

**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, Angela Jefferson, Charlie Schneider, and Eileen Swarthout.

Staff: City Administrator John Doan, City Attorney Karen Kirkpatrick, Community Development Director Michael Matlock, Parks and Recreation Director Chuck Denney, Transportation & Engineering Director Brandon Hicks, Water Resources and Sustainability Director Dan Smith, Assistant Transportation and Engineering Director Mary Heather Ames, Engineering Services Manager Bill Lindauer, Golf Operations Supervisor Russ Olsen, and City Clerk Melody Valiant.

**SPECIAL ITEMS:**

**PROCLAMATION:** Councilmember Jefferson read a proclamation declaring *Juneteenth on June 19, 2023*. The proclamation calls on the people of Tumwater to join together on Juneteenth, to reflect on the past, to commit together to continue to eradicate systemic racism, to look to the future, and to work each day to lift each other up for collective prosperity and liberty.

**JUNETEENTH -  
JUNE 19, 2023:**

Mayor Sullivan presented the proclamation to Lester Dixon and Melvin Butler representing Fred U. Harris Lodge #70. They invited all community members to attend a community event on Saturday, June 17, 2023 from 11:30 a.m. to 4:00 p.m., at the Regional Athletic Complex (RAC) in Lacey to celebrate this African American cultural tradition with music, BBQ, and activities in a community-wide celebration of Juneteenth. Participants are encouraged to bring a non-perishable food item for donation to the Thurston County Food Bank.

**PROCLAMATION  
LGBTQIA2S+  
COMMUNITY  
PRIDE MONTH  
JUNE 2023:**

Councilmember Dahlhoff read a proclamation recognizing *June 2023 as LGBTQIA2S+ Community Pride Month*. The proclamation urges all people of the City of Tumwater to join in celebrating diversity, promoting inclusion and equal protection under the law, and to join in the elimination of discriminatory policies and practices toward any culture, race, or group.

Mayor Sullivan presented the proclamation to a representative from Capital City Pride, who invited everyone to attend and participate in the July 1, 2023 Gay Pride Parade beginning at 10:30 a.m. from the grounds of Capitol Campus to the Port of Olympia Plaza.

**PUBLIC  
COMMENT:**

**Dave Nicandri, 505 4<sup>th</sup> Avenue SW, Tumwater**, referred to his recent inquiry about the City's policies and posture pertaining to the recent Berkley decision issued by the Ninth Circuit Court of Appeals and information from the City pertaining to the potential banning of future

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natural gas connections or other transitional elements in the Thurston County Climate Action Plan. He cited the responsiveness of Communications Manager Ann Cook for providing the City's information to him, as well as the responsiveness of Sustainability Coordinator Alyssa Jones Wood. Manager Cook advised him of the State Building Code Council's action to create an advisory group to consider stakeholder proposals modifying sections within the commercial and residential energy codes because of the legal uncertainty stemming from the recent decision of the California Restaurant Association and the City of Berkley in the Ninth Circuit Court of Appeals. He clarified that he is not a climate change denier or a global warming denier. He authored a book on climate change titled *Voyaging to the Icy Latitudes*. However, he is a skeptic of some supposed climate change solutions, which he believes are ill advised. His particular question is whether there is an opportunity for the City to designate a citizen to participate as a stakeholder to consider proposals or whether the State Building Code Council staff can compile the proposals for consideration at a later date. He requested notification of any briefings of any subcommittees or the Council. He finds it interesting that the Boise Decision from the Ninth Circuit Court of Appeals was considered dispositive and guides all municipal regulations for occupation of public spaces. However, the Berkley Decision by the same court is legally uncertain, which he finds an interesting double standard and would like clarification as to why one ruling from the Ninth Circuit Court of Appeals was deemed as guiding policy for implementation and another is under study and review. That situation is an interesting anomaly. He conveyed appreciation for the Council's time and attention and plans to discuss the issue further at future meetings and with the City's legal department.

