



CITY COUNCIL
****AMENDED MEETING AGENDA****

**Online via Zoom and In Person at
Tumwater City Hall 555 Israel Rd. SW
Tumwater, WA 98501**

**Tuesday, May 03, 2022
7:00 PM**

- 1. Roll Call**
- 2. Flag Salute**
- 3. Additions to the Agenda**
- 4. Special Items:**
 - [a.](#) LGBTQIA+ Community Pride Month Proclamation
 - [b.](#) Police Officer of the Year (Jon Weiks)
 - [c.](#) Proclamation: EMS Week May 15-21, 2022
 - [d.](#) State of the Library Update by Executive Director Cheryl Heywood, Timberland Regional Library
 - [e.](#) Thurston Regional Planning Council Update by Executive Director, Mark Daily
- 5. Public Comment:** (for discussion of items not having a public hearing on tonight's agenda)
- 6. Consent Calendar:**
 - [a.](#) Approval of Minutes: City Council Worksession, April 12, 2022
 - [b.](#) Approval of Minutes: City Council, April 19, 2022
 - [c.](#) Payment of Vouchers (Shelly Carter)
 - [d.](#) Reappointment of Erin Carrier, Mike Culley and Kelly Stowe to the Board of Parks and Recreation Commissioners and David Bills, Brian Reynolds and Satpal Sohal to the Lodging Tax Advisory Committee (Hanna Miles)
 - [e.](#) Barclift Park & Tumwater Hill Park Restroom Improvements – Award and Authority to Sign Contract (Don Carney)
- 7. Committee Reports**
 - [a.](#) Public Health and Safety Committee (Leatta Dahlhoff)
 - [b.](#) General Government Committee (Michael Althausen)
 - [c.](#) Public Works Committee (Eileen Swarthout)
 - [d.](#) Budget and Finance Committee (Debbie Sullivan)

8. **Mayor/City Administrator's Report**
9. **Councilmember Reports**
10. **Any Other Business**
11. **Adjourn**

Remote Meeting Information

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<https://tcmedia.org/stream.php>, select "Watch, Streaming Now, Channel 26."

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Public and Written Comment

Register by 6:45 p.m. the day of the meeting to provide public comment using the web-based meeting platform: https://us02web.zoom.us/webinar/register/WN_x_qcPLnORtqaVQVIZWTzKw

After registering, you will receive a confirmation email with a login to join the online meeting.

As an alternative, prior to the meeting, the public may submit comments by sending an email to council@ci.tumwater.wa.us, no later than 5:00 p.m. on the day of the meeting. Comments are submitted directly to the Mayor and City Councilmembers and will not be read individually into the record of the meeting.

Post Meeting

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Accommodations

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City Clerk by calling (360) 252-5488 or email CityClerk@ci.tumwater.wa.us. For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384. To contact the City's ADA Coordinator directly, call (360) 754-4128 or email ADACoordinator@ci.tumwater.wa.us

Proclamation

WHEREAS, the City of Tumwater recognizes that one of its greatest strengths is the diversity of its people and has a long standing tradition of upholding the dignity of the individual, supporting legal equality and fair treatment for all people, and ensuring that acts of discrimination and hatred will not be tolerated; and

WHEREAS, in 1993, the City of Tumwater passed its first ordinance to protect people from discrimination by adding "sexual orientation" to its Unfair Housing Practices law; and

WHEREAS, in 1997, Tumwater became the smallest city in the United States to grant domestic partnership benefits to its employees and has since enacted several policies to ensure equality for all Tumwater residents such as the Equal Benefits Ordinance; and

WHEREAS, the City of Tumwater is a national leader in affirming the civil rights and innate dignity for all people and encourages the free expression of all cultural traditions and personal talents for the social enrichment and betterment of the community; and

WHEREAS, Tumwater's Diversity Policy Statement affirms its belief that diversity strengthens workforce competence and performance, celebrates and values individual differences, serves an increasingly diverse society, ensures the relevance of the City's Mission, programs and services, and is crucial to the City's ability to serve every resident; and

WHEREAS, in recognition of the Stonewall Uprising, considered the tipping point for the gay rights movement in the United States, each June, Americans come together to celebrate LGBTQIA+ Community Pride Month and honor their contributions to society.

NOW THEREFORE, I, Debbie Sullivan, Mayor of the City of Tumwater, do hereby proclaim the month of

June 2022

LGBTQIA+ Community Pride Month

and I call upon the people of the City of Tumwater to join in celebrating diversity, promoting inclusion and equal protection under the law, and I further encourage people to join me in eliminating discriminatory policies and practices toward any culture, race, or group.

Signed in the City of Tumwater, Washington, this 3rd day of May in the year, two thousand twenty-two.



A blue ink signature of Debbie Sullivan, written in a cursive style.

Debbie Sullivan
Mayor

Proclamation

WHEREAS, emergency medical services is a vital public service that provides lifesaving and supporting care to the people of Tumwater 24-hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services teams consist of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, the people of the City of Tumwater recognized the need for and initiated a county-wide emergency medical services system since 1974. Emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, it is appropriate to recognize, honor, and promote the value of the accomplishments of emergency medical services providers and the Thurston County Medic One/Emergency Medical Services System by designating Emergency Medical Services Week.

NOW THEREFORE, I, Debbie Sullivan, Mayor of the City of Tumwater, do hereby proclaim

May 15-21, 2022

Emergency Medical Services Week

in the City of Tumwater, and I encourage all people to join in this observance to recognize those who give so much of themselves and consistently rise to the challenge for the safety and health of others.

Signed in the City of Tumwater, Washington, this 3rd day of May in the year, two thousand twenty-two.



Debbie Sullivan

Debbie Sullivan
Mayor

TUMWATER CITY COUNCIL WORKSESSION

MINUTES OF VIRTUAL MEETING

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CONVENE: 5:30 p.m.

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

Staff: City Administrator John Doan, Fire Chief Brian Hurley, Communications Manager Ann Cook, and City Clerk Melody Valiant.

EMERGENCY MANAGEMENT TRAINING:

City Administrator Doan and Fire Chief Hurley provided an update and an overview of emergency management activities.

Fire Chief Hurley reported emergency events are broad and can range from fires, flooding, windstorms, cyber attacks, and malware affecting City computer systems. Emergency management is a framework to assist the City in reducing vulnerabilities and coping with disasters. Emergency management serves as an essential role by local, state, and federal government. Federal government assistance is available when state and local resources are overwhelmed. Federal emergency management assistance has evolved to reflect national values and threats that have emerged over time. The goal is to ensure a safe, secure, and resilient community when managing emergency incidents.

Fire Chief Hurley cited several national disasters occurring in the 1960s and 1970s. The Three Mile Island incident in 1978 was a fragmented government response to the disaster that led to the formation in 1979 of the Federal Emergency Management Agency (FEMA). In the 1980s and 1990s, FEMA was tested by both natural and manmade disasters involving the Love Canal contamination, refugee crisis, earthquakes, and hurricanes.

In 2001, the emergency management response changed considerably with a focus on terrorism response. As part of the creation of the Department of Homeland Security, FEMA was absorbed into the new agency. Hurricane Katrina tested FEMA and the national response model with resources expanded and response levels defined more clearly. Today, several Tumwater employees are participating in FEMA training as the City applies for federal assistance for some recent storm activities.

The National Response Framework outlines the nation's approach and community approach to emergency management. The whole systems approach involves individuals, businesses, communities, faith-based organizations, schools, and tribal governments playing a role in response and recovery efforts. The framework goals include prevention, protection,

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mitigation, response, and recovery.

The City's response to emergencies is guided by the Comprehensive Emergency Management Plan, which guides the City's preparation, response, and recovery from disasters. The plan was updated in 2017 and is scheduled for an update.

City-level activities include the Emergency Operations Center (EOC)/ Emergency Coordination Center (ECC). The City's EOC is located at the Tumwater Headquarters Fire Station (T1). The center is equipped with technology, equipment, supplies, staffing, and communications and public education efforts in conjunction with Thurston County Emergency Management. The City's Emergency Management Committee is tasked with preparation and training of City employees. The City's EOC is a physical location from which local leaders and staff coordinate information and resources to support emergency incidents. The EOC collects, analyzes, shares information, supports resource requests, coordinates and plans for future needs, and provides coordination of policy direction.

Thurston County's ECC is located at the county's public works facility off Tilley Road. Recent public health activities of the county have been coordinated from the ECC. Thurston County's Emergency Management Council is comprised of local policymakers to include the City of Tumwater. The Council coordinates emergency management activities of all member jurisdictions and tribes within Thurston County. The Council meets monthly and plans training and other activities throughout the county. The Local Emergency Management Committee focuses on hazardous material response plans.

The region's Emergency Disaster Recovery Council includes representation by the City. The Council meets monthly to develop a plan for disaster recovery in Thurston County.

Recommended training for elected officials and staff include online training classes available through the Emergency Management Institute of FEMA. The Council is recommended to participate in training for IS-100, an introduction to the Incident Command System (ICS) and IS-0700, an introduction to the National Incident Management System (NIMS). Fire Chief Hurley acknowledged some Councilmembers who have completed the training.

Councilmember Jefferson asked whether the EOC Manager serves as the designee for the City or whether the assignment rotates. Fire Chief

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Hurley advised that the Fire Chief typically serves as the Emergency Manager; however it could be another individual as designated by the City Administrator. City Administrator Doan added that the assignment is also dependent upon the type of emergency event that could trigger activation of the EOC.

City Administrator Doan cited information provided to the Council outlining actions by the Council during an emergency event. The document emphasizes roles and responsibilities of elected officials. The three main roles and responsibilities include communications, policy decisions, and supporting response efforts:

Primary Responsibilities:

- Maintain contact with the Administrator or designee during an emergency
- Provide official recommendation and/or endorsement of emergency proclamation and issue emergency proclamation by the Mayor
- In coordination with City Administrator or EOC Manager, interface with representatives of other jurisdictions for shared resources, assistance, and policy issues
- Provide elected leadership support as needed
- Make policy decisions requested by City Administrator or EOC Manager
- Provide for Mayor Pro-Tem as necessary
- Prior to emergency, establish and maintain an organization for emergency management

Roles and Responsibilities:

Communication: Facilitate communication via ESF-15 to the public in coordination with the EOC and other representatives of the City. Describe the nature of the events, state of response, what individuals should be doing, and anticipated next steps in response to transition to recovery. Set tactful but realistic expectations for the public. It is acceptable to include messages of compassion, concern, caution, and frankness.

Policy Decisions: Determine proper composition of Policy Group. Determine relationship to EOC including protocols and requirements for interaction between the Policy Group and EOC. Make policy decisions when appropriate. Address citywide or departmental policy concerns during or after an event. Allow line staff and operations to complete their work and responsibilities without distraction or interference.

