

## **AGENDA**

Thurston Regional Planning Council

**Friday, February 5, 2016 – 8:30 a.m. to 11:00 a.m.**

2424 Heritage Court SW, Suite A

Conference Room A, 1<sup>st</sup> Floor

Olympia, WA 98502

### **OPENING – 8:30 a.m.**

1. **Call to Order**
2. **Introductions**
3. **Approval of Agenda** **ACTION**
4. **Public Comment Period**
5. **Consent Calendar** **ACTION**
  - a. **Approval of Minutes** (Attachment) – January 8, 2016
  - b. **Approval of Vouchers** (Attachment) – Jared Burbidge
  - c. **Approval of 2015 Financial Report** (Attachment) – Jared Burbidge

### **OTHER BUSINESS**

- |                     |   |                                     |
|---------------------|---|-------------------------------------|
| 8:40 am<br>40 mins  | <b>6. Mobile Integrated Healthcare Programs</b> – Chief Steve Brooks, Lacey Fire District #3 & Deputy Chief Greg Wright, Olympia Fire Dept. | <b>PRESENTATION</b>                 |
| 9:10 am<br>5 mins   | <b>7. TRPC 2016 Meeting Calendar</b> (Attachment) – Chair Virgil Clarkson   | <b>ACTION</b>                       |
| 9:15 am<br>5 mins   | <b>8. Appointment of Executive Director Evaluation Committee</b> (Attachment) – Chair Virgil Clarkson                                       | <b>ACTION</b>                       |
| 9:20 am<br>30 mins  | <b>9. Zero Net Loss of Farmland</b> (Attachment) - Karen Parkhurst  | <b>INFORMATION /<br/>DISCUSSION</b> |
| 9:50 am<br>15 mins  | <b>10. Legislative Update</b> – Karen Parkhurst   | <b>DISCUSSION</b>                   |
| 10:05 am<br>10 mins | <b>11. Election of 2016 TRPC Officers</b> (Attachment) – Chair Virgil Clarkson  | <b>ACTION</b>                       |
| 10:15 am<br>10 mins | <b>12. Report from Outside Committee Assignments</b> (Oral/Written Report)  | <b>INFORMATION</b>                  |
| 10:25 am<br>10 mins | <b>13. Member Check In</b> – Chair Virgil Clarkson  | <b>DISCUSSION</b>                   |
| 10:35 am            | <b>14. Executive Director’s Report</b>  | <b>INFORMATION</b>                  |
| 10:45 am            | <b>15. Adjourn</b>  |                                     |

#### Additional Informational Enclosures:

1. TPB Minutes (available upon request)
2. Olympia-Lacey-Tumwater Area Cost of Living Index, Annual Average, 2015

**NEXT MEETING:** Friday, March 4, 2016

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TRPC ensures full compliance with Title VI of the Civil Rights Act of 1964 by prohibiting discrimination against any person based on race, color, national origin, or sex in the provision of benefits and services resulting from its federally assisted programs and activities. For questions regarding TRPC's Title VI Program, you may contact the Department's Title VI Coordinator at 360.956.7575.

If you need special accommodations to participate in this meeting, please call us at 360.956.7575 by 10:00 a.m. three days prior to the meeting. Ask for the ADA Coordinator.

For TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial 360.956.7575.

[ThurstonHereToThere.org](http://ThurstonHereToThere.org) is an easy-to-navigate website which includes information on carpooling, vanpooling, rail, air, bus, bike, walking, health, telework and flexible schedules, recreation, and school transportation. Please consider using an alternate mode to attend this meeting: bike, walk, bus, carpool, or vanpool. This facility is served by Intercity Transit Routes 43 and 44.

TRPC's mission is to

**“Provide Visionary Leadership on Regional Plans, Policies, and Issues.”**

**To Support this Mission:**

- A.** Support **regional transportation** planning consistent with state and federal funding requirements.
- B.** Address **growth management, environmental quality, economic opportunity, and other topics determined by the Council.**
- C.** **Assemble and analyze data** that support local and regional decision making
- D.** Act as a **“convener”**, build regional **consensus** on issues through information and citizen involvement.
- E.** Build **intergovernmental consensus** on regional plans, policies, and issues, and advocate local implementation.

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September 2011

**THURSTON REGIONAL PLANNING COUNCIL  
MEETING NORMS**

**Show up**

- Nothing happens without consistent good attendance by all members.
- Make sure you have a designated alternate.

**Be prepared**

- Members who are unprepared can't contribute the best input.
- Make sure your alternate is prepared if you have to miss a meeting.