#### **CONSENT CALENDAR:**

- a. Approval of Minutes: City Council Worksession, May 9, 2023
- b. Approval of Minutes: City Council, May 16, 2023
- c. Approval of Minutes: City Council Worksession, May 23, 2023
- d. Payment of Vouchers
- e. Grant Agreement with the Department of Natural Resources for Community Forestry Assistance
- f. Reappointment of Rado Shane Harrington to the Board of Parks and Recreation Commissioners
- g. Thunder in the Valley 4th of July Fireworks Display Permit

#### **MOTION:**

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

Mayor Sullivan reviewed the items approved on the consent calendar.

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**PUBLIC**  
**HEARINGS:**

**RESOLUTION NO.**  
**R2023-008 SIX-**  
**YEAR**  
**TRANSPORTATION**  
**IMPROVEMENT**  
**PROGRAM:**

Assistant Director Ames reported the City's Six-Year Transportation Improvement Program (TIP) for 2024 – 2029 serves as the foundation for transportation funding within the state. Each city prepares a TIP for submittal to its local planning organization. For Thurston County, Thurston Regional Planning Council (TRPC) serves as the region's local planning organization. TRPC submits local TIPs to the state to form the State Transportation Improvement Program (STIP). The City's TIP is an intentional comprehensive list of transportation projects to ensure the City's is positioned to apply for different grants. Changes to the TIP are in three main categories of removals, modifications, and additions. The Tumwater Town Center Connector Road project has been removed, as the location has changed. Projects in progress have had funding amounts adjusted accordingly. A new project, Trosper Road, Littlerock Road to I-5 has been added. The project is a new project for planning and preliminary engineering components to address capacity and safety issues in the area. Another project, the E Street Connection project was included. Funding has not been secured for the project; however, including the project on the TIP affords an opportunity for staff to seek grants.

The City is continuing the Pavement Maintenance Program, which is funded primarily by the Transportation Benefit District. The substantial project improves quality of life for users of the City's transportation network.

The Percival Creek Fish Passage Barrier Removal project was added to the current 2023-2028 TIP during an amendment process earlier in the year and has been carried forward into the next year's TIP because construction is scheduled in 2024.

This year the TIP totals \$35 million in grant funding with over \$50 million in local funds for a total of approximately \$90 million. The TIP is not financially constrained and projects are included to enable the City to apply for funding.

Assistant Director Ames requested the Council, following the public hearing, approve Resolution No. R2023-008 adopting the City's Six-Year Transportation Improvement Program for 2024 – 2029.

Councilmember Jefferson thanked and acknowledged the Transportation and Engineering team for their efforts to secure grant funding for City projects.

Councilmember Cathey requested an update on the progress for

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improving routes to schools. Assistant Director Ames replied that the City anticipates receiving a grant award in the next several weeks for a Safe Routes to School grant for a project at Second Avenue and Linwood Avenue to improve the route for students who walk or bike to school.

Mayor Sullivan opened the public hearing at 7:28 p.m. There was no public testimony. Mayor Sullivan closed the public hearing at 7:29 p.m.

**MOTION:** **Councilmember Swarthout moved, seconded by Councilmember Althaus, to approve Resolution No. R2023-008 adopting the City's Six-Year Transportation Improvement Program for 2024 – 2029. A voice vote approved the motion unanimously.**

**THIRD  
AMENDMENT TO  
DEVELOPMENT  
AGREEMENT  
BETWEEN THE  
CITY OF  
TUMWATER AND  
THE CRAFT  
DISTRICT:**

Director Hicks reported the proposal is the third amendment to the Craft District Development Agreement.

The Craft District Development Agreement is for a 5.58-acre site located off Capitol Boulevard near E Street and Tumwater Valley Drive. The anchor for the site is the South Puget Sound Community College (SPSCC) Craft Brewing and Distilling Program. The identity of the Craft District is centered on craft brewing, distilling, cider making, restaurants, retail, office space, event space, and a 1,000-person amphitheater.

Progress to date includes completion of the SPSCC facility housing Heritage Distillery and Percival Creek Brewing (SPSCC's private brand) and improvements to the roadway with a new median and intersection improvements. The signalized component of the intersection has not been completed and is scheduled for completion prior to the opening of the Market Building. The Market Building will open in phases with the first three tenants moving to the building in late August followed by other tenants in late September. Tenants include Finnriver Cidery, SPSCC's Percival Creek Brewing, Sweetlee's Ice Cream, Olympia Seafood, Left Bank Pastry, Don Juan's Mexican Kitchen, Pattaya Thai, and Julie Klueh Art. Food trucks will also be on site when the Market Building opens. The first event at the amphitheater is tentatively scheduled in September. The residential project on a parcel located south of the commercial portion of the Craft District is on hold pending market conditions.

