more fully described herein:

PROJECT DESCRIPTION

The Quarry House serves as a community center and is in need of renovation. The Client desires to determine the scope and cost of needed renovation. The first phase of the scoping and budgeting process is to have an architectural report prepared that will identify and summarize structural, electrical, mechanical and ADA access deficiencies of the existing facility.

SCOPE OF WORK

The Engineer will prepare and submit to the Client an architectural report to detail the structural, electrical, mechanical and ADA access deficiencies. The Engineer will subcontract with MWA Architects.

SCHEDULE:

Submit report to Client within 4 weeks of receiving Notice to Proceed from Client.

BUDGET:

The budget for the above referenced work shall be set at \$6,000. The Engineer agrees not to exceed this amount without the Client’s prior authorization.


Authorized by:
City of Tenino, Washington

Date

By: Wayne Fournier, Mayor

Accepted: Gibbs & Olson, Inc.

September 4, 2019
Date



By: Richard A. Gushman, President

Item Attachment Documents:

16. At the request of TCOMM 9-1-1, the City Council desires to adopt Resolution 2019-07 in support of **Thurston County Proposition #1, a proposition authorizing the County to impose an additional 1/10th of one percent sales and use tax to increase the emergency communications sales/use tax from 1/10th of one percent to 2/10th of one percent.**

RESOLUTION 2019-07

**A RESOLUTION OF THE CITY OF TENINO, WASHINGTON
IN SUPPORT OF THURSTON COUNTY EMERGENCY COMMUNICATION
SYSTEMS AND FACILITIES PROPOSITION NO.1 – SALES AND USE TAX**

WHEREAS, Thurston County Emergency Communication Systems and Facilities Proposition No. 1 Sales and Use Tax, ("Proposition 1") will be presented to the voters at the general election to be held on November 5, 2019; and

WHEREAS, Thurston 911 Communications (TCOMM 911), a 501(c)(3) organization, is a countywide enhanced 911 answering point and dispatch center for all law enforcement, fire services, and Medic One departments; and

WHEREAS, TCOMM 911 provides a state-of-the-art 24/7 x 365 operation, answering both 911 and 10digit emergency calls as well as texts from the public and dispatching an appropriate level of response based on protocols provided by and agreed to by law enforcement, fire services, and Medic One; and

WHEREAS, Thurston County, the cities of Lacey, Olympia, Rainier, Tenino, Tumwater, Yelm; the town of Bucoda; SE Thurston Regional Fire Authority, West Thurston Regional Fire Authority and the Thurston County Fire Protection District Nos. 3, 6, 8, 9, 12, 13, and 17 contract with TCOMM 911 for emergency communication services; and

WHEREAS, the Thurston County Public Safety Radio system operated by TCOMM 911 has reached its end of useful life and needs to be replaced; and

WHEREAS, 2019 legislative action modified RCW 82.14.420 by increasing the limitations of emergency communications sales/use tax from 1/10th of one percent to 2/10th of one percent, effective July 28, 2019; and

WHEREAS, the TCOMM 911 Administration Board of Directors adopted Resolution No. 2019-11 requesting the Thurston County Board of County Commissioners to place a measure on the November 2019 ballot to increase the emergency communications sales and use tax to 2/10th of one percent; and

WHEREAS, the Thurston County Board of County Commissioners adopted Ordinance No. 15802 and found that it is in the best interests of the County to submit to the qualified voters of the County, at a special election to be held on November 5, 2019 a proposition authorizing the County to impose an additional 1/10th of one percent sales and use tax (Proposition No. 1); and

WHEREAS, Proposition No. 1 would authorize Thurston County to increase the emergency communications sales/use tax from 1/10th of one percent to 2/10th of one percent; and

WHEREAS, funds from Proposition No. 1 would be for the sole purpose of funding the cost associated with financing, design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improvement of the emergency communication systems and facilities provided by TCOMM 911; and

WHEREAS, approval of Proposition No. 1 by the qualified voters of Thurston County would replace TCOMM 911's current 40-year-old analog radio system with a new digital emergency communications system that will increase coverage, provide more capacity and allow better communications between and among first responders and dispatchers; and

WHEREAS, on September 10, 2019, the City Council held a public meeting pursuant to the provisions of RCW42.17A.555(I), at which members of the public were afforded an equal opportunity for the expression of an opposing view of Proposition No. 1.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TENINO WASHINGTON, that the City Council is in support of the Thurston County Emergency Communication Systems and Facilities Proposition No. 1 - Sales and Use Tax and encourages voters to approve this Proposition on November 5, 2019.

ADOPTED by the City Council at a regularly scheduled meeting this 10th day of September, 2019.

Wayne Fournier, Mayor

ATTEST:

John C. Millard, Clerk/Treasurer

Approved as to form:

Richard L. Hughes, City Attorney

19.

