

Tonasket City Council Agenda
Tuesday, April 26, 2022
7:00 pm

VIRTUAL ZOOM MEETING ID # 831 3535 3452
PHONE #1-253-215-8782

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Public Comment (to comment on agenda items)
- 5) Approval of the Agenda **Action Item**
- 6) Approval of the minutes of the previous meeting. **Action Item**
- 7) Public Comment – other items
- 8) This meeting has been advertised as a public hearing to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the State Community Development Block Grant, and receive comments on proposed activities, particularly from lower income persons residing in the Tonasket area. The city will also discuss what they plan on doing with the funds if received.
- 9) Unfinished Business
 - a) Kiosk-Tourism Council **Action Item**
 - b) Discussion/possible action on having a City Barbecue **Action Item**
- 10) Mayor/Council/Committee Reports
- 11) New Business
 - a) Quotes for doors **Action Item**
 - b) Discussion Regarding Process to Protect Artwork and City when it is on City Property
 - c) Resolution 2022-07 Community Development Block Grant Funding **Action Item**
- 12) Miscellaneous and Correspondence
- 13) Adjournment (Close the meeting)

Council Memo
Tuesday, April 26, 2022
VIRTUAL ZOOM MEETING ID # 831 3535 3452
PHONE #1-253-215-8782

TO: Mayor and City Councilmembers

FROM: City Clerk-Treasurer

As you can see on the agenda, I have two Public Comment periods for the meeting. According to Adopted Bill ESHB 1329 a comment period to ensure people can comment on action Items on the current agenda must be allowed. I went ahead and designated two comment periods to keep the comments separate. The length of time allowed for these comments is the same as the regular comment period. We should probably consider updating the Council Rules in the near future.

Also, at the end of the meeting you will notice I have added “close the meeting” after adjournment. There is some language in the Bill that mentions adjournment and continuing the meeting—just to cover the bases until more clarification is received, I will have “close the meeting” after adjournment to be in compliance.

The Public Hearing is required to pursue applying for CDBG funds for the Perfect Passage Project. The process and hearing information is included in the packet.

The Kiosk-Tourism Council is on the agenda again. It was my understanding there will be a report on whether the Kiosk could be located at the TVBRC Property. **Suggested Motion: I move to allow the Okanogan County Tourism Council to construct a Kiosk at the TVBRC property as directed and approved by the City Council.**

At the last council meeting it was discussed that the subject of possibly having a city barbecue should be on the agenda. It is open for discussion and possible action. **Suggested Motion: I move to have a barbecue on _____ for the city of Tonasket citizens.**

The Quotes for the front doors were due Friday, April 22nd. At this time, I have not received any quotes. I left the subject on the agenda for further discussion and also in case we should happen to receive a late submittal we could consider it. **Suggested Motion: I move to approve/not approve the quote for the front doors from**

_____.

Artwork is still being displayed on City property. It would be a good idea to have some kind of agreement with the owner of the artwork to ensure that they are covered by insurance and the city also.

Resolution 2022-07 authorizes the application for CDBG funds for the Perfect Passage Project. **Suggested Motion: I move to approve Resolution 2022-07 authorizing applying for Community Development Block Grant Funds.**

Minutes of the Regular Meeting of the Tonasket City Council, April 12, 2022

DRAFT

Present: Councilmembers Alexander, Hill, McMillan and Weddle.

Staff: Johnson, Hawley, Danison and Attwood

The meeting was called to order by Mayor Pro-Tem Weddle and the pledge of allegiance was given by all.

Roll Call was taken and Councilmember Levine was absent.

Motion to excuse Councilmember Levine from this meeting. M/McMillan, S/Weddle. Carried 4:0.

Motion to approve the agenda. M/McMillan, S/Alexander. Carried 4:0.

Public Comment

- Ed Koonce was in attendance and presented a letter to Council informing them of a new site on Facebook "Let's Talk Tonasket".
- Aaron Kester was in attendance to discuss placement of a Kiosk at the TVBRC. He will return to Council at the next meeting.

Unfinished Business—None

Department Head Reports

Hawley

- Stated the reports have been submitted electronically.
- There was a complaint/concern about someone skateboarding down Hwy 20.
- Question form Councilmember Hill regarding burglaries—Hawley said there is an up tick in burglaries in the County.

Danison

- Planning Commission will be meeting next Tuesday, and discussing the Flood Damage Prevention Code.
- Another item coming up, Shoreline Master Plan.
- Have had two short plats submitted.
- Park Plan—finalizing.
- Perfect Passage Project ongoing.

Motion to set May 4th at 6:00 pm as a special meeting for the Perfect Passage—for community members to come and hear the status and updates. M/McMillan, S/Hill. Carried 4:0.

Johnson

- Skatepark graffiti cleaned.
- Parks are open.
- Sweeping the streets.
- New park slide has been installed.
- Patched pot holes.
- Working in UV plant.
- Alleys worked on.
- Storm water catch basins cleaned.
- Leak at pool being worked on.