The City's participation in the Development Agreement promotes social and economic benefits for the City, such as jobs, tax revenue, and the creation of energy for redevelopment of the historical brewery properties. The site serves as a destination for many visitors outside the region, as well as benefitting local residents and businesses. The agreement is based on a cost-share arrangement for infrastructure improvements required for the development and for improvements that

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have been included in prior City plans. Infrastructure under construction through the Development Agreement was planned by the City previously. Collaborating with the developer affords the opportunity for the City to receive some infrastructure improvements sooner. Some City plans guiding future improvements in the area are the Brewery District Plan, E Street Corridor Study, and the Comprehensive Water System Plan.

Director Hicks reviewed prior amendments to the Development Agreement. The first amendment was an extension of the term due to market conditions influenced largely by the COVID-19 pandemic. The second amendment was a wholesale scope change adding a new parcel for residential uses, specifying when infrastructure is to be completed, underground conversion requirements, and construction of the trail. The third proposed amendment is an extension of the term to December 31, 2025.

Additionally, staff is working on two additional agreements separate from the Development Agreement for a shared parking agreement and an amphitheater agreement.

Staff recommends that, pursuant to testimony at the public hearing, the City Council approve Resolution No. R2023-010 and authorize the Mayor to sign the Third Amendment to the Development Agreement with the Craft District LLC.

Director Hicks clarified that the information included in the agenda packet was inaccurate and should reflect a contract extension to December 31, 2025.

Councilmember Jefferson requested information on the timeline for completion of the project. Director Hicks said the timeline has become a moving target because of market conditions and timing associated with lenders willing to loan for commercial and retail projects.

Councilmember Althaus asked whether road improvements would be delayed until development of Lot 4 is completed. Director Hicks explained that the issue is complicated as the Development Agreement is structured to prohibit other construction on the commercial or residential property until road improvements are completed. The residential property (Lot 4) was the best funding mechanism available for the developer to obtain a loan. However, the developer cannot develop any remaining property until road improvements are completed.

Mayor Sullivan opened the public hearing at 7:43 p.m.

**PUBLIC**

**Dave Nicandri, 505 4<sup>th</sup> Avenue SW, Tumwater,** commented that the

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**TESTIMONY:** project is generating much community interest. He drives by the site each day. He complimented all staff who are involved in the project as the site will go a long way towards knitting the community together and creating a commercial district in that area of Tumwater.

Mayor Sullivan closed the public hearing at 7:44 p.m.

**MOTION:** **Councilmember Dahlhoff moved, seconded by Councilmember Swarthout, to approve Resolution No. R2023-010 and authorize the Mayor to sign the First Amendment to the Development Agreement with the Craft District LLC (District). Motion carried unanimously.**

### **COUNCIL CONSIDERATIONS:**

**RESOLUTION NO. R2023-009, GOLF CART LEASE:** Director Denney reported the request is to adopt Resolution No. R2023-009, authorizing the Mayor to sign a new lease for golf carts at the Tumwater Valley Golf Course. Director Denney introduced Golf Operations Supervisor Russ Olson to provide an update on the status of operations, expenses, and revenue for the golf course.

Supervisor Olsen highlighted some of the activities sponsored at the Tumwater Valley Golf Course. Each year, the golf season kicks off with the annual OBee Junior Open Tournament. The tournament includes divisions for each level of skill beginning from ages 5 to 7 years to championship divisions. The event attracted 94 youths. The golf course recently hosted the WIAA High School District/State Championship. The golf course hosts the Tumwater Chamber Golf Tournament and the City's July 4<sup>th</sup> Festival and Fireworks Show, as well as the City's Screen on the Green and the annual Brewfest.

Partnerships are critical to the operation of a community-based golf course. The First Tee Program is hosted at the golf course. Supervisor Olsen said he taught the first class with four youths during a rainy day in November eight years ago. Last year, the golf course hosted over 438 youths in the First Tee Program. No youths are turned away as scholarships are available to help offset fees.

