

TUMWATER CITY COUNCIL MEETING
MINUTES OF HYBRID MEETING
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CONVENE: 7:01 p.m.

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

Excused: Councilmember Eileen Swarthout.

Staff: City Administrator John Doan, City Attorney Karen Kirkpatrick, Transportation and Engineering Director Brandon Hicks, Finance Director Troy Niemeyer, Parks and Recreation Director Chuck Denney, and City Clerk Melody Valiant.

SPECIAL ITEMS:

TUMWATER LIBRARY UPDATE: Tumwater Library Manager Lily Grant updated the Council on the services provided by the Tumwater Library.

Tumwater Library has resumed regular services since the pandemic in March 2020. The library offers all services with Family Story Time on Tuesday and Wednesday mornings, Lego programs, teen programs, and adult programs. The library is adding youth services and refining previous services.

The library offers free Wi-Fi, free computer use (in branch and available through checkout), free printing, and free faxing and copying services. The library offers for checkout backpack kits, Washington kits offering guidebooks, binoculars, Discover Pass, and information on Washington State parks. The Tumwater Library offers a seed library supplied by donations from the community, Garden Raised Bounty, and local garden stores. The seeds are free to library patrons. Recent new services include 3D printing sponsored by the Friends of the Library, musical instruments that can be checked out, and fishing kits in partnership with the Department of Fish and Wildlife. The kit includes a tackle box with hooks, lures, artificial bait, and fishing rods in different sizes for adults and youths.

Councilmember Althausen asked whether the library has any plans to offer tool checkout or solar resource materials for homeowners who may want to explore conversion to solar panels. Ms. Grant said discussions have occurred about the potential of offering a tool library to many of the branches. The program has generated interest; however, it requires logistics and funding to establish the program.

Councilmember Jefferson commented on recent incidents targeting librarians. She inquired as to the morale and working conditions at the library. Ms. Grant said the library is fortunate to have a supportive community. The library has not experienced any negative incidents and

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employee morale remaining high.

Councilmember Dahlhoff inquired about the possibility of the library collaborating with different community groups involved in community gardens throughout the City. Ms. Grant supported collaborating with community groups, as the seed program continues to be very popular.

PUBLIC COMMENT:

Pamela Hansen, P.O. Box 14521, Tumwater, cited her previous comments on property tax exemptions. Her concern is whether there would be sufficient new construction to counterbalance the property tax shift increase to both businesses and property owners. The tax exemption program is a potential inflationary cost to Tumwater taxpayers by providing a tax break to Glenn Wells and his properties. To be transparent about Tumwater tax dollar spending, exemptions, and tax breaks, the City needs to complete the calculations and publish those tax shift calculations for taxpayer review even if it is a hypothetical calculation in both best and worst case scenarios. In addition to inflationary cost, the cap-and-trade legislation, often referred to as a scheme by an in-depth evaluation by the *Seattle Post-Intelligencer*, is a future concern. The Washington State Supreme Court decided that Thurston County Superior Court Judge Dixon was restricted in his ruling and required him to dismiss a case last month. The Supreme Court decided against the cap-and-trade accounting number published in the Voter's Pamphlet for a simple non-binding advisory vote of the people to state their opinion. That decision means that the auction price of carbon allowances and auction price investment or fees are wrongly being described and cannot be evaluated by the voters. In her opinion, those billions of dollars in auction prices have one weak point of downstream collection to be exploited by power rate increases. There is the potential of billions of dollars in carbon allowance auction sales that would be contributed to the state general fund while Tumwater taxpayers may not see or realize a benefit. She suggested the Council should have staff evaluate the inflationary cost and determine a plan as the order by the Washington State Supreme Court would not include that information in the Voter's Pamphlet. Once the money enters the state general fund, it will not be simple to follow because it is not a dedicated fund. Cap-and-trade is an inflationary program statewide and the billions of dollars in auction sales that are being described as a fee and/or carbon tax are a price to pollute. The word "clawback" was used in a White House briefing by the U.S. Secretary of Commerce regarding the \$50 billion of CHIPS funding, tax dollar use, accountability, protection, and recovery.

