# Tonasket City Council Agenda Tuesday, December 8, 2020 7:00 pm

# VIRTUAL ZOOM MEETING ID # 859 0609 7389 PHONE # 1 253 215 8782

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Agenda
- 5) Public Comment
- 6) This meeting has been advertised as Public Hearing to take testimony and establish the record on revisions to the Introduction, Land Use Element, and associated Maps of the Comprehensive Plan and to Chapter 18.06 Critical Areas of the Tonasket Municipal Code. **Resolution 2020-23. Action Item.**
- 7) This meeting has been called as a bid opening for Cemetery Liners for the years 2021 and 2022. **Action Item.**
- 8) Unfinished Business
  - a) Ordinance #821---repealing and replacing Chapter 18.06 of the Tonasket Municipal Code; containing severability and setting an effective date. **Action Item**.
  - b) Peddlers Permit
- 9) Department Head Reports
- 10) Mayor/Council/Committee Reports
- 11) New Business
  - a) Resolution 2020-22 Authorizing Acceptance Grant and Loan Funding from the Department of Ecology, **Action Item.**
  - b) Approval of Department of Ecology Agreement & authorize signature. Action Item.
  - c) Resolution 2020-21 implementing policies and procedures to ensure compliance with federal procurement requirements. **Action Item.**
- 12) Miscellaneous and Correspondence
- 13)Consent Agenda: Minutes of the previous meeting, the November Payroll and the December Bills. **Action Item.**
- 14)Adjournment

# Council Memo Tuesday, December 8, 2020 7:00 pm

# VIRTUAL ZOOM MEETING ID # 859 0609 7389 PHONE # 1 253 215 8782

TO: Mayor and City Councilmembers

FROM: City Clerk-Treasurer

This meeting has been advertised as a Public hearing on the Introduction, Land Use element, and associated Maps of the Comprehensive Plan and the Chapter 18.06 Critical Areas of the Tonasket Municipal Code. Kurt Danison will be in attendance to facilitate the hearing. Resolution 2020-23. Suggested Motion: I move to adopt Resolution 2020-23 adopting amendments to the Introduction, Population, Land Use Element, and Associated Maps of the City of Tonasket Comprehensive Plan.

This meeting has been	advertised as a bid opening for Ce	emetery Liners for 2021 and 2022.
have not received any b	oids at this time. Suggested Motio	n: I move to approve the bid
from	in the amount of	for the years 2021 and
2022.		

Ordinance #821—repeals and replaces Chapter 18.06 of the Tonasket Municipal Code. Suggested Motion: I move to adopt Ordinance #821 repealing and replacing Chapter 18.06 of the Tonasket Municipal Code; containing a severability provision; and setting an effective date.

Peddlers Permit—Committee was to have a recommendation for Council.

Resolution 2020-22 Authorizing acceptance of Grant and Loan funding from the Department of Ecology. Suggested Motion: I move to adopt Resolution 2020-22 authorizing acceptance of Grant and Loan Funding from the Department of Ecology.

The Department of Ecology funding offer agreement is attached for you to review. As you can see our engineers have reviewed and made comments to the proposed agreement. It will also be reviewed by Mick Howe and is under review by DOE. Please let me know if you have any questions. It is appropriate if you wish to wait to approve the agreement until we have a final document. (do not have to take action at this time)

Resolution 2020-21---implementing policies and procedures to ensure compliance with federal procurement requirements. It is important that the city is in compliance with certain policies and procedures when spending federal funds. Suggested Motion: I move to adopt Resolution 2020-21 implementing policies and procedures to ensure compliance with federal procurement requirements.

# Minutes of the Special Council Meeting Friday, November 27, 2020 (The regular meeting scheduled for November 24<sup>th</sup>, 2020 was canceled due to a power outage.)

DRAFI

Present:

Mayor Kriner and Councilmembers, Alexander, Levine, McMillan, Ritter and

Weddle.

Staff:

Attwood

The meeting was called to order at 3:00 pm and the pledge of allegiance was given by all.

Roll call was taken and all were in attendance.

Motion to approve the agenda. M/McMillan, S/Weddle. Carried 5:0.

Motion to approve the minutes of the previous meeting. M/Weddle, S/McMillan. Carried 5:0.

#### Public Comment-None

This meeting has been advertised as the bid opening date (actual date was 11-24-2020) for city's surplus items. The bids were opened on Wednesday, November 25<sup>th</sup>, 2020. The City of Okanogan was the successful bidder for the Grader and George Hill was the successful bidder for both of the trailers.

#### **Unfinished Business**

<u>Peddlers Permit Discussion:</u> Councilmembers Alexander and Levine are working on the proposed ordinance and will have something to present to Council on December 8<sup>th</sup>.

Ordinance #819, the 2021 Budget. There was discussion that there not any funds set aside for the future for a Police Department. It was determined that \$5000 would be dedicated to the Cumulative Building Fund for that purpose. This will not change the budgeted amount in Current Expense.

Motion to adopt Ordinance #819, the 2021 Budget as presented by the City Clerk and to include transferring \$5000 from the Current Expense Fund to the Cumulative Building Fund for the possibility of a future Police Department. M/Weddle, S/Levine. Carried 5:0.

#### Mayor/Council/Committee Reports

#### Mayor

Reported she is still working on the two addresses in town that are out of compliance.

#### Levine

- The Veterans Day ceremony was beautiful
- Hope everyone had an awesome Thanksgiving.
- Reported she is working on the Peddlers Permit.
- Also working on the Capital Budget request for the Perfect Passage Project.

#### McMillan

Nothing to report.

#### Ritter

- Stated she hasn't been here in a while—playing catch up reading minutes.
- Questioned why was the amount requested cut in half for the Rodeo Club in Hotel/Motel Funds? Mayor replied she had received a complaint from a local business regarding the fact the Rodeo Club advertised a hotel/motel in Omak and doesn't advertise a Tonasket business.
- Concerned that the issues at the airport weren't turned over to the Airport Committee.
   Mayor explained the issue had to be handled and was her job to do so.

#### Weddle

- Not much happening in the Parks now.
- Discussed Hotel/Motel tax distribution.
- Union Agreement in negotiation.
- Asked questions about Winterfest.



# Motion to adopt Ordinance #818, a Budget amendment including the CARES Act Funds and the USDA-RD grant/loan. M/Levine, S/McMillan. Carried 5:0.

Motion to adopt Ordinance #820 establishing water and sewer utility rate reductions for low income senior citizens and making the effective date 1-1-2021. M/McMillan, S/Weddle. Carried 5:0.

Motion to authorize payment to Gardinier Tech \$33,053.73, Boers Electric \$4,954.45, Locksmith Country \$2,420.64 and D & R. Glass \$7,369.65. M/Ritter, S/Levine. Carried 5:0. These items will be paid for from CARES Act Funds.