The golf course has a unique relationship with Titleist with the course continuing to be the number one public daily fee revenue producer for Titleist north of San Francisco. The relationship offers a financial benefit for the golf course. Not only does the course collect revenue sales during the bundling of golf balls with greens fee, the course also receives a rebate of over \$35,000 from Titleist to enable the course to purchase range balls at no cost. Titleist affords the golf course priority buying and purchasing by securing products at a lower cost than

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discount golf stores.

A new program initiated at the golf course is the addition of PGA supported Operations 36. The program affords the course the ability to transition juniors and those new to golfing from the driving range to the golf course through modified tee distances ranging from 25 to 150 yards. Nine students registered for the class last semester.

Tumwater Valley Golf Course is hosting the South Puget Sound Clippers Men's and Women's Golf Team. South Puget Sound has never had a golf team in its history.

Director Denney displayed a chart reflecting revenues and expenses since 1996 when the City purchased the golf course from Pabst Brewery. The course changed its management style approximately 10 years ago to a different structure. The golf course had been following the PGA structure for 15 years. In 2009, the golf course lost revenue as the economy struggled. Following some personnel changes and adding some golf professionals, the new management style is geared for a community golf course. The golf course strives to meet expenses with revenue, which had been difficult; however, the outcome has improved to the extent that the cost of operating the golf course is at the same cost typical to operate a City park. The course continues to provide the ability to offer low rates to golfers. The course is always full with the major issue the lack of parking, which is detrimental to the course and to the restaurant. The City is working on a new parking alignment and improved stormwater treatment generated from the parking lot.

In 2022, the golf course generated \$1,364,000 with expenses approximately \$2,072,000. Expenses in 2022 increased because of the increase in the cost of supplies, equipment, fertilizer, and repairs totaling over \$200,000 more than anticipated. In 2022, rates increased by 5%. However, costs continued to exceed revenue. In 2023, rates were increased by an average of 15% to cover the cost of expenses.

Director Denney reviewed revenues generated from 2021 through 2023. The course continues to exceed historical revenue in major areas encompassing green fees, cart fees, memberships, and driving range fees. The golf course is improving the driving range with some of the costs covered from the annual Brewfest profits. Golf revenue overall increased \$105,000 from 2022 in addition to other categories through the efforts and good work by golf course staff.

The City typically leases golf carts every five years of a fleet of 50 to 60 electric golf carts. The City leases the carts from PNC Bank, National Association. During the pandemic, it was difficult to lease carts because of supply issues. The contract process was initiated last year for carts,

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but was deferred when the City was informed carts would not be available. Recent information indicates a supply of carts will become available within the next several months. At this time, maintenance of the carts has exceeded the cost of a new fleet. The proposed lease is for five years totaling \$712,000 or \$142,000 a year. Last year, cart rental produced nearly \$200,000 in revenue. The carts are equipped with a GPS screen identifying the entire golf course and all other carts available in the pro shop. The new equipment enables the Pro Shop to shut carts down, message people directly about specific actions, and program carts not to drive to the parking lot.

Staff requests the Council's adoption of Resolution No. R2023-009 and authorize the Mayor to sign the lease.

Councilmember Cathey conveyed gratitude to the Council for supporting the golf course during some difficult years. She is heartened by the good news, as well as the benefits provided to youths through the First Tee Program. The golf course has done a wonderful job of supporting youth in the community. She acknowledged the value of golf carts because they attract golfers to the course.

**MOTION:**

**Councilmember Cathey moved, seconded by Councilmember Dahlhoff, to adopt Resolution No. R2023-009 authorizing the Mayor to sign a new lease for golf carts at the Tumwater Valley Golf Course. Motion carried unanimously.**

**OFFSITE LEASE  
WITH SOUTH  
PUGET SOUND  
COMMUNITY  
COLLEGE:**

Director Smith reported the proposed offsite lease agreement with South Puget Sound Community College is to site new offices for the Water Resources Department for planning and programs. The move is prompted by the lack of capacity at City Hall. The Water Resources and Sustainability Department is adding a new position and Transportation and Engineering is adding two to three positions. Currently, telework is at capacity affording the ability to share workspaces to accommodate both telework employees and office staff.