Attwood

- Received an award for the Complete Streets grant.
- Call for quotes on door has been advertised.
- CDBG Public Hearing at the next meeting.
- Cemetery survey etc on going.
- Attended in person WMCA Conference.
- TVBRC Board, City Clerk is no longer President, City needs to appoint two members.
- Restrooms in City Hall being locked after Library hours.
- Police Department Building being worked on.

DRAFT

Mayor/Council/Committee Reports

McMillan

- Citizen Advisory Committee meeting on Tuesday, April 19th.

Hill

- Inquired about the contract with the Chamber of Commerce—Clerk-waiting for response.
- Airport—reaching out to Lee Orr.

Alexander

- Discussed what is needed at swim pool for leak and edging/grout work around the pool.

Weddle

- Finance met and discussed some proposed work with Greg Gardinier.
- Recovery Act ad hoc Committee met to finalize recommendation to Council.
- Met Josh Thomson on Havillah Rd. to discuss the placement of the new radar sign.
- Perfect Passage attended several meeting.

New Business

Motion to approve the bid from Mrs. Pumpco for Portable Toilet Services for 2022 and 2023, as stated on their submittal and authorize the Mayor to sign the contract.

M/McMillan, S/Weddle. Carried 4:0.

Motion to accept the TIB funds of \$50,000 and authorize the Mayor to sign the Grant Agreement with TIB. M/Weddle, S/McMillan. Carried 4:0.

Motion to approve Resolution 2022-06 authorizing expenditures of the American Recovery Act funds. M/McMillan, S/Weddle. Carried 4:0.

Motion to approve Amendment No. 1 to Agreement No. WOC-2018-Tonask-00124 between the State of Washington Department of Ecology and the City of Tonasket and authorize the Mayor to sign the agreement. M/Weddle, S/McMillan. Carried 4:0.

Motion to approve the Addendum to the Agreement with Highlands Associates and authorize the Mayor to sign the document. M/McMillan, S/Weddle. Carried 4:0. The addendum is for work to be done on the Shoreline Master Plan with a DOE grant.

Motion to authorize WSDOT to paint stripe certain streets in the City and authorize the Mayor to sign applicable forms. M/Weddle, S/McMillan. Carried 4:0.

Motion to publish in the Recreation land in the amount of \$575.00. M/Weddle, S/McMillan. Carried 4:0.

Motion to approve the Peddlers Permit Application from Karla and Riley Stucker. M/McMillan, S/Hill. Carried 4:0.

Motion to approve Ordinance #835, changing the time of the regular City Council meetings from 7 pm to 6 pm. M/McMillan, S/Hill. Carried 4:0.

Motion to approve and accept the Statement of Work for the City of Tonasket Traditional Cultural Property Review with the Confederated Tribes of the Colville Reservation. M/Hill, S/Weddle. Carried 3:0. McMillan voted no.

Brief discussion on restrooms and portable restrooms at park—may have coaches be in charge of restroom key for opening and closing.

DRAFT

Motion to approve the consent agenda; the minutes of the previous meeting, the March Payroll \$45,731.82 (11409-11425 & Direct Deposit Run 3/28/2022) and the April Bills \$76,030.89 (11406-11408 & 11426-11472 & 3 EFT's 4/12/2022). M/McMillan, S/Hill. Carried 4:0.

There being no further business the meeting was declared adjourned at 8:30 pm.

Alice J. Attwood, Clerk-Treasurer

Alice Attwood

From: Alisa Weddle
Sent: Monday, April 11, 2022 8:37 AM
To: Alice Attwood
Subject: Fwd: Kiosk - Tourism Council
Attachments: P1194921.jpeg; P1194920.jpeg; Kiosk.pdf

FYI

I didn't notice that you were not CC'ed.

After looking again, he wanted to be on the agenda.

Alisa

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Aaron Kester <redbaan@gmail.com>
Sent: Wednesday, March 23, 2022, 8:48 PM
To: René Maldonado <mayor@tonasketwa.gov>; Christa Levine <council1@tonasketwa.gov>; Jeff McMillan <council2@tonasketwa.gov>; Patti Hill <council3@tonasketwa.gov>; Alisa Weddle <council4@tonasketwa.gov>; Matt Alexander <council5@tonasketwa.gov>
Subject: Kiosk - Tourism Council

Hello Mayor and City Council Members,

I am a board member on the tourism council and we have been working on designing, building, and installing 11-13 tourism information kiosks throughout Okanogan County to promote our county and guide our visitors. We want to begin at the entrances to our county in Pateros, Winthrop, Coulee Dam, and Oroville/Tonasket.