Motion to approve and authorize the Mayor to sign the Loan Security Agreement with USDA-RD for the grant/loan and applicable documents. M/Ritter, S/McMillan. Carried 5:0.

Miscellaneous and Correspondence

There being no further business the meeting was adjourned.

Alice J. Attwood, Clerk-Treasurer

#### **RESOLUTION 2020-23**

# A RESOLUTION OF THE CITY COUNCIL OF TONASKET, WASHINGTON, ADOPTING AMENDMENTS TO THE INTRODUCTION, POPULATION, LAND USE ELEMENT AND ASSOCIATED MAPS OF THE CITY OF TONASKET COMPREHENSIVE PLAN

WHEREAS, the City of Tonasket has adopted Comprehensive Plan and zoning regulations pursuant to RCW 35A.63; and

WHEREAS, all amendments to comprehensive plan are to be adopted, certified, and recorded or filed in accordance with RCW 35.63; and

WHEREAS, the Tonasket Planning Commission held a duly advertised public hearing (via Zoom) on November 17, 2020 to which interested persons were invited to comment and following which the Planning Commission voted to recommend to the City Council approval of the amendments to the Introduction, Land Use Element and associated Maps of the Tonasket Comprehensive Plan; and

WHEREAS, the City Council held a duly advertised public hearing (via Zoom) on December 8, 2020, public testimony was called for, and a discussion of the proposed comprehensive plan amendments occurred; and

WHEREAS, the proposed amendments were subject to review under the State Environmental Policy Act and a Determination of Non-Significance was issued on which there were not comments or appeals;

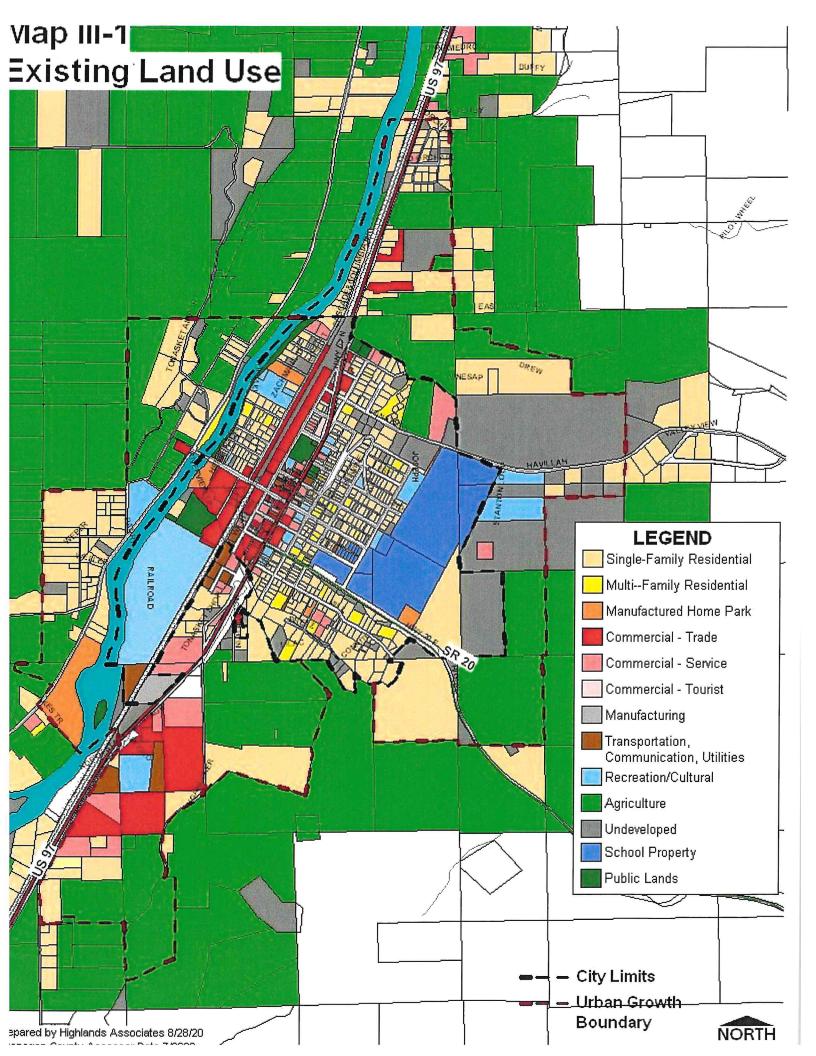
WHEREAS, the proposed amendments represent the required periodic update of the comprehensive plan mandated by the Growth Management Act.

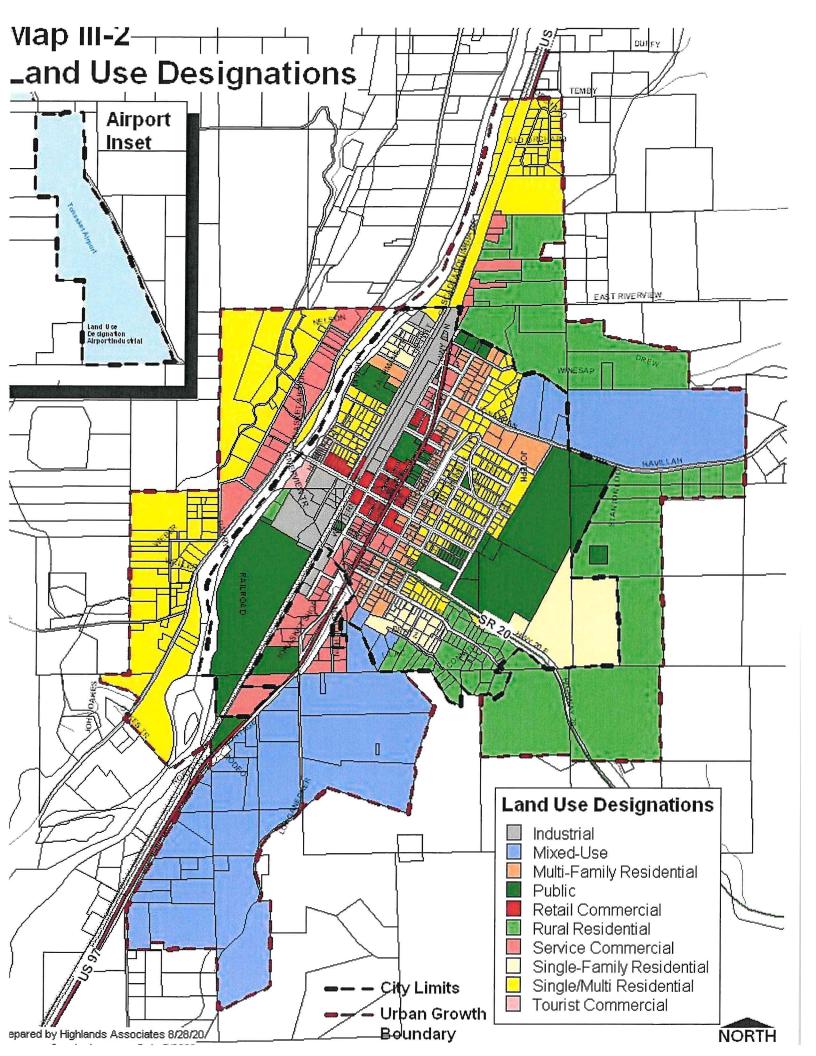
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TONASKET DOES RESOLVE THE FOLLOWING:

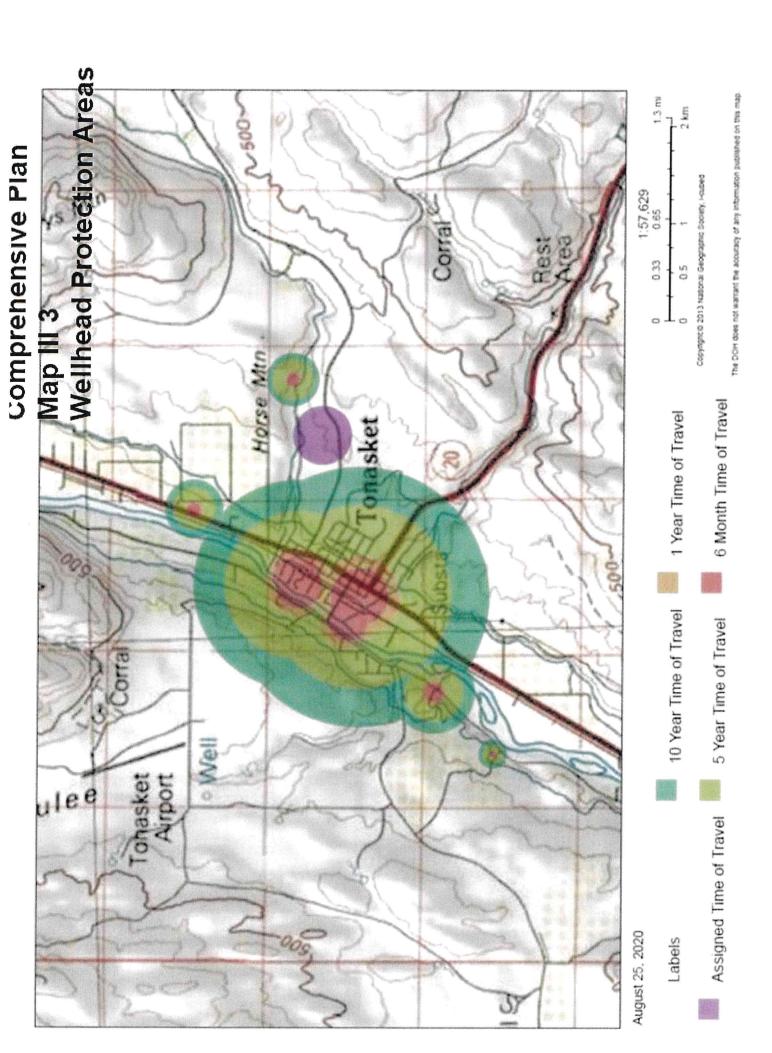
<u>Section 1.</u> The amendments to the Introduction, Population, Land Use Element and associated Maps of the "Tonasket Comprehensive Plan" in the form set forth in Exhibit 1, which is attached hereto and incorporated herein by this reference, and is hereby adopted as if fully set forth herein.

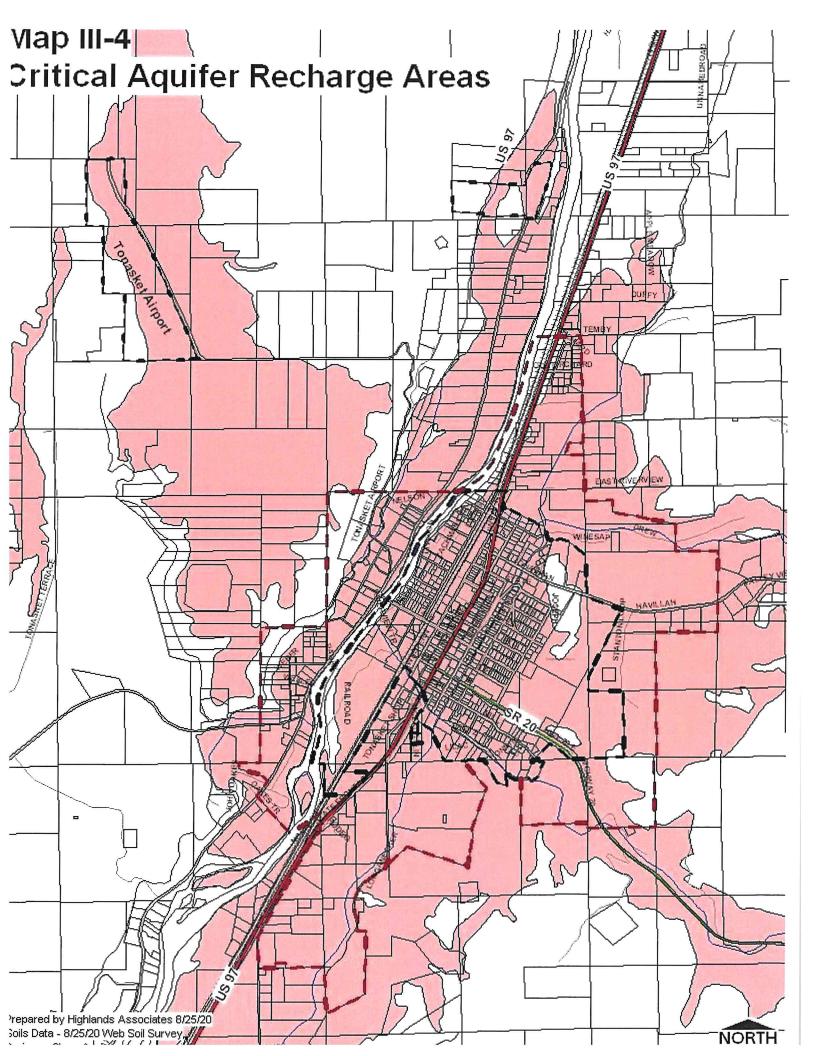
PASSED BY THE CITY COUNCIL OF THE CITY OF TONASKET, WASHINGTON, THIS 8th day December, 2020.