Support Response Efforts: Support resource acquisition across

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jurisdictions. Monitor financial impacts of response and recovery efforts.

City Administrator Doan explained how the Mayor can issue an emergency proclamation within the authority as Mayor. However, the Council is requested to follow-up with endorsement (ratification) of the emergency proclamation similar to the emergency proclamation issued by the Mayor for the COVID-19 Pandemic.

City Administrator Doan reviewed important leadership actions:

1. Prior to an emergency, model good emergency preparedness at home to be fully prepared and responsive to the City and community. When an emergency occurs, ensure personal and family safety.
2. Upon notification of an emergency, contact the City Administrator (or Fire Chief if unavailable). If unable to reach City Administrator, reach out to Tumwater EOC for briefing on the overall incident.
3. Issue/ratify emergency proclamation.
4. Execute recovery actions early in the response effort.
5. Focus on policy-making and other leadership responsibilities, coordinating information gathering and communications with City Administrator and EOC Manager. Examples include establishing curfew, evacuations, condemnation of building(s), access reserve funds, and authorize debris removal, etc.
6. Establish communications with the public early and often based on consistent and coordinated messages from the EOC Manager.
7. If disaster significantly impacts the City's operations, coordinate with City Administrator and EOC Manager to determine if Policy Group activation is warranted in support of emergency response and recovery efforts.
8. If requested and as appropriate, provide support for public information interviews, release and broadcasts. Support joint media conferences in cooperation with all member agencies of a regional emergency response effort.
9. If requested, contact county, state and/or federal elected officials to support the petition for higher government response and disaster assistance.
10. Be prepared to provide direction and policy on topics such as: curfew, evacuation, condemnation of buildings, use of reserve fund, and debris removal and storage.
11. Be prepared to provide direction and policy on requesting outside assistance and/or resources such as an Incident Management Team (IMT).

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City Administrator Doan reviewed instances when the Council is notified of an emergency event. Other rapid forms of communication is through the privately operated online Thurston County Scanner on Facebook, which monitor emergency scanners and posts information on Facebook often quicker than emergency response. The Council is often not notified of some events based on the severity until more information becomes available.

Councilmember Cathey stressed the importance of the Council's knowledge of their neighborhood and neighbors. During the last snowstorm, she received a call from an elderly neighbor concerned about the duration of the storm and potential impact on their ability to fill a medicine prescription. She was able to secure transportation during the storm to assist her neighbors in filling their prescription.

Councilmember Swarthout advocated for homeowner associations scheduling FEMA training for local neighborhoods.

The Council shared examples of how their respective neighborhoods stay in contact and support neighbors during emergencies.

HABITAT FOR HUMANITY HOUSING PROJECT:

City Administrator Doan referred to the Habitat for Humanity housing project off 73rd Avenue and Henderson Boulevard. The City applies development requirements to all development plats. One requirement is the undergrounding of powerlines. In this instance, the cost to underground powerlines would exceed \$100,000. The City has several options to pursue such as requiring the organization to complete the undergrounding project or the City could provide some assistance. One power pole is located at the corner of 73rd Avenue and Henderson Boulevard and crosses Henderson Boulevard to another pole on the opposite side of the boulevard. In that scenario, the organization would be unable to underground the powerline without rebuilding the street. The City would at some point improve the boulevard to meet City street standards and address undergrounding the powerlines at that time. However, the powerline located off 73rd Avenue is adjacent to the Habitat for Humanity property and is the responsibility of the proposed development to underground. Staff recommends allocating the remaining \$120,000 in affordable housing project funds to Habitat for Humanity to help offset the additional costs up to \$120,000.

Councilmember Althaus asked about the source of the funds. City Administrator Doan explained that the funds were allocated in the budget for affordable housing projects. The Council had targeted \$50,000 for additional rent relief through TOGETHER. However, the City utilized

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American Rescue Plan Act (ARPA) funds for the rent relief assistance. The Council also awarded Community Development Block Grant (CDBG) funding twice to Habitat for Humanity. The original funding award was for buying down the cost of mortgages and the second award was used to buy down mortgages for the same project. However, it is possible the Council could dictate the second CDBG award should be applied to the undergrounding project. Staff is seeking guidance from the Council to enable the development of a contract with the organization with formal action scheduled at a regular Council meeting.

City Administrator Doan addressed questions about funding availability for the remaining year. If the allocation is supported by the Council, the balance of that particular fund would be consumed with some ARPA funds remaining. The Council previously earmarked \$550,000 of ARPA funds for a regional housing project and \$400,000 for the LOTT house. The City has spent \$200,000 of the \$400,000 with some funds remaining for other purposes that would conform to the requirements of ARPA funding.

Councilmember Agabi requested an accounting of existing funds to assist the Council in making an informed decision. City Administrator Doan replied that an allocation of \$120,000 to Habitat for Humanity would exhaust the general fund for housing projects. However, funding capacity remains in the ARPA funds. Staff can provide additional information.

A majority of the Council supported allocating \$120,000 from the general fund to Habitat for Humanity to assist in undergrounding powerlines.

**MAYOR/CITY
ADMINISTRATOR'S
REPORT:**

Mayor Sullivan reported she and several Councilmembers are scheduled to attend the Thurston County Chamber of Commerce Green Business Award ceremony. The City of Tumwater is scheduled to receive the Municipal Award.

The City's 25th annual Easter Egg Dash is scheduled on Saturday, April 16, 2022 at Tumwater High School at 10 a.m.

City Administrator Doan reported the Council's next meeting on April 19, 2022 is scheduled as a hybrid meeting. Five Councilmembers indicated they plan to participate virtually.

**PROJECT
UPDATES:**

City Administrator Doan provided an update on several projects.

Brewhouse Tower Rehabilitation:

Phase 1 – Brick Repair and Replacement, Masonry Repair, and Roof

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Construction at \$2,509,987 with funding of \$507,000 from a state grant, \$370,000 in Lodging Tax and other local and private sources, and \$350,000 in ARPA funds. The remaining funding was from utility taxes diverted from the Transportation Fund to complete the funding for Phase 1 with any additional donations reducing the amount owed to utility taxes.

Phase 2 – Seismic Improvements at an estimated cost of \$2,500,000 with \$323,000 authorized for architect and engineering services. Funding sources include \$507,000 from a state grant, \$100,000 in ARPA funds, and a federal funding request of \$2 million. At the end of the design work, a decision point is necessary on whether to proceed with construction of Phase 2 or place a hold on the project. The City did not apply for another state grant for the next funding round for historic buildings because no decision has been rendered moving forward. The City also applied for a funding request of \$2 million through U.S. Representative Strickland for federal infrastructure funding. The request is the second request being unsuccessful the first round. Representative Strickland has indicated the request is receiving support moving forward. A number of letters of support from the community was included in the funding request. Should Representative Strickland succeed in receiving federal funding, the next step in the process is a review by a community panel as advisors to Representative Strickland on the selection of project priorities. Regardless of the outcome, staff plans to present a new cost estimate following completion of the work by the architect for a future decision by the Council moving forward.

City Administrator Doan addressed questions from the Council. Construction for Phase 2 is not funded at this time; however, the Council would have an updated cost estimate for construction.

Communications Manager Cook responded to questions concerning changes to the A&E contract resulting from an increase in wages. The increased cost of the A&E contract is funded from the \$507,000 state grant.

City Administrator Doan described the types of projects eligible to receive ARPA funds. The City utilized the eligibility of recovering lost revenue to cities. The Council approved a funding schedule in November 2021 based on the funding parameters of ARPA funds.

Councilmember Cathy urged caution in terms of the funding expended on the brewtower and the lack of community donations in support of the project.

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Councilmember Althaus commented on the ability of the City to utilize funding from sources that are less flexible to meet the obligations versus funds that are more flexible to meet obligations. Utilizing ARPA funds is creative; however, the challenge is memorializing the different priorities in the budget moving forward to ensure funding dollars match the City's values.

Councilmember Cathey said her concern surrounds an historical monument that cannot be completed unless the City receives millions of dollars. Her struggle is the here and now and the need for housing and other financial support for the community and whether that need is representative of completing a large historical and expensive project.

Councilmember Althaus noted that that he doesn't value any particular project over another; however, the City has an entire category of different needs to be fulfilled. Part of the City's economic development strategy is developing a sense of place around the City's history and the historic brewing nature of the City. As a body, the Council agreed to examine in greater detail before committing more to seeking \$2 million in funds. The Council has the ability to move both priorities forward to advance and memorialize the history and historical buildings while also trying to meet the needs of the community.

City Administrator Doan added that no decision point is pending at this time. The Council previously agreed to complete the design and prior to construction, the Council agreed to consider whether to proceed.

Manager Cook reported the architect is completing the design. Cost estimators and value engineering will be completed by late summer.

Port of Olympia/Panattoni Project:

City Administrator Doan reported on the status of the Port's development of 200 acres on property owned by the Port of Olympia. The City and the Port worked over 18 months to negotiate a development agreement to supplement the Port's lease agreement with Panattoni. The development agreement provided certainty on zoning and development regulations in exchange for some benefits to the City (trail and land for a community center). The development agreement was never executed. The property is zoned Industrial and the Port has a lease option agreement with Panattoni for development of the land. Any development proposal is subject to the City's zoning and all other development regulations. Panattoni submitted a preliminary project application and proceeded through the formal project application for a 478,000 square-foot building based on the prior presentations the Port Executive Director presented to the Council. The

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proposal is for a manufacturing and warehousing building. The tenant is unknown. Panattoni also submitted two smaller development applications for a 200,000 square-foot and 114,000 square-foot buildings located near International Wood Products. All the proposals are consistent with current zoning and would comply with City regulations as they proceed through the development process. None of the proposals are located on parcels that have gophers. The proposals are subject to the City's tree protection ordinance.

Councilmember Cathey conveyed her dismay with the loss of environmental protection and the Climate Action Plan with respect to the Port's development of the 200 acres. She expressed frustration with the City's inability to protect the City's values and the community's values with respect to the negotiations with the Port to develop the agreement.

Councilmember Dahlhoff spoke to the previous opportunities for the Council to change zoning of the properties, which the Council elected not to pursue.

Discussion ensued on the apparent disconnect between the lack of the Council's previous options of rezoning and Councilmember Cathey's contention with the proposals submitted by Panattoni.

Councilmember Schneider acknowledged that he is unsure of any previous actions by the Council; however, concerns exist outside of zoning that he attempted to address 18 months ago. As the Council engaged in the process with the Port, former Mayor Kmet submitted a proposal to the Port, which was rejected. The proposal addressed many of his and the community's concerns. One concern surrounded Kimmie Road and the danger to the community and students from truck traffic. That issue should be addressed and should be able to be resolved without rezoning the property. His other concern pertained to injection wells and the Urban Forestry Management Plan to expand the tree canopy in the City. The removal of trees for Port development will not expand the urban canopy.