**CONSENT
CALENDAR:**

- a. Approval of Minutes: City Council Worksession, July 26, 2022
- b. Approval of Minutes: City Council, August 1, 2022
- c. Approval of Minutes: City Council Worksession, August 9, 2022
- d. Payment of Vouchers
- e. Deschutes River Flood Reduction Study Service Provider Agreement
- f. FY 2021-2023 Water Quality Stormwater Capacity Agreement

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- g. Ordinance No. O2022-018, Habitat Conservation – Prescribed Burning
- h. Appointment of Kelly Von Holtz to the Planning Commission
- i. I-5/Troster Rd/Capitol Blvd Reconfiguration Project – Amendment to WSDOT Project Review Reimbursable Agreement (JC Account 1419)

MOTION:

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

Mayor Sullivan reviewed the items approved on the consent calendar and introduced Kelly Von Holtz, a new member of the Planning Commission.

Ms. Von Holtz said she is excited to become a member of the Planning Commission and plans to continue to work for the benefit of the City.

COUNCIL CONSIDERATIONS:

HOMES FIRST PURCHASE AND SALE AGREEMENT:

Councilmember Dahlhoff announced her recusal from both the discussion and potential motion as she serves as a member of the Board of Director for Homes First.

Director Niemeyer reported the proposal was initiated in August 2021 when the Council adopted an interlocal agreement with LOTT Clean Water Alliance, a special disposition process, and a policy to acquire the property. LOTT completed a boundary line adjustment to retain some land attached to the property. The City acquired the home and declared it surplus. The proposed action would donate the house to Homes First.

Trudy Soucoup, Executive Director, Homes First, reported the home is located off Henderson House and has been vacant for at least 10 years. The home will be renovated with the addition of four bedrooms to become an eight-bedroom home for the Oxford House International Program for women in recovery. The septic system will be connected to City sewer. Many volunteer groups have contacted the organization to offer assistance in renovating the home. Former Mayor Kmet pursued the project. Homes First appreciate the support by the City of Tumwater.

MOTION:

Councilmember Althaus moved, seconded by Councilmember Jefferson, to award and authorize the Mayor to sign a Purchase and Sale Agreement with Homes First and execute all necessary documents to complete the transfer. A voice vote approved the motion. Councilmember Dahlhoff abstained.

INTERSTATE 5/TROSTER ROAD/CAPITOL

Director Hicks reported the request is for the Council to reject the bids for the Interstate 5/Troster Road/Capitol Boulevard Reconfiguration project, as well as directing staff to value engineer the project and reissue bids as soon

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**BOULEVARD
RECONFIGURATION
PROJECT -
REJECTION OF BIDS:**

as possible.

The project addresses traffic congestion, provides multimodal facilities that do not currently exist, and upgrades existing multimodal facilities for accessibility. The project includes construction of three roundabouts with one located at Capitol Boulevard and Trosper Road, the second on Trosper Road at the current location of the on and off ramps for Interstate 5, and the third at the relocated Interstate 5 on and off ramps and a new road alignment called 6th Avenue. The project also includes construction of an extension of Trosper Road east of Capitol Boulevard extending behind the Burger King restaurant to Linda Street with the purpose of providing public access to businesses other than driveways and parking lots. The project upgrades all existing utilities in addition to undergrounding utilities. The project has been under planning, design, and right-of-way acquisition for several years.

The City received five bids, which is unusually low for a project of this scope and size. Typically, the City would receive more bids. All bids exceeded the engineer's estimate of \$10.9 million with the range of bids from \$12.3 million to \$14.1 million. Most of the increase in costs can be attributed to increasing costs of construction materials, labor wages, and the lack of workers. Additionally, supply chain pressures and shortages are contributing factors, as well as contractor capacity issues, which speak to why more bids were not received by the City. Added to those costs is inflation at an all-time high in the construction industry. Staff accounted for the complexity of the project within the engineer's estimate.

The major grant supportor for the project is the Transportation Improvement Board (TIB) with approximately half of the project costs funded by the TIB. Staff has been in contact with TIB staff regarding a request for additional funds. Staff is optimistic the City might receive some additional funds. The next meeting of the TIB Board is in three weeks.

Director Hicks requested the Council reject the bids because all bids exceed the engineer's estimate greater than ten percent. Staff completed a value engineering exercise and the revised engineer's estimate is approximately \$11-12 million. Staff plans to readvertise the bids as soon as possible.