**Participate**

- Share your ideas.
- Engagement by all members is required for productive discussions.

**Be respectful**

- Create a safe place to ask questions and express views.
- Diversity is one of TRPC's strengths.

**Report back**

- We each represent somebody who thought it wise to spend money to join TRPC.
- Report back to your jurisdiction, organization or community.

**Feel good**

- TRPC is an effective organization that allows us to address regional issues in a productive way.
- Take time to recognize and celebrate our successes.

## MINUTES OF MEETING

### THURSTON REGIONAL PLANNING COUNCIL

Friday, January 8, 2016

2424 Heritage Court SW

Conference Room A, 1<sup>st</sup> Floor

Olympia, WA 98502

#### Call to Order

Chair Virgil Clarkson called the meeting to order at 8:30 a.m. Everyone present provided self-introduction.

#### Attendance

##### Members Present:

City of Olympia

City of Lacey

City of Tumwater

Thurston County

City of Rainier

City of Yelm

Town of Bucoda

Nisqually Indian Tribe

North Thurston Public Schools

Olympia School District

Intercity Transit

PUD No. 1 of Thurston County

Lacey Fire District #3

The Evergreen State College

Timberland Regional Library

Nathaniel Jones, Board member

Virgil Clarkson, Chair

Tom Oliva, Vice Chair

Cathy Wolf, Commissioner (alternate)

Everett Gage, Council member

Bob Isom, Council member

Alan Vanell, Council member

Heidi Thomas, Staff

Graeme Sackrison, Board member (alternate)

Jennifer Priddy, Board member (alternate)

Karen Messmer, Board member

Chris Stearns, Commissioner (alternate)

Gene Dobry, Board member

Jeanne Rynne, Staff

Jeff Kleingartner, Staff

##### Members Absent:

City of Tenino

pending

Confederated Tribes of the

Chehalis Reservation

Amy Loudermilk, staff

LOTT Clean Water Alliance

Cynthia Pratt, Board member

Port of Olympia

pending

Thurston EDC

Michael Cade, Director

##### Staff Present:

Lon Wyrick, Executive Director

Jared Burbidge, Assistant Director

Karen Parkhurst, Senior Planner

Jailyn Brown, Senior Planner

Sarah Selstrom, Administrative Assistant

Veena Tabbutt, Senior Planner

Paul Brewster, Senior Planner

Rosalie Bostwick, Office Manager

Bethany Nylander, Intern

Aaron Grimes, Transportation Modeler

Michael Ambrogi, Senior GIS Analyst

##### Others Present:

Doug DeForest, Transportation Policy Board

Joel Carlson, Citizen

Ann Freeman-Manzanares, Intercity Transit

Amy Buckler, City of Olympia

Ramiro Chavez, Thurston County Public Works Director

**Agenda Item 3**  
ACTION

**Approval of Agenda**

*Councilmember Oliva moved, seconded by Councilmember Sackrison, to approve the agenda as amended. Motion carried unanimously.*

**Agenda Item 4**

**Public Comment**

There were no public comments.

**Agenda Item 5**  
ACTION

**Consent Calendar**

- a. Approval of Minutes – December 4, 2015
- b. Approval of Vouchers
- c. Approval of RTIP Amendment 16-01

*Councilmember Oliva moved, seconded by Councilmember Jones, to approve the consent calendar as published. Motion carried unanimously.*

**OTHER BUSINESS**

**Agenda Item 6**  
PRESENTATION

**Transportation Benefit District (TBD)**

Ramiro Chavez, Thurston County Public Works Director, gave a presentation on the Thurston County Transportation Benefit District (TC TBD). The presentation included background information, information on the Thurston County transportation system and transportation trends, funding options for the TBD, possible work plans and activities, and next steps. Director Chavez fielded questions from the Council.

**Agenda Item 7**  
PRESENTATION

**Transportation Model Update**

Senior Planner Tabbutt reviewed the update to the Transportation Demand Model. Planner Tabbutt reported that the Technical Advisory Committee (TAC) provided extensive input for the update. The model is used by jurisdictional and TRPC staff in developing local transportation planning studies. Executive Director Wyrick pointed out that the Model is one tool – a detailed and analytical one – that is used in transportation planning and that planning decisions are not made based solely on the information in the Model. Planner Tabbutt fielded questions from the Council.

