



**LACEY CITY COUNCIL
WORKSESSION
THURSDAY, JULY 7, 2016
7:00 P.M.
LACEY CITY HALL – 420 COLLEGE STREET SE**

AGENDA

- 7:00 THURSTON THRIVES HOUSING ACTION TEAM (HAT) UPDATE
(APPROXIMATELY 30 MINUTES)
COMMISSIONER BUD BLAKE
(VERBAL – NO ATTACHMENT)**
- **COUNCIL POLICY AND PROCEDURES – TRAVEL POLICY
(APPROXIMATELY 30 MINUTES)
SCOTT SPENCE, CITY MANAGER
(STAFF REPORT ATTACHED)**
 - **SEPTIC TO SEWER CONVERSATION
(APPROXIMATELY 30 MINUTES)
SCOTT EGGER, PUBLIC WORKS DIRECTOR
(VERBAL – NO ATTACHMENT)**
 - **EXECUTIVE SESSION: DISCUSS PROPERTY ACQUISITION
(APPROXIMATELY 20 MINUTES)**
 - **ADJOURN**



CITY COUNCIL WORKSESSION July 7, 2016

SUBJECT: Council Travel Policy

RECOMMENDATION: Review Council Travel Policy: Section 10.02, Allocation of Annual City Council Travel and Training Budget

STAFF CONTACT: Scott Spence, City Manager 

ORIGINATED BY: City Manager Department

ATTACHMENTS:

1. [Section 10.02 Allocation of Annual City Council Travel and Training Budget Policy](#)
2. [General Government & Public Affairs Meeting Minutes, February 8, 2016](#)
3. [General Government & Public Affairs Meeting Minutes, April 11, 2016](#)
4. [Council Meeting Minutes, April 28, 2016](#)

FISCAL NOTE: TBD

PRIOR REVIEW: See Background

BACKGROUND:

At the February 8, 2016, General Government & Public Safety Committee meeting, Committee members reviewed revisions to the Council Travel Policy relating to the transfer of unused funds (Attachment 1).

The Committee requested a reporting on the amount of travel funds spent by each Councilmember in 2014 and 2015, and the amount allocated by other jurisdictions for council travel, for review at an upcoming meeting (Attachment 2).

At the April 11, 2016, General Government & Public Safety Committee meeting, Committee members agreed to changes in the policy that would reallocate unspent travel funds. Additionally, the Committee felt it would be beneficial to have a broader discussion about professional leadership development for members serving on Council (Attachment 3).

At the April 28, 2016, Council meeting, Council requested additional discussion of the Council travel budget at a Worksession prior to Council approval of final revisions to the policy (Attachment 4).

ADVANTAGES:

1. A review of Section 10.02 – Allocation of Annual City Council Travel and Training Budget Policy provides an opportunity for Council to review the funding allocation for this policy goal as well as reaffirm its purpose.

DISADVANTAGES:

1. None.

10.02 Allocation of Annual City Council Travel and Training Budget

It is the intent of the City Council that each member takes advantage of training and professional development opportunities to broaden his/her understanding of municipal government and enhance his/her role as an elected city official. To that end, funds are annually budgeted to accommodate reasonable travel for conferences, seminars, workshops, and other training opportunities for each Councilmember. Councilmembers are encouraged to attend events sponsored by Association of Washington Cities, National League of Cities, or similar local government associations, including conferences, seminars, legislative meetings, and training programs. *(Refer to Chapter 4, Paragraph 4.04.)*

Funds allocated to Council travel and training shall be distributed equally by Council position to provide for attendance at regional or national conferences. In addition, adequate funds will be budgeted annually to accommodate travel by the Mayor or other selected Councilmember to meet with the city's congressional delegation to discuss community needs. ~~Unspent funds are non-transferrable and will be returned to the General Fund.~~

Councilmembers may submit for reimbursement of unspent funds, if available, no later than December 1 each year. Each Councilmember requesting reimbursement will receive equal portions of the unspent funds. If a Councilmember's request is lower than the portion of unspent funds received, the difference will be equally divided amongst the other Councilmembers who requested reimbursement.

Registration and travel arrangements for the Mayor and Councilmembers are to be coordinated through the City Clerk's office.

Travel authorization and expenditures for Councilmembers requires approval of the Mayor. Travel authorization for the Mayor requires approval by the Deputy Mayor.

All travel and training are subject to City policy.