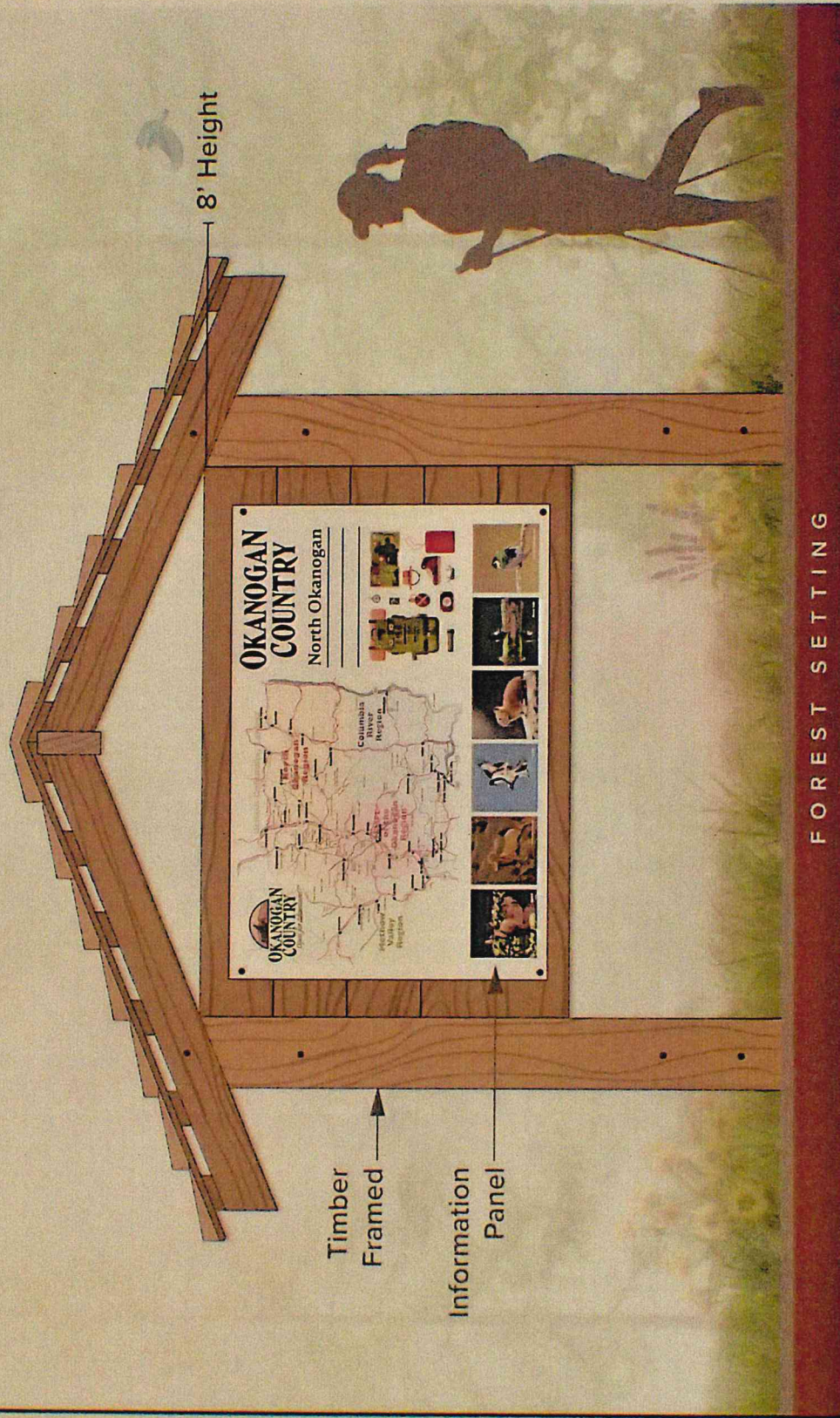
I have discussed possible locations in North County with other members of the OCTC. County planners and Commissioners have informed us the best properties are local municipality or county properties. Of the possible locations in Tonasket I most like the corner of the Visitor Center parking lot where there is already a structure very similar to what we plan to install elsewhere throughout the county. We could modify, replace, or add our kiosk next to the existing sign. This location is fairly central to Tonasket and a great stopping location with ample parking, electric vehicle charging, city hall, the library, and downtown shops and restaurants within walking distance. I look forward to discussing this location as well as others with all of you.

I would like to attend your next city council meeting to talk about what the OCTC is working on under authority of the county commissioners as a Destination Marketing Organization, DMO, to bring more tourism to all of our county. I have attached two pictures and one PDF of the plans to build these kiosks. I have a thick spiral bound DMO plan where these pictures came from to share during the meeting and I can get more plans for anyone interested in learning more about the plan created a couple years ago working with an outside tourism marketing group. You can also see what we have been working on at our Okanogan Country website; <https://okanogancountry.com/>
We plan to not only provide information specific to each kiosk local on each kiosk, but also link to our website with QR codes for smartphones providing additional information at each local or other locals throughout the county so travelers can plan their route or detours to their original route while enjoying what they discover locally with each kiosk.