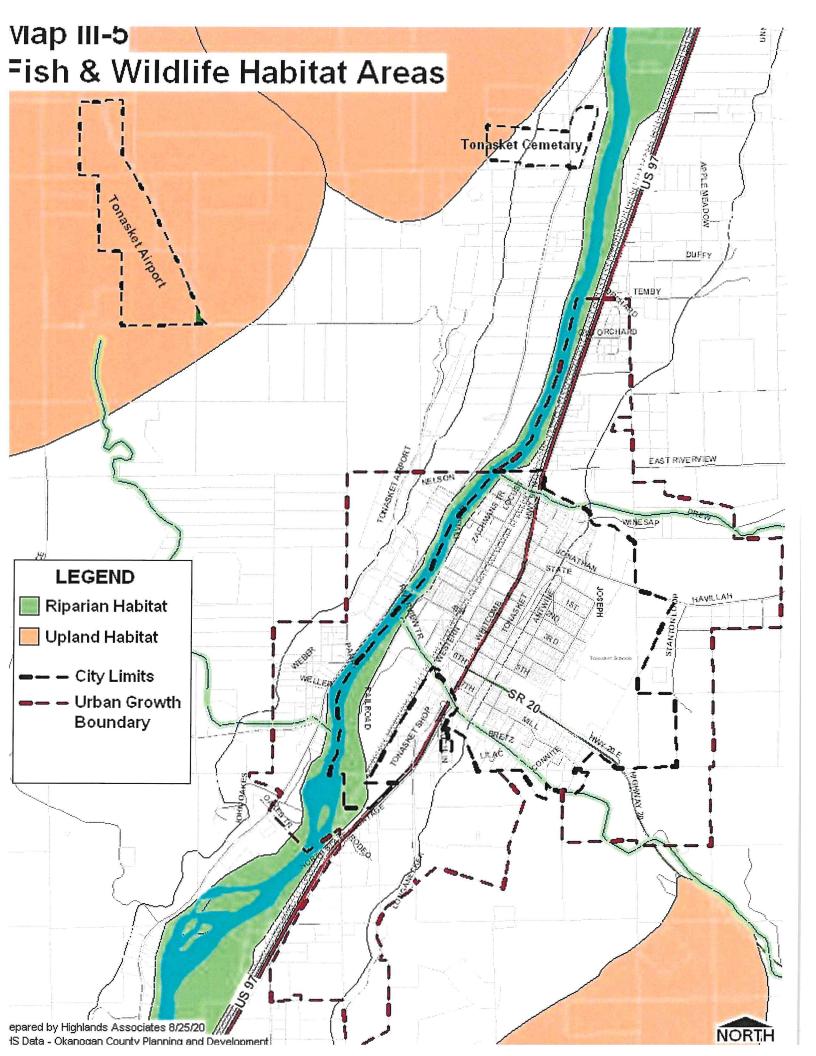
ATTEST:	APPROVED:		
Alice Attwood, Clerk-Treasurer	Marylou Kriner, Mayor		