**Agenda Item 8**  
INFORMATION

**Call for Written Officer Nominations**

Chair Virgil Clarkson reviewed the process for nominations for officer positions. Director Wyrick explained that each position may only be held for two years and that each of the incumbents have held their position for one year. Chair Clarkson asked that nominations be sent to Lon and/or Sarah for inclusion in the February meeting packet. Elections will occur at the February meeting.

**Agenda Item 9**  
ACTION

**South Sound Military & Communities Partnership (SSMCP) Participation**

Director Wyrick reviewed TRPC's participation to date in the SSMCP. He explained that initially, funding was provided by the Department of Defense, but since then, funding has been through assessments of participating jurisdictions. The dollar amount of \$6,500 has not changed from last year to this year. Director Wyrick recommended continued participation.

*Councilmember Oliva moved, seconded by Councilmember Isom, to approve continued membership and involvement in the SSMCP and authorize the 2016 assessment payment of \$6,500.00. Motion carried unanimously.*

**Agenda Item 10**  
ACTION

**Proposed Organizational Restructure**

Executive Director Wyrick explained that this item is a result of discussions at the staff retreat earlier in 2015. The current organizational structure has been in place for at least the last 15 years and could use some adjustments to increase efficiencies, enhance project management and provide growth opportunities for staff. Director Wyrick summarized the proposed changes and answered questions from the Council.

***Councilmember Isom moved, seconded by Councilmember Oliva, that the changes to the organizational structure be approved as presented. Motion carried unanimously.***

**Agenda Item 11**  
ACTION

**2016 TRPC Operating Budget**

Executive Director Wyrick explained that the proposed 2016 budget is based on the 2016 Work Program and Funding document that the Council adopted in December 2015 and includes the reserve carried over from 2015. The proposed budget reflects no change in staffing levels, includes a 2.4% cost of living adjustment for salaries and reflects a 1% decrease from the amended 2015 budget. Director Wyrick and Deputy Director Burbidge responded to questions.

***Councilmember Jones moved, seconded by Councilmember Messmer, to approve Resolution 2016-01 adopting the 2016 Thurston Regional Planning Council budget in the amount of \$4,232,030. Motion carried unanimously.***

**Agenda Item 12**  
DISCUSSION

**Legislative Priorities**

Division Director Parkhurst announced that the 2016 Legislative Session is a short session and begins on Monday, January 11<sup>th</sup>. She reviewed the Council's priorities and handed out the summary page that will be provided to legislators. Division Director Parkhurst also reviewed pre-filed bills that might be of interest to the Council. Ms. Parkhurst encouraged members to attend meetings with legislators once they are scheduled.

**Agenda Item 13**  
PRESENTATION

**The Profile 2015**

Division Director Tabbutt announced that the 2015 is the 43<sup>rd</sup> year TRPC has published *The Profile* and it is one of the most popular documents on the website. She also indicated that 2015 was the second year of publishing a strictly digital document, available online but no longer in printed form. Division Director Tabbutt recognized staff who worked on the project. Senior GIS Analyst Michael Ambrogi and Profile Intern Bethany Nylander led the Council in a game of Profile Trivia Bingo.

**Agenda Item 14**  
INFORMATION

**Report from Outside Committee Assignments**

Doug DeForest shared that Councilmember Alan Vanell joined him in attending the PSRC Transportation Policy Board. Mr. DeForest reported that the new HOV lanes on I-405 was the biggest topic of discussion. He also shared that there will be a new Chair of the TPB as the current Chair is stepping down.

**Agenda Item 15**  
UPDATE

**Member Check In**

Chair Clarkson announced there was still space available at the Martin Luther King, Jr. banquet on the evening of January 16<sup>th</sup> at SPSCC.

Councilmember Messmer encouraged members who were not able to attend the Smart Towns event earlier in the month to view the information online.

Councilmember Sackrison announced that North Thurston Public Schools Superintendent Raj Manhas has announced his retirement and the District is working on next steps in finding his replacement.

Councilmember Kleingartner announced that the Library is holding the “Book a Great Getaway,” adult winter reading contest through March 15<sup>th</sup>. Information can be found online and in libraries.

Councilmember Stearns announced that the Thurston PUD is now a member of the Chamber of Commerce.

**Agenda Item 16**  
INFORMATION

**Executive Director’s Report**

Executive Director Wyrick informed the Council that there will be a new look to the minutes in 2016. Administrative Assistant Selstrom will be the recording secretary and the minutes will be more of a summary of the meeting. The transcript will be available upon request. Executive Director Wyrick also announced that he and Deputy Director Burbidge met with Senator Murray’s transportation staff person on Thursday and reviewed issues and priorities for the region.