Thank you and I hope to talk to you and the city council soon,

Aaron Kester
509-429-2045

FIGURE 41
Informational Kiosk



Timber
Framed

Information
Panel

8' Height

FOREST SETTING

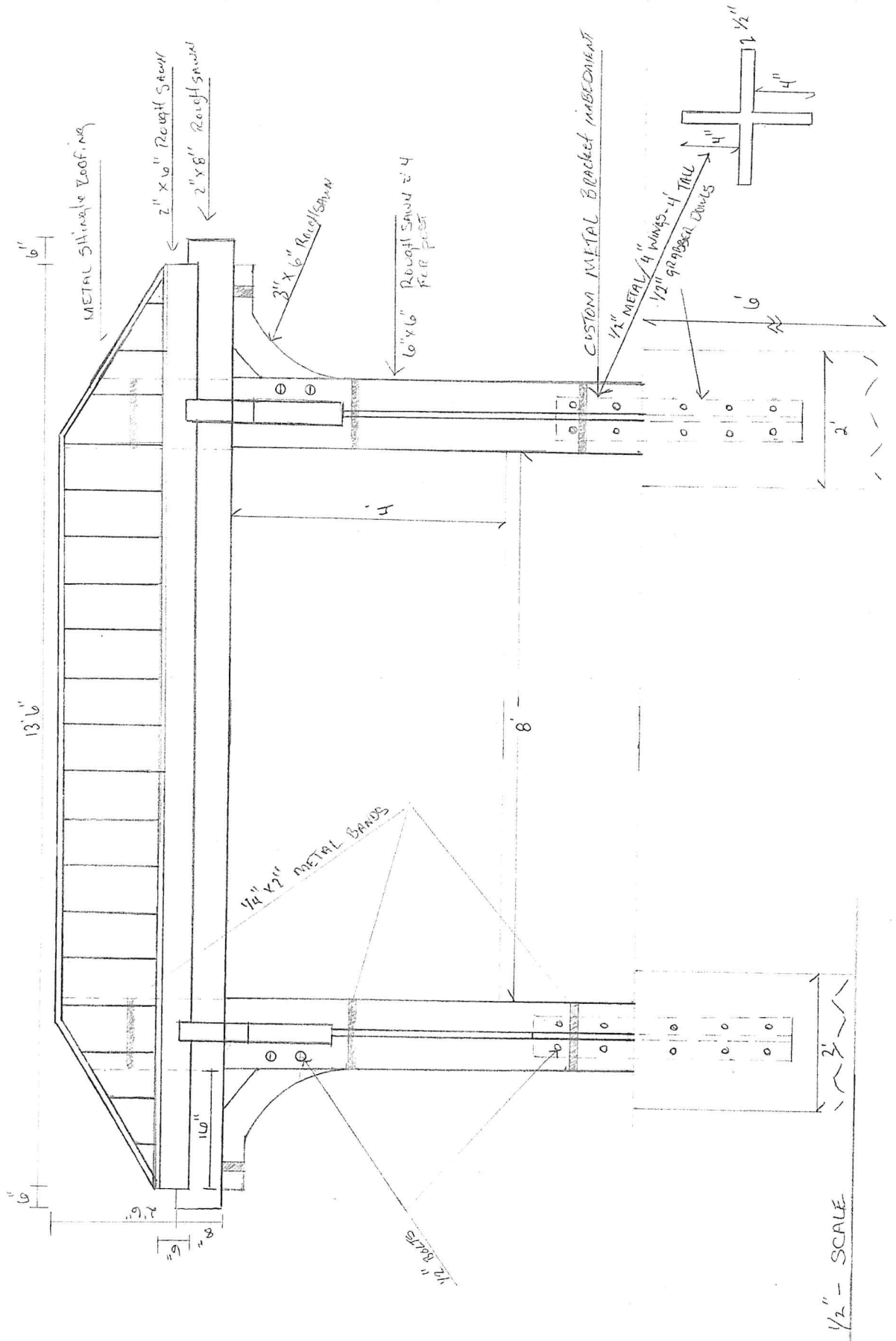
FIGURE 42
Visualization of Information Kiosk