August 26, 2020

Wetlands

Estuarine and Marine Deepwater

Estuarine and Marine Wetland

Freshwater Emergent Wetland

Freshwater Forested/Shrub Wetland

Freshwater Pond

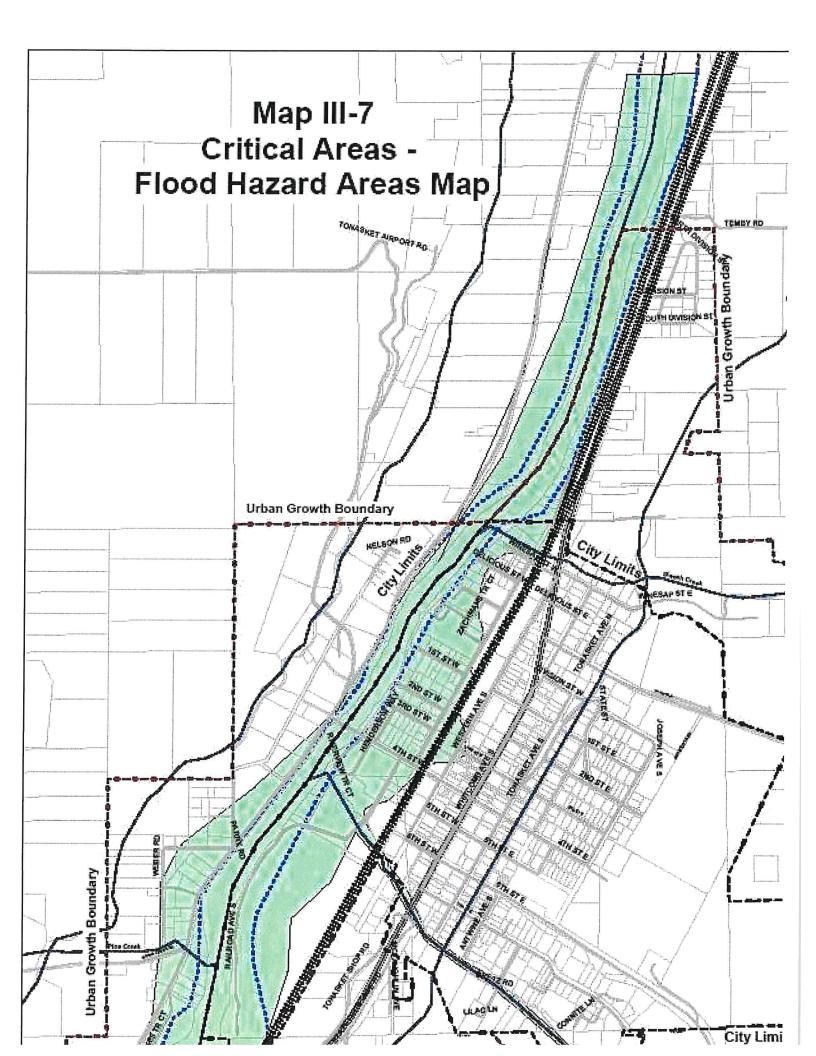
Lake

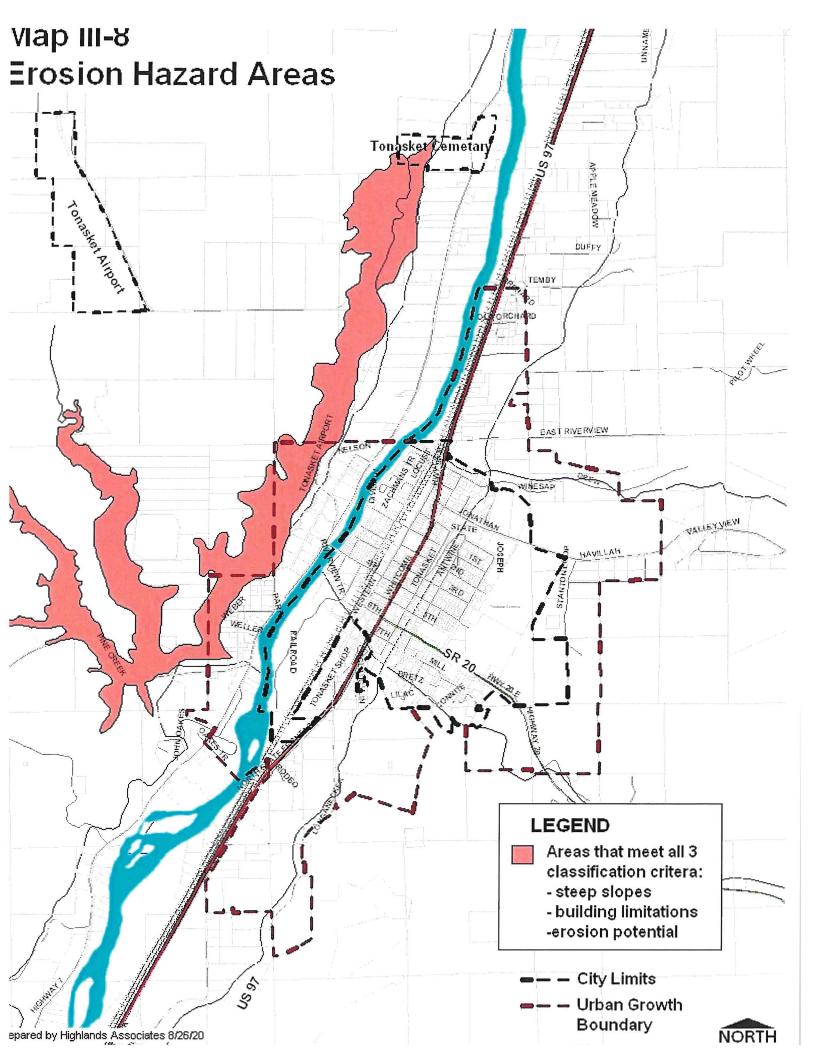
Other

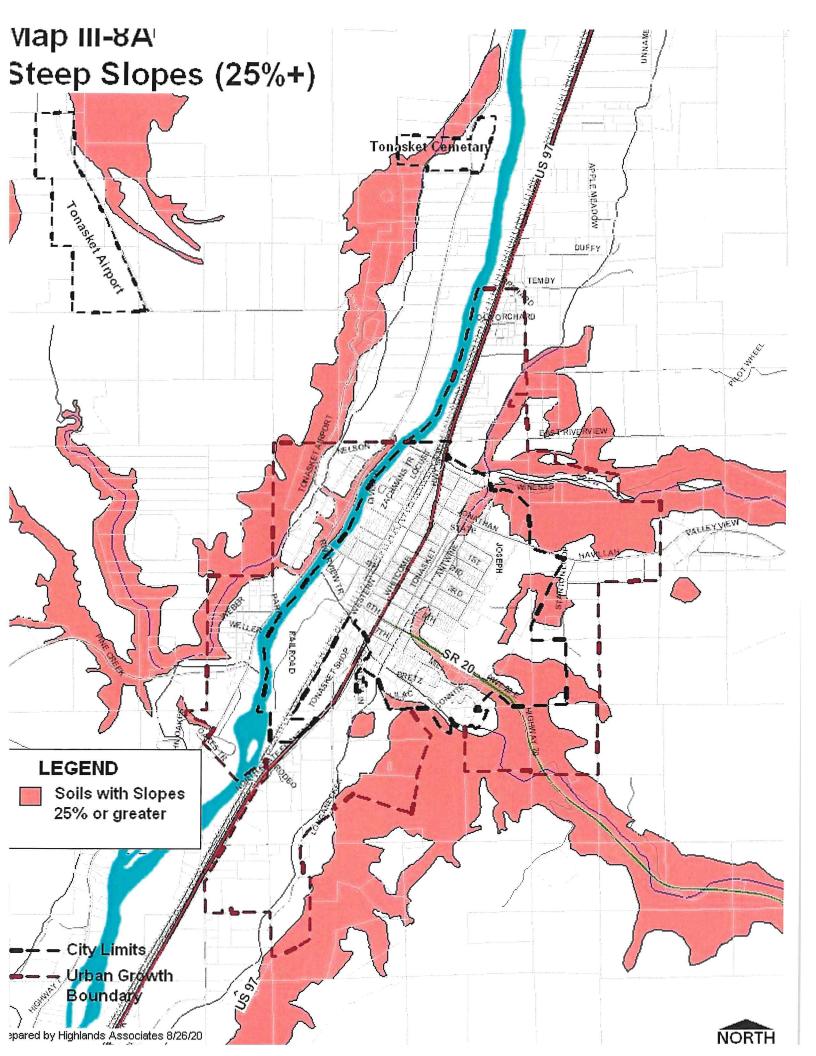
Riverine

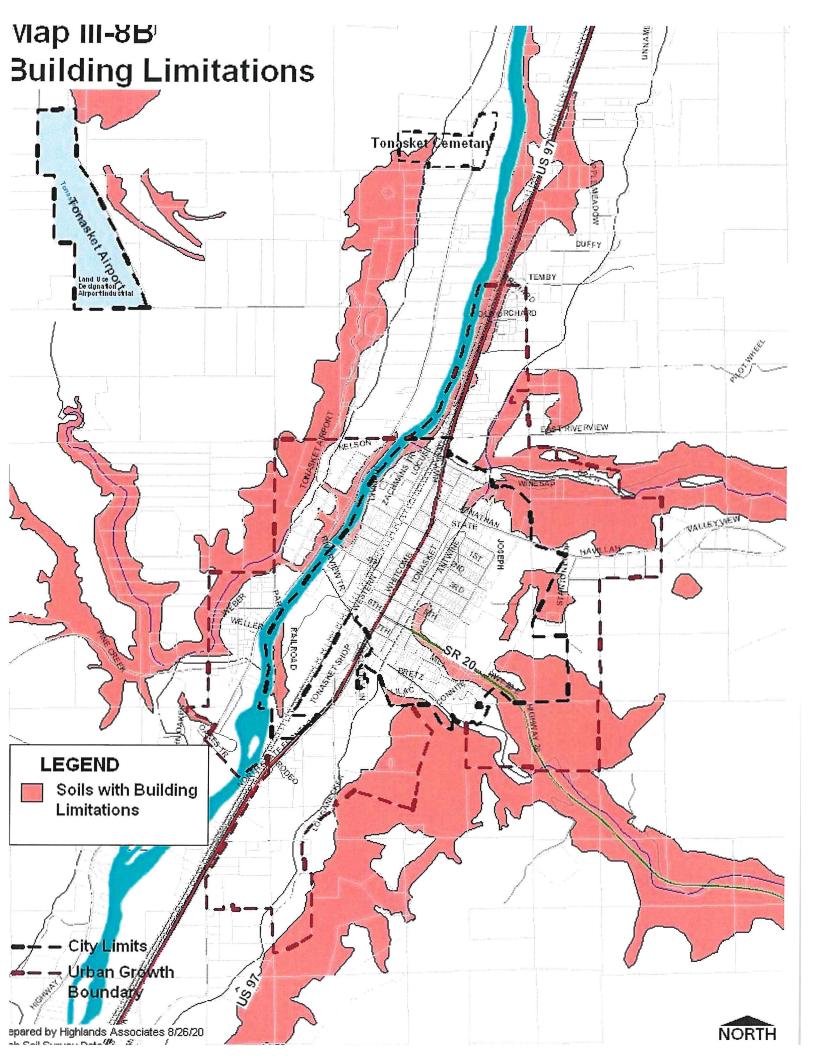
This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

