

TUMWATER CITY COUNCIL MEETING

MINUTES OF HYBRID MEETING

March 21, 2023 Page 1

CONVENE: 7:00 p.m.

PRESENT: Mayor Debbie Sullivan and Councilmembers Peter Agabi, Michael Althaus, Joan Cathey, Leatta Dahlhoff, Angela Jefferson, Charlie Schneider, and Eileen Swarthout.

Staff: City Administrator John Doan, City Attorney Karen Kirkpatrick, and City Clerk Melody Valiant.

CHANGES TO THE AGENDA: An update on the recent county island annexations by the City was added to the agenda.

SPECIAL ITEMS:

PROCLAMATION RED CROSS MONTH, MARCH 2023: Councilmember Althaus read a proclamation declaring the month of March as *Red Cross Month*. The proclamation encourages all people to join the City in commending the efforts of the South Puget Sound and Olympics chapter of the American Red Cross and encourages local residents to reach out and support its humanitarian mission.

Larry Bleich, Community Volunteer Lead and Elected Officials Liaison in the South Puget Sound and Olympics Chapter of the Red Cross Northwest Region, accepted the proclamation on behalf of the American Red Cross.

Mr. Bleich reported the American Red Cross responds to approximately six emergencies each evening in Washington State providing humanitarian care in response to fires, floods, and other emergencies. Nationwide, the Red Cross responds to a disaster every eight minutes. Every two seconds, a need for life-saving blood is required. Red Cross provides 40% of the nation's blood supply. The Red Cross needs 38,000 blood donations each day to meet the need. For each dollar donated to the Red Cross, \$.90 is used for humanitarian care. People can help the Red Cross by donating, donating blood, and volunteering.

SOUTH PUGET SOUND HABITAT FOR HUMANITY UPDATE: Carly Colgan, South Puget Sound Habitat for Humanity Executive Director, updated the Council on efforts by the South Puget Sound Habitat for Humanity. Since 1989, the organization has been building and repairing homes in Thurston County. A current project in Tumwater is located at the corner of 73rd Avenue and Henderson Boulevard. The project, Tâlicn Townhomes is supported by the Cowlitz Indian Tribe. "Tâlicn" is the Lower Cowlitz Coast Salish language meaning, "to help." When completed, the project will include 28, 3-, and 4- bedroom townhomes. The staggered duplex townhouse design was developed to meet the Evergreen Sustainable Development Standard. Construction on the project began in late fall 2022. Land has been graded and cleared of debris and water and sewer installation has been completed. Infrastructure work will be completed in the next several weeks. Construction will include two phases with 14 homes

TUMWATER CITY COUNCIL MEETING

MINUTES OF HYBRID MEETING

March 21, 2023 Page 2

constructed in each phase. The first 14 partner families were identified last fall. Applicants must meet three criteria of (1) demonstrate a need for adequate and affordable housing, (2) demonstrate ability to pay, and (3) meet income eligibility. Future Habitat homeowners are active participants in the home building and home buying process. Each homeowner volunteers 300 hours with the organization to help build their home alongside volunteers and play an active part in achieving their dream of owning a home a reality.

The first 14 households include 43 people of which 13 of the households are single income households including two retired seniors and nine single parents. Fifty percent of the households are from communities of color and the area median income of the families range from 33% to 59% with an average AMI of 47%.

Ms. Colgan invited the Council and the community to attend the official groundbreaking ceremony on March 25, 2023 at 9 a.m. at the site.

Ms. Colgan addressed questions from the Council. In the event a homeowner desires to sell their home in the future, the organization has first right of refusal and the opportunity to purchase any home that is being sold. Each home is encumbered with an affordability covenant and must be resold to an individual who has an income less than 80% of AMI. Ms. Colgan described the application process applicants undertake for consideration to purchase a home. Applicants not meeting criteria are informed of steps to take to meet eligibility requirements for future homeownership.