The Council budgeted some limited funding for Transportation and Engineering to evaluate offsite options. As those discussions ensued, staff evaluated whether it was logical for Transportation and Engineering to separate teams to an offsite location. Staff determined Water Resources and Sustainability teams were much more flexible as the teams are smaller with minimal customer contact. Most contact is through virtual means.

Staff was able to identify an option located at Tumwater Town Center East meeting needs although a larger space that could accommodate growth in the team over the next 10 years. During a conversation between City Administrator Doan and representatives from SPSCC, he



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learned the college had some available space with more students participating virtually. Staff initiated conversations with SPSCC to consider Building 32, a former horticultural building comprised of two classrooms of approximately 2,400 square feet on the campus of SPSCC.

Director Smith described how the Utility Department has been housed at City Hall but has not been charged for the space. The proposed lease helps to correct the situation enabling office space for general fund department offices. Transportation and Engineering would gain staff-ready furnished workspaces as current staff occupies five cubicles and one office, which would be vacated and available immediately for Transportation and Engineering staff.

The move provides Transportation and Engineering and Water Resources with the capacity to expand over the next several years. The move increases parking and fleet parking capacity at City Hall. The proposal requires a budget amendment for costs for moving and new furniture of approximately \$150,000. Over the biennium, the cost total \$200,000 evenly divided by each utility for the lease agreement with a return of \$62,000 to the general fund.

Staff shared information with SPSCC about public career promotion at the college through workforce development and green jobs training. The City is working with the LOTT Clean Water Alliance and other jurisdictions to consider ways to promote green job training and opportunities. With Water Resources moving to the college campus, it would result in a connection to the mission of the college as well. The move would provide an opportunity for the City to expand on internships and mentorships for environmental science positions.

Director Smith described other benefits for the City, such as full-time security, dedicated fleet parking, electric vehicle charging partnership with SPSCC by pursuing financial opportunities to install EV chargers on the campus benefitting both the City and the campus, and continued expansion of the public agency partnership with SPSCC. The proposal is an all-inclusive lease rate structure with services benefitting the department. Tenant improvements are not included in the lease and would be the financial responsibility of the City.

The proposed lease is for a five-year renewable term. Staff anticipates a 10-year lease based on timing for the construction of the new Operations and Maintenance Facility. Over the five-year lease, the lease totals \$281,420.000 with an additional \$150,000 required for moving, tenant improvements, and furniture.

Director Smith described efforts to ensure connectivity with City Hall

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employees through ongoing coordination and collaboration, as well as exploring other opportunities.

Next steps based on approval of the lease include SPSCC representatives presenting the lease to its Board next week, and if approved, a July 1, 2023 lease execution date is planned to enable remodeling to occur. Staff has initiated conversations with an architectural company for remodeling the workspace.

Staff requests the Council approve and authorize the Mayor to sign a lease agreement with South Puget Sound Community College for new office space supporting Water Resources & Sustainability staff for a five (5) year term.

Councilmember Althaus commented on the review of the proposal by the General Government Committee. The list of pros and cons assisted the committee in evaluating both options. It became clear that the SPSCC represented the better option. He supports and endorses the proposal.

**MOTION:** **Councilmember Althaus moved, seconded by Councilmember Swarthout, to approve and authorize the Mayor to sign a lease agreement with South Puget Sound Community College for new office space supporting Water Resources & Sustainability staff for a five (5) year term.**

Several Councilmembers offered comments in support of the proposal.

**MOTION:** **Motion carried unanimously.**

**SERVICE  
PROVIDER  
AGREEMENT  
WITH TCF  
ARCHITECTURE,  
PLLC, FOR THE  
CITY OPERATIONS  
AND  
MAINTENANCE  
FACILITY DESIGN:**

Manager Lindauer reported the proposal is a Service Provider Agreement with TCF Architecture, PLLC, for the City Operations and Maintenance Facility Design. The proposed agreement was reviewed by the Public Works Committee on April 20, 2023.