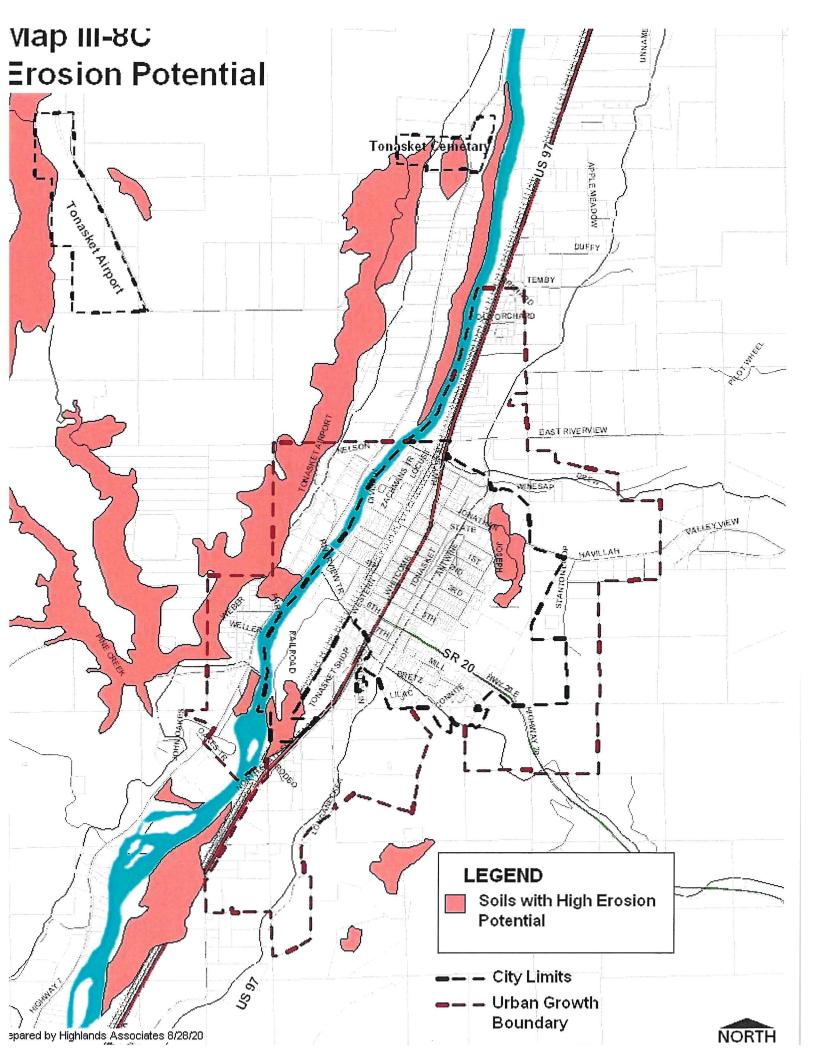
National Wetlands Inventory (NWI)

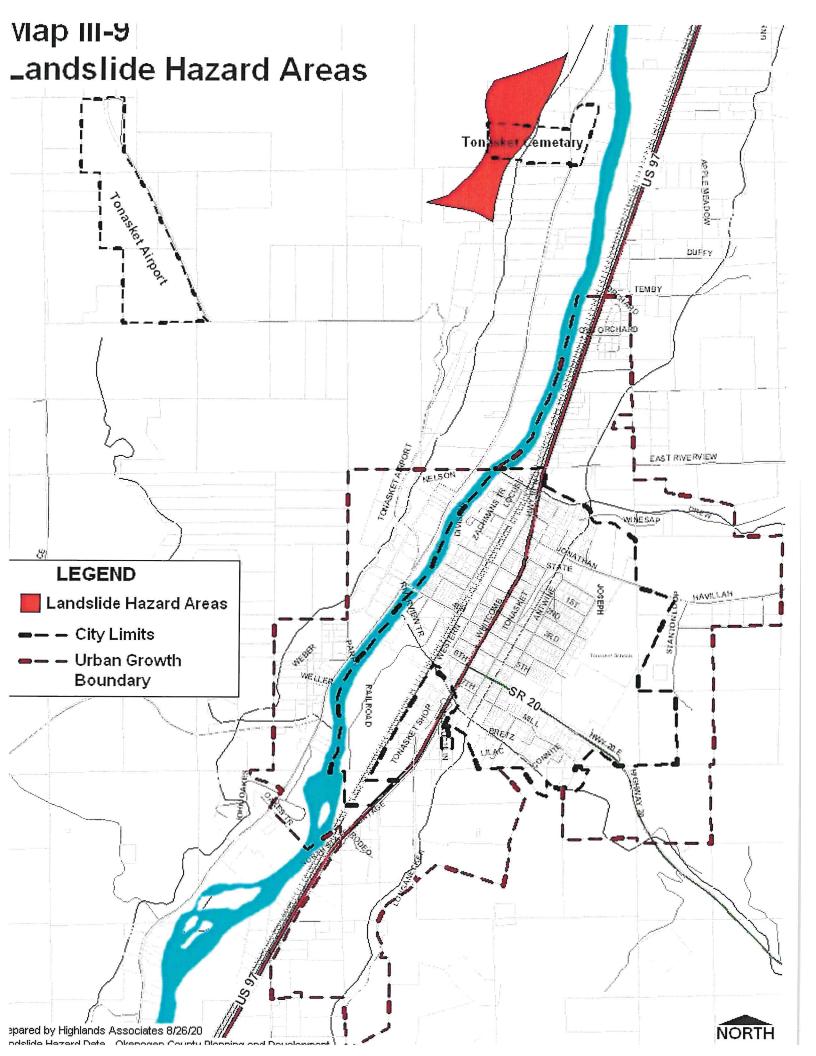












# I. INTRODUCTION

# A. A BRIEF HISTORY OF TONASKET

Tonasket is a small community located along the eastern bank of the Okanogan River in north central Okanogan County, Washington. The City was named in honor of Chief Tonasket of the Okanogan Indians who historically used the present City site for an encampment. US 97, the main north-south highway through central Washington, bisects the City on its way north to the Canadian border, approximately twenty miles. The City, with an elevation of approximately 900 feet above sea level, is bordered on the west by the Okanogan River, to the north by Siwash Creek, and the south by Bonaparte Creek. The present 2020 population is estimated to be approximately 1,0401,115.