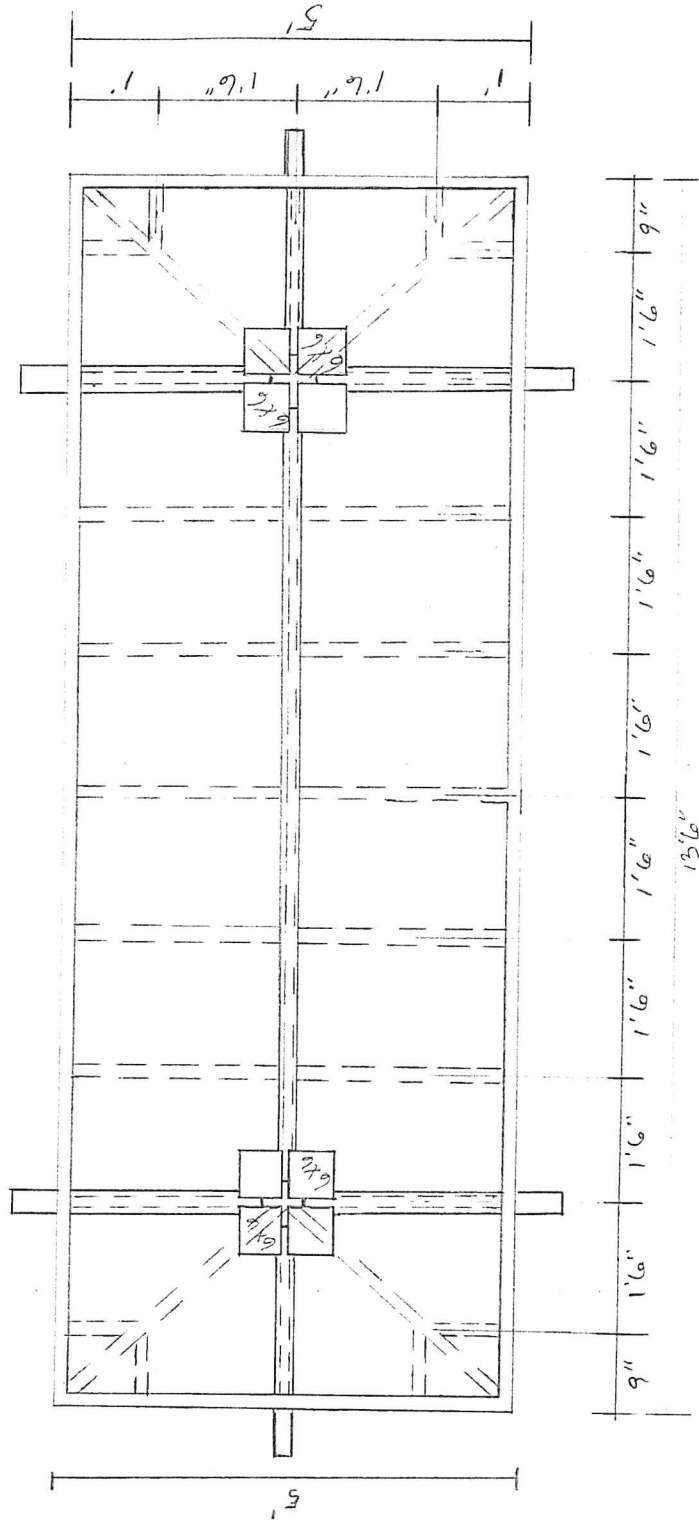
OPEN RANGE SETTING

SMALL KEYOSK SIGNAGE

APROX. 46 LOCATIONS

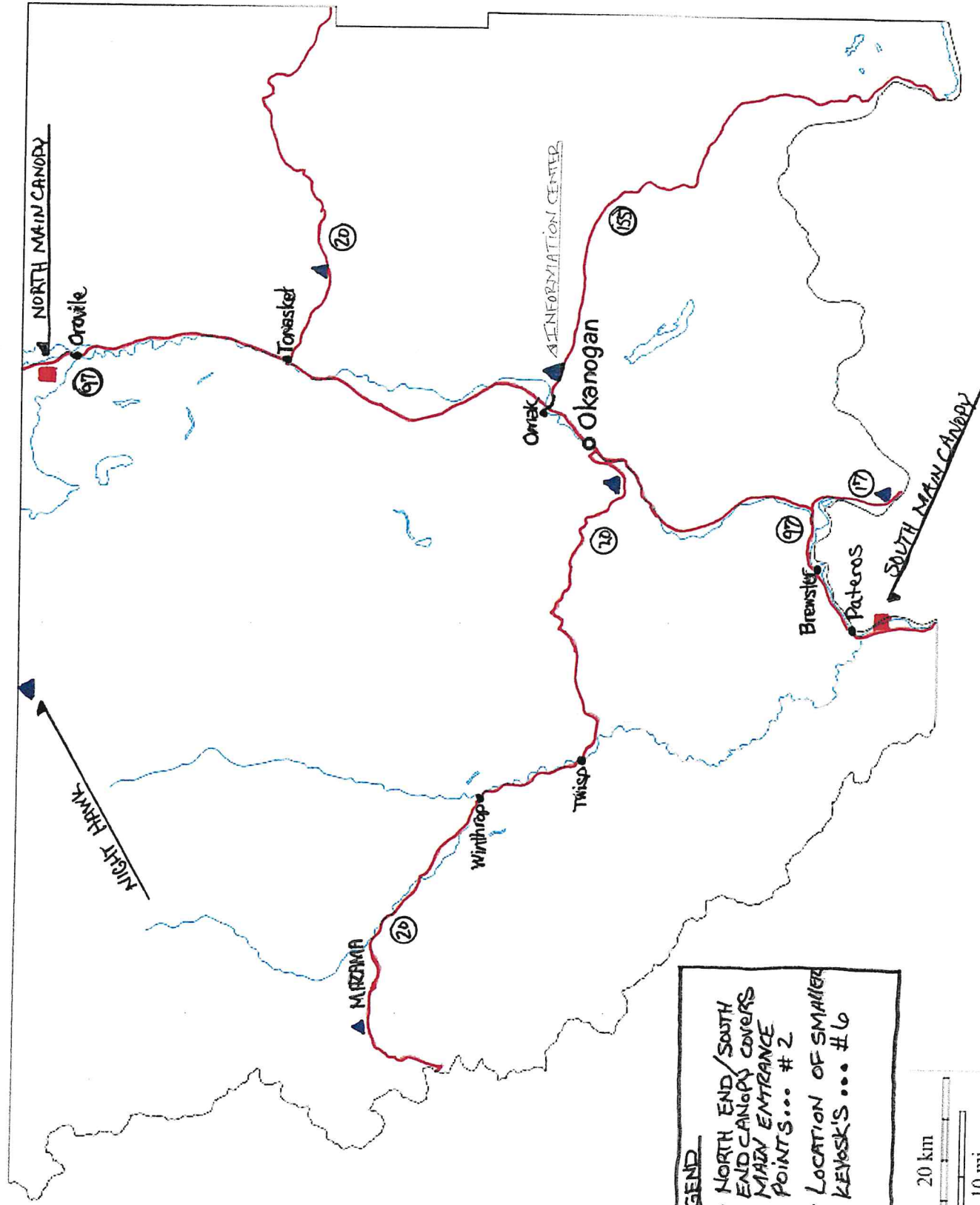


SMALL KENNIK / SIGNAGE - TOP ELEVATION



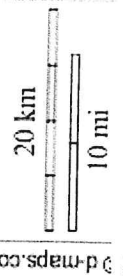
1/2" SCALE

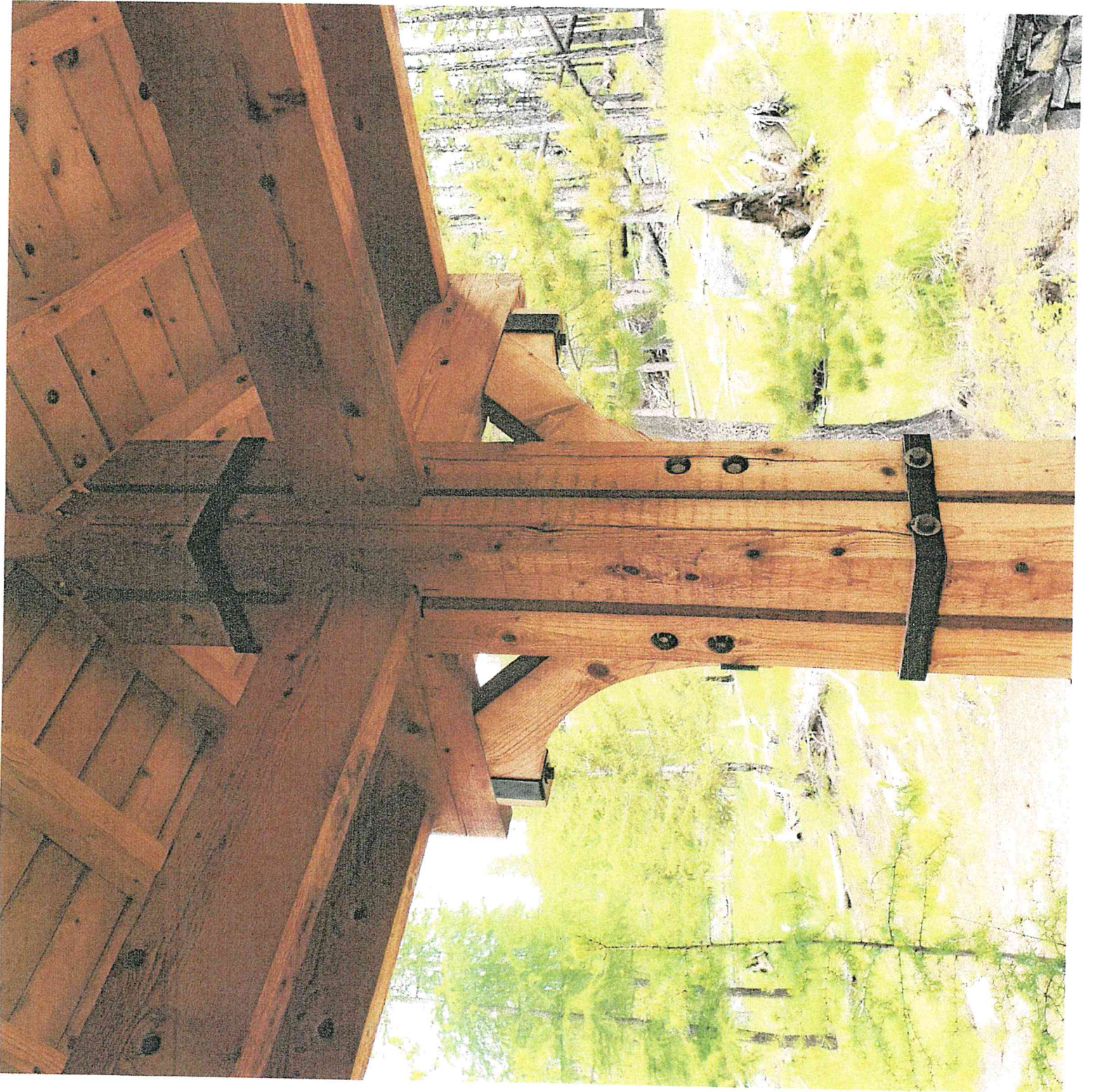
ALL LOCATIONS ARE APPROXIMATE



LEGEND

- NORTH END/SOUTH END CANYON COVERS MAIN ENTRANCE POINTS... # 2
- ▲ LOCATION OF SMALLER KEYOK'S... # 6





NEW
IMAGE

Pg. 153

Federal Citizen Participation Requirements For Local Government Applicants to the State CDBG Program