Staff recommends the City Council reject the construction bids received for the Interstate 5/Trosper Road/Capitol Boulevard Reconfiguration project and authorize staff to readvertise the project and solicit bids after value engineering to reduce costs.

Councilmember Althausen questioned whether the request for rejection of the bids is to enable staff to recalculate the project to reduce the cost to receive lower bids or whether the rejection is to enable more time to obtain a greater amount of funding to enable the City to accept some bids. Director Hicks explained that staff is requesting the rejection of the bids as

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staff believe the pricing is too high and it is possible to achieve a similar product by reducing some of the project scope without sacrificing the quality of the project. There are two major options when bids are too high and they are to reduce the scope or secure more funding and staff are pursuing both. One of the changes in the scope to help reduce costs is allowing a delay in the start of construction to gain more interest from contractors that are too busy, as long as the project is completed by a specific date. Other elements include reducing the road structural section by reducing asphalt and aggregate thickness to the minimum amount needed for the expected traffic type and volume as well as a reduction in the working days to reduce flagging costs. There are several other measures, these are just some of the major ones considered. Value engineering considers the scope of the project and evaluates where reductions could occur without affecting the quality of the project.

Councilmember Agabi asked whether staff anticipates the results of value engineering will enable the project to remain within the budget. Director Hicks said he is confident the project costs will go down to an amount needed to move forward. Staff does not envision a drastic change in unit prices because the bids would be received within the next two weeks. Contract provisions also enable adjustments of price if asphalt and gas costs change significantly, which reduces contractor risk. Staff anticipates receiving additional funding. Based on the revised engineer's estimate, staff is confident of achieving a bid amount that makes sense for the city to pursue construction of the project.

MOTION:

Councilmember Althaus moved, seconded by Councilmember Dahlhoff, to reject the construction bids received for the Interstate 5/Troster Road/Capitol Boulevard Reconfiguration project and authorize staff to re-advertise the project and solicit bids after value engineering to reduce costs. A voice vote approved the motion unanimously.

**BUDGET WORKSHOP
#1:**

City Administrator Doan reported the workshop will focus on the proposed General Fund budget for the 2023-2024 Biennium Budget. Future meetings will cover the Utility Funds, Golf Course Fund, and other Enterprise Funds.

The review covered how the general fund fits within the overall budget, an overview of the general fund, and proposed programs and expense highlights for all departments in the City. City Administrator Doan reviewed the City's budget process initiated by the Council's retreat. The budget proposal includes all goals established by the City Council.

Director Niemeyer reviewed the budget for the General Fund. The General Fund includes public safety (Fire & Police), courts, streets, parks and recreation, facility maintenance, and all support services. Revenues for the General Fund are from taxes and fees.

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Changes from the first workshop are reflected in the sales tax and business and occupation (B&O) taxes. Based on growth in new construction the numbers were adjusted upwards. Property and sales tax are the largest source of revenues supporting the General Fund. The largest source of expenses from the General Fund is Fire and Police consuming approximately 50% of the General Fund budget followed by Parks and Recreation (Facilities), and General Fund support functions.

City Administrator Doan commented on the impact of COVID-19 increasing overtime costs for Fire and Police.

Director Niemeyer noted that the beginning balance is based on estimates of revenue and expenditures. The projection reflects that within the next biennium, the City will spend down some of the fund balance. The Council previously authorized increasing the required ending fund balance from 8% to 17% to place the City in a better financial position and to help secure a better interest rate when the City seeks bonds for financing projects. The budget also includes a proposal to create a revenue stabilization fund to help offset unexpected economic impacts.

Some drivers for General Fund expenditures are personnel costs, cost of living increases, increased inflation costs, and green investments (electric and hybrid vehicles).