The City, which has been the site of a U.S. Post Office since 1901, was platted in 1910 and incorporated in 1927. Tonasket serves as a hub for the agricultural, forestry, mining and tourism industries in north central Okanogan County. It is the location of two fruit storage and processing facilities, and the offices of the Tonasket Ranger District of the Okanogan/Wenatchee National Forest. The City is a convenient jumping off point for visitors coming to the area to enjoy the myriad opportunities for outdoor recreation in the surrounding areas.

Many descendants of pioneer families still reside in Tonasket and the surrounding areas, and are interested in preserving and sharing the history of their heritage. As the hub of an area for all seasons, Tonasket would also like to take advantage of its resources by using them wisely and judiciously to the benefit of residents and visitors alike.

# **B.** AUTHORITY TO PLAN

The Tonasket Comprehensive Plan has been prepared under the authority of the Planning Commission Act, RCW 35.63. The policies outlined in this Comprehensive Plan are intended to be implemented through such regulatory tools as zoning, subdivision and related ordinances. These regulations are intended to be developed and maintained in accordance with the goals, objectives, principles and policies outlined in this Comprehensive Plan, as set forth in the RCW 35.63.090 and the 1990 Growth Management Act (both, as amended).

## C. PURPOSE OF THE PLAN

The Comprehensive Plan for the City of Tonasket is intended to be a guide for the growth and development within and surrounding the community that is both sensitive to the environment, and to the needs of community residents. The Plan is intended to guide the community in its development for the foreseeable future, or about the next twenty years. It is also intended that this Plan be reviewed on a regular basis (five year minimum) to einsure that it serves the best wishes of the community.

General goals and objectives are identified by City Officials which they believe to be consistent with the attitudes of the citizens of Tonasket, and in the best interest of the community as a whole. The public review process during the adoption procedure of the Plan is intended to reflect

the approval of the community. These goals and objectives will guide development of the City to make it a more convenient, attractive, and orderly place in which to live, shop, work, and play. The Plan represents an effort to maintain those components of the community that lend themselves to quality of life, and to improve upon those that threaten to degrade that quality. The following page lists the reasons for having a Comprehensive Plan while addressing some of the ingredients that are important to the quality of life in a community.

# D. WHY HAVE A PLAN?

The Comprehensive Plan is intended to:

- ✓ encourage the most appropriate use of land throughout the community so as to prevent overcrowding and undue concentration of population.
- ✓ lessen traffic congestion and accidents.
- ✓ To secure safety from fire.
- ✓ provide adequate light, clean air and protection from excessive noise and contamination.
- ✓ promote the coordinated development of unbuilt areas.
- ✓ secure an appropriate allotment of land area in new developments for all the requirements of community life.
- ✓ conserve, protect and restore natural beauty and other natural resources.
- ✓ facilitate the adequate provision of transportation, water, sewerage, and other public uses and requirements.
- ✓ ensure that Tonasket is aesthetically pleasing for residents and visitors alike and is a comfortable place to live as well as visit for people of all ages.
- ✓ provide a basis for decisions faced by the City government that reflect the needs and desires of the citizens by allowing participation and comment in the preparation of the Plan.
- ✓ comply with the requirements of the Growth Management Act and Planning Enabling Acts.

# E. ELEMENTS OF THE TONASKET COMPREHENSIVE PLAN

The City of Tonasket Comprehensive Plan is composed of seven main elements which must be closely interrelated to serve as a satisfactory guide for future development.

## These elements are:

- I. <u>Introduction</u> which is this part of the Plan providing background data, purpose and intent statements, plan organization and amendment etc,,,
- **II.** <u>Population</u> which provides important data related to historic and projection population numbers.
- III. <u>Land Use</u> which is intended to show the general location, amount, and pattern of residential, commercial, industrial, agricultural and open space land needed in the Tonasket area in the foreseeable future.
- IV. <u>Public Facilities</u> which is intended to assist the community in determining the need and location for future schools, sewer and water improvements, municipal buildings, and other municipal facilities.
- V. <u>Transportation/Circulation</u> which is intended to indicate standards and locations for arterials, collector and local access streets, and pedestrian and non-motorized access in and around Tonasket.
- VI. Park and Recreation which is intended to provide goals, objectives, and plans for the development and expansion of a wide range of parks and recreation facilities. This element summarizes a separate planning document, the Comprehensive Park and Recreation Plan, adopted by the Tonasket Town City Council in 2010 and presently being updated was the result of an extensive outreach effort.
- VII. <u>Housing</u> refers to a housing needs assessment conducted in 1987 and suggests options for action to address housing issues in more depth.
- VIII. <u>Economic Development</u> is included to generally discuss the concept of economic development and its relationship to the local economy. Goals and objectives are provided to guide a more specific strategic planning process for economic development with emphasis on public participation.
- IX. <u>Solid and Hazardous Waste</u>, providing plans for the reduction and management of hazardous waste materials.

### F. ORGANIZATION OF THE PLAN

The Plan is easier to read and understand if one considers its organization. All maps are presented as a series of figures throughout the Plancontained in a Map Appendix. There are three simple concepts introduced in the Land Use element of the Plan that address land use types in the community. They are the Goals, the Assessment, and the Plan. With some variation, the remaining Comprehensive Plan elements generally follow the same format.

#### 1. GOALS - WHAT DO WE LIKE?

Introducing each element of the Tonasket Comprehensive Plan or in some cases, each sub-element, general goals are presented. These goals represent the community's perception of two basic concepts; "Sense of Place" and "Quality of Life". More simply, this step identifies the things that the citizens of Tonasket expect from their community.

#### 2. ASSESSMENT - WHAT DO WE HAVE AND WHAT DO WE NEED?

In determining objectives and policies that fulfill the established goals existing conditions must be assessed to determine areas where these goals are being met and those areas that need attention. It is the intention of this Plan to identify and maintain the desirable characteristics of Tonasket while, in turn, recognizing problems of the community so that strategies can be devised to address them. In other words, we must know where we are to decide where to go next.

Certain background information was gathered to describe existing conditions in Tonasket. The most extensive information collected was the Land Use Inventory. Population data was also analyzed in order to make general projections of future population trends. Public facilities were inventoried and general observations were made of existing infrastructure and services. Each element of the Plan attempts to address existing conditions based on these background studies.

#### 3. PLAN - HOW DO WE GET WHAT WE WANT?

The Plan portion of each element, as it applies to various uses of land, includes objectives, policies and recommendations that will help to get or keep what we like or need. This is the "meat" of the Comprehensive Plan. The specific objectives, policies or recommendations that are presented in the Plan are intended to be positive strategies in meeting the general goals that have been previously identified.

# G. FUTURE OF THE TONASKET COMPREHENSIVE PLAN

As time passes, technological changes are made and the social, economic, and cultural needs of the community change. In light of such change, it is necessary to constantly revise and update the Comprehensive Plan. The following strategies and ideals must be included and considered in any review of the Plan to ensure the Plan serves its intended function:

Those community members involved in updating the Plan must believe in and be committed to the planning process, realizing the benefits of planning for the future development of the community.