**UPDATE BY
THURSTON
COUNTY AUDITOR,
MARY HALL:**

Mary Hall, Thurston County Auditor, thanked the Council for completing the annexation of all county islands in Tumwater. For each island, the Office had to create separate ballots regardless of whether there were any voters. When voters voted, it required the Office to suppress the precinct results to ensure voting results were not public. There was much confusion between neighbors with many receiving different voter pamphlets because they resided in different precincts. She acknowledged that the annexation process was not an easy process for the City. Ms. Hall congratulated City Administrator Doan on his pending retirement. City Administrator Doan has been a tremendous asset to the community. She displayed a map reflecting how the annexations reduced the number of small precincts and reiterated her thanks to the Council to help reduce the administrative workload for staff.

PUBLIC COMMENT: There were no public comments.

**CONSENT
CALENDAR:**

- a. Approval of Minutes: City Council Worksession, February 28, 2023
- b. Approval of Minutes: City Council, March 7, 2023
- c. Payment of Vouchers
- d. Service Provider Agreement with PBS for the Percival Creek Fish Passage Barrier Removal Project Amendment 3

TUMWATER CITY COUNCIL MEETING

MINUTES OF HYBRID MEETING

March 21, 2023 Page 3

- e. Capital Agreement with the Washington State Department of Commerce for the South Puget Sound Habitat Humanity Tâlicn Townhomes – Connecting Housing to Infrastructure Program (CHIP)
- f. Assignment of Agreement with the South Puget Sound Habitat for the Humanity Tâlicn Townhomes – Connecting Housing to Infrastructure Program (CHIP)
- g. Contract Award for Phase 3 Grant with WDFW for Bush Prairie HCP and HCP Update
- h. Consultant Agreement with Tierra Right of Way Services, Ltd, for Right-of-Way Services on the X Street Roundabout Project
- i. Tree Board Appointment of Hannah Ohman and Brodrick Coval
- j. Heritage Tree Nomination

MOTION:

Councilmember Dahlhoff moved, seconded by Councilmember Schneider, to approve the consent calendar as published. Motion carried unanimously.

Mayor Sullivan reviewed the items approved on the consent calendar.

Hannah Ohman provided self-introduction and shared why she was interested in serving on the Tree Board.

COMMITTEE REPORTS:

PUBLIC HEALTH & SAFETY: *Leatta Dahlhoff*

At the March 14, 2023 meeting, members were briefed by Tumwater HOPES. Several new members were introduced. Tumwater HOPES is revamping and seeking representation and increasing membership. Councilmember Schneider offered to coordinate with the organization and with Tumwater Area Chamber of Commerce to schedule a presentation by Tumwater HOPES during a chamber meeting. The CEO of South Sound Behavioral Hospital provided an overview of the new facility and programs in Lacey.

GENERAL GOVERNMENT: *Michael Althaus*

The committee met on March 8, 2023 at 8 a.m. Three of the agenda items reviewed by the committee were included on the consent calendar pertaining to Habitat for Humanity of Puget Sound and the HCP for Bush Prairie. The next meeting is scheduled on April 12, 2023.

PUBLIC WORKS: *Eileen Swarthout*

The March 9, 2023 meeting included consideration of a Consultant Agreement with Tierra Right of Way Services, Ltd, for Right-of-Way Services on the X Street Roundabout Project and the Barnes Lake 2023 Budget & Work Plan. The next meeting on March 23, 2023 has been cancelled.

BUDGET AND FINANCE:

There was no meeting and no report.