Status of Community Center:

City Administrator Doan reported that as part of the Port and City's development agreement, a 10-acre parcel was included for the City's future community center, which is no longer an option. Based on conversations with staff, Director Denney is working on developing a Request for Qualifications for an architect for a community center. Following the selection of an architect the City would host a community discussion on the design of a community center. The current available

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budget is \$1 million for land acquisition and \$12 million for construction of the facility. This year, the task is defining a community center with work beginning in 2023 on the design of the facility.

ADJOURNMENT: With there being no further business, Mayor Sullivan adjourned the meeting at 7:09 p.m.

Prepared by Puget Sound Meeting Services, psmsoly@earthlink.net

**TUMWATER CITY COUNCIL MEETING
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CONVENE: 7:00 p.m.

PRESENT: Mayor Debbie Sullivan and Councilmembers Peter Agabi, Michael Althausen, Joan Cathey, Leatta Dahlhoff, and Charlie Schneider.

Excused: Councilmembers Angela Jefferson and Eileen Swarthout.

Staff: City Administrator John Doan, City Attorney Karen Kirkpatrick, Communications Manager Ann Cook, Parks and Recreation Director Chuck Denney, Police Chief Jon Weeks, Fire Chief Brian Hurley, and City Clerk Melody Valiant.

SPECIAL ITEMS:

**LAND BLESSING
WITH SQUAXIN
ISLAND TRIBAL
COUNCIL
CHAIRMAN:**

Mayor Sullivan introduced Chairman Kris Peters of the Squaxin Island Tribal Council. Chairman Peters acknowledged and thanked the Council and others in attendance in the native language of the Squaxin Island people, the southern dialect of Lushootseed, a Puget Salish language. Chairman Peters said he is honored to serve as the Chair of the Squaxin Island Tribe.

Chairman Peters shared examples of land blessings and explained how the local areas of Tumwater, Olympia, and eastern Washington were originally inhabited by native peoples prior to today's society. Tribes today are not defined by borders as the reservations were established by the federal government. Traditional lands were quite vast where native people lived and inhabited. Tribal people are truly connected to the land. When walking on traditional lands of his ancestors he can feel their presence because of the connection for so long. During a land recognition, he often thinks back hundreds of years ago before colonization and how the land, forests, prairies, and the waterways were beautiful and bountiful. He pictures the people who lived in the area living as a collective and as one with the environment. They lived as part of the ecosystem for thousands of years. It is also important to remember that society today with its roads, buildings, and the economy ride on the injustices to indigenous peoples as well as to people of color. When performing a land blessing, it is with this acknowledgment of the people who lived in the area for thousands of years. He asked everyone to take a moment to think about the land and acknowledge indigenous peoples who stewarded the land since time immemorial and continue to live on the lands today.

Chairman Peters displayed a map of the today's location of Squaxin Island Tribe and described how large the tribal area was prior to colonization and relocation to the island. Known as "People of the Water" the Squaxin Island Tribe was created by combining seven bands of indigenous peoples throughout South Puget Sound. Those seven bands were originally placed on a reservation in 1854 called the Squaxin Island near Thurston and Mason

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Counties. One band, the Steh-Chass people, lived in the Olympia-Tumwater area with homes and villages along the shores of Budd Inlet up to the Deschutes River south of Tumwater. A known potlatch area located south of Tumwater was an area for tribes from the Northwest to camp, trade, and gather. The Squaxin people were quite wealthy and well-adorned because the area had the availability of shellfish, salmon, and cedar year-round. The Squaxin people have a history of government-to-government relationships for thousands of years. A land acknowledgment is relatively easy and involves verbally acknowledging the indigenous people who have stewarded the land since time immemorial and who still inhabit the area today, the Steh-Chass Band of indigenous people of the Squaxin Island Tribe. He shared an example of a longer version of a land acknowledgement by The Evergreen State College.

People of the Water have a direct connection to the Salish Sea, the artesian wells, and the river. “Walking with Gratitude” is a saying that speaks to the tribe’s values of honesty, respect, and compassion. The tribe values listening and listening to what is said and what is not being said by listening with their ears and spirit. As the Tribe and City continue to expand its relationship, it is important the relationship ensures healthiness of the economy and the community, as well as for the Tribe.

Chairman Peters said a land acknowledgment is not necessary at each meeting other than recognizing that acknowledgements occur from time to time. The most important aspect of a land acknowledgment is understanding the value and that it is real.

Councilmember Dahlhoff conveyed appreciation to Chairman Peters for attending and taking the time to share information. Chairman Peters said the Tribal Council is looking forward to hosting the City Council to continue building a mutual relationship.

**JOINT BASE LEWIS-
MCCHORD (JBLM)
17TH FIELD
ARTILLERY
BRIGADE UPDATE:**

Major Ian Sandall, Public Information Officer with the 17th Field Artillery Brigade at Joint Base Lewis-McChord (JBLM), reported that since 2008, the 17th Field Artillery Brigade has had a partnership with the City of Tumwater through the JBLM Community Connector Program. The goal of the program is to encourage community support and partnership with soldiers and their families who live within surrounding communities. Throughout the program, soldiers volunteer to help the community and in return, soldiers and their families form an appreciation for the community and strengthen interpersonal ties.

The 17th Field Artillery Brigade was founded in 1918 at Camp Bowie, Texas. Following numerous relocations, the brigade was assigned to JBLM in 2007. The brigade is considered a HIMARS brigade of 2,000 soliders. HIMARS is the High Mobility Artillery Rocket System, a truck mounted multiple rocket launcher carrying six rockets with a range of 20 miles. The

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brigade's main commitment is to the Pacific Region. Following a long hiatus because of COVID, the brigade is looking forward to working in the community and supporting events and activities. He invited the Council to visit the brigade.

**PROCLAMATION:
CHILD ABUSE
AWARENESS
MONTH; APRIL 2022**

Councilmember Dahlhoff read a proclamation declaring April 2022 as *Child Abuse Awareness Month*. The proclamation urges all Tumwater residents, communities, state agencies, faith groups, medical facilities, elected leaders, medical providers, educators, and businesses to increase their participation in efforts to support families, increase and support public safety and youth-serving agencies to help prevent the further abuse and neglect of children and strengthen the community.

Mayor Sullivan recognized Kirsten York with Monarch Children's Justice and Advocacy Center. The center serves over 800 children and non-offending family members each year. The center is honored to be a part of Tumwater's efforts to care for children and family who experience abuse.

Mayor Sullivan recognized Shelly Willis with Family Education Support Services. Ms. Willis thanked the Council for acknowledging the importance of child well-being through the adoption of the proclamation. The last two years have been challenging for many children and the adults who care for them. Too many children in Thurston County are experiencing abuse with two child fatalities in the last two months. A 34% increase in child case abuse cases has occurred since 2015 in Thurston County with a higher rate of child abuse than the entire state. Many community partners are dedicated to working together to support services that support children and families. She recognized several of those partnerships.

Mayor Sullivan invited Communications Manager Cook to provide some direction on the hybrid meeting format. Manager Cook explained how hybrid meetings provide in-person attendance or participation by Zoom. She described the proper way to speak into the microphone. Remote attendees experiencing audio issues should check the volume on the computer and turn up the volume on the Zoom program. Councilmembers attending in-person wishing to speak should raise their hands and those attending by Zoom should raise virtual hands. The public comment portion of the meeting will alternate between members present in the Council Chambers and those participating by Zoom.

PUBLIC COMMENT: **Pamela Hansen, P.O. 14521, Tumwater,** cited her previous comments regarding the purchase of golf balls for \$33,117.64 documented in the consent calendar during the Tumwater City Council meeting on April 5, 2022. She referred to the sales tax receipts revenue the City receives from retail sales tax, the property tax exemption for some apartments in the City, insufficient wages to live in apartments where property tax has been subsidized, and the amount of revenue required to pay for the golf balls.

**TUMWATER CITY COUNCIL MEETING
MINUTES OF MEETING
April 19, 2022 Page 4**

She alleged fraud, waste, and abuse of taxpayers and the retail industry to purchase the golf balls.

James Geluso, 917 Comiskey Lane SW, Tumwater, cautioned the City about incidents involving the charge of vehicle theft by Hertz Rental Car Company on customers who fail to return rental cars. Many of the incidents were the result of inaccurate inventory management by the Hertz. He urged the City to ensure the Police Department has accurate information before charging a person with auto theft of a rental car.

**CONSENT
CALENDAR:**

- a. Approval of Minutes: City Council Special Meeting, March 22, 2022
- b. Approval of Minutes: City Council Worksession, March 22, 2022
- c. Approval of Minutes: City Council, April 5, 2022
- d. Payment of Vouchers
- e. Fourth Amendment to Service Provider Agreement for Historic Brewery Tower Renovation
- f. Memorandum of Understanding with the City of Lacey and Thurston County for Governance, Decision Making and Administration of the Community Development Block Grant (CDBG) Program in 2022-2024
- g. Appointment of Anthony Varela to the Planning Commission
- h. One Washington Memorandum of Understanding Related to National Opioid Allocation and Settlement
- i. JBLM Fire Mutual Aid Agreement
- j. Preserve Park Playground Equipment

MOTION:

Councilmember Dahlhoff moved, seconded by Councilmember Schneider, to approve the consent calendar as published. A voice vote approved the motion unanimously.

Mayor Sullivan reviewed the items approved on the consent calendar.

Mayor Sullivan presented newly appointed Planning Commissioner Anthony Varela with a Tumwater Brewfest mug. Mr. Varela reported he and his wife recently retired from the U.S. Army and the U.S. Air Force, respectively. He was seeking ways to contribute and provide some value to the community, as well as learning about the community. He learned of the opportunity to serve on the Commission during a chamber forum event.

**COUNCIL
CONSIDERATIONS:**

**SUMMER
EXPERIENCES AND
ENRICHMENT FOR
KIDS (SEEK)
GRANT:**

Director Denney reported the request is to approve acceptance of a grant. In conjunction with the Washington Recreation and Parks Association, a statewide organization through the Association of Washington Cities and the office of the Superintendent of Public Instruction, a grant opportunity became available to address program needs and the needs of youth in the community; particularly youth who have been underserved or severely

**TUMWATER CITY COUNCIL MEETING
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impacted by COVID-19. Recreation staff recommends expanding summer programs and day camps for younger children and the Summer Experience Camp for teens, as well as working closely with the school district and non-profits to identify areas of the community that are underserved or have been unable to participate for many reasons. The grant provides funding for the City's 8-week camp during the summer for children between the ages of 6 and 11 from Monday through Friday with meals and programming. The camp can accommodate 45 children. The grant would provide \$26,219 for the day camp and enable eight additional children at a full scholarship level.