- Due to the interrelationship of all elements of the Plan, a critical analysis of any proposed amendments is necessary to ensure that impacts to every element are considered.
- If the Plan is to be a vital document to the community, and a guide for its growth, it must be constantly used as a guide in making local policy decisions relating to every element of the plan.
- If planning within the City of Tonasket is to be effective, it must be coordinated with planning in Okanogan County. Problems related to future growth and development do not respect corporate limits. Development will occur in the fringe areas where the City will be impacted but will not have jurisdiction to manage the land use. Therefore, it is of utmost importance that the City and county work together in the future planning of the Tonasket area.
- ❖ If effective measures are not taken to implement the Comprehensive Plan, the document will have little value for the community.
- If the Plan is to serve as a guide for community development, steps must be taken to make the Plan become a reality or it will not guide the community in the positive direction that is intended. This can result in piecemeal development with a much less predictable outcome.

# H. AMENDING THE PLAN

Amendments to the Comprehensive plan will be considered on an annual basis. Proposed Amendments will be reviewed in accordance to the requirements in this section and all applicable State Law.

#### 1. DOCKETING

The period for docketing proposed amendments to the Comprehensive Plan or Comprehensive Plan Land Use Designation Map (Figure III-2) will begin January 31 and end on June 1 of each year. The proposed amendments will be submitted on forms provided by the City. The city clerk or others as designated by the Mayor and Council shall review each proposal for completeness and all applicable state laws and Tonasket Municipal Code. The determination of complete application will be made by June 30 of each year.

A list of all complete applications, along with a statement of consistency or non-consistency, will be submitted to the City Council by July 7 of each year. The Council will determine which proposals to docket for further review by July 31. The proposals selected for docketing will be returned to the Planning Commission for further review.

Proposed amendments to the Urban Growth Area must be docketed with the County. The City Council will consult with the County Office of Planning and Development and Board of County Commissioners before determining if an amendment to the UGA will be forwarded for review.

The proposed amendments selected for further review will be scheduled for public hearing before the City of Tonasket Planning Commission no later than October 1 of each year. The Commission, no later than November 20 of each year, will forward to the City Council a recommendation of approval or denial for each proposal including Findings of Fact and Conclusions of Law supporting their decision.

The City Council, before December 31 of each year, conduct an open record public hearing to consider the recommendation of the Tonasket Planning Commission, testimony, and other information submitted. The Council shall adopt by ordinance any amendments to be approved or denied. The Council shall adopt Findings of Fact and Conclusions of Law to support their decision.

The final decision of the City Council shall be considered valid on its face. The final decision of the Council is appealable, by those with standing, in accordance with RCW 36.70C (Land Use Petitions Act).

#### 2. FIVE YEAR REVIEW

The City Council shall order the review of the Comprehensive Plan and Comprehensive Land Use Designation Map five years from the date of the first approval and every five years thereafter. The Council will adopt by Resolution a Scope of Work describing the process for the five-year review, including a public participation plan. Nothing in this section shall be construed to require any future City Council to review and revise every section of the Comprehensive Plan. The level and areas of review will be identified in the Scope of Work adopted by the Council. The public participation plan shall be consistent with the adopted Scope of Work.

# II. POPULATION

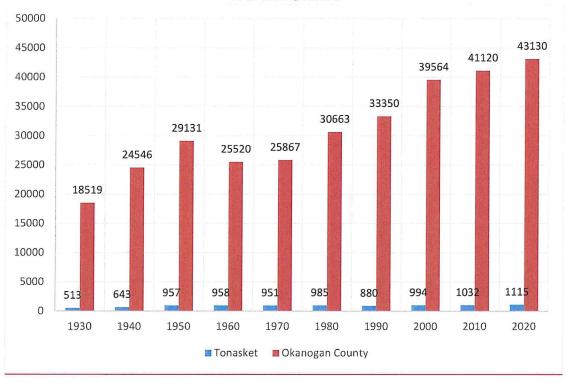
Over the last 60 years, Tonasket has been experiencing a declining share of County growth while 23 miles to the south, Omak has been gaining its share. Omak's central location has been an attraction for large commercial development including discount stores, while also being the central location for governmental offices and services. Tonasket is trending toward a "bedroom" community that may be a more quiet and peaceful place to raise children or retire. This prediction will be especially valid if the trend for development continues in the Tonasket unincorporated area to subdivide farm and ranch holdings for rural residential uses.

Table II-1 and Figure II-1 on the following page provides two views of data on Tonasket's historic population compared to Okanogan County as a whole. Tonasket's first official census in 1930 showed a population of 513. By 1950 the population had nearly doubled; however, since those years, the population in Tonasket has remained relatively flat, at around 1000 persons. The 2000 US Census showed a population of 994 and the 2010 US Census found a population of . More recently, the Office of Financial Management (OFM), based on data provided by the City, estimated the population in 2010 at about 1,040 people. (1,032 actual count)

TABLE II-1 HISTORIC POPULATION FIGURES

		Percent increase	Percent of County
		from Previous	Population Living
Year	Population	Decade	in Tonasket
1930	513		2.77 <u>%</u>
1940	643	25.34 <u>%</u>	2.62 <u>%</u>
1950	957	48.83 <u>%</u>	3.29 <u>%</u>
1960	958	.10 <u>%</u>	3.75 <u>%</u>
1970	951	-0.73 <u>%</u>	3.68 <u>%</u>
1980	985	3.58 <u>%</u>	3.21 <u>%</u>
1990	880	-10.66 <u>%</u>	2.64 <u>%</u>
2000	994	12.95 <u>%</u>	2.51 <u>%</u>
2010	<del>1050</del> 1032	<del>5.63</del> 3.82%	2.5 <u>1</u> 9 <u>%</u>
<u>2020</u>	<u>1115</u>	8.04%	2.59%

FIGURE II-1 TONASKET/OKANOGAN COUNTY POPULATION HISTORY BY DECADE



Population projections for the City of Tonasket are based on past trends on a decade by decade basis. The chart presented below depicts the population figures over the past 80 years.

The following growth projections are based upon the mean average growth rate for the past three decades for the low high projection, five decades for the medium project and seven decades for the high low projection. Based on the US Census figures provided, population over the past decade indicates a significant declines low increase. It is assumed that some of this growth is occurring outside of the Tonasket incorporated boundaries and will be annexed in the future.

TABLE II-2 POPULATION PROJECTIONS

<del>20</del> 11 <u>2020</u>		<del>2020</del> 2030	<del>2030</del> 2040
<del>1050</del> 1115	Low	<del>1078</del> 1142	<del>1106</del> 1170
	Medium	<del>1080</del> 1155	<del>1111</del> 1195
	High	<del>1140</del> 1170	<del>1237</del> 1307