TUMWATER CITY COUNCIL MEETING

MINUTES OF HYBRID MEETING

March 21, 2023 Page 4

Debbie Sullivan

MAYOR/CITY ADMINISTRATOR'S REPORT:

Mayor Sullivan reported the Intercity Transit Authority was able to meet the new class of transit operators. Staff briefed the Authority on the results of the 2023 Winter Bicycle Challenge and progress on the 36th annual Bicycle Commuter Challenge scheduled in May 2023. The Authority bid farewell to Intercity Transit General Manager Ann Freeman-Manzanares. Ms. Freeman-Manzanares is retiring on March 31, 2023 after serving over 30 years at the agency. Members were briefed on a service change effective March 19, 2023 adding 11,000 hours to bus routes increasing service by 5.5%. Intercity Transit is achieving positive results from zero fares. The agency hosted its annual Transit Driver Appreciation Day on March 13, 2023. A press release is planned for a \$1.8 million federal grant Intercity Transit received for the Zero Bus Fare Access Improvement project. The agency received a re-designation letter from the federal government designating Intercity Transit as a large urban transit system effective 2024.

COUNCILMEMBER REPORTS:

Joan Cathey:

Councilmember Cathey attended the March 8, 2024 General Government Committee meeting.

At the last Olympic Region Clean Air Authority (ORCAA) meeting, members completed a review of the executive director performance evaluation. The process was very thorough. The region is fortunate to have Jeff Johnston as the Executive Director of ORCAA.

Charlie Schneider:

Councilmember Schneider reported on his attendance to the Public Works Committee on March 23, 2023.

On March 10, 2023 he participated in the Women's Club of Olympia 140th anniversary celebration at the Abigail Stuart House. The program featured Sue Tyler, President of the Women's Club, followed by guest speakers and entertainment provided by the Olympia High School Choir.

On March 15, 2023, Councilmember Schneider attended a breakfast fundraiser for *Rebuilding Together Thurston County* along with Councilmember Dahlhoff. He attended the coffee with the Mayor event at the Old Town Center. He also attended the Tumwater Area Chamber of Commerce Forum at South Puget Sound Community College. On March 16, 2023 he attended the South Puget Sound Community College (SPSCC) Food and Beverage Arts Department's first annual event of *Percival Afternoon Teas and Treats* featuring foods prepared by culinary and bakery students. He was fortunate to be seated next to SPSCC President Timothy Spokes and Barbara Clarkson, wife of former Lacey Mayor Virgil Clarkson. Ms. Clarkson shared her and the late Mayor's struggles and achievements

**TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
March 21, 2023 Page 5**

growing up during segregation and as one of the few people of color living in Thurston County.

On March 18, 2022 Councilmember Schneider attended the Tumwater Athletic Booster Club annual fundraising event, which raised \$48,000.

Angela Jefferson:

At the last Thurston County Emergency Medical Services Council meeting, members received an update on the Medic One fund and future revenue. All parties were scheduled to meet the following day on March 16, 2023. As previously shared, two part-time EMTs were stationed at the hospital's ER entrance to assist ambulances unload patients to help alleviate the backlog encountered by the hospital. The EMTs were also stabilizing patients because of overcrowding at the hospital. Medic One is no longer providing assistance as it has transitioned to Olympic Ambulance. During the service over the last seven weeks, the service saved 130 response time hours with an average turnaround time of 8 minutes per unit.

At the March 8, 2023 Tumwater HOPES Coalition meeting, members discussed the results of two community surveys. The 193 survey participants were asked about youth substance abuse and whether parents believe that drug and vaping use is a problem. Approximately 43% of the parents believe regular use is high risk; the state average is 32%. Approximately 20% of parents do not believe the use of marijuana poses a significant health risk. The majority indicated it was not okay for youth to use drugs and alcohol. There is lower awareness of marijuana. Access to drugs and alcohol is introduced to youth by an older sibling, older close friend, or a parent. Approximately 43% of the participants believe youth feel hopeless versus the state average of 32%. Members discussed ways to reach parents. Several training opportunities are planned with the coalition planning to spend approximately \$19,000 to send staff and youth to several events and inviting a harm reduction prevention professional to speak to the community.

During the last Thurston County Law and Justice Committee meeting, members discussed the strategic plan and new vision statements. Members did not approve the documents following submittal of some recommendations. Members are geared to review data trends in law and justice. Members require an understanding of the definition of disproportionately and disparity. Members closed the meeting by discussing some legislative bills. House Bill 1134 focuses on health and long-term care, creating crisis workforce, crisis hotlines, and liability protections. House Bill 5566 is the Blake fix. The bill increases possession to a gross misdemeanor and sentencing offenders to drug court.

