1. **6:39 PM CALL TO ORDER**
Chair Lane called the August 20, 2008 regular meeting of the Thurston County Planning Commission to order at 6:39 p.m.

**Attendance:** Chair Chris Lane, Commissioners Tom Cole, Scott Nelson, Kathleen O’Connor, Liz Meyers, and Joyce Roper.

**Excused:** Commissioner Liz Kohlenberg.

**Staff:** Mark Swartout, Cynthia Stewart, Scott Lindblom, Roger Giebelhaus, Kerry Hibdon, Michael Welter, Mark Neary, Dan Threatt, Dale Rancour, and Recording Secretary Danielle Gardea.

**6:40 PM APPROVAL OF AGENDA**

**MOTION:** Commissioner Roper moved to approve the agenda. Commissioner Cole seconded.

The following changes were requested for the August 20, 2008 agenda:
- The date on the agenda should read August 20, 2008, not August 6, 2008.

**Motion carried as amended.**

2. **6:40 PM PUBLIC COMMUNICATIONS (Not associated with topics for which public hearings have been held.)**
There were no public communications.

3. **6:41 PM APPROVAL OF MINUTES**

**MOTION:** Commissioner Cole moved to approve the August 6, 2008 minutes and accept the audio as the official recording. Commissioner Meyers seconded.

The following changes were requested to the August 6, 2008 minutes:
- On page 3, second paragraph, under 7:39 PM, first sentence, add “potentially” after “could.”
- On page 3, Commissioner Nelson arrived at 6:37 p.m. not 7:37 p.m.

**Motion carried as amended.**

4. **6:45 PM (D) CAPITAL FACILITIES PLAN (CFP)**

(Staff: Mark Swartout)

Mr. Swartout reported as Capital Facilities Plan (CFP) Coordinator for Thurston County,
he and staff are responsible for the different departments included in the CFP. He acknowledged staff in attendance and referred to two documents in the agenda packet. The smaller document is the actual CFP and the larger is the supplement which supports the CFP. The CFP is a financial planning document, not a budget. Placeholders are included in the document for future acquisitions. The CFP can only be amended once a year and projects can’t move forward unless included in the CFP.

Mr. Swartout's presentation included:

**Annual CFP Update Schedule**
- August 20, 2008 – BoCC CFP Briefing
- August 20, 2008 – Planning Commission pre-public hearing briefing CFP update
- September 17, 2008 – Planning Commission CFP public hearing
- October 2008 – Optional BoCC Pre-public hearing briefing
- November 2008 – BoCC holds public hearing
- December 2008- BoCC adopts CFP with Budget

**GMA Planning Goals** – Ensures that public facilities and services are in place when development is ready for occupancy and use, without decreasing current service levels below locally established minimum standards.

**Capital Facilities Plan (CFP) Required Content** –
- Inventory of existing facilities, with locations and capacity
- Additional capital needs
- At least a 6-year plan for financing that is within projected funding capability and identifies sources of public funding.
- Requires that if funding falls short reassessment of land use occurs to ensure land use, CFP, and the CFP’s financial plan are coordinated and consistent.
- The CFP and the annual budget are to be consistent

**Penalties for non-compliance of GMA** – The following grants are in jeopardy:
- Centennial Clean Water Fund (Capital Projects only)
- State Revolving Fund (Capital Projects only)
- Public Works Trust Fund
- FEMA – Hazard Mitigation Program
- There are other grants that give preference for being in compliance
- The Governor may sanction certain state funds such as Motor Vehicle Fuel Tax, Transportation Improvement Tax, Urban and Rural Arterial Trust Accounts, Sales and Use Tax, Liquor Profit and Excise Tax, and Real Estate Excise Tax (REET)

**Changes from last year - Parks Facilities**
- New projects include Chehalis Western Trail (Indian Summer Link), Gate – Belmore Trail and Gate – Belmore Trail (Mottman Link)
• There are no dropped projects
• There are no projects completed this year
• Six-Year Total Expenditure - $29,040,000
• Future funding decisions are yet to be made for bonds (revenue from other sources is undetermined) $10.025 million for 2009-2014

Commissioner Roper asked which park was added to the CFP. Mr. Hibdon replied the Cooper Pointe property that was purchased.

Changes from last year – Solid Waste Facilities
• New projects include Waste and Recovery Center (WARC) stormwater upgrades and beneficial re-use of closed landfill
• There are no dropped projects
• Projects completed include WARC service access road
• Six-Year Total Expenditure - $13,380,000
• Tipping fee funding decisions haven’t been determined

Changes from last year – Stormwater Facilities
• New projects include future capital projects and Vactor Waste Decant Facility
• Clearfield Court is the only dropped project
• Lakemont and 49th is the only completed project
• Six-Year Total Expenditure - $7,405,000
• Rates and Charges decisions are yet to be made

Changes from last year – Water and Sewer
• New projects include:
  Grand Mound – Well #1 and #2 security fence
  Grand Mound – Bio-solids handling and dewatering
  Grand Mound – Wastewater Treatment Facility Expansion and Class A standards
  Water utilities – water meter auto read probe
  Tanglewilde Sanitary Sewer
• Dropped projects include:
  Tamoshan Sewer Outfall Replacement
  Quality Rock Water Rights
  Banick Plat Water Rights
• The completed projects include:
  Grand Mound – Port of Centralia Water Right
  Grand Mound – Hamilton Water Right
  Grand Mound – Chehalis River Sewage Outfall
  Tamoshan Sewer Outfall Replacement
  Grand Mound Highway 99 Sewer Force Main and Lift Section
  Grand Mound - Old Highway 99 to Highway 9 Water Main Extension
  Grand Mound - Corrosion Control
  WSDOT Connect Sewer Intertie
• Six-Year Total Expenditure - $8,178,900
• Future funding decisions are undetermined for REET, grants and loans for individual projects and potential assessments to utility customers to fund capital improvements

Commissioner Roper asked if dropped projects have been identified. Mr. Swartout replied those projects are located in the supplement from last year.