The second element of the grant totaling nearly \$9,000 would be allocated to the summer teen camp, an adventure challenge camp over a two-week period for 12 to 17-year old youths providing 70 hours of camp time in the outdoor environment.

Staff is seeking approval to accept the grant and move forward with the programs.

Councilmember Schneider asked about the funding formula the City uses to determine financial assistance. Director Denney said the department maintains a scholarship fund from funds solicited from local businesses to support sponsoring youths. The City use the free and reduced lunch program through the school district to determine if a youth qualifies for a scholarship.

MOTION:

Councilmember Althaus moved, seconded by Councilmember Schneider, to authorize the City to enter into an agreement with the Association of Washington Cities for a WRPA Summer Experiences and Enrichment for Kids (SEEK) grant in the amount of \$35,206.50. A voice vote approved the motion unanimously.

**REGIONAL FIRE
AUTHORITY
BRIEFING:**

The briefing was deferred until later in the meeting.

**COMMITTEE
REPORTS:**

**PUBLIC HEALTH &
SAFETY:
*Leatta Dahlhoff***

At the last meeting on April 12, 2022, Police Chief Weiks provided a briefing on policing in Tumwater. The briefing included information on budget, personnel, staffing levels, calls for service, arrest incidents, self-initiated activity, training, K9, investigations, School Resource Officer, evidence and administration, code enforcement, use of force complaints, internal investigations, and 2022 legislation. The June meeting will include a briefing on the use of force numbers in addition to mental health and substance use calls.

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Councilmember Dahlhoff reported Police Chief Weiks was featured in an article in *The Olympian* and several other news media publications.

Councilmember Cathey complimented the Chief on the information he provided to the community on Tumwater's policing activities. Councilmember Cathey asked whether the Police Department has initiated a program where mental health workers accompany patrol officers when responding to mental health incidents. Police Chief Weiks advised that the department has not initiated a program but it is a subject of conversations with the department monitoring new legislation to determine any new changes and how the legislature addressed some of the funding gaps for mental health resources for local departments. In Tumwater, the Police and Fire Departments have always collaborated on mental health responses because in many circumstances calls are often for a medical situation more than a law enforcement situation.

Councilmember Dahlhoff added that during the Regional Fire Authority discussions, questions have been addressed as to how mental health response would be coordinated if Tumwater and Olympia voters approved the Regional Fire Authority (RTA). Based on discussions, Olympia's crisis response team would be incorporated within the RTA model. Other conversations have included the possibility of Tumwater utilizing the teams in the interim.

**GENERAL
GOVERNMENT:**
Michael Althausen

At its last meeting on April 13, 2022, the committee discussed annexation of the county islands, Urban Forestry Management Plan amendments, and some of the implementation policies on landscaping and buffering. The next meeting is scheduled on May 11, 2022 for a discussion on binding site plan amendments.

PUBLIC WORKS:
Eileen Swarthout

The last meeting was held on April 7, 2022. Most of the discussion items were adopted as part of the consent calendar earlier in the meeting. Members received an update on the Water Conservation Program. One major goal of the City is to achieve a rate of less than 5% of water leakage from system pipes. Members received an update on the I-5/Trospen Road/Capitol Boulevard reconfiguration project. The next meeting is scheduled on May 5, 2022 at 8 a.m.

**BUDGET AND
FINANCE:**
Debbie Sullivan

There was no meeting and no report.

**MAYOR/CITY
ADMINISTRATOR'S
REPORT:**

City Administrator Doan recognized staff for spending many hours to prepare the sound and video system in the Council Chambers to accommodate the Council's first hybrid meeting. The format required three different broadcast/recording systems to blend virtual participants with the Council Chambers.

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City Administrator Doan encouraged the community to visit the City's website and click on *Stay Connected* to subscribe to receive information on activities and programs occurring in the City.

The budget season has been initiated with budget direction provided to City directors.

City Administrator Doan recognized the Parks and Recreation Department and the Police and Fire Departments for participation and support for the annual Easter Egg Dash.

On April 23, 2022 between 9 and noon, the City is celebrating a combined Earth Day/Arbor Day event at Tumwater Historical Park.

Mayor Sullivan reported the City of Tumwater received the Thurston Chamber of Commerce Green Business Award and was recognized at the annual luncheon on Wednesday, April 13, 2022.

Joan Cathey:

Councilmember Cathey reported she attended the Olympic Region Clean Air Authority meeting in lieu of the Solid Waste Advisory Committee because the meetings were scheduled concurrently. Officer elections were conducted with Olympia Councilmember Jim Cooper elected as Chair and Jefferson County Commissioner Greg Brotherton elected as Vice Chair. Jeff Johnson is the new Executive Director. According to the agency, the last winter produced some of the state's best clean air because of the reduction in wood stove heating.

Councilmember Cathey participated in an interview for the Regional Housing Council (RHC) in preparation for the organization's retreat. She shared information about the status of housing and the RHC with the retreat facilitator. Following the RHC interview she attended the General Government Committee meeting followed by a one-hour meeting of the Regional Housing Council (RHC).

During the last RHC Funding Committee meeting, members reviewed performance of recipients receiving one-year grant awards. The source of the funds includes contributions from the City of Tumwater comprised of ½ of 1% of previous year sales tax.

**REGIONAL FIRE
 AUTHORITY
 BRIEFING (Continued
 from Council
 Considerations):**

City Administrator Doan reported the presentation is the first of several scheduled for the Council. The presentation will cover the reasons why the Cities of Olympia and Tumwater are evaluating a regional fire authority (RFA), the definition of a RFA, status of the RFA Planning Committee, a proposed project timeline and approach, RFA governance and funding, a proposed statement of values and principles for the RFA, and public outreach.

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Fire Chief Hurley reported in 2019, a study was completed with several jurisdictions in Thurston County on potential ways and opportunities to improve emergency services for the region. The result of the study recommended formation of a regional fire authority. Some of the issues prompting the study were the increase in call volumes and response times caused by an increase in demand for services. It has been increasingly more difficult for the cities to fund more emergency resources. More investment in equipment, facilities, and personnel is needed in the future for both jurisdictions. Other factors are program offerings that could be incorporated into the RFA, such as FD Cares and crisis response to address mental health emergency calls. Basic life support response could be improved as well as the addition of basic life transport. The RFA is a method to help ensure long-term sustainable funding for fire and emergency services in the community.

Both City Councils formed an intergovernmental agreement to create the RFA Planning Committee.

A RFA is a separate independent unit of local government and is created by voters of both jurisdictions. A RFA is similar to a fire district in its structure and operations. The state of Washington currently has 13 RFAs with two located in Thurston County, West Thurston RFA and Southeast Thurston RFA. Some of the basic steps included creation of the RFA Planning Committee, which has been meeting twice a month on Mondays. The Planning Committee is responsible for developing a proposed RFA Plan addressing governance, funding structure, service levels, staffing, and facilities and equipment. The RFA Plan would be approved by the Councils and presented to voters for consideration as a ballot measure.

Fire Chief Hurley identified the members of the RFA Planning Committee chaired by Councilmember Dahlhoff. Non-voting members include fire chiefs from Tumwater and Olympia and local union presidents.

The mission of the committee is defining the jurisdictional boundaries, governance, design, and financing of the RFA. The planning committee serves as the advisory to the city mayors and councils.

City Administrator Doan introduced RFA consultants Karen Meyer with The Athena Group and Karen Reed. They are serving as the committee's facilitators. Ms. Reed is from West Seattle and serves the committee as a subject matter expert on regional fire authorities.

City Administrator Doan reviewed the timeline ending in October 2022. The briefing is the first of four briefings. The schedule includes two rounds of public engagement with the first scheduled in May at the front-end of the process for the community to receive information on what is involved in

TUMWATER CITY COUNCIL MEETING
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regionalizing fire and emergency services. The second public meeting will include the release of a draft proposal. The proposal will include a seven-year financial plan for the RFA with the assistance of the financial consultant. During the course of the planning process, opportunities will be provided for Council and public input, as well as employee input through local labor unions. At some point, both Councils will need to decide whether to proceed. If the Council elects to move forward, more public engagement follows with an election. If the election is successful, a quick transition is necessary to create the RFA.

To date, the committee has created a charter outlining its work program, created an initial communications plan, work plan, proposed values and principles statement, and initial reviews of governance and finance options.

City Administrator Doan invited questions from the Council.

Councilmember Schneider referred to prior consideration by East Olympia Fire District and the Lacey Fire District to participate in the RFA process. He asked why both organizations elected not to participate in the RFA. City Administrator Doan said the East Olympia Fire District and the Lacey Fire District elected not to participate because of other issues within each organization. The City of Tumwater elected to continue conversations with the City of Olympia.

Councilmember Schneider asked about the outcome should the measure fail in one of the jurisdictions. City Administrator Doan explained that the RFA ballot measure is based on the entire percentage of people within the RFA boundaries. The vote is not based on jurisdictional boundaries but the RFA boundary as a whole. Councilmember Schneider asked whether the funds budgeted by the City for the Fire Department would be returned to the City to address other funding needs. City Administrator Doan said the budget is a decision necessary by the Council. The City is limited to a property tax cap of \$3.10.

Ms. Reed added that there would be an impact on the City's total property tax capacity with the creation of the RFA as the property tax would be reduced by the amount of tax the RFA would be levying.

City Administrator Doan said the recommended timeline is premised on presenting the RFA proposal to the voters in April 2023. The timeline of April is because of the need to have the RFA approved and established by August 1, 2023. In October 2022, the committee will present an RFA Plan to both Councils for consideration for adoption. From October to February 2023, the Councils would continue deliberations and by the end of February approve placing the RFA on the ballot for the April 2023 election. The RFA would be effective August 1, 2023 if the measure is approved by voters with taxes imposed January 1, 2024 but not collected by the RFA

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until May 2024 creating an issue of funding the first five months of the RFA.

The proposed date for the election is to ensure adequate time is afforded for the committee to complete the proposed plan. The City Councils and the communities need adequate time to deliberate. It also minimizes the time between the creation of the RFA and when revenues are collected.

City Administrator Doan invited feedback on the proposed schedule recognizing the timeline is aggressive.

Councilmember Agabi asked about any initial public participation planned for the election. City Administrator Doan responded that the City has established a website for the RFA Planning Committee with information on the meetings, background information, and the RFA Study. The process is beginning to initiate public conversations and has begun to solicit some media interest about the process. Public outreach is also within the confines of developing public policy if the decision is to place a ballot measure as placement of the RFA proposal on the ballot requires specific ways of providing election information to the public under Public Disclosure regulations.