City Administrator Doan reviewed highlights of each department's budget to include new budget requests:

- Legislative – City Council expenses
- Non-Departmental – Citywide special projects, miscellaneous costs, City insurance costs, and Citywide training
- Executive – Mayor, City Administrator, Communications, and City Clerk
- Finance Department – Utilities, Payroll, City Financials, Office of Assigned Counsel oversight
- Administrative Services – Human Resources, Risk Management, City Clerk, and Management of City Fleet
- City Attorney
- Violations Bureau – Located within Finance Department
- Parks and Recreation – .5 FTE Citywide Volunteer Coordinator, Facilities & Maintenance, Parks, and Recreation Programs, and Metropolitan Park District projects.
- Police Department – Major undertaking in the next biennium is the update of the Records Management System in conjunction with a regional effort, restoration of the Police Specialist position for increasing communication with the community and providing front

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counter support, addition of a new Detective Sergeant position, and funding for two replacement police officers based on projected retirements in the next five years.

- Fire Department – the Fire Department proposes adding a department assistant in support of Fire Prevention Officer that would be partly funded by fire permit fees imposed through the Community Development Department on new development. Several vehicles were added for the Medical Services Officer and the Fire Prevention Officer. The Fire Department proposes to implement Battalion staffing affording the opportunity for four Fire Captains to promote to a Battalion Chief providing the department with a higher level of incident command and response. The proposed budget adds three Firefighter FTEs with the new Medic One contract funding one of the positions with the City's General Fund paying for the three positions vacated when Fire Lieutenants are promoted to Fire Captains. The proposal aligns with the organization of the Regional Fire Authority, which includes a 2-Battalion system. The budget includes some facility improvements for both fire stations.
- Engineering – Responsible for managing transportation projects and completing plan reviews of private development proposals. The budget includes an additional Engineer position for plan review to meet current development demand. Permit revenue would fund the position. Because of the inherent needs for staff to work on site, the budget includes a request for leasing office space because City Hall cannot accommodate more personnel.
- Community Development Department – The budget proposes to convert the Building Inspector to a regular FTE converting the existing position from a one-year contract. The budget includes consultant support for the update of the Comprehensive Plan.

City Administrator Doan shared information on the increase in the level of development activity for multifamily housing and residential subdivisions increasing the amount of permit revenue to the City by a projection of \$2.4 million in 2022. The revenue offsets department costs.

- Streets – Budget requests include purchase of spare signal cabin, 3 seasonal employees, a portion of a new Department Assistant .5 FTE in Operations, replacement of Freightliner truck with a second dump truck, and the need to address long-term funding for streets.
- Transfers – The section is an internal operating fund of major types of funding transfers.
- ARPA – The fund includes the remaining amount of \$2.55 million received from the federal government.
- Public Safety Reserve – Voters approved a property tax increase in

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2011 for funding three firefighters, four police officers, fire engine replacements, and an addition to the Police Station. The last two fire engines have not been ordered and if the RFA is approved, the City would provide a \$2 million payment to the RFA to account for the last two fire engines and continue to pay for the second fire engine. Additional funds afforded in the fund are used to pay for fire and police equipment as one-time expenses to avoid creation of long-term funding commitments.

- Permit Reserve – Represents one of several reserve funds. The proposal is to add \$200,000 to the fund in recognition of the amount of revenue from permitting. The fund would help stabilize permit review functions.
- Emergency Fund – Fund assists with a declared emergency. The fund did not exist 12 years ago. The City has slowly increased the fund with a maximum amount of \$0.375 per \$1,000 of assessed valuation funded by a portion of the construction sales tax revenue.
- Facilities Reserve – The fund balance is approximately \$2 million from interest revenue. The budget proposes no addition of funds to the reserve. The budget proposes using the fund as loan to fund the renovation of the Crosby House (new roof and foundation) of approximately \$345,000 paid back by the General Government CFP. The City also has approximately \$386,000 of other facility projects to include the improvements to the fire stations, painting of City Hall, and much-needed improvements to Old Town Center. The City will need to determine the future of Old Town Center when the City completes the new community center. The fund also includes a funding commitment of \$200,000 if the RFA is approved by voters.
- Recreation Special Programs – Known as the Tumwater Youth Program (TYP) that is essentially a self-sustaining program through community donations and sponsorships. The fund balance is approximately \$90,000 with revenue anticipated of \$70,000. The program plans to expend some of the funds on external security for TYP events.
- Parks and Recreation Commission receive \$20,000 a year and the Historic Preservation Commission receives \$10,000 per year. Both bodies render decisions on how to expend the funds.
- E-Link & Fiber – Fiber and conduit are installed throughout the City during street projects. The City leases conduit to other agencies. The revenue is expended on improvements that enhance the network. One proposed project is the fiber connection between the new Operations and Maintenance Facility and the fiber system be funded through the E-Link Fund of \$200,000.
- K-9 Fund – The Fund is sponsored by donations from the community for the acquisition and training of a new K-9. K-9 James is scheduled to retire and the Police Department plans to add a new canine. Expenses are attributed to training the new canine

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and new canine officer.