**Agenda Item 17**

**Adjournment**

***With there being no further business, Chair Clarkson adjourned the meeting at 10:58 a.m.***

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Virgil Clarkson, Chair

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Lon D. Wyrick, Ex-Officio Secretary



**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

TO: Thurston Regional Planning Council

FROM: Jared Burbidge, Assistant Director

DATE: January 29, 2016

SUBJECT: Approval of Vouchers

**PURPOSE**

Approve the payroll, voucher lists and journal vouchers.

**Summary:**

- Thurston Regional Planning Council's (TRPC) procedure is for the Council Secretary (or another officer) to certify and approve vouchers prepared by staff on a weekly basis prior to the issuance of warrants.
- Council receives the vouchers at its next regularly scheduled meeting for consideration and action.

**REQUESTED ACTION**

Approve the following vouchers for warrants dated December 31, 2015 – January 28, 2016 plus journal vouchers for a total of \$281,831.47.

Payroll Voucher January	\$ 147,961.25
Warrant Control List by Voucher (5)	\$ 132,379.64
Journal Entries for January 2016 (Central Services)	\$ 1,490.58

79:rb  
Attachments

Program Area	Mission Statement
MPO/RTPO	
X Core Services	
Contract Services	
Grant Services	



Lon D. Wyrick  
Executive Director

2424 Heritage Court SW  
Suite A  
Olympia, WA 98502-6031  
360-956-7575  
360-956-7815 Fax  
www.trpc.org

Thurston County Central Services Charges Processed by Journal Entries  
By Thurston County Financial Services

**DECEMBER 2015**

<b>Description</b>	<b>\$ Amount</b>
Infrastructure	9.00
Mailroom	100.75
Indirect	1,175.58
Computer Services	286.25
<b>TOTAL</b>	<b>\$1,571.58</b>

THURSTON REGIONAL PLANNING COUNCIL  
OLYMPIA, WASHINGTON 98502-6031

PAYROLL  
Voucher No. \_\_\_\_\_  
Jan-16

THURSTON REGIONAL PLANNING COUNCIL

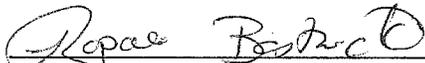
	FUND	ORGN	OBJT	AMOUNT
1	Salaries	6490 Z100	510000	117,520.00
2	Extra Help	6490 Z100	516000	1,492.50
3	OASI	6490 Z100	521000	8,967.40
4	Health Care Authority	6490 Z100	523000	19,981.35
5	Vacation/Sick Leave Cash Out	6490 Z101	510000	0.00
<b>TOTAL</b>				147,961.25

STATE OF WASHINGTON - COUNTY OF THURSTON

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Thurston Regional Planning Council, and that I am authorized to authenticate and certify to said claim.

SUBSCRIBED THIS 25TH DAY OF JANUARY 2016.

(SIGNED)

  
\_\_\_\_\_

APPROVED AND  
AUTHORIZED BY

  
\_\_\_\_\_

Deputy Director

\_\_\_\_\_  
TRPC Officer

## Rosalie Bostwick

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**From:** counvanell@scattercreek.com  
**Sent:** Monday, January 25, 2016 11:32 AM  
**To:** Rosalie Bostwick  
**Subject:** Approval of the voucher payroll January 2016

STATE OF WASHINGTON - COUNTY OF THURSTON

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Thurston Regional Planning Council, and that I am authorized to authenticate and certify to said claim.

I approve the voucher payroll for January 2016 in the amount of 147,961.25.

SUBSCRIBED THIS 25TH DAY OF JANUARY 2016.

Alan Vanell, Secretary



WARNT-CTL: 020116RP 02/01/2016

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
893633	9389	CENTURYLINK	1001861		INV	01/25/2016	66.43	ACCT NO. 360-943-2304
893634	7789	BUSINESS TELECOM PRODUCTS I	239716		INV	01/25/2016	133.83	CUSTOMER ID: 12675
893635	1567	RICHARDSON BOTTLING CO INC	000405634		INV	01/25/2016	14.50	ACCT NO. 072488
893636	8462	PAETEC COMMUNICATIONS INC	59080831		INV	01/25/2016	542.92	ACCT NO. 4445984
893638	2709	SO PUGET SOUND COMMUNITY CO	16EM30		INV	01/25/2016	463.00	EVEN REF: 2015-AAACTE
893639	9595	ACCESS INFORMATION PROTECTE	1260763		INV	01/25/2016	170.95	CUSTOMER #: TCT00101
893640	2973	TAGS THE WILLIAMS GROUP	177050		INV	01/25/2016	45.70	ACCOUNT #: TPLAN
893641	1551	VERIZON WIRELESS MESSAGING	9758497750		INV	01/25/2016	130.29	ACCT NO. 442001529-000
894018	413	CRAINS OFFICE SUPPLY	0109404-001		INV	01/25/2016	43.50	ACCT NO. 828777-01
WARNT-CTL TOTAL							1,611.12	