City Administrator Doan reviewed RFA financing and the cost components of an RFA, which are not much different than the City's funding process. Approximately 80% of the cost of the RFA is personnel followed by maintenance of cash flow. The first five months of the RFA would be without the benefit of any revenue. Cash flow will be a challenge. The RFA must also consider funding reserves for facilities, equipment, vehicle replacement, and budgeting for personnel costs. The committee is working with a financial consultant to develop a seven-year funding model addressing both costs and revenue. Two major options for funding the RFA is a fire levy up to \$1.50 per \$1,000 of assessed property valuation. The RFA would also receive a share of Thurston County's EMS revenue and fees for service, such as fire inspections and sprinkler inspections. That option requires a majority vote plus 1 by voters.

The second option is assessment of a fire benefit charge. That option limits the fire levy to \$1 with the RFA allowed to assess a fire benefit charge based on a calculation of the types of equipment, staffing, and other resources necessary to respond to a fire based on the use. Some of the costs of running the RFA shifts to the fire benefit charge from the property tax. That option provides fewer restrictions than property tax revenue. The RFA would also continue to receive a share of the EMS levy and fees for service. That financial model requires a 60% voter approval.

At this time, the analysis reflects that providing the same level or better service would require option two as the better choice because it provides

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additional revenue from the fire benefit charge.

In terms of governance, the RFA is governed by a Board of Commissioners. Several different models exist. The RFA Plan must include the structure and composition of members of the Board. The role of the Board is similar to the city council serving as the governing board setting policies and approving budgets. Some options include composition of the board by elected officials from member agencies with three elected officials from Tumwater and three elected officials from Olympia. The Board could also include members directly elected at large by voters. Other options could include individuals elected by a district through the creation of districts for the purpose of electing commissioners within the RFA or it could be mix of all options. However, the composition of the first board must be comprised of elected officials from the jurisdictions.

To assist in determining the governance structure, the committee is drafting guiding values and principles and options consistent with the values and principles. The proposal will be presented to both councils for input with the committee selecting a preferred option for consideration by the councils. City Administrator Doan shared a draft of guiding values and principles drafted by the committee.

City Administrator Doan asked the Council for direction on whether to proceed with the proposed strategy for developing the governing structure.

Councilmember Agabi supported the proposed structure of the RFA Board comprised of elected officials.

Councilmember Schneider thanked Councilmembers Dahlhoff, Althausen, and Swarthout for their efforts as members of the planning committee as he believes it is the future for both fire departments. However, his concerns surround funding and whether property tax would increase with the creation of the RFA. City Administrator Doan clarified the \$1 assessment is the property tax assessment per \$1,000 of assessed valuation. The City's property tax assessment is approximately \$12 per \$1,000 of assessed valuation with approximately \$2.44 of that amount dedicated to the City's general levy. Under the financing model, the City would reduce its property tax levy by \$1, which would be replaced by the RFA levy of \$1. The cities would need to make decisions between the levy amount collected for fire and the difference the cities expend on each fire department.

Councilmember Cathey commented on the importance of the work and is grateful to the parties engaged in the process. The timeline appears to be ambitious; however, she believes the timeline is important. She is hopeful the emphasis on keeping the public informed continues.

Councilmember Dahlhoff shared information on informational documents

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prepared or and under development to assist in keeping the community informed.

City Administrator Doan outlined the public engagement process that will include public informational meetings, website postings, email, and media coverage. The first public meeting is scheduled on May 19, 2022 at 6 p.m. as a virtual meeting via Zoom.

COUNCILMEMBER
REPORTS
(Continued):

Peter Agabi:

At the last meeting of the Transportation Policy Board members received a presentation from representatives of Intercity Transit on Smart Corridors. Smart Corridors provide a route with signalized priority for Intercity Transit buses. The Smart Corridors program is a collaboration between Lacey, Olympia, Tumwater, Thurston County, and Washington State Department of Transportation to improve safety, mobility, and transportation along major transportation corridors throughout the county. In 2020, Thurston County was awarded \$202,000 to update signaling hardware in Tumwater. Members also discussed freight mobility funding. Last year, freight mobility funding for the region was \$500,000. This year the funding has increased to \$1 million. The region must reapply for the funding. During the meeting, two members of the public commented about electric vehicle and bike options. Two applicants applied for the vacant Business Representative position on the Board.

Charlie Schneider:

Councilmember Schneider attended the Public Works Committee meeting as well as the Tumwater HOPES meeting to discuss the medication take back program. The medical lockbox event is scheduled on April 30, 2022 between 9 a.m. and noon at the Tumwater Police Department. He also attended the Thurston County Chamber of Commerce meeting and the Easter Egg Dash at Tumwater High School. The event was very successful despite the rain throughout the duration of the event.

This week is National Volunteer Appreciation Week. The Parks and Recreation Department hosted a volunteer lunch at Historical Park earlier in the Day.

Tumwater Middle School is hosting the Tumwater Youth Program dodge ball tournaments on Friday, April 22, 2022.

As mentioned earlier, the City's Earth Day and Arbor Day celebrations will be held at Historical Park on Saturday, April 23 from 9 a.m. to noon.

Leatta Dahlhoff:

The Thurston County 911 Communications meeting included some policy updates by members.

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Councilmember Dahlhoff reported she attends monthly meetings of TOGETHER and YWCA. The last meeting included information and increasing concerns with youth in the school district because of mental health issues, substance use, and the increase in incidents of self-harming.

The RFA Planning Committee continues to meet twice a month.

Councilmember Dahlhoff attended a Housing Action Team meeting. The discussion focused on the Oyo Hotel and the challenges and current status regarding the Port of Olympia and FAA requirements.

During the last meeting of the LOTT Clean Water Alliance Board meeting, members discussed the agency's affordable housing support program. The last cost of service analysis for LOTT sewer service was completed in 2016 and 2017, which reviewed the cost of wastewater charges. At that time, residential water consumption revealed a decline necessitating further analysis. Members reviewed four potential options for analysis of businesses and residential units regardless of size. The Board recommended staff pursue several options. As a consequence, it is likely the interlocal agreement will need to be addressed as the outcome would have an impact on the community and it affords an opportunity to update language in the agreement.

Michael Althausen:

The Regional Housing Council (RHC) has changed its meeting format to twice monthly. At the last meeting on April 13, 2022, the discussion focused on emerging issues. Members received updates on the 2002 RFP funding process. Councilmember Cathey continues to serve on the group responsible for reviewing all RFP's submitted for funding. An update was provided on Thurston County's new contract for rental assistance funds for the community. Councilmember Althausen also participated in an interview by the facilitator for the Council's upcoming retreat. The RHC faces a crossroads in terms of determining whether it will become a larger independent regional entity rendering funding decisions within its funding capacity. That topic is included on the retreat agenda.

Councilmember Althausen attended the Public Works Committee meeting and the General Government Committee meeting.

ADJOURNMENT:

Councilmember Dahlhoff moved, seconded by Councilmember Schneider, to adjourn the meeting at 9:12 p.m. A voice vote approved the motion unanimously.

Prepared by Valerie L. Gow, Recording Secretary/President
Puget Sound Meeting Services, psmsoly@earthlink.net

TO: City Council
 FROM: Shelly Carter, Assistant Finance Director
 DATE: May 3, 2022
 SUBJECT: Payment of Vouchers

1) Recommended Action:

Staff is seeking City Council ratification of the payment of vouchers 169734 to 169792 in the amount of \$327,217.19 dated April 15, 2022 and electronic payments 901518 to 901541 in the amount of \$186,551.42; and payment of vouchers 169793 to 169885 in the amount of \$217,390.98 dated April 22, 2022 and electronic payments 901542 to 901558 in the amount of \$46,749.85.

2) Background:

The City pays vendors monthly for purchases approved by all departments. The Finance Director has reviewed and released the payments as certified on the attached Exhibit(s). The full voucher listings are available by request to the Assistant Finance Director. The most significant payments* were:

Vendor	\$	Description
RWC International LTD	23,977.22	Repairs on 2009 Vactor

* Includes vouchers in excess of \$20,000, excluding routine utility payments.

3) Policy Support:

- Strategic Goals and Priorities: Fiscally responsible and develop sustainable financial strategies.
 - Vision Mission Beliefs-Excellence: Efficient stewards of public resources, building public trust through transparency.
-

4) Alternatives:

- ☐ Ratify the vouchers as proposed.
 - ☐ Develop an alternative voucher review and approval process.
-

5) Fiscal Notes:

The vouchers are for appropriated expenditures in the respective funds and departments.

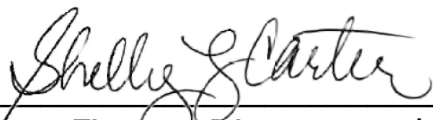
6) Attachments:

- A. Exhibit A – Payment of Vouchers – Review and Approval
- B. Exhibit B – Payment of Vouchers – Review and Approval

EXHIBIT "A"

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Tumwater, and that I am authorized to authenticate and certify to said claim.

Voucher/Check Nos 169734 through 169792 in the amount of \$327,217.19
Electronic payment No 901518 through 901541 in the amount of \$186,551.42
Wire payments of \$197,201.82



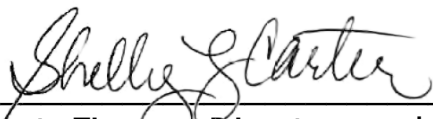
Asst. Finance Director, on behalf of the Finance Director

Checks dated 04/15/2022

EXHIBIT "B"

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Tumwater, and that I am authorized to authenticate and certify to said claim.

Voucher/Check Nos 169793 through 169885 in the amount of \$217,390.98
Electronic payment No 901542 through 901558 in the amount of \$46,749.85



Asst. Finance Director, on behalf of the Finance Director

Checks dated 04/22/2022

TO: City Council
FROM: Hanna Miles, Executive Assistant/Deputy City Clerk
DATE: May 3, 2022
SUBJECT: Reappointment of Erin Carrier, Mike Culley and Kelly Stowe to the Board of Parks and Recreation Commissioners and David Bills, Brian Reynolds and Satpal Sohal to the Lodging Tax Advisory Committee

1) Recommended Action:

Make a motion to confirm Mayor Sullivan's reappointment of Erin Carrier, Mike Culley and Kelly Stowe to the Board of Parks and Recreation Commissioners and David Bills, Brian Reynolds and Satpal Sohal to the Lodging Tax Advisory Committee.

2) Background:

Upon Council confirmation, the 3-year term for Erin Carrier, Mike Culley and Kelly Stowe on the Board of Parks and Recreation Commissioners will expire June 2, 2025; and the annual term for David Bills, Brian Reynolds, and Satpal Sohal will expire June 18, 2023.

