

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

**PRESENT:** Mayor Pete Kmet and Councilmembers Joan Cathey, Eileen Swarthout, Nicole Hill, Debbie Sullivan, Tom Oliva, and Neil McClanahan.

Excused: Councilmember Ed Hildreth.

Staff: City Administrator John Doan, City Attorney Karen Kirkpatrick, Police Chief John Stines, Community Development Director Michael Matlock, Fire Chief Scott LaVielle, Finance Director Ursula Euler, Public Works Director Jay Eaton, Recreation Supervisor Charlie Groth, and Recording Secretary Tom Gow.

**FLAG SALUTE:** Students from Peter G. Schmidt Elementary School led the flag salute.

**ADDITIONS TO AGENDA:** The presentation on the second Annual Christmas program at Crosby House was removed from the agenda.

**SPECIAL ITEMS:**

**CHRISTMAS TREE LIGHTING FESTIVAL AND PETER G. SCHMIT 6<sup>TH</sup> GRADE CHOIR PERFORMANCE:** Recreation Supervisor Groth announced the 13<sup>th</sup> annual Tumwater Christmas Tree Lighting Festival on Saturday, December 12 from 2:00 to 5 p.m. at the Tumwater Fire Station.

Marie Williams, Choir Director, Peter G. Schmidt Elementary School, led the 6<sup>th</sup> grade choir in singing two songs of movie music tied to the holidays.

**HOLIDAY ASSISTANCE PROGRAM:** Christy Upton, Program Coordinator, Tumwater Lions Club, shared information on the Tumwater Holiday Assistance Program. This year, the program is seeking Christmas gifts for 476 children from 186 families representing an increase in 50 children from the previous year. The goal is to provide a toy to every child in the program. The children either attend Tumwater School District schools or live within the City of Tumwater. All gifts should be turned in by December 11 at Tumwater City Hall. Cash donations also help to provide gifts for children and checks can be dropped off at Tumwater City Hall.

**PUBLIC COMMENT:** **Pamela Hanson (address undisclosed)** commented on the need for more teachers within the school system, issues surrounding the jamming of her cell phone, and the recent suspicious death of the Mayor of Juneau, Alaska.

**CONSENT CALENDAR:** a. Approval of Minutes: Regular Meeting, November 17, 2015; Worksession, November 10, 2015; Special Joint Meeting with

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Squaxin Island Tribe November 12, 2015

- b. Payment of Vouchers
- c. Award of Contract: Vehicle Towing & Storage

**MOTION:** Councilmember McClanahan moved, seconded by Councilmember Hill, to approve the consent calendar as published. Motion carried.

Mayor Kmet reviewed the items approved on the consent calendar.

**COUNCIL  
CONSIDERATIONS:**

**RESOLUTION NO. R2015-015; FEE RESOLUTION – UTILITY FEES:** Director Eaton reported the request is to consider and approve the 2016 Fee Resolution effective January 1, 2016. The fee resolution contains all fees the City charges for all types of services. Typically, the City increases utility rates and other rate adjustments annually. He described updated fees and removal of some fees. The fee resolution also includes increases in impact fees by the Tumwater School and Olympia School Districts for single family and multi-family residential units. Proposed utility rate increases include:

- Water 3%
- Sewer 2.8%
- Storm Water 5%
- LOTT Wastewater Service Charge 3%

**MOTION:** Councilmember McClanahan moved, seconded by Councilmember Sullivan, to approve and authorize the Mayor to sign Resolution No. R2015-015, setting fees charged by the City for services provided. Motion carried unanimously.

**ORDINANCE NO. O2015-014; 2015-2016 BIENNIAL BUDGET ADJUSTMENT:** Director Euler reported on changes to the budget since the original 2015-2015 budget was adopted on December 2, 2014. Major changes include new updated information, establishment of the Tumwater Transportation Benefit District, completion of the 93<sup>rd</sup> Avenue and Eastside Annexations, and the 2016-2021 Capital Facilities Plan.

Staff proposes adoption of the ordinance implementing changes to the budget with one addendum to accommodate some potential change in services as the City tracks revenues during the next six months that could warrant additional services in code enforcement. The addendum also includes freezing a parks maintenance position, some capital improvements totaling \$32,000 in the vicinity of City Hall, and delaying a new program, the Family and Community Services Trial Partnership.

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**MOTION:** Councilmember McClanahan moved, seconded by Councilmember Oliva, to adopt Ordinance No. O2015-014; 2015-2016 Biennial Budget Adjustments as presented.

Councilmember Cathey requested verification that the proposed changes address some of the concerns discussed by the Council during its last worksession. Director Euler affirmed the changes are a result of the Council's direction.

Mayor Kmet reminded the Mayor that during the Council's last retreat, the Council emphasized the importance of focusing on facilities maintenance. The proposed action continues some expenditure for facility maintenance but not all as initially proposed. After determining the extent of new revenues, it will be important for the Council to revisit the issue to enable staff to move forward. Major issues surround the parks and facilities position and some funds to support that position. It could entail another six months until the City has a better understanding of revenues from the Eastside Annexation.

Councilmembers Oliva and Hill commented favorably on the proposed amendment and the work by staff to forecast revenues and expenses. Although wary about adding new staff positions because those positions create a continuing obligation by the City, many of the positions are driven by the City's expansion and maintenance needs.

The Council acknowledged the working partnerships with Thurston County and Fire District 6 to help both agencies in the loss of revenue caused by the annexation.