At the meeting of Experience Olympia and Beyond, members discussed the annual retreat on June 1, 203 at the Children's Hands on Museum in Olympia, as well as an update of bylaws and the intent of seeking a good

TUMWATER CITY COUNCIL MEETING

MINUTES OF HYBRID MEETING

March 21, 2023 Page 6

mix of government and private membership on the Board.

Peter Agabi:

Councilmember Agabi attended the March 3, 2023 meeting of the Thurston Regional Planning Council. Staff briefed members six amendments to the Regional Transportation Plan (RTP) for the 2022 amendment cycle:

- The City of Olympia requests two amendments: remove the Log Cabin Road Connection from the list of projects and add the Southeast Olympia Street Connectivity Study
- Intercity Transit requests amendments to add two projects to the RTP: an Alternative Fuel Infrastructure Project and the NE Lacey Operational Terminal Facility
- Staff initiated two amendments to meet state/federal requirements: update references to a five-year plan throughout and adding Transit Safety Performance Measures

Members are scheduled to act on the proposed amendment at its April 7, 2023.

At the Climate Mitigation Steering Committee meeting, staff provided an update on Thurston County Climate Mitigation Action Plan to reduce local greenhouse gas emissions.

The next meeting of the Thurston Economic Development Council is on Wednesday, March 22, 2023 in Rochester.

Leatta Dahlhoff:

The Thurston County Dispute Resolution Center sponsored a listening session to support its development of an equity toolbox. The effort could afford an opportunity for the City to join the Center's efforts as it works on the City's equity toolbox.

Staff provided updated data for its dashboard during the last meeting of the Law Enforcement Assisted Diversion group. Coincidentally, Tumwater's Public Health and Safety Committee is scheduled to receive an update on the Police Department's reviews of different types of dashboards and police data.

Councilmember Dahlhoff is touring the LOTT Clean Water Alliance Wastewater Plant with Mayor Sullivan next week.

On March 30, 2023, Councilmember Dahlhoff is scheduled to meet with staff from Experience Olympia and Beyond to discuss her favorite places in Tumwater.

Michael Althaus:

The next meeting of the Regional Housing Council (RHC) is scheduled on March 22, 2023. The agenda includes a presentation on the Growth

TUMWATER CITY COUNCIL MEETING

MINUTES OF HYBRID MEETING

March 21, 2023 Page 7

Management Act on affordable housing allocation. It is essentially an effort to quantify and analyze affordable housing needs across the region. Members are scheduled to discuss the RHC advisory boards created to help advise the RHC to ensure decision-making is rooted in lived experience and subject matter expertise to ensure packages presented to the Council for policy decisions have been vetted. The Council will discuss its future meeting schedule.

Eileen Swarthout:

Councilmember Swarthout is scheduled to attend the next meeting of the Climate Action Steering Committee followed by the Thurston Regional Planning Council on April 7, 2023.

OTHER BUSINESS:

Mayor Sullivan reported on her attendance to the Association of Washington Cities (AWC) first meeting of the Cabinet on Diversity, Equity, and Inclusion and Belonging. She serves as the representative for District 6.

Mayor Sullivan addressed a question on the recruitment process for the City Administrator position. An open house is scheduled with all candidates in attendance. The open house will provide an opportunity for the Council to meet the candidates. The open house will be hosted at City Hall and possibly include a virtual option. The consultant is narrowing the list of candidates.

City Administrator Doan reported the recruitment attracted 18 candidates. The consultant is reducing the list to approximately seven candidates. The Council is requested to reserve time in the evening on April 10 and April 11, 2023.

Mayor Sullivan said the open house format is a “meet and greet” to afford an opportunity to meet each candidate individually.

ADJOURNMENT:

With there being no further business, Mayor Sullivan adjourned the meeting at 7:54 p.m.