3) Policy Support:

Vision | Mission | Beliefs - Our Vision:

Tumwater of the future will be people-oriented and highly livable, with a strong economy, dynamic places, vibrant neighborhoods, a healthy natural environment, diverse and engage residents, and living connection to its history.

We Believe in PEOPLE:

Partnership | We work collaboratively with residents, businesses and community organizations.

4) Alternatives:

- ☐ Do not confirm the reappointments
 - ☐ Confirm some of the reappointments
 - ☐ Some other course of action
-

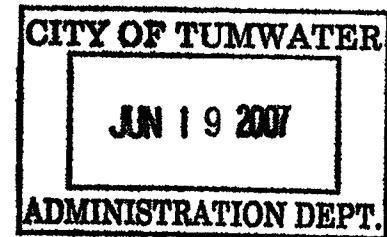
5) Fiscal Notes:

There is no fiscal impact associated with this report.

6) Attachments:

A. Application and supplemental information of volunteers.

June 17, 2007



Dear Mayor Osgood,

I am applying for the parks board vacancy for the Tumwater growth management area.

I was raised in Tumwater and played in our parks. I have seen shortages in soccer fields, the development of beautiful Pioneer Park, and have fond memories of Tumwater Falls Park trails and the little neighborhood park near our house. Now I take my daughter to play at these wonderful parks.

I have extensive leadership experience including vice-president of Chi Omega at WSU, starting sweeper on the WSU women's soccer team, reunion coordinator for EWU physical therapy class of 1993, soccer coach as a college student and parent, mentor to new physical therapists and ethics committee member at Providence Centralia Hospital. In my work experience I plan, coordinate, and develop treatment plans, and department processes and am involved in decision making every day. These skills make me a qualified candidate for the parks board.

I attended a Parks Board public meeting designed to give input on the comprehensive parks plan, but found that I was more interested in the whole process than just expressing what I desire as a citizen. I have seen the City of Tumwater work from the point of view of an employee and a citizen. Now I would like to make a positive impact as a member of the parks board.

Sincerely,

A handwritten signature in cursive script, appearing to read "Erin Carrier".

Erin Carrier

Erin Carrier

EMPLOYMENT

2001- present

Physical Therapist, Providence Centralia Hospital, Centralia, WA

- Evaluate and treat patients in the acute care setting primarily with occasional work in the rehabilitation unit, and outpatient orthopedic clinic.
- Coordinate wound care supply and equipment purchases.
- Coordinate and perform nursing education on wound care.
- Developed interdisciplinary documentation form for wound care.
- Participate in hospital wide Pressure Wound Prevention Team.
- Member of PCH Ethics committee.

2000-2001

Physical Therapist, Physiotherapy Associates at Mason General Hospital, Shelton, WA.

- Evaluated and treated orthopedically and neurologically involved patients.
- Designed and lead aquatic therapy sessions.

1995-2000

Senior Physical Therapist, Central Washington Hospital, Wenatchee, WA.

- Evaluated and treated patients in acute, subacute, and outpatient settings.
- Supervised and educated therapists in wound care techniques.
- Acted as Clinical Instructor and Center Coordinator of Clinical Education.

1994-1995

Rehabilitation Director and Physical Therapist, Regency Manor Nursing Home Chelan, WA

- Evaluated and treated geriatric residents.
- Supervised a physical and occupational therapy staff of three employees.
- Developed and implemented a policy and procedure manual in accordance with Medicare guidelines and Washington State law.

1993-1994

Staff Physical Therapist, Pullman Memorial Hospital Orthopedic and Sports Therapy.

- Evaluated and treated orthopedic patients in an outpatient setting.

Summer Employment 1987-1990

City of Tumwater Public Works and Planning Departments. I worked in various capacities including lawn maintenance, moving and reorganizing the public works files to the new city hall, developing and implementing an archive system for the public works files, and general clerical duties in the planning department.

EDUCATION

Bachelors of Science in Physical Therapy, summa cum-laude
Eastern Washington University, 1993.

Bachelors of Science in Biology, cum-laude, Phi Beta Kappa,
Washington State University, 1991

Tumwater High School Graduate, top ten, 1987.

INTERESTS AND ACTIVITIES

Soccer- youth and adult player, coach, referee, referee coordinator, score reporter.
Gardening, Hiking, Golf, Swing Dancing.

APPLICATION

The City of Tumwater's advisory boards, commissions and committees are listed below with a short paragraph describing the make-up of the group. Please complete the application below and show your group preference, listing your first choice as #1, second choice as #2, etc. Please attach a letter of interest or a resume with this application showing your current qualifications and interests. Thank you!

Name:

Erin Carrier

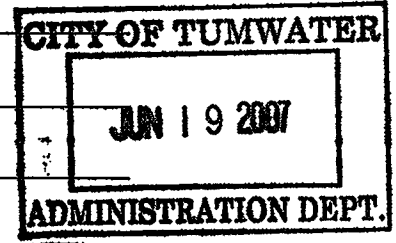
Address:

Telephone:

Date:

6/17/7

Email:



BOARD, COMMITTEE OR COMMISSION

PREFERENCE
NUMBER:

Board of Parks Commissioners:

Five members, mayoral appointment with Council confirmation, three-year terms, active

1

Building Board of Appeals / Building Code Advisory Committee:

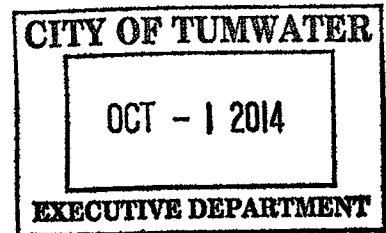
Seven members, mayoral appointment, two-year terms

Civil Service Commission:

Three members, mayoral appointment, six-year terms, active

Crime Stoppers:

Two citizen representatives; mayoral appointment with Council confirmation; three-year terms, active



September 25, 2014

Pete Kmet
Office of the Mayor
City of Tumwater
535 Israel Road
Tumwater, WA 98501

Re: Letter of Interest to serve on Board of Parks & Recreation

Mr. Kmet (Pete),

Thank you to both you and Chuck Denny for inquiring my interest in serving the city of Tumwater by being a member of this board.

I am definitely interested in talking with you further about this position as my previous experience and knowledge working with city officials when I lived in DuPont will be of good help.

As you know I am a family man with two young children still in grade school so for years we have been going to many of the city's parks and other recreation events in town either enjoying them or volunteering at them.

We love this city very much and I would be honored to help continue the long standing traditions the town is known for as well as help bring some fresh ideas to make it even more enjoyable for all than it already is.

I hope to be speaking to you and Chuck very soon.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Culley".

Mike Culley



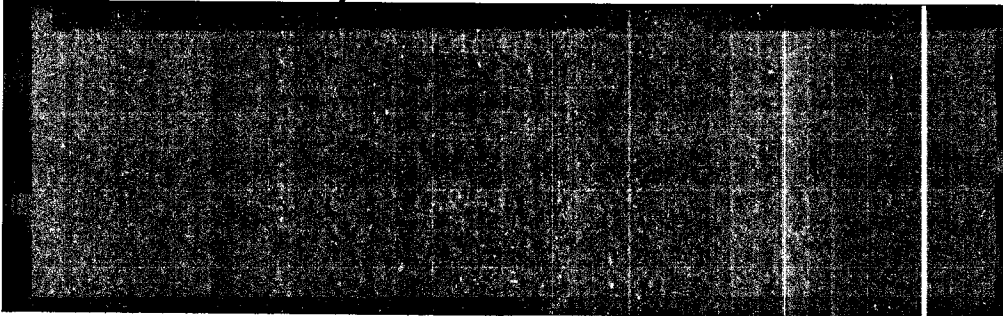
APPLICATION

The City of Tumwater's advisory boards, commissions and committees are listed below with a short paragraph describing the make-up of the group. Please complete the application below and show your group preference, listing your first choice as #1, second choice as #2, etc. Please attach a letter of interest and a resume with this application showing your current qualifications and interests. Thank you!

Name:

Mike Culley

Address:

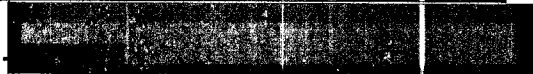


Telephone:

Date:

9-25-14

Email:

BOARD, COMMITTEE OR COMMISSIONPREFERENCE
NUMBER:Barnes Lake Management District Steering Committee

Eleven members; Mayoral appointment; two-year terms; active

 Board of Parks and Recreation Commissioners:

Seven members; Mayoral appointment with Council confirmation; three-year terms; active

1Civil Service Commission:

Three members; Mayoral appointment; six-year terms; active

Kelly Stowe



Mayor Kmet,

The City of Tumwater is a wonderful place to live and great place to build a business. I live and work in the city and I would love the opportunity to serve on the Tumwater Parks and Recreation Commission.

My three children and I live in Tumwater. I work here, shop here and my kids go to school here. We utilize the parks and I, as a single mom, can tell you what a benefit the Tumwater Youth Program has been to my family.

I currently work as a Public Information Officer for the Washington State Department of Transportation's seven-county Olympic Region, which includes Thurston County. I serve as a spokeswoman for the agency on day-to-day issues. During my years here I have become expert in explaining the importance of our complex projects in everyday terms, whether speaking with the public or during media interviews on TV and radio. Throughout it all, I am able to discuss the issues at hand while promoting a positive image for WSDOT.

My past experience also includes a two-year, Governor appointed term on the Interagency Committee for State Employed Women where I served as the Communications Chair.

I feel that my love for the City of Tumwater, my understanding of how the Parks and Recreation Department is important to the families who live in the city and my experience as a communicator would benefit the Commission.

Thank you for your time and consideration,

Kelly Stowe

Kelly Stowe

Public Relations Expert

- Internal /External Communications Professional
 - Distinguished writer/verbal communicator
 - Agency representative on issues of statewide significance
 - Project Manager
 - Public Speaker
 - Successful Project Manager
 - Deadline Specialist
 - Demonstrated ability to strive under pressure
 - Strategic Development & Implementation Expert
 - Web and Print Content Developer/Manager
 - Budget Manager
 - Expert in Microsoft Office Suite Products
 - Social Media Guru
 - Interpreter of complex issues
 - Media Relations & Training Planner
 - Graphic Design
-

Experience

2006 to Present, Washington State Department of Transportation, Tumwater, WA
Communications Consultant III, Olympic Region

Represent WSDOT and its 7,500 employees in print, radio, television, online publications and through social media. I am a spokeswoman for a seven-county region, and am responsible for issues that have statewide consequences. Issues include agency accountability, transparency, and public safety. Continually work under pressure and on short deadlines. On a daily basis, clearly communicate, both orally and in writing complex issues, problems and positions, including legal decisions, data reporting and engineering terminology. Gather and correlate traffic data and use for specific reports, projects or media campaigns.