Currently, Operations and Maintenance staff are located in a separate building behind City Hall. Operations and Maintenance staff provide street and utility maintenance. The plan is to move staff to the new Operations and Maintenance Facility on the City's Trails End property located at the northwest corner of 79<sup>th</sup> Avenue and Trails End Drive. An adjacent parcel is designated for a neighborhood park. Another component of the project is the installation of a roundabout at the intersection of 79<sup>th</sup> Avenue and Old Highway 99 to improve safety and accommodate traffic volumes moving through the intersection after staff moves to the new facility.

In 2011, the City began its search for a new site for Public Works and

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the Parks and Recreation Department. In 2014, the City purchased the Trails End Arena comprised of two parcels located on the east and west side of Trails End Drive. In 2016, the City contracted with TCF Architecture to complete master planning and predesign based on proposed programming. Following those efforts, the building and site predesign was initiated to determine the number and size of buildings, necessary site improvements, and offsite improvements. A community engagement component offered different venues to solicit feedback from the community. A cost estimate was developed for anticipated construction costs of the project. At that time, the cost estimate was too high, which required the City to downsize the project and limit the relocation to only Operations and Maintenance staff. Subsequent community engagement resulted in the relocation of the facility to the west of Trails End Drive and the park to the east of Trails End Drive.

Manager Lindauer shared an illustration of the facility totaling seven buildings with consideration of traffic circulation and reduction in the number of vehicles backing and maneuvering within the site to reduce noise to adjacent neighborhoods surrounding the site. The design includes a staff parking lot. Main access to the facility is from 79<sup>th</sup> Avenue with secondary access from Trails End Drive. The seven buildings range in various sizes and will house all programming components.

The feasibility and predesign was completed by TCF Architecture. Staff would like to continue the relationship because of the previous work completed and the company's knowledge and experience with the project. Staff and TCF Architecture developed the service provider agreement and scope of work. Because the project includes so much architectural work to design buildings and site placement, staff prepared an estimate of the design fees for the project using the Office of Financial Management (OFM) Guidelines. The Guidelines are used by the State of Washington to evaluate design fees for architectural projects. Design fees are in two categories of basic design fees and additional design fees for specialty items. Basic design fees are based on a percentage of the overall construction cost or the Maximum Allowable Construction Cost (MACC). The complexity of the project increases design efforts. The OFM Guidelines include tables and other information to identify the appropriate percentage. The project includes multiple buildings with different complexities, which was used to balance the different percentages to identify a basic design fee. Additional services are for specialty items for the project. The subconsultants provided their respective scopes and fees. The scope of work for the project is to provide a 100% plan and construction plans, specifications, and estimate for the project resulting in a construction-ready document. Some of the larger components include geotech, permitting, building design, civil design, structural engineering, water

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and sewer systems, and specialty items of acoustical, mechanical, electrical, plumbing, landscaping, and irrigation.

The consultant fee is \$2,450,000. Of that amount, the basic service fee totals \$1,628,834 with additional services totaling \$635,783. A management reserve of \$191,383 as a contingency is included for any design or construction complications during the project. Funding for the project is allocated from Capital Facilities Plans (CFP) with 33% allocated from the General Government CFP, 33% from the Water Utility CFP, 17% from the Sewer Utility CFP, and 17% from Storm Drain CFP. The actual amounts will be adjusted based on actual construction bids.

Based on Council approval, staff anticipates providing notice to proceed in June with the consultant for completion of the construction documents for completion by May 2024.

Councilmember Cathey asked whether the City plans to improve Trails End Drive. Director Hicks advised that the segment included within the scope of the project site will be widened to a 36-foot wide road instead of 32 feet to accommodate parking on both sides of the street and to accommodate larger City operation vehicles. To the north where the street is currently constrained, the City will not improve that area, which is a 32-foot wide road. One reason is to slow down vehicles on local roads. City maintenance vehicles will not be allowed to drive north through the neighborhood unless performing service in the neighborhood.

Councilmember Cathey inquired about the potential use along the backside adjacent to the residential neighborhood. Manager Lindauer explained that the western area includes a stormwater facility and a landscape buffer along the north side of the property. Vehicles parked along the landscape buffer will not be operated on a daily basis. The northwest area includes storage for materials.