- Flag Fund – The fund was created when a benefactor in the community contributed to the City to support a provision of a flag that has been flown over the National Capitol, Washington State Capitol, and Tumwater City Hall and presented to the Police Officer and Firefighter of the Year.

City Administrator Doan reviewed items not funded in the budget:

- Assistant City Attorney
- Grant/Contract Manager
- Second Signal Technician
- Two Street Maintenance Techs
- Additional Police Officers
- Additional administrative support staff
- Expanded community arts program
- Additional housing funds
- Improvements to golf, parks, and City facilities

The City's financial toolbox includes:

- Level of Service Changes
- Increase Revenue Sources
- Efficiencies
- Increase Taxes and Fees
- One-time Revenue

Actions that need to happen include:

- Regional Fire Authority – Reduce the rate of growth Citywide and provide better services
- Review Police Staffing Needs and Funding
- Review Transportation Benefit District structure and renew TBD in 2024
- Real economic development (jobs, tax base, value)
- Modify the 1% property tax cap
- Monitor revenue assumptions
- Continue to make smart infrastructure investments that:
 - Maintain facilities
 - Create capacity to support development
 - Create a better community

Next steps include:

- Budget Workshop #2 – September 27, 2022 on Utilities, Golf, ERR, Remaining Funds
- Budget Workshop #3 – October 11, 2022

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The Council offered the following comments and requests:

- A request for a proposal on compensation for members serving on City boards and commissions.
- Consider ways of collaborating with the community for tree plantings and increasing species diversity
- Questions on whether the City could collaborate with City of Olympia to participate in offering Crisis Response Unit and Familiar Faces services. City Administrator Doan recommended deferring any requests until the election in April 2023 to determine whether the Regional Fire Authority is approved by voters.
- City Administrator Doan clarified that the budget allocation of \$75,000 for Senior Services for South Sound is for the provision of food at Old Town Center for senior lunches and for some limited programming expertise.
- A request for increasing the .5 FTE Volunteer Coordinator to a $\frac{3}{4}$ FTE position.
- A request for additional funding for maintenance of the City's historic cemetery. City Administrator Doan advised of a project scheduled in the Capital Facilities Plan for improvements to the cemetery. Approximately \$50,000 of the allocation is a grant from the state for interior improvements to the cemetery. Maintenance of the cemetery is funded from the General Fund under Parks and Facilities Maintenance. Additionally, challenges are a factor when cleaning older headstones, replacing headstones, and replacement of trees within the cemetery environment that is not well mapped. Director Denney noted that tree issues are also problematic in parks and along trails. The Parks Department is the largest holder of the City's urban forest and lacked prior funding to manage the forest. Funds in the proposed budget would assist in better management of trees. Trees within the cemetery have been identified for management. The cemetery is undergoing implementation of the 1996 Cemetery Master Plan. The City added funds to the \$50,000 state grant for perimeter fencing, installation of utility connections, and maintenance of the cemetery. The work has been much more difficult than predicted and the state has provided several extensions on the grant because of the uniqueness of the situation.
- A question on the City's plan for maintenance of the totem poles along the Capitol Boulevard Bridge. Mayor Sullivan noted that any work on the totem poles include collaboration with the City's Historic Preservation Commission and the Washington Department of Transportation. The City plans to include funds in the next biennium for refurbishing the totem poles along Capitol Boulevard.
- It appears that no budget was included for body cameras and no line item for bullets. City Administrator Doan said the Police Department currently uses dash cameras. Approximately one year

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ago a conversation with the Council indicated support for continuing with dash cameras and that body cameras could be considered in the future with no firm commitment. If the Council wants to consider adding body cameras, a goal would need to be added. If the RFA passes and the City has access to surplus property tax of \$.13/\$1,000 of assessed valuation, the City will have several choices to consider, which could including funding body cameras. Police Chief Weiks said the budget does not include a line item for bullets as the dollar amount is below a specific amount and is listed under Other Operating Expenses. He offered to meet offline to address questions from the Council.