- Have a history of building solid relationship with high-level officials.
- Work independently developing complex communication plans for projects, and/or issues.
- Developed and implemented the 'Rush Hour Reporting Room' that shares real-time traffic information to media during peak commute times. Serve as media's point person during the morning commute.
- Responsible for researching, writing and disseminating news releases, brochures, web pages and other public outreach tools.
- Use CMS to build project Web pages and edit and update Internal Web site.
- Communicated high-visibility projects such as the Hood Canal Bridge east-half Replacement, SR 520 pontoons, I-5 panel replacement, SR 16 Nalley Valley; and growing congestion surround Joint Base Lewis-McChord.
- Coordinate large-scale events with local and national dignitaries. Examples include:
 - 2011 Manette Bridge opening; managed media, over 500 attendees.

- 2010 Chetzemoka Inaugural Sail with the Washington State Ferries, managed media, over 500 attendees.
- 2010 Groundbreaking for the SR 520 Pontoons project, point person for Secretary of Transportation, Paula Hammond and Governor Christine Gregoire.
- 2009 Ribbon-cutting event for the SR 304 Bremerton Tunnel, coordination and event plan, managed media, 2000 attendees including U.S. Secretary of Transportation, Ray LaHood.
- 2007 Tacoma Narrows Bridge opening, key member of five-person planning team, specifically responsible for training volunteers, orchestrating opening speeches and dignitary point person; over 60,000 attendees.
- Implemented the Olympic Region Twitter Account (@WSDOT_Tacoma) in 2008, currently have over 4,000 followers and growing.
- Wrote, directed and coordinated television/radio ads for public safety campaign using NASCAR star, Greg Biffle.
- One of three employees who represent the agency on WSDOT's Facebook page and @WSDOT_Tacoma Twitter account, helping give WSDOT a "real voice" to constituents.
- Media Relations trainer for WSDOT.
- Emergency Planning coordinator.

2001 to 2006, Washington State Department of Transportation, Tumwater, WA

Executive Assistant – Public Private Partnerships/ State Maintenance Engineer/Environmental Services

Assistant to the Director of Public Private Partnerships, the State Maintenance Engineer, and the Director of Environmental Services. While working in this capacity, responsible for the day-to-day operations of the office, responding and resolving issues in their absence of director, and coordinating with other WSDOT offices and /or State agencies on special projects.

- Budget manager.
- Legislative coordinator, responsible for bill analysis, Legislative reports and meeting with Legislators and staffers.
- Developed Program Web page using CMS
- WSDOT Representative at monthly stakeholder meetings.
- Ombudsmen— investigate constituent complaints and attempt to resolve them, usually through recommendations (binding or not) or mediation. In this role, also communicated both orally and in writing complex issues, problems or positions, engineering terminology.
- Organized key tasks and milestones
- Supervised staff.
- Planned agendas and made all arrangements for national and statewide meetings.
- Awards Coordinator, responsible for submitting environmental project for national awards.

1999 – 2001, Washington State Department of Health

Assistant to the Executive Director of Health Services Quality Assurances

Assisted with licensing health care professionals including paramedics, emergency medical technicians, veterinary technicians, and acupuncturists while managing day-to-day activities of running an office such as scheduling, timekeeping and payroll activities.

- Office manager for Executive Director and 16 Program Managers.
- Compliance coordinator for Licensing and Certification represented Executive Director at weekly meetings.
- Planned agenda and scheduled Licensing and Certification Advisory Committee bi-monthly meetings, Governor's Steering Committee and Medical Program Directors Meeting.
- Represented Department of Health at National Health Compliance Conference.
- Managed budgets for 16 health professions.

1997-1999, Department of Revenue

Legal Secretary

Served as Legal Secretary for Assistant Director and 13 Administrative Law Judges. Managed day-to-day activities of the office while working under extreme deadlines preparing tax decisions, and serving as hearing coordinator for revocation proceedings.

- Served as office manager for organization of 15 staff.
- Edited tax decisions and prepared all paperwork for incoming tax appeals
- Represented Department of Revenue and worked closely with the Board of Tax Appeals.
- Constituent response coordinator.
- Effectively communicated with attorneys, Administrative Law Judges, client agencies, appellants the public and other interested parties regarding cases or hearings.

1991-1997, Department of Social and Health Services – Division of Child Support Enforcement

Unit Assistant

Assistant to Support Enforcement Officer IV and nine Support Officers in compiling, screening, researching and verifying information required in the processing of support enforcement requests, claims, legal documents, complaints, medical enforcement, modifications and other enforcement requests. Knowledge of federal/state child support rules and regulations.

- Worked with members of the public, business community or other organizations in person, by telephone, or in writing in preparation of complete and accurate written reports of claims or complaints.
- Explained pertinent departmental policies and procedures and provisions of laws to applicants and service recipient.
- Reviewed and analyzed unidentified payment and applied to case or refer to support officer for manual distribution.

Special Skills Attributes

- More than 20 years of experience dealing directly with the public, city, county, state and federal officials in a professional atmosphere.
- In-depth, working knowledge of state communication strategies and implementation.
- Hands-on experience with Adobe and Microsoft programs and tools used by state agencies.

- Skilled public speaker/event planner.
 - Well-versed with social media.
 - Demonstrated understanding communications from both sides of the media, and ability to simplify complex issues and information.
 - "Insider's" knowledge of today's media, specializing in print and internet publications.
 - Self-starter who works and plans well as part of a team and independently.
 - Exceptional multi-tasking and ability to work under deadline pressure.
 - Excellent time management.
-

Education:

2001-02 University of Phoenix
Business Management

1998-1999, South Puget Sound Community College Olympia, WA
Paralegal Studies

1990-91 Clark College
Business Administration

Awards and Accomplishments

Olympic Region PIO of the year – 2011
Received Communicator of the Year award for the seven-county Olympic Region.

Statewide Communicator of the year nominee – 2011
Nominated by my peers as the Statewide Communicator of the year.

Innovative Management – 2011
America's Transportation Award
Assisted with project outreach and award application for Operation: Relieve I-5 congestion

Golden Pontoon Award – 2010
WSDOT SR 520 office
Recognized for 'going above and beyond to coordinate the Pontoon Groundbreaking event'

On Time – Small Project – 2010
America's Transportation Award
Assisted with project outreach and award application for SR 167 Burley Olalia widening

2001 Extra Mile Award
Recognized for executing an innovative solution using Microsoft Outlook.

Committees:

Served on the Governor's Interagency Committee for State Employed Women (ICSEW) as WSDOT's representative from 7/05 to 07/07. Served as Chair for the Communications sub-committee and editor of the committee's bi-monthly newsletter, *The InterAct*.

References:

Claudia Bingham Baker
Olympic Region Communications Manager
Washington State Department of Transportation
Immediate Supervisor
[REDACTED]

Ken Noland, Captain
Washington State Patrol District 1
Colleague
[REDACTED]

Chris Christopher, Director of Maintenance and Operations
Washington State Department of Transportation
Former Supervisor
[REDACTED]

Guy Gill, Trooper
WSP
Public Information Officer
[REDACTED]

NOV 29 2012

EXECUTIVE DEPARTMENT

APPLICATION

The City of Tumwater's advisory boards, commissions and committees are listed below with a short paragraph describing the make-up of the group. Please complete the application below and show your group preference, listing your first choice as #1, second choice as #2, etc. Please attach a letter of interest and a resume with this application showing your current qualifications and interests. Thank you!

Name:

Kelly L. Stowe

Address:

Telephone:

(Cell)

(Work)

Date:

11/28/12

Email:

BOARD, COMMITTEE OR COMMISSIONPREFERENCE
NUMBER:

Barnes Lake Management District Steering Committee
Eleven members; Mayoral appointment; two-year terms; active

8

Board of Parks and Recreation Commissioners:
Seven members; Mayoral appointment with Council
confirmation; three-year terms; active

1

Civil Service Commission:
Three members; Mayoral appointment; six-year terms; active

7

Crime Stoppers:

One citizen representative; Mayoral appointment with Council confirmation; three-year terms; active

2

Historic Preservation Commission:

Seven members; Mayoral appointment with Council confirmation; three-year terms; active

4

Planning Commission:

Nine members; Mayoral appointment with Council confirmation; four-year terms; active

3

Thurston Community Television:

One citizen representative; Mayoral appointment; three-year terms; active

5

Tree Board:

Five to seven members; Mayoral appointment with Council confirmation; three-year terms; active

6

Satpal Sohal
La Quinta Inn & Suites
4600 Capitol Blvd. SE
Tumwater, WA 98501
5/4/17

Hanna M. Miles
555 Israel Road SW
Tumwater, WA 98501

Dear Hanna M Miles

I Satpal Sohal would love the opportunity to serve as a member of the Tumwater tax advisory committee I want to be on the tax advisory committee because of my experience as a Hotelier I will bring a wealth of knowledge and experience to the tax advisory board I have served on three tax advisory committees and I currently own three hotels and we are building a fourth La Quinta and me and my wife also are the winners of franchisee of the year 2016 for La Quinta out of 850 Hotels.

My goal will be to help guide the tax advisory board to make decisions that help increase tourism and put more heads in beds in the city of Tumwater.

Sincerely,



Satpal Sohal

Satpal S Sohal

Professional Profile

- Entrepreneur who grew four businesses in near start up states to millions in annual sales through effective business planning management, financial planning, creative sales techniques, and innovative marketing.
- Expert knowledge and skills in operations management, real estate development, and financial planning with concentration.
- Skilled strategist who transforms strategic plans into workable solutions.
- Possesses strong analytical, leadership and follow-through skills.
- Detail oriented with the ability to develop, integrate, analyze, document and present business and financial plans in support of business objectives.
- Self-motivated, excellent team player, quick learner, organized, and strong interpersonal skills.
- Recognized by clients and colleagues as a consummate professional with a high degree of personal integrity.
- Known for a contagious passion for excellence, a talent for resourceful business solutions, and a capacity for motivational leadership.
- Possesses outstanding communication and presentation abilities.
- Effectively market tangible/intangible products and services.
- Skilled in persuasive presentation and profitable negotiation.
- Offers excellent customer relations skills.

Education

Sheffield University, School of business Administration, UK

- Bachelor of Arts In Business and Finance January 1994

ITT Technical Institute, Seattle, WA

- Electronic Engineering Technology December 1998

Licenses & Certificates

- Certified Hospitality Administrator September 2004

Professional Experience

Organizations/Planning and Humans Resources

- Recruited investors and assembled limited liability companies for various investment opportunities.
- Negotiated financing with multiple lending institutions.
- Executed \$700,000 renovation project for 70-unit hotel.
- Utilized historical and forecast data to perform trend analysis.
- Executed budget plan and company performance goals.