Federal Regulations 24 CFR 570.486 (a)

- (a) *Citizen participation requirements of a unit of general local government.* Each unit of general local government shall meet the following requirements as required by the state at Sec. 91.115(e) of this title.
- (1) Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG funds are proposed to be used;
 - (2) Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to the unit of local government's proposed and actual use of CDBG funds;
 - (3) Furnish citizens information, including but not limited to:
 - (i) The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income);
 - (ii) The range of activities that may be undertaken with the CDBG funds;
 - (iii) The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons; and
 - (iv) The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under Sec. 570.488.
 - (4) Provide technical assistance to groups representative of persons of low and moderate income that request assistance in developing proposals in accordance with the procedures developed by the state. Such assistance need not include providing funds to such groups;
 - (5) Provide for a minimum of two public hearings, each at a different stage of the program, for the purpose of obtaining citizens' views and responding to proposals and questions. Together the hearings must cover community development and housing needs, development of proposed activities and a review of program performance. The public hearings to cover community development and housing needs must be held before submission of an application to the state. There must be reasonable notice of the hearings and they must be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the handicapped. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate;
 - (6) Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the unit of general local government's application to the state. *Substantially changed* means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state.
 - (7) Provide citizens the address, phone number, and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable.



RURAL COMMUNITY GRANTS FOR ACTIVITIES THAT BENEFIT LOW-AND MODERATE-INCOME PERSONS

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

General Purpose Grants - \$11,500,000

For planning or construction of public infrastructure, community facilities, affordable housing, and economic development projects. Competitive. Maximum grant up to \$1,000,000 based on project type. Application materials available in March and due in June.

Public Services Grants - \$1,500,000

For 17 counties and community action agencies to fund services for lower income persons. Allocated by a formula based on population and poverty. Application materials available in February and due in April.

National Objectives

Funded by the US Department of Housing & Urban Development, CDBG activities must meet one of these national objectives:

- Principally benefits low-and moderate-income (LMI) persons
- Aids in the prevention or elimination of slums or blight
- Addresses imminent threat to public health or safety

Funding is contingent on HUD approval of the state CDBG Action Plan.



We strengthen communities

Jon Galow
PROGRAM MANAGER

Local Government Division
jon.galow@commerce.wa.gov
Phone: 509.847.5021

www.commerce.wa.gov/CDBG

ELIGIBLE APPLICANTS:
Washington State cities/towns with less than 50,000 in population and not participating in a CDBG entitlement urban county consortium; and counties with less than 200,000 in population. A complete list is on Commerce's CDBG webpage.

Other public and non-profit entities and Indian tribes are not eligible to apply directly for state CDBG funding, but may be a partner in projects and subrecipient of funding with an eligible city/town or county.

COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG)

City of Tonasket

Project Summary *proposal to submit*

2022 CDBG General Purpose Grant Application

The City intends to submit a General Purpose grant through the Community Development Block Grant (CDBG) program in June 2022. The CDBG application will request funds to pay for a portion of the Tonasket SR97 main street revitalization & infrastructure improvement project, "Perfect Passage."

WHAT IS THE PURPOSE OF THIS PUBLIC MEETING?

The CDBG program requires applicants to:

- inform the public of the availability and eligible uses of CDBG grants,
- what the City intends to do with the money should its application be successful, and
- solicit public comment as to whether there is a more pressing need than the revitalization of the main street in Tonasket.

WHAT IS CDBG?

The CDBG program's goal is to support small communities and rural counties in implementing community and economic projects that principally benefit low- and moderate-income (LMI) persons. CDBG General Purpose Grants for a maximum of \$1,000,000 and Planning Only Grant (POG) awards up to a maximum of \$30,000 may be used for a variety of activities meeting a national objective, such as addressing the needs of LMI persons in a community. Examples of eligible General Purpose Grant activities include:

- Public facilities, such as water, wastewater and streets
- Community facilities, such as community centers, fire stations, homeless shelters and child care facilities
- Economic development, such as microenterprise assistance and public infrastructure
- Affordable housing and housing rehabilitation

WHAT IS THE PROPOSED PROJECT FOR WHICH THE CITY IS SEEKING CDBG FUNDS?

The CDBG grant application will be requesting funding for Phase I construction of Tonasket's SR97 / main street revitalization and reconstruction "Perfect Passage" project, involving major infrastructure reconstruction and enhancement (e.g. sewer, stormwater, sidewalk, curb & gutter, lighting).

HOW WILL IT BE PAID FOR?