(Refer to Attachment 10.02A - Reimbursement for Expenses Incurred in the Conduct of City Business; also refer to Chapter 4, Paragraph 4.04.)

GENERAL GOVERNMENT AND PUBLIC SAFETY COMMITTEE MINUTES
FEBRUARY 8, 2016
5:30 – 6:00 P.M.

COUNCIL PRESENT: CHAIR CYNTHIA PRATT, JEFF GADMAN, ANDY RYDER

STAFF PRESENT: SCOTT SPENCE, SCOTT EGGER, TROY WOO, CAROL LITTEN

COUNCILMEMBER GADMAN AND DEPUTY MAYOR PRATT SELECTED MAYOR RYDER AS CHAIR OF THE GENERAL GOVERNMENT AND PUBLIC SAFETY COMMITTEE.

ACTION: APPROVE GENERAL GOVERNMENT & PUBLIC SAFETY COMMITTEE AGENDA.

MOTION: MOTION MADE, SECONDED, AND CARRIED BY COUNCILMEMBERS GADMAN AND DEPUTY MAYOR PRATT

BIENNIAL BUDGET 1999 INTERLOCAL AGREEMENT AMENDMENT

STAFF: JUSTIN LONG, LOTT FINANCE DIRECTOR
RICK HUGHES, LOTT GENERAL COUNSEL

ACTION: RECOMMEND COUNCIL APPROVAL OF THE PROPOSED AMENDMENT TO THE INTERLOCAL COOPERATION ACT AGREEMENT FOR WASTEWATER MANAGEMENT, WITH A REVISION TO REMOVE LOTT AS A SIGNATORY OF THE ORIGINAL ILA.

MOTION: MOTION MADE, SECONDED AND CARRIED BY COUNCILMEMBER GADMAN, AND DEPUTY MAYOR PRATT.

STATUS: THE AMENDMENT TO THE 1999 INTERLOCAL AGREEMENT WILL BE FORWARDED TO PARTICIPATING JURISDICTIONS BY JUNE 2016.

The LOTT Board has been discussing transitioning to a biennial budget and recently passed Resolution 15-001 to explore the feasibility of a biennial Budget and Capital Improvements Plan for fiscal years 2017 and 2018.

The Interlocal Cooperation Act Agreement for Wastewater Management (ILA) states that LOTT will pass an annual budget each year. Staff initially considered using a Memorandum of Understanding (MOU) that would allow LOTT to utilize a biennial budget, while maintaining the same annual notifications required by the ILA.

A draft MOU was prepared and provided to the partner jurisdictions. However, upon review, it was suggested that LOTT draft an amendment to the original ILA, rather than creating an MOU.

The amendment allows LOTT the option of a biennial budget, and also incorporates the changes to the budget schedule, as authorized by Section 3.7(a)(iv), enacted by the LOTT Board in 2011.

Following discussion, Committee members agreed to recommend to full Council support of the proposed amendment to the original ILA. However, they objected to LOTT as a signatory on the ILA, and requested the amendment be revised to reflect that change.

COUNCIL POLICIES – PROCEDURES UPDATE

STAFF: SCOTT SPENCE, CITY MANAGER
ACTION: REVIEW REVISIONS TO THE COUNCIL POLICIES-PROCEDURES MANUAL
STATUS: COMMITTEE MEMBERS AGREED TO THE PROPOSED REVISIONS, AND RECOMMENDED NEW REVISIONS FOR FURTHER DISCUSSION. 1.) AMEND LMC TO EXTEND THE NOVEMBER-DECEMBER COUNCIL MEETING SCHEDULE TO JANUARY TO EXPEDITE THE ELECTION OF MAYOR AND APPOINTMENTS TO INTERGOVERNMENTAL BOARDS & COMMISSIONS; 2.) DISCUSS INCREASE IN COUNCIL ANNUAL TRAVEL BUDGET AT FUTURE WORKSESSION; 3.) FORWARD RECOMMENDATION TO COMMUNITY RELATIONS COMMITTEE TO DISCUSS THE IDEA OF A HALL OF FAME.

On June 9, 2011, the Lacey City Council adopted the Council Policies-Procedures Manual to standardize the process for implementing current and new Council practices, procedures and policies. A review of the policies is performed by the General Government Committee as needed.

Since the last review and approval of revisions to the Council Policies-Procedures Manual on June 25, 2015, staff identified the following proposed amendments for the Committee's review:

Section 2.12 Intergovernmental Boards & Commissions:

Language added requesting agencies provide an update to Council on key topics.