\*\* END OF REPORT - Generated by COREY ARNDT \*\*



WARNT-CTL: 012516RP 01/25/2016

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
891085	9662	RICOH USA INC	96128846		INV	01/15/2016	272.32	ACCT NO. 466344-102344
891087	9662	RICOH USA INC	96128850		INV	01/15/2016	2,256.97	ACCT NO 466344-1023449
891089	2362	MPH HOLDINGS LLC	FEBRUARY 2016		INV	01/15/2016	18,475.26	2424 HERITAGE CT SUITE
891090	1028	ASSOC OF METROPOLITAN PLANN	2016-134		INV	01/15/2016	1,059.70	AMPO 2016 DUES
891091	9301	CITY OF LAKEWOOD	CD-00290		INV	01/15/2016	6,500.00	ACCT NO. 192.0000.07.3
891092	10962	CTANW	374		INV	01/15/2016	100.00	2016 MEMBERSHIP
891557	1562	AT&T	287235246972X010916		INV	01/15/2016	46.86	ACCT NO. 287235246972
891559	2836	TOGETHER	TRP01082016		INV	01/15/2016	2,836.00	RURAL AND TRIBAL - DEC
WARNT-CTL TOTAL							31,547.11	

\*\* END OF REPORT - Generated by STACI ASHE \*\*

01/14/2016 13:17 | Thurston County Washington  
arndtc | WARRANT-CTL LIST BY VOUCHER

WARRANT-CTL: 011916RP 01/19/2016

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
889300	9463	DEPARTMENT OF ENTERPRISE SE	73143407		INV	01/11/2016	45.00	ACCT NO. 75307-000
889301	11107	CRITICAL INFORMATICS INC	6030		INV	01/11/2016	850.00	SO NO. 2013-702
889302	3901	KPG INC	124715		INV	01/11/2016	480.00	15031 RAINIER AND TENI
889303	8018	SEMAPHORE CORPORATION	037142		INV	01/11/2016	1,709.06	TRPC
889304	3203	WA ST ASSOC OF COUNTY & REG	2125		INV	01/11/2016	100.00	DUES 2016
889305	9874	CAMBRIDGE SYSTEMATICS INC	008687-25		INV	01/11/2016	10,608.43	TRPC TRAVEL DEMAND MOD
889306	1341	PIONEER FUEL	1536501		INV	01/11/2016	27.92	ACCT NO. 1-04936
889307	10230	BELL SOFTWARE INC	1000469933		INV	01/11/2016	1,626.44	PO NO. TRPC-2496
890155	5518	CBM SOUTH INC	207697		INV	01/11/2016	1,455.00	TRPC
890156	9463	DEPARTMENT OF ENTERPRISE SE	82131676		INV	01/11/2016	337.51	ACCT NO. 75307-000
890157	7710	US BANK NATIONAL ASSO ND	998531		INV	01/11/2016	23.08	ACCT NO. 4730-7700-052
WARRANT-CTL TOTAL							17,262.44	