- Developed personnel, motivated staff to exceed goals, and improve sales.
- Selected and hired self-motivated administrative staff and trained them to be hard-working, customer-focused, and experts in their fields enabling them to work with minimal day-to-day supervision
- Experienced in foreclose or financially stressed properties.
- Currently on the Lodging Tax Advisory Committee for Auburn WA, and Liberty Lake WA.

Marketing and Sales

- Worked with marketing company to create logo and promotional material.
- Increased hotel sales by 40% by working with corporate customers and meeting customer demands.
- Consistently maintained a high-standard performance record via exceptional service, follow-through, and special attention to detail which resulted in higher sales.
- Researched and analyzed the property/hospitality market and re-focused business in response to market changes, making sure business always offered high quality and service at competitive rates.
- Established name recognition in hospitality industry and generated sales through a combination of sales and marketing techniques including implementation of sales packages, cold calls, corporate account development, Internet booking/sales, and judicious placement of advertising.

Properties

Owner

Tillicum Inn, Umatilla, OR

April 2001-Sold 2015

70 unit's motel

Owner

Econo Lodge, Chehalis, WA

December 2004-Sold 2016

70 unit's motel

Owner

Quality Inn & Suites, Liberty Lake, WA

February 2008- Present

70 unit's Hotel

Owner

La Quinta Inn & Suites, Auburn WA

November 2011- Present

70 Units Hotel

Owner

La Quinta Inn & Suites, Tumwater WA

November 2015- Present

80 Units Hotel

Owner

Rental house 1, Auburn WA

October 2015- Present

Owner

Rental house 2, Auburn WA

October 2015- Present

Owner

Rental house 3, Puyallup WA

October 2015- Present

Owner

Rental house 4, Puyallup WA

October 2015- Present

Owner

Rental house 5, Kent WA

October 2015- Present

Owner

Rental house 6, Renton WA

October 2015- Present

Tacoma Rescue Mission

Tacoma, WA

2014-present

Volunteered in the Rescue Mission's kitchen, prepping and preparing lunch for the guests and maintained cleanliness and sanitation of equipment. Worked closely with regular volunteers and kept a good spirit and attitude at all times.

Nativity House

Tacoma, WA

2013-present

Distributed necessities such as toiletries, socks, gloves, hats to the homeless. Spent time with the people that go to the Nativity House through deep conversations or with a simple game of cards. Learned the skill of listening and showing interest in people from all types of lives. Understood the importance in serving and meeting people where they are.

Tacoma New Life Church

Tacoma, WA

2007-2013

Participated in various programs for children such as assisting in the daycare, holiday festivals, supervising the playground area, and being staff of Vacation Bible School during the summer. Volunteered with church members on a weekly basis feeding the homeless on the streets, retirement homes, and local schools.

Philippines

Philippines

2012-2013

Went from village to village with a team of doctors, dentists, and other volunteers to provide medical, dental, and other treatments. We provided educational material and supplies to help improve the quality of life.

Charity Water

Africa


2007


Started and lead a fundraiser and awareness to help support an organization called Charity Water. We were able to raise thousands of dollars to build a water well in a remote village in Africa where thousands of people die every year due to contaminated water.


APPLICATION


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Name: Satpal Sahal

Address: 

Telephone: _____ (Home)  (Cell)

_____ (Work) 

Date: 5/4/17 Email: 

BOARD, COMMITTEE OR COMMISSION

PREFERENCE
NUMBER:

Tax Advisory Committee

Barnes Lake Management District Steering Committee
Eleven members; Mayoral appointment; two-year terms; active

Board of Parks and Recreation Commissioners:
Seven members; Mayoral appointment with Council
confirmation; three-year terms; active

Civil Service Commission:
Three members; Mayoral appointment; six-year terms; active

TO: City Council
FROM: Don Carney, Capital Projects Manager
DATE: May 3, 2023
SUBJECT: Barclift Park & Tumwater Hill Park Restroom Improvements – Award and Authority to Sign Contract

1) Recommended Action:

Staff recommends the City Council award and authorize the Mayor to sign a Public Works contract with KBH Construction Co., of Olympia Washington, in the amount of \$215,900.90, for the Barclift Park & Tumwater Hill Park Restroom Improvements project.

2) Background:

The proposed restroom improvement project is for installation of two new restrooms at City parks, one each for Barclift Park and Tumwater Hill Park. The restroom improvement project is part of the Capital Facilities Plan. At the October 5, 2021, City Council meeting, approval was given to purchase the two precast concrete restrooms for the parks improvement project. Staff is presenting the low bid for construction of the on-site improvements for installation of the prefabricated, city purchased restrooms. The work includes pouring of concrete sidewalks and installing utilities to make the restrooms functional.

Bids for the project were opened on Monday, April 25, 2022. Five bids were received ranging from \$215,900 to \$398,000. The original Engineer's estimate for the restroom improvements project was \$256,000.

3) Policy Support:

City of Tumwater Strategic Priorities and Goals 2021-2026 has identified the following goals to prioritize pedestrian trail projects:

B. Build a Community Recognized for Quality, Compassion and Humanity

4) Alternatives:

☐ Reject the bids and re-advertise.

5) Fiscal Notes:

Funding is Metropolitan Parks District, City of Tumwater General Governmental.

6) Attachments:

A. Vicinity Map
B. Bid Tabulation

BARCLIFT & TUMWATER HILL PARK RESTROOM IMPROVEMENTS

CITY OF TUMWATER PARKS AND RECREATION DEPARTMENT

TUMWATER HILL PARK



VICINITY MAP
NOT TO SCALE

BARCLIFT PARK

Item 6e.

BID TABULATION SHEET

Barclift Park and Tumwater Hill Park Restroom Improvements
Project No. 3030102

Bid Opening 4/25/2022

				<i>Engineer's Estimate</i>		<i>BID #1 KBH Construction Co.</i>		<i>BID #2 Black Hills Excavating Inc.</i>		<i>BID #3 Brumfield Construction Inc.</i>		<i>BID #4 Green Tech Excavation Inc.</i>		<i>BID #5 Northwest Cascade, Inc.</i>	
ITEM	Description	QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	1	LS	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00	\$17,973.00	\$17,973.00	\$20,000.00	\$20,000.00	\$30,000.00	\$30,000.00	\$36,000.00	\$36,000.00
2	Minor Change	1	CALC	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
3	SPCC Plan	1	LS	\$750.00	\$750.00	\$500.00	\$500.00	\$1,500.00	\$1,500.00	\$650.00	\$650.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
4	Project Temporary Traffic Control	1	LS	\$7,000.00	\$7,000.00	\$3,750.00	\$3,750.00	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00	\$15,000.00	\$15,000.00	\$11,500.00	\$11,500.00
5	Clearing and Grubbing	1	LS	\$5,250.00	\$5,250.00	\$3,500.00	\$3,500.00	\$8,400.00	\$8,400.00	\$6,500.00	\$6,500.00	\$7,500.00	\$7,500.00	\$8,500.00	\$8,500.00
6	Removal of Structures and Obstructions	1	LS	\$10,000.00	\$10,000.00	\$3,500.00	\$3,500.00	\$3,800.00	\$3,800.00	\$12,000.00	\$12,000.00	\$7,500.00	\$7,500.00	\$2,500.00	\$2,500.00
7	Barclift Park Temporary Access Road	1	LS	\$7,500.00	\$7,500.00	\$6,500.00	\$6,500.00	\$21,625.00	\$21,625.00	\$7,000.00	\$7,000.00	\$22,000.00	\$22,000.00	\$16,000.00	\$16,000.00
8	Precast Concrete Restroom Installation	2	EA	\$10,000.00	\$20,000.00	\$10,000.00	\$20,000.00	\$6,000.00	\$12,000.00	\$7,800.00	\$15,600.00	\$10,000.00	\$20,000.00	\$18,000.00	\$36,000.00
9	Service Connection 1 In. Diameter	2	EA	\$17,500.00	\$35,000.00	\$6,500.00	\$13,000.00	\$8,200.00	\$16,400.00	\$6,500.00	\$13,000.00	\$12,000.00	\$24,000.00	\$8,000.00	\$16,000.00
10	Grinder Pump	1	LS	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$9,270.00	\$9,270.00	\$15,000.00	\$15,000.00	\$16,000.00	\$16,000.00	\$20,000.00	\$20,000.00
11	PVC Sanitary Sewer Pipe 6-In. Diameter	1	LS	\$17,500.00	\$17,500.00	\$15,000.00	\$15,000.00	\$16,000.00	\$16,000.00	\$28,000.00	\$28,000.00	\$32,000.00	\$32,000.00	\$36,000.00	\$36,000.00
12	Erosion Control and Water Pollution Prevention	1	LS	\$8,000.00	\$8,000.00	\$3,500.00	\$3,500.00	\$8,200.00	\$8,200.00	\$2,500.00	\$2,500.00	\$8,000.00	\$8,000.00	\$6,000.00	\$6,000.00
13	Topsoil Type A	200	SY	\$40.00	\$8,000.00	\$13.00	\$2,600.00	\$84.00	\$16,800.00	\$35.00	\$7,000.00	\$15.00	\$3,000.00	\$35.00	\$7,000.00
14	Roadside Restoration	1	LS	\$10,000.00	\$10,000.00	\$2,500.00	\$2,500.00	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$47,500.00	\$47,500.00
15	Cement Concrete Sidewalk	100	SY	\$125.00	\$12,500.00	\$120.00	\$12,000.00	\$67.00	\$6,700.00	\$408.00	\$40,800.00	\$270.00	\$27,000.00	\$305.00	\$30,500.00
16	Tumwater Hill Park Electrical System	1	LS	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00	\$30,149.00	\$30,149.00	\$55,000.00	\$55,000.00	\$32,000.00	\$32,000.00	\$37,500.00	\$37,500.00
17	Barclift Park Electrical System	1	LS	\$8,000.00	\$8,000.00	\$16,000.00	\$16,000.00	\$19,890.00	\$19,890.00	\$39,000.00	\$39,000.00	\$42,000.00	\$42,000.00	\$27,500.00	\$27,500.00
		Subtotal			\$234,500.00		\$197,350.00		\$228,707.00		\$299,550.00		\$317,000.00		\$364,500.00
		Sales Tax 9.4%			\$22,043.00		\$18,550.90		\$21,498.46		\$28,157.70		\$29,798.00		\$34,263.00
		Total			\$256,543.00		\$215,900.90		\$250,205.46		\$327,707.70		\$346,798.00		\$398,763.00