Committee members agreed to the recommended changes including:

1. Providing updates to Council when the action of an intergovernmental board may significantly impacts the City of Lacey.
2. Amending LMC to extend the Council meeting schedule in November and December into January to provide for the election of Mayor and appointment of intergovernmental boards assignments at the first meeting in January.
3. Listing adhoc committees in this section of the Council Policy & Procedures Manual.

Section 10.02 Allocation of Annual City Council Travel and Training Budget

Language revised relating to the transfer of unused funds.

In recent discussions about increasing the Council travel budget, it has been the direction of the Council to limit increasing the budget, but to allow unspent funds to be distributed to those who exceed their travel budget. The recommended changes to the policy, would allow unspent funds to be shared equitably to those who submit a request for reimbursement.

Mayor Ryder and Deputy Mayor Pratt stated that annual funding of Council travel should be adequate to cover national and state conferences, as well as serving on national subcommittees, and advocated for a budget increase.

Scott suggested the Committee focus first on the proposed policy of distributing unspent funds, and then have a larger discussion with full Council regarding the travel budget. Committee members agreed. They requested a reporting on the amount of travel funds spent by each Councilmember in 2014 and 2015, and the amount allocated by other jurisdictions for council travel.

The Government Committee will review this information at an upcoming meeting.

Section 10.12 Spirit of Lacey Award

Revised to include language indicating a Certificate of Recognition could be presented to a nominee who does not meet the criteria to receive the Spirit of Lacey Award. Recognition would be left to the discretion of the Community Relations Committee.

In a discussion about the process to recognize nominees who do not meet the criteria of the Spirit of Lacey Award, but should still be recognized, it is recommended the policy be revised to offer a certificate or some other sort of recognition. The Committee agreed that the Community Relations Committee could determine the appropriate response to nominees not receiving the Spirit of Lacey Award.

Mayor Ryder shared a proposal to create a Lacey Hall of Fame that would recognize outstanding members of the community. Committee members agreed to forward the recommendation to the Community Relations Committee for further discussion and review.

Conference Travel Budgets Other Washington Cities

Lakewood - \$14,940

Longview - \$10,000

- One councilmember will usually attend one NLC conference.
- City Manager and Mayor/or councilmember will usually travel to DC to meet with legislators.

Marysville - \$30,000

- The amount is set so that each councilmember can attend the spring NLC conference.
- 1-2 councilmembers will attend the NLC fall conference.
- 3 councilmembers usually attend the AWC conference.

Olympia – No budget allocation designated for Council travel

- Allow one in-state and one out-of-state conference per year.
- Each request is evaluated on a case-by-case basis. It's a discussion between the Councilmember requesting the travel, the Mayor, and City Manager.

Puyallup - \$19,250 (\$2,750 per Councilmember)

- The Mayor and Deputy Mayor usually attend the fall NLC conference.

Vancouver - \$44,500*

**The 2015 budget increased from \$26,300 per year to \$44,500 to allow three councilmembers to attend three best practices tours in 2015. This was a one-time increase.*

- Conference attendance on a first-come, first-served.
- Several attend the local AWC conferences.
- One councilmember will attend the spring NLC conference.
- One councilmember occasionally will attend the fall NLC conference.
- The Mayor travels to DC in the fall to meet with legislators.

COUNCIL TRAVEL COSTS

2015	RYDER		PRATT		CLARKSON		HEARN		GADMAN		GREENSTEIN		STEADMAN	
	Council Travel Budget	Council Out-of-Pocket												
NLC - Spring Conference*	\$2,966.38		\$3,000.00										\$1,742.51	
NLC - Fall Conference	\$1,971.62	\$400.00		\$2,700.00					\$2,705.14		\$2,735.14			
NLC Policy Committee (Summer)		\$1,140.00		\$1,140.00										
NLC Leadership Summit					\$2,170.24									
AWC Annual Conference	\$17.00			\$800.00	\$100.00									
AWC City Action Days													\$75.00	
AWC Mayors Exchange	\$45.00													
Other					\$69.00								\$200.00	
	\$5,000.00	\$1,540.00	\$3,000.00	\$4,640.00	\$2,339.24	\$0.00	\$0.00	\$0.00	\$2,705.14	\$0.00	\$2,735.14	\$0.00	\$2,017.51	\$0.00