The City hopes to receive a \$1,000,000 General Purpose Grant to help pay for the Perfect Passage.

WHAT AREAS OF THE CITY WILL BE AFFECTED BY THIS PROJECT?

The entire City of Tonasket and especially Tonasket's main street.

HOW CAN I BE INVOLVED IN THIS PROCESS?

The best way to express your opinion is to attend future public hearings/meetings such as this one, encourage your neighbors to attend, write a letter or an email to the City Council, or call City Hall. Questions and or/ comments should be directed to the City Council.

City of Tonasket

PUBLIC HEARING AGENDA *for submission of* **2022 CDBG General Purpose (GP) Application** April 26th, 2022

1) Distribute the handouts:

- a. CDBG Fact Sheet
- b. CDBG Regulations
- c. Project Summary

2) Purpose of Hearing:

- Notify citizens of activities for which CDBG funds can be used (review the CDBG Fact Sheet)
- Discuss the proposed CDBG application for the Tonasket SR97 main street revitalization project: "Perfect Passage." (refer to the project summary)

3) Read or summarize the Summary handout in order to:

- a. Invite citizen discussion of the proposed applications for Perfect Passage Phase I Construction (GP) and regarding the City's housing and development needs, particularly those of lower income persons

4) Review the City's participation strategy:

- a. Review adopted Grievance Procedure
- b. Written comments may be submitted until 4:30 PM on April 26, 2022

5) Introduce the CDBG Resolution with Certifications of Compliance

- a) Motion to adopt or not adopt the Resolution to submit a 2022 CDBG GP Application for Perfect Passage Phase I Construction.
- b) If motion is to submit the application, execute the following forms:
 - **Resolution with Certifications of Compliance**
 - **Title VI Certification**
 - **Project Summary Form**

6) Close Hearing

Resolution 2022-07

Resolution with Certification of Compliance

WHEREAS, the City of Tonasket is authorized to apply to the state Department of Commerce for a Community Development Block Grant (CDBG); and

WHEREAS, the City of Tonasket has identified a community development and housing priority need for which to seek CDBG funding; and

WHEREAS, it is necessary certain conditions be met to receive CDBG funds;

NOW, THEREFORE, be it resolved that the City of Tonasket authorizes submission of this CDBG application to the state Department of Commerce to request up to \$1,000,000 for the Perfect Passage Phase I Project, and certifies that, if funded, it:

Has provided and will provide opportunities for citizen participation that satisfy the CDBG requirements of 24 CFR 570.486;

Will comply with applicable provisions of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable state and federal laws;

Will not use assessments against properties owned and occupied by low- and moderate-income persons or charge user fees to recover the capital costs of CDBG-funded public improvements from low- and moderate-income owner-occupants;

Has established or will establish a plan to minimize displacement as a result of activities assisted with CDBG funds; and assist persons actually displaced as a result of such activities, as provided in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;

Has adopted or will adopt a policy(s) to reduce greenhouse gas emissions in accordance with RCW 70.235.070 and certifies this project will adhere to this policy(s);

Will conduct and administer its program in conformance with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act; and will affirmatively further fair housing (Title VIII of the Civil Rights Act of 1968); and

Has adopted (or will adopt) and enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and has adopted (or will adopt) and implement a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location that is the subject of such nonviolent civil rights demonstration within its jurisdiction, in accordance with Section 104(1) of the Title I of the Housing and Community Development Act or 1974, as amended; and

The City of Tonasket designates Rene Maldonado, Mayor, as the authorized representative to act in all official matters in connection with this application and the City of Tonasket's participation in the State of Washington CDBG Program.

PASSED BY THE CITY COUNCIL this _____ day of _____, 2022.

APPROVED:

René Maldonado, Mayor

ATTEST:

APPROVED AS TO FORM:

Alice J. Attwood, Clerk-Treasurer

Michael D. Howe, City Attorney



Tonasket City Council Meeting

Community Welcome

Update/Status of the Perfect Passage Project

**Wednesday, May 4th, 2022
Tonasket City Council Room
6:00 pm**

The community is invited to attend this special meeting to learn about the status of the Perfect Passage Project. There will be a question-and-answer period. If you have questions prior to the meeting, please send to clerktreasurer@tonasketwa.gov or drop by City Hall by Monday, May 2nd.

This meeting will also be held via ZOOM.
VIRTUAL ZOOM MEETING ID #837 4865 8100
PHONE # 1-253-215-8782

Alice Attwood

Subject: Alice Attwood's Zoom Meeting
Location: <https://us02web.zoom.us/j/83135353452>

Start: Tue 4/26/2022 7:00 PM
End: Tue 4/26/2022 10:00 PM

Recurrence: (none)

Meeting Status: Meeting organizer

zmMeetingNum: 83135353452

Alice Attwood is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/83135353452>

Meeting ID: 831 3535 3452

One tap mobile

+12532158782,,83135353452# US (Tacoma)

+13462487799,,83135353452# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 831 3535 3452

Find your local number: <https://us02web.zoom.us/u/kbEmkzhcQi>