- City Administrator Doan addressed questions about the increase in police positions. Other comparables reflect that staffing is above some departments and below other departments. Staffing is defined by the type of community and officers per population may not be the best measure. Staffing level considers the community, population, the workforce, and unusual demands and characteristics in the community. Some element of criminality occurs in the City because of Interstate 5. In response to a question as to how the Mayor and City Administrator concluded the request to add five new officer positions could not be supported, City Administrator Doan advised that more conversation was required to explore how many officers would be appropriate and how those positions would be funded as the budget reflects \$3.6 million more than the City receives in revenue.
- Councilmember Althausen asked whether the battalion chief structure within the Fire Department requires a new bargaining agreement with the fire union. City Administrator Doan affirmed the need to engage in bargaining with the union. At this time, the City is in conversations with the fire union as the existing contract expires at the end of 2022. In terms of the facility improvements, his preference is to pursue a successful transition to the RFA and that the improvements have been warranted for some time and do not equate to more than \$200,000. It is important to bring the facilities up to standards.
- Councilmember Althausen asked about staffing for housing support, inspection programs, and working with tenants and landlords. City Administrator Doan advised that a position was considered but there was uncertainty in the type of position and the responsibilities of the position to include the possibility of collaborating with another jurisdiction to provide service. More information is necessary before identifying an additional position.
- Councilmember Dahlhoff asked about the probability of exploring the different type of equipment and power tools used and the energy consumed and carbon emitted, as well as the labor required to maintain tools and equipment, which directly affects the City's

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ability to fight climate change. City Administrator Doan responded that the City's department directors have received guidance on rendering decisions to convert from gas powered to electric powered tools when possible. Most of the tools used by ground maintenance staff have been converted to electric tools. The issue is whether the green market offers electric lawnmowers that can keep pace with a 10-hour day. The CFP includes a project to replace the median along Capitol Boulevard that requires constant watering as the median was poorly constructed and essentially entails the grass median sitting directly on concrete. The department presented a proposal to remove the median. Staff plans to follow up with the Council early next year on ways to mitigate impacts as private equipment manufacturers catch up with electric production.

- Councilmember Dahlhoff requested adding a discussion to the Public Safety and Health Committee meeting agenda on the role of School Resource Officers in support of TYP events. Councilmember Schneider conveyed concerns about potential encounters with a person(s) intent on causing violence during an event and conveyed appreciation for designating some funds for external security during TYP events.
- Councilmember Jefferson asked to receive a report from the City's new Economic Development Manager on his goals, plans, and how he plans to work with local agencies (EDC and Experience Olympia and Beyond, and others) plans to attract new business, and build tax base in Tumwater for the near- and long-term future. City Administrator Doan encouraged the Council to review the City's Economic Development Plan that serves as the outline for the new manager is using. City Administrator Doan added that he plans to schedule reviews with several new staff members to review their specific areas of focus at the end of the year and early next year.
- Councilmember Agabi asked how the Council would intend to address any increase in the 1% cap on property tax. City Administrator Doan said the conversation would be extensive as the 1% property tax cap represents approximately \$100,000 of additional revenue to the City each year. He noted that with the recent increases in property values, it would be important to discuss how that increase in property value does not necessarily equate to an increase in property tax. It is important for the Council to understand how property tax rates are established and how that changes when property valuations increase.

COMMITTEE
REPORTS:

PUBLIC HEALTH &
SAFETY:

The next meeting is scheduled on Tuesday, September 13, 2022 at 8 a.m. Agenda topics include an update from the Thurston County Prosecuting

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Leatta Dahlhoff

Attorney's Office.

**GENERAL
GOVERNMENT:**
Michael Althausen

The next meeting is scheduled on Wednesday, September 14, 2022 at 2 p.m. to consider two ordinances for general housekeeping code amendments.

PUBLIC WORKS:
Eileen Swarthout

The meeting on Thursday, September 8, 2022 was cancelled. .

**BUDGET AND
FINANCE:**
Debbie Sullivan

There was no report.