2014	RYDER		PRATT		CLARKSON		HEARN		GADMAN		GREENSTEIN		STEADMAN	
	Council Travel Budget	Council Out-of-Pocket												
NLC - Spring Conference*	\$1,682.32		\$2,978.75											
NLC - Fall Conference	\$1,127.68	\$1,200.00	\$21.25	\$2,500.00					\$2,493.95				\$2,183.67	
NLC Policy Committee (Summer)		\$1,140.00		\$1,140.00										
NLC Leadership Summit					\$1,952.57									
AWC Annual Conference				\$800.00										
AWC City Action Days	\$75.00				\$150.00									
AWC Regional Meeting	\$45.00				\$45.00									
AWC Mayors Exchange														
EDC Regional Economic Forecast	\$70.00				\$70.00									
Congressional Delegation DC	\$1,639.72													
Other							\$40.00						\$175.00	
	\$4,639.72	\$2,340.00	\$3,000.00	\$4,440.00	\$2,217.57	\$0.00	\$40.00	\$0.00	\$2,493.95	\$0.00	\$0.00	\$0.00	\$2,358.67	\$0.00

*An additional \$2,000 is budgeted for the Mayor to meet with the congressional delegation in DC, which occurs during the NLC Spring Conference.

Note:

2014 and 2015 NLC Fall Conference (Ryder and Pratt): Out-of-pocket expenses listed are estimates only.

2015 NLC Policy Committee (Pratt): Received her out-of-pocket expenses for lodging and airfare.

2015 NLC Policy Committee (Ryder): Have not received expenses; used Pratt's 2015 expenses as an estimate..

2014 NLC Policy Committee (Ryder and Pratt): Have not received their expenses. Used Pratt's 2015 out-of-pocket expenses to estimate 2014.

GENERAL GOVERNMENT AND PUBLIC SAFETY COMMITTEE MINUTES

APRIL 11, 2016

5:30 – 6:00 P.M.

COUNCIL PRESENT: CHAIR ANDY RYDER, JEFF GADMAN, CHERYL PRATT

STAFF PRESENT: SCOTT SPENCE, SCOTT EGGER, TROY WOO, CAROL LITTEN, KRISTY WOLF, PERI EDMONDS, DAVE SCHNEIDER

ACTION: APPROVE GENERAL GOVERNMENT & PUBLIC SAFETY COMMITTEE AGENDA.

MOTION: MOTION MADE, SECONDED, AND CARRIED BY COUNCILMEMBER GADMAN AND DEPUTY MAYOR PRATT.

COUNCIL POLICY & PROCEDURES MANUAL

STAFF: SCOTT SPENCE, CITY MANAGER

ACTION: REVIEW COUNCIL POLICIES-PROCEDURES MANUAL

MOTION: MOVED, SECONDED, CARRIED BY COUNCILMEMBER GADMAN AND DEPUTY MAYOR PRATT

On June 9, 2011, the Lacey City Council adopted the Council Policies-Procedures Manual to standardize the process for implementing current and new Council practices, procedures, and policies. A review of the policies is performed by the General Government & Public Safety Committee as needed.

At its February 8, 2016, the General Government & Public Safety Committee meeting, Committee members recommended the following:

Section 2.12 Intergovernmental Boards & Commissions:

- *List the ad hoc committees in the intergovernmental boards & commission section.*

Committee members agreed to the recommended revisions and requested additional changes to include:

- *There is no alternate for LEOFF.*
- *If the primary and alternate Councilmember cannot attend a regional meeting, then assign a third Councilmember to attend as Lacey's representative.*
- *If an issue impacts the city, then it should be discussed by full Council.*
- *If a councilmember participates in a new intergovernmental board or commission, the appointment needs to be made by the Mayor with consent of council. Other jurisdictions should be contacted to provide a regional representative.*

Section 10.12 Spirit of Lacey Award

- *Amend paragraph 3.B to read: "If the Committee determines the nomination does not meet the criteria, the nomination will not be forwarded to the City Council. For those that are not forwarded to the City Council, the Committee will determine the appropriate level of recognition and acknowledgment based on the information received as part of the Spirit of Lacey nomination process."*
- *Delete paragraph 4.*

Committee members agreed to revisions to this policy.

Section 10.02 Allocation of Annual City Council Travel and Training Budget

- *Further information requested:*
 - *Provide information on how much other cities allocate for Council travel.*
 - *Provide amount each Councilmember spent over the last two years on travel, including out-of-pocket expenses.*

A revision to this policy would allocate unexpended funds to those who have exceeded their maximum travel budget each year. Following discussion, Committee members agreed to changes in the policy that would reallocate travel funds.