Item Attachment Documents:

- 19. 1) Chief of Police
- 2) Director of Public Works

- 3) City Planner / Building Official

- 4) City Attorney
- 5) Clerk/Treasurer
- 6) Mayor

Council Report for 9-10-2019

Water: During the Month of August the wells produced 7,694,076 gallons. In 2018 the wells produced 9,213,918 gallons. The difference between 2018 to 2019 is 1,519,842 gallons. The lower well is turned off at this time due to maintenance, the 8" water line that runs out of the building has rotted and needs to be replaced. We found this by doing routine maintenance. Still working on replacing meters.

WWTP: During the month of August, the treatment plant continues to perform optimally, all testing parameters are well below permit levels. System Maintenance, regular upkeep, Lubricant changes on all the air blowers.

Flows: Influent total flow = 3.09 MG
Average daily flow = 0.10 MG
Max Daily Flow = .182 MG
Total gallons wasted = 61,700 gallons

Collections System: Still Flushing sewer lines there are 60 Flushing connections within the system. Jason has completed 20.

City of Tenino Audit Status Meeting

Meeting Date: 9/9/2019

Timing & Staff Scheduling:

Audit Team Scheduled Absences: None.

Anticipated Staff: Morgan will be onsite from August 21 – September 13th. Olivia will be onsite at various times throughout the audit period. Chandra has completed her onsite work.

Goal is to be done onsite by 9/13/2019. We are on track to meet this.

Attendees:

- Morgan Clack, SAO Audit Lead
- Olivia Crouch, SAO Audit Supervisor
- John Millard, Tenino Clerk Treasurer

Accountability Audit (FY: 2018):

Area (from entrance agenda)	Outstanding Items	Issues Identified	Comments
Planning			
<ul style="list-style-type: none"> • Entrance Conference 	None - Area complete		We held the entrance on 9/4/2019 at 11:30am. Follow up documents to send to Council are being reviewed.
<ul style="list-style-type: none"> • Trends 	None - Area complete	We have identified issues relating to the classification of expenses.	
Audit Areas			
<ul style="list-style-type: none"> • Payroll Cost Allocation 	Timesheets for the 10/5/18 payroll run.		Morgan is working with Denise. We requested timesheets on 9/6 and Denise said she would pull these for us on Tuesday 9/10.
<ul style="list-style-type: none"> • Police Payroll Disbursements 	None - Area in progress		Olivia is planning on working on this area. We will request documents in the next few days.
<ul style="list-style-type: none"> • Follow up on Police Department Management Letter 	None - Area in progress		Morgan is planning on working on this area. We will request documents in the next few days.
<ul style="list-style-type: none"> • Building Permits 	None - Area in progress		Morgan is wrapping up this area.
<ul style="list-style-type: none"> • Self Insurance 	None - Area complete	We have identified an issue related to the reporting of self insurance on the Schedule 21.	
<ul style="list-style-type: none"> • Financial Condition 	None - Area complete		No issues noted in this area.

Financial Audit (FY: 2017 and 2018):

Area/Balance	Outstanding Items	Issues Identified	Comments
Cash Basis			
<ul style="list-style-type: none">Cash Flow Reconciliation	None - Area complete	The 2017 ending cash per the schedule 1 does not match the bank reconciliation.	John is planning to identify the reason for the difference and correct the schedule 01.
<ul style="list-style-type: none">GASB 68	None - Area complete		No issues were noted in this area.
<ul style="list-style-type: none">Review the Presentation and Disclosures	None - Area in progress	No issues noted – Still in progress	Morgan is working on tying out the statements (C4, C5, Schedule 9) for both years. Morgan will be wrapping up the Notes.

Additional Items:

- None

Clerk/Treasurer Council Meeting Report September 10, 2019

Budget:

- **Current status is:**
 - Total revenues are 36.6% of projections (+2.2)
 - Total expenditures are 52.0% of projections (+2.6)
 - Target: **68.7%**

 - General Fund revenues: 60.4% of projections
 - General Fund expenditures: 71% of projections

- **2017-2018 Audit**
 - Ms. Morgan Clack and her team have been on-site since Thursday, Aug 22nd

- **Grants and Other Funding:**
 - **CDBG/Quarry Pool Renovation:** City Engineer is working the issue
 - **RCSP Funds (\$56,193.50):** Request for reimbursement submitted.
 - **PoO Small Cities Grant**
 - Reimbursement received on September 3
 - **2019 CDBG Grant:**
 - SOW from Engineer for Architectural Review
 - **Capital Budget Line Items**
 - \$504,700.00 for City Hall Reno: Contract being routed for signature.
 - \$599,460.00 for infrastructure extension to Ag Park: At COM

Other Than Budget

- **SW WA Agriculture & Innovation Park**
 - G&O preparing SOW for contract administration
 - EDC capital budget request approved for \$1.5 million (first building)
 - Potential for these funds to be re-directed to the City

- **Wide Area Network**
 - Working contract language; vendor is prepared to begin service