Councilmember Cathey asked whether the park site would include a parking lot. Director Hicks advised that the parking lot designated along the park side is not a parking lot for the park but serves as parking for the Operations and Maintenance Facility. Some parking capacity has been moved near the Administration Building that will provide parking for most employees; however, the site is also designated for future building expansion. Staff decreased building sizes to reduce costs. In the future, some buildings will be expanded toward the Administration Building in the area of the parking lot with all staff parking moved to the park side of the street at that time. Councilmember Cathey said the neighborhood has expressed concerns about the parking lot being used by park visitors. Director Hicks said

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the parking is only for City employees and would likely include gate access. The parking lot is not intended for park patrons.

Councilmember Cathey asked whether the proposed action on moving forward on design triggers an opportunity for the community to provide input. Director Hicks said the design concepts have incorporated all community feedback from prior community conversations. When design commences, the architects will begin with the basic concepts with some opportunities to engage with the Council and the public to provide updates. The park design is a separate design completed by landscape architect.

**MOTION:** Councilmember Swarthout moved, seconded by Councilmember Jefferson, to approve and authorize the Mayor to sign the Service Provider Agreement with TCF Architecture, PLLC, for the City Operations and Maintenance Facility Design. Motion carried unanimously.

**COMMITTEE  
REPORTS:**

**PUBLIC HEALTH &  
SAFETY:** The next meeting is scheduled on June 13, 2023 at 8 a.m. The agenda includes a briefing on Station T1 kitchen remodel and 2022 police data use of force.  
*Leatta Dahlhoff*

**GENERAL  
GOVERNMENT:** The next meeting is scheduled on June 14, 2023 at 8 a.m. The agenda includes a briefing and discussion on progress on the Palermo Trail, Multifamily Housing Tax Exemption Program, Manufactured Home Park Tenant Protections, and Grant Amendment 3 to the Bush Prairie Habitat Conservation Plan for Phase 2.  
*Michael Althaus*

**PUBLIC WORKS:** The next meeting is scheduled on June 8, 2023 at 8 a.m. The committee will consider and discuss the Israel Road and Linderson Way Water Main Project, Schedule 74 Project Plan and Schedule 74 Underground Conversion Construction Agreement and the Israel Road and Linderson Way Water Main Project, Authority to Solicit Bids and Recommend Award.  
*Eileen Swarthout*

**BUDGET AND  
FINANCE:** There was no meeting and no report.  
*Debbie Sullivan*

**MAYOR/CITY  
ADMINISTRATOR'S  
REPORT:** City Administrator Doan congratulated the Council for moving forward on several large City projects.  
Mayor Sullivan attended the May 17, 2023 WSDOT Marvin Road to Mounts Road Executive Advisory Group meeting. The meeting is the

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final meeting of the group. The study has been released.

Mayor Sullivan attended the May 17, 2023 Thurston County Chamber of Commerce meeting and the Intercity Transit Authority meeting. On May 20, 2023 she attended the Tumwater Youth Football Party in the Park event to celebrate and wrap-up youth baseball leagues for the season. On May 23, 2023, she attended the Monarch Breakfast followed by an Association of Washington Cities (AWC) Diversity, Equity, Inclusion, and Belonging Cabinet meeting on May 24, 2023. She also attended a meeting of the Community Action Council of Mason, Thurston County.

On May 25, 2023, Mayor Sullivan visited the Squaxin Island Tribe and participated in the signing of a Memorandum of Understanding with the tribe for a Council-Council agreement.

On May 29, 2023, Mayor Sullivan attended Memorial Day ceremonies at Capitol Campus to include the Vietnam Veterans event following the Memorial Day ceremonies. On May 20, 2023, she participated in the Joint Base Lewis McChord (JBLM) 17<sup>th</sup> Field Artillery Brigade Changing of Command. The brigade serves as the City's liaison company to the JBLM community. On May 31, 2023, Mayor Sullivan attended the Thurston Thrives Elected Officials Council breakfast.

Mayor Sullivan officially opened the Tumwater's Farmers Market on June 4, 2023.

Mayor Sullivan attended the Executive Seminar for Elected Officials with Councilmember Dahlhoff. Members reviewed personal preparedness, hazard response, and the Regional Hazard Mitigation Plan.