Prior to budget preparation, Council may want to discuss whether funding should be allocated towards professional leadership development instead of towards travel, and whether there is value to the city by Council's participation in national leadership roles.

MINUTES OF A REGULAR MEETING OF THE LACEY CITY COUNCIL HELD THURSDAY, APRIL 28, 2016, IN LACEY COUNCIL CHAMBERS.

CALL TO ORDER: Mayor Ryder called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE: Mayor Ryder led the Pledge of Allegiance.

COUNCIL PRESENT: A. Ryder, C. Pratt, V. Clarkson, J. Gadman,
L. Greenstein, J. Hearn, M. Steadman

STAFF PRESENT: S. Spence, S. Egger, D. Pierpoint, R. Walk, T. Woo, C.
Litten, P. Brooks, C. Cook, E. Liening

Councilmember Gadman requested that the April 14, 2016 minutes be amended to correct his JASCOM report to reflect that the “Board is reviewing all fees except licensing.” The City Clerk will correct the minutes.

APPROVAL OF AGENDA
AND CONSENT AGENDA:

Consent Agenda Items:

- A. Worksession minutes of April 7, 2016
- B. Council minutes of April 14, 2016
- C. A motion to approve payment of claims, wages, and transfers for April 6, 2016 through April 19, 2016

COUNCILMEMBER GREENSTEIN MOVED TO APPROVE THE AMENDED CONSENT AGENDA AND AGENDA. COUNCILMEMBER STEADMAN SECONDED. MOTION CARRIED.

Councilmember Hearn thanked the Finance Director for providing ongoing reports of significant disbursements included in the consent agenda.

PUBLIC RECOGNITION:

Officer Heather Stetler briefed Council on the Cops n' Cribs program initiated by the Lacey Police Department. The program is in partnership with Cribs for Kids – a National Public Safety Initiative to reduce the rise of sleep-related infant deaths. Council expressed their appreciation to Lacey Officers for their efforts in identifying and implementing specialized programs that meet the needs of the Lacey community.

Chelsey Cook, PW - AmeriCorp WR Outreach Coordinator, introduced Andrew Quevedeaux, who reported on the completion of his Eagle Scout project to improve trails, seating, and the overlook at Woodland Creek Community Park. Andrew and dozens of other scouts contributed 410 hours to the project, which also required fundraising and soliciting sponsors for building materials.

Sally Henry, Development Associate of Fundraising Events, and Dana Pethia, Director of Fundraising Events at St. Martin's University, invited all to the opening ceremonies of the St. Martin's University Dragon Boat Festival at the Port of Olympia Plaza on April 30 at 9 a.m. They expressed their appreciation to the City of Lacey for its support of and participation in the event over the years.

PUBLIC COMMENT:

Pat Rasmussen, 541 Homestead Drive, requested that the City Council make a formal apology to the Nisqually and Squaxin Indian Tribes for the genocide of their ancestors. She has made the same request of the Olympia and Tumwater Councils.

Diana Moore, 310 Decatur ST NW, Unitarian Churches, requested that Council acknowledge the original Native Americans of this area.

PROCLAMATION:

Mayor Ryder and Council proclaimed April as *Puget Sound Starts Here Month* to raise public awareness to prevent pollution in Puget Sound.

MAYOR'S REPORT:

Mayor Ryder announced that the City hosted a delegation from Dantu, China, on April 25, to encourage partnerships between Lacey and foreign businesses.

The Mayor thanked all for their participation in a successful Council Retreat. Council identified several areas of interest for future discussion.

On May 2, *Bring Your Child to Work Day*, the Mayor and several city employees, participated in the annual event by bringing their kids to their workplace.

CITY MANAGER'S REPORT:

Troy Woo, Finance Director, presented Council with a request to authorize the City Manager to sign the Department of Enterprise Services Utility Bill and Business and Occupation Tax Printing Services Interlocal Agreement.

The City of Lacey currently contracts with BIT Marketing Solutions located in Renton, Washington, for utility bill as well as utility penalty letter printing and mailing.

The Washington State Department of Enterprise Services (DES) currently processes the City's mail, so a printing partnership would consolidate bill printing and mail services with the same entity.