Commissioner O’Connor asked whether the justification for dropping projects is documents and whether any tracking has been accomplished for completed projects. Mr. Swartout indicated those actions are accomplished at the department level.

Commissioner Roper asked whether the document is available to the public. Mr. Swartout replied that both documents are available on the County’s website. Commissioner Roper asked if the strikeouts are included on the online posting. Mr. Swartout reported the online documents do not show strikeouts; however it’s possible to include a section on dropped projects and the reason.

Mr. Lindblom explained the Tamoshan Sewer Outfall Replacement was removed because they were able make substantial repairs to the area that are expected to last. The Quality Rock and Banick Plat Water Rights were added to the CFP as contingencies in the event the other two water rights are not secured.

Commissioner Roper pointed out in those instances where the County was able to reduce costs through repairs; the County should publicize that information to the public.

Commissioner Cole asked whether the legal issues surrounding Grand Mound have been solved. Mr. Swartout replied the Tribe is expecting to rezone and place the sewer outside of the urban growth area (UGA).

Discussion ensued regarding UGAs and where sewers will be allowed.

**Changes from last year – Transportation Facilities**
• New projects include:
  Chehalis Western Trail Phase 3
  SR12/Old Highway 99 Intersection – modifications
  Libby Road curve
  Sargent Road upgrade – 183rd to Littlerock Road
  Bald Hill Road upgrade – Smith Prairie to Longmire Road
  Maytown Road upgrade – Littlerock Road to Interstate 5
  McCorkle Road upgrade – 113th Avenue to Old Highway 99
• Dropped projects include:
  54th Avenue – Old Highway 99 to Tumwater City Limits
  70th Avenue upgrade – Kirsope Road to Tumwater City Limits
  Trosper Road upgrade – 49th Avenue to 54th Avenue
New Primary Connectors – Black Hills subarea plan
Old Highway 99 Bridge O-8 Replacement at Scatter Creek

- Completed projects include:
  Mud Bay Road/Kaiser Road Intersection
  Chehalis Western Trail – Phase 1
  Old Highway 99/US 12 Intersection
  Hawks Prairie upgrade – Carpenter Road to Woodland Creek
  Case Road Extension Fish Passage
  128th Avenue Fish Passage
  ER&R Above Ground Fuel Tank Project
  Sand Shed – 2nd Avenue SW
  Sand Shed & Equipment Storage/Carpenter Road

- Six-Year Total Expenditure - $80,560,100
- Funding decisions are yet to be made for grants needing to be secured in the amount of $12,084,020; Developer, other agency, REET, or bonds that have yet to be approved total $10,472,810 for 2009-2014

Commissioner Roper asked why some transportation projects were removed. Mr. Rancour replied the first four on the list were dropped because of Tumwater’s recent annexation. The last project was dropped because of the Tenino annexation.

Commissioner Roper asked why the amount of funding has increased when many projects have been eliminated. Mr. Rancour replied that inflation has increased the cost of supplies and equipment.

Commissioner Roper asked why Oyster Bay Road off US Highway 101 has not been added to the CFP. Mr. Rancour replied the project is considered a maintenance and repair project.

Discussion ensued on the differences between projects that can be considered for the CFP, projects that would fall under repair and maintenance, and what’s considered for emergency funding.

7:22 PM Changes from last year – County Buildings

- There are no new projects
- There are no dropped projects
- The Parks Office and Shop Relocation is the only completed project
- Six-Year Total Expenditure - $85,113,800
- Councilmanic Bonds that have yet to be approved are included in the decisions that are yet to be made for County Buildings

Commissioner Cole asked about the location of the jail project within the CFP. Mr. Neary replied it’s referenced as the ARC Building project. Mr. Swartout added that it was included in last year’s CFP and is not considered a new project.
Commissioner Roper asked why the Rhodes Boulevard Building was sold and the County is now leasing the building. Ms. Stewart replied the lease is a short-term lease for only a portion of the building for storage.

Discussion ensued on the ARC Building project and the aspects related to the project.

**Changes from last year – Financial Impacts**

- **Effect on Local Taxes and Fees**
  Tipping fees increased from $72.46 to $76.00 per ton in 2008 – those fees will increase in 2009.
  Stormwater Utility Rates were expanded to the entire County. The average rural residential rate is $36 a year and the average urban rate is $51 a year.

- **Summary of Six-Year Financial Plan** is $223,677,800 for 2009-2014

Commissioner Roper asked how much of the increase can be attributed to inflation and how the information will be received without additional information. Mr. Swartout replied that the figures within the CFP are based on educated guesses and will become more refined in later years. The BoCC will receive individual information from each department on the cost breakdown for each project included in the CFP.

5. **7:35 PM (D) GRAND MOUND COMP PLAN AMENDMENTS** – Removed from the agenda

6. **7:36 PM STAFF UPDATES** – There are no staff updates.

7. **7:36 PM CALENDAR (Tentative) AND ATTENDANCE**
   - September 3, 2008 (*Commissioner O’Connor may be unable to attend*)
   - September 17, 2008 (*Commissioners Roper and O’Connor unable to attend*)
   - October 1, 2008 (*Commissioners Cole and Kohlenberg unable to attend*)
   - October 15, 2008 (*Commissioner Cole unable to attend*)

**7:37 PM ADJOURNMENT**

With there being no further business, Chair Lane adjourned the meeting at 7:37 p.m.

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Chris Lane, Chair

Prepared by Danielle Gardea, Recording Secretary
Puget Sound Meeting Services