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

City Administrator Doan referred to a filing by the attorney on behalf of the Preserve Homeowners Association urging the County Commission to disband the ditch district or suspend its operations. He asked for feedback from the Council on whether to forward a letter from the City requesting the suspension of the operations of the ditch district.

Councilmember Schneider said he would abstain due to the conflict of interest in the matter.

The Council authorized City Administrator Doan to forward a letter to the County Commission.

Mayor Sullivan reported on her attendance to the Intercity Transit Authority meeting. The Authority authorized the construction of 123 bus stop pads, which has created some issues surrounding the ability of loading and unloading from the rear of the buses requiring a different configuration of the 123 bus stops. The Authority scheduled a public hearing on October 5, 2022 for the Draft Transit Development Plan and clarified language for passengers under the age of 17 to ride Vanpools at no charge. Intercity Transit is currently recruiting for members for the Community Advisory Committee with applications due by October 7, 2022.

**COUNCILMEMBER
REPORTS:**

Peter Agabi:

There was no report.

Angela Jefferson:

At the August 11, 2022 meeting of the LEOFF Disability Board meeting, members discussed the definition of "reasonable care" based on questions from Councilmembers Agabi and Jefferson at the March meeting. The City Attorney reviewed the definition from the state RCW. The Board approved adding the definition to City policy; however, as the definition was already included, action was unnecessary. The Board voted unanimously to end the discussion.

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On August 16, 2022, Councilmember Jefferson attended *Experience Olympia and Beyond* meeting. Members reviewed the mid-year budget revision of a shortfall of \$200,000. With some adjustments, the revision to the budget was approved. Members discussed custom marketing and other methods to increase funding. The video on Tumwater is scheduled for release highlighting the City's brewing history with historic images.

Councilmember Jefferson attended the Equity Advisory Committee meeting with the Tumwater School District at the District office. She participated in a team-building exercise and separated in small groups with training providing by Dr. Carol Meyer, the interim Superintendent. The groups reviewed and analyzed several articles on leadership and were asked to document what each member would like to see for each student. His response was a wish for Tumwater students to feel loved, valued, and accepted and to decrease the rates of suicide in the community and for them to become productive citizens in society. School District staff members are participating in similar training.

On August 18, 2022 Councilmember Jefferson hosted the Interim Tumwater School District Superintendent, the Squaxin Island Tribe Council Vice Chair, and a member from the Tumwater School Board to initiate a discussion on ways to start integrating native tribes within the school district.

Charlie Schneider:

Councilmember Schneider attended the Climate Action Steering Committee meeting. The City's Sustainability Coordinator Alyssa Jones Wood shared information on the conversion of nearly 900 lights to LED bulbs and reviewed the various types of electric vehicle stations of Levels 1, 2, and 3. The levels provide different levels of voltage and the amount of time it requires to complete a charge.

Tumwater HOPES is welcoming a new director as the current director accepted another position in another county.

Councilmember Schneider plans to attend the annual senior picnic on Thursday, September 8, 2022 at Historical Park with lunch served at 11 a.m. at no charge.

Councilmember Schneider thanked the Parks and Recreation Department and all volunteers for a successful annual food fest. The annual TOGETHER golf tournament was recently held for youths.

Joan Cathey:

Councilmember Cathey attended the last meeting of the Regional Housing Council with Councilmember Althausen.

Leatta Dahlhoff:

Councilmember Dahlhoff plans to attend the next meeting of Thurston

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County 911 Administration Board meeting on Thursday, September 8, 2022.

Michael Althausen:

At the last meeting of the Regional Housing Council meeting with Councilmember Cathey, members discussed moving forward on inclusion of subject matter experts and people with lived experience within the Council's decision-making processes. The Council is considering a two-tiered approach for inclusion of some members of the Housing Action Team to include some subcommittees where the majority of attendees who have either experienced homelessness or who are providers. No formal proposal has been received from staff on the new format. Members discussed the status of the hotel acquisition. Some current deliberations include how funding will be handled for acquisition of the property. Staff is in discussions with the state on the process. The logistics of the process will be determined.

The meeting of the Capitol Lake Funding and Governance Work Group was cancelled.

ADJOURNMENT:

With there being no further business, Mayor Sullivan adjourned the meeting at 9:53 p.m.

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