During 2015, the City incurred costs with BIT Marketing Solutions of \$61,762 for printing services including inserts. Using the estimated amount of the increase in bills, penalty letters and the current printing rates, 2016 printing costs are expected to be \$63,306. The DES proposal will not exceed \$62,313 for one year. This is an annual savings of \$993 projected for 2016.

DEPUTY MAYOR PRATT MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN AN INTERLOCAL AGREEMENT WITH DEPARTMENT OF ENTERPRISE SERVICES FOR UTILITY BILL AND BUSINESS AND OCCUPATION TAX PRINTING SERVICES. COUNCILMEMBER GADMAN SECONDED. MOTION CARRIED.

Scott Spence, City Manager, announced the Lacey STEM Fair will be held on May 7, 2016, from 10 a.m. to 3 p.m. in Huntamer Park at Woodland Square Loop.

Mr. Spence notified Council that the city may need to invoke eminent domain to acquire right-of-way on Hogum Bay Road for the Willamette/Hogum Bay Road roundabout. The city has been negotiating with the property owner of three parcels needed for road improvements to reduce accidents in that area. To date, the negotiations are at an impasse. If the city decides to move forward with condemnation, the City Council will need to take final action.

GENERAL COMMITTEES:

General Government & Public Safety Committee

Mayor Ryder reported the committee met on April 11, 2016, to discuss revisions to the Council Policy and Procedure Manual regarding the Council Travel Budget, Spirit of Lacey Award, and Intergovernmental Boards.

Councilmember Clarkson requested additional discussion of the Council Travel Budget at a worksession prior to Council approval of final revisions to the Council policy.

BOARDS & COMMISSIONS:

Community Action Council

Councilmember Steadman reported the Monarch Fundraising Breakfast - Justice & Advocacy Center was successful. The Board approved funding to purchase forensic interview equipment, and to purchase units at St. John's Court in Lewis County.

The first payment from Trans Alta was received for the weatherization of homes.

EMS

Councilmember Steadman announced Steve Romines, Executive Director of EMS, is retiring on May 23, 2016.

EDC

Councilmember Clarkson reported that new members, including him, were recently recognized at the EDC Board meeting.

HHSC and Community Investment Partnership

Councilmember Clarkson reported the CIP met to discuss agreements for a new organization that would allow south county jurisdictions to join.

Intercity Transit

Councilmember Gadman stated that Intercity Transit had hired a lobbyist for the legislative session to work with legislators to approve a tax increase. Although no legislation was enacted, the authority recognized that having a full-time lobbyist year round may be beneficial to the agency. As a result, the Board is moving forward with a contract after an RFP process is completed.

Olympia, Lacey & Tumwater Visitor & Convention Bureau

Councilmember Greenstein reported there has been robust discussion about the reasoning for having or not having an elected representative serve on the Executive Board.

The Board received a preliminary review of the survey. The annual VCB meeting is scheduled for May 26, 2016.

A Sports Task Force was formed to explore ideas for working together as a community to attract more sporting events, tournaments, and activities to the region.

Thurston Coalition against Human Trafficking

Councilmember Hearn reported in 2015, the coalition worked with legislators to enact stronger laws to prevent human trafficking. This year, the group continues to expand programs and memberships. Over 420 medical staff trained to receive accreditation related to trafficking; 80 legislators heard first-hand accounts from survivors; and donations and grants are increasing.

Thurston County Law & Justice

Councilmember Steadman reported presentations were made by several social services and law enforcement individuals regarding domestic violence, and services offered by their agencies to help victims recover.

Thurston Thrives

Deputy Mayor Pratt reported action teams received a presentation by the Board of Health. In other news, the Whidbey Institute is working with action teams to develop source videos that could be presented to the public on the new website.

The Board received a presentation from Prosecutor Tunheim regarding a workshop on the Science of Hope, related to building hopeful communities, and covering the hope theory and science through the framework of Thurston Thrives.

Puget Sound Bloodworks

Councilmember Clarkson informed Council that the Puget Sound Blood Bank has become part of Puget Sound Bloodworks that extends beyond Puget Sound to Portland. The new group has requested that an elected official from each City Council be appointed as a representative to its organization.

Councilmember Clarkson stated that his current term expires June 30, 2017. He recommended that Council consider making this an appointed position, and begin the process in January 2017.

ADJOURN:

Mayor Ryder adjourned the meeting at 8:30 p.m.

MAYOR: _____

ATTESTED BY CITY CLERK: _____

DATE APPROVED: _____