On June 10, 2023, *Dogs Days*, a new City event will be held at Pioneer Park.

**COUNCILMEMBER  
REPORTS:**

***Angela Jefferson:*** At the May 17, 2023 Emergency Medical Services Council meeting, members discussed the Medic One Levy and the budget. There has been no significant change since the last report. However, management and all parties are discussing ways to resolve the levy accounting issue. Members discussed the hospital entryway delay fix comprised of two paramedics stationed at the entranceway of the hospital for the purpose of releasing Medic One paramedics and ambulances to the field faster. The program was successful. A contract is under development to create the program permanently. Members also reviewed the crisis level of

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healthcare delivery in Thurston County, which will require legislative action. The fentanyl crisis and increase in population has negatively affected healthcare delivery. Today, it is much more challenging to hire and retain healthcare professionals. The Thurston County Coroner is experiencing difficulty in hiring medical examiners to staff the office and clear the backlog of drug overdoses, which have exploded in Thurston County. As of August 30, 2023, no neurosurgeons will be available at St. Peter's Hospital because of contract negotiations. Stroke patients and head injury patients will need to be diverted to other hospitals in Tacoma and it will directly impact the amount of EMTs and ambulances working in the field, as well as increase patient response time.

On May 18, Councilmember Jefferson attended the Law and Justice Council meeting. Members finalized and approved a mission statement and values and received a briefing on the new pretrial PSA Public Service Assessment Program. The program is unique as it predicts pretrial outcomes. Full implementation of the program is scheduled in late summer of 2023. Members discussed the Opioid Task Force update and legislation to address the Blake decision.

***Joan Cathey:*** Councilmember Cathey attended the last meeting of the Regional Housing Council with Councilmember Althausen. She plans to attend the June 7, 2023 Solid Waste Advisory Committee meeting.

***Charlie Schneider:*** There was no report.

***Peter Agabi:*** There was no report.

***Leatta Dahlhoff:*** Councilmember Dahlhoff reported she attended six intergovernmental meetings. During the Thurston Thrives meeting and references to Opioid Task Force and other organizations, members discussed establishing a youth council component. The City of Lacey has established a youth council and the City of Olympia is discussing the establishment of a youth council. The Tumwater City Council adopted a goal during the last budget cycle to discuss the option of establishing a youth council in Tumwater.

***Michael Althausen:*** Members of the Regional Housing Council (RHC) focused on revisiting some of the recommendations for funding rendered at the prior meeting. One suggestion offered to the advisory board was to reconsider several of the funding recommendations the board referred to the Council. Members eventually finalized the recommendations and forwarded the recommendations to the County Commission for approval. Members discussed its annual work plan.

***Eileen Swarthout:*** Councilmember Swarthout represented the City on May 29, 2023 during

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the Memorial Day Ceremony at the Odd Fellows Cemetery.

On June 2, 2023, Councilmember Swarthout attended the Thurston Regional Planning Council meeting. Members engaged in a first review of the carbon reduction program to reduce transmissions from highways and local streets, reviewed the Transit Study Performance Measure Targets, considered allocations of federal funds for the Rural Mobility program, and received an update on the Martin Way Corridor Study.

At the June 5, 2023 the Urban Growth Management Subcommittee meeting, members reviewed incorporating tribal coordination policies into Countywide Planning Policies. The measure will be returned to each jurisdiction's Community Development Director for input. The subcommittee postponed discussion on four requests from Thurston County properties for an urban growth boundary change pending additional information to be provided by Thurston County to assist the subcommittee. The City of Lacey also submitted a request to amend the urban growth boundary to accommodate plans for a project. The subcommittee approved the request.

Councilmember Swarthout is scheduled to speak at the opening of the June 17, 2023 Olympic Air Show on behalf of the City.

**OTHER BUSINESS:** Mayor Sullivan reported on the cancellation of the June 20, 2023 regular Council meeting because of the attendance of several Councilmembers to the annual AWC Conference. The July 4, 2023 regular Council meeting has also been canceled because of the July 4<sup>th</sup> festivities.

**ADJOURNMENT:** **With there being no further business, Mayor Sullivan adjourned the meeting at 9:11 p.m.**

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