**MOTION:** Motion carried unanimously.

**COMMITTEE  
REPORTS:**

**PUBLIC SAFETY:** There was no report.  
*Ed Hildreth*

**GENERAL  
GOVERNMENT:** There was no report.  
*Joan Cathey*

**PUBLIC WORKS:** The next meeting is on Thursday, December 3. The committee is scheduled to review the Somerset Hill Drive and Cleveland Avenue Outfall and E Street Outfall Improvement projects.  
*Neil McClanahan*

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**BUDGET AND  
FINANCE:  
*Pete Kmet***

There was no report.

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

Mayor Kmet reported on City Administrator Doan's participation in Leadership Thurston County. Mayor Kmet reported he is scheduled to participate in one session on Wednesday, December 2.

The City of Tumwater's Employee Annual Holiday Breakfast is scheduled on Friday, December 4 at the Labor and Industries Building at 7 a.m.

City Administrator Doan shared several notes and letters received by the City acknowledging the work and efforts of several staff members.

**COUNCILMEMBER  
REPORTS:**

***Eileen Swarthout:***

Councilmember Swarthout reported on her attendance to the Black Alliance meeting attended by many people to include City Administrator Doan, Councilmember Oliva, and Police Chief Stines. The meeting began with Bishop Petty and several speakers leading the group. The next meeting is at the South Sound Manor on December 10 from 6 p.m. to 9 p.m. to continue the dialogue. The Black Alliance previously existed but increased its presence after the shooting incident in Olympia. Councilmember Oliva added that the focus of the group is subject to the community's ongoing discussion, debate, and needs within the community.

City Administrator Doan added that the participants were invited to share information on their willingness to participate in future efforts, such as legislative advocacy, helping people secure jobs, or create opportunities for greater employment and education in the community. At this point, it's likely the City would not be involved organizationally because it appears individual efforts would be the focus.

Police Chief Stines responded to questions about law enforcement's perspective of the group. The three largest local jurisdictions were represented at the meeting with the City of Olympia taking the lead with the other agencies working together as a coalition in law enforcement to recognize some of the problems that may exist and to reach out for solutions. The issue of racism runs deeper than just a police department with much soul-searching necessary by everyone in the community. The City of Olympia allocated funding for training for the Olympia Police Department. The Tumwater Police Department is exploring ways to participate in the training.

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Members of The Thurston County Emergency Medical Services Council reviewed the operations report during the last six months. Approximately 114 CPR classes were conducted with over 1,200 citizens receiving training in CPR. A Facebook will be introduced with information on CPR classes for the community. Members received a status update on EMS Systems by Thurston Regional Planning Council Senior Planner Paul Brewster. Efforts continue with local fire chiefs and other parties to develop the final plan for presentation to the Council for approval. Tumwater Fire Department's pilot project was mentioned during the meeting as it enables ordering of medical supplies online.

The Thurston Regional Law and Justice Council discussed pre-charge diversion alternatives with Evan Farber, Thurston County Dispute Resolution, who shared information on engaging with District Court to divert civil cases from Small Claims Court. The new director for Community Youth Services shared information on its programs with youth. Members also received an update on the May scheduled opening of the Triage Center. The center provides beds and alternatives for mentally ill individuals rather than placing them in jail. Information was shared on the proposal for a pre-trial services unit to provide judges with more information.

Councilmember Cathey commented on the positive outcomes of diversion especially relating to traffic and parking tickets. Many people's lives are ruined by collection agencies because of the inability to pay.

Councilmember Swarthout noted the presentations during the meeting are available on Thurston County's website on the Law and Justice Council page.

***Joan Cathey:***

Councilmember Cathey shared a compliment from a former City Hall intern conveyed to her after the recent Thanksgiving holiday about City Administrator Doan and Assistant City Administrator Behrends-Cerniwey.

The Community Investment Partnership's (CIP) next meeting is on Monday, December 14 in the afternoon following the last meeting of the HOME Consortium.

***Nicole Hill:***

Members of Thurston Thrives spent time on some strategy maps surrounding justice and public safety. A presentation was provided on post-conviction services, which are few. Most offenders serving their time have limited service options. The Thurston County Prosecutor's Office is considering some options for post-conviction services.

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Members also received a presentation from the Thurston Climate Action Team. Members are discussing ways to integrate climate change because of its impact on human health. Members also discussed governance and operations and agreed to consensus decision-making.

***Debbie Sullivan:***

The Intercity Transit Authority adopted its 2016 Budget and 2016-2021 Strategic Plan. Councilmember Sullivan attended the recent graduation of Intercity Transit bus operators. The agency's holiday party is scheduled on Friday 4. Six candidates were interviewed for the Citizens Advisory Committee. Final selection decisions are scheduled during the Authority's next meeting on Wednesday, December 2.

The next Community Action Council of Lewis Mason Thurston Board of Directors meeting is scheduled on Wednesday, December 9.

***Tom Oliva:***

The next meeting of the Thurston Regional Planning Council is on Friday, December 4.

The Tumwater Fire Department recently presented 359 new coats to young students at Michael T. Simmons Elementary School. Tumwater firefighters contribute and raise funds to purchase the coats.

***Neil McClanahan:***

The HOME Consortium has scheduled an Executive Board meeting on Monday, December 7. The next meeting of the entire group is scheduled on Monday, December 14, prior to the consolidation with the Community Investment Partnership (CIP).

Mayor Kmet encouraged the Council to fill out a questionnaire on their preferred intergovernmental committee assignments in light of recent restructuring changes by the HOME Consortium, CIP, and Thurston Thrives.

Councilmember McClanahan reported the Alliance for a Healthy South Sound and the Association of the United State Army are scheduled to meet later in the month.

**ADJOURNMENT:**

**With there being no further business, Mayor Kmet adjourned the meeting at 8:25 p.m.**