\*\* END OF REPORT - Generated by COREY ARNDT \*\*



WARNT-CTL: 011116RP 01/11/2016

VOUCHER	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
886863	7710 US BANK NATIONAL ASSO ND	995250		INV	01/04/2016	174.12	ACCT NO. 4730-7700-065
886864	7710 US BANK NATIONAL ASSO ND	995251		INV	01/04/2016	196.16	ACCT NO. 4730-7700-074
886865	7710 US BANK NATIONAL ASSO ND	995252		INV	01/04/2016	31.92	ACCT NO. 4730-7700-058
886866	7710 US BANK NATIONAL ASSO ND	995253		INV	01/04/2016	287.22	ACCT NO. 4730-7700-062
886867	7710 US BANK NATIONAL ASSO ND	995254		INV	01/04/2016	469.84	ACCT NO. 4730-7700-085
886868	7710 US BANK NATIONAL ASSO ND	995255		INV	01/04/2016	15.00	ACCT NO. 4730-7700-052
886869	7710 US BANK NATIONAL ASSO ND	995256		INV	01/04/2016	37.82	ACCT NO. 4730-7700-052
886870	7710 US BANK NATIONAL ASSO ND	995257		INV	01/04/2016	1,864.30	ACCT NO. 4730-7710-018
886872	550 VALERIE GOW	1536		INV	01/04/2016	1,271.56	RECORDING SERVICES
886873	3753 WA CITIES INSURANCE AUTHORI	40144		INV	01/04/2016	20,855.00	2016 ASSESSMENT
886874	71 CAPITOL ALARM INC	C-58225		INV	01/04/2016	63.08	TRPC
886875	541 GORDON PRODUCTS INC	121376-0		INV	01/04/2016	301.26	TRPC
886876	1560 COMCAST	995262		INV	01/04/2016	228.99	ACCT NO. 8498 38 005 1
886877	4600 NORTHWEST CONNECTIONS	258		INV	01/04/2016	41,191.82	NOVEMBER 2015
886878	3645 DEPT OF REVENUE	995264		INV	01/04/2016	18.28	TRPC
886879	9785 CAPITAL ONE NATIONAL FINANC	995265		INV	01/04/2016	110.94	ACCT NO. 7003-7300-000
						67,117.31	WARNT-CTL TOTAL

\*\* END OF REPORT - Generated by COREY ARNDT \*\*



WARNT-CTL: 123115RP 12/31/2015

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
885197	1927	DEPT OF RETIREMENT SYSTEMS	DECEMBER 2015		INV	12/24/2015	12,411.82	ORGANIZATION #1608
885199	1922	DEPT OF LABOR & INDUSTRIES	4TH QTR 2015		INV	12/24/2015	1,112.60	ACCT ID: 557, 116-00
885201	1914	DEPT OF EMPLOYMENT SECURITY	4TH QTR 2015		INV	12/24/2015	173.82	ES REFERENCE: 930879
885479	9389	CENTURYLINK	993907		INV	12/24/2015	66.04	ACCT NO. 360-943-2304
885480	1567	RICHARDSON BOTTLING CO INC	000350400		INV	12/24/2015	14.50	ACCT NO. 072488
885481	1595	LES SCHWAB CENTRAL BILLING	37500267047		INV	12/24/2015	35.89	CUSTOMER ID: CB998013
885482	541	GORDON PRODUCTS INC	120398-0		INV	12/24/2015	376.51	PROJECT NO. 4010
885483	8462	PAPTEC COMMUNICATIONS INC	58999724		INV	12/24/2015	520.40	ACCT NO. 4445984
885484	1551	VERIZON WIRELESS MESSAGING	9756857532		INV	12/24/2015	130.08	ACCT NO. 442001529-000
WARNT-CTL TOTAL							14,841.66	

\*\* END OF REPORT - Generated by COREY ARNDT \*\*



**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
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- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

TO: Thurston Regional Planning Council

FROM: Lon D. Wyrick, Executive Director

DATE: January 29, 2016

SUBJECT: 2015 Financial Report

**PURPOSE**

Each year the financial report from the end of the previous year is presented for approval by the Council. The report essentially provides a snapshot of the Council's financial position going into the new budget year.

**Summary:**

- The fund balance on December 31, 2015 was \$891,510.08.
- These funds are obligated carryover to 2016.

**REQUESTED ACTION**

Approve the 2015 Financial Report.

Attachment

Program Area	Mission Statement
MPO/RTPO	
X Core Services	
Contract Services	
Grant Services	



Lon D. Wyrick  
Executive Director

2424 Heritage Court SW  
Suite A  
Olympia, WA 98502-6031

360-956-7575  
360-956-7815 Fax

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**THURSTON REGIONAL PLANNING COUNCIL  
EXPENDITURES  
As of December 31, 2015**

	<u>BUDGETED</u>	<u>EXPENDED</u>	<u>BALANCE</u>
<b>Personnel Services</b>			
Salaries & Wages	1,401,000.00	1,329,911.80	71,088.20
Vacation Pay	50,000.00	18,801.57	31,198.43
Overtime	500.00	0.00	500.00
Extra Help	16,000.00	5,880.00	10,120.00
Social Security	112,250.00	101,965.32	10,284.68
Retirement	136,000.00	145,653.65	-9,653.65
Med./Dental/Life/Vision	247,000.00	225,362.70	21,637.30
Industrial Insurance	5,500.00	5,220.63	279.37
Unempl. Compensation	5,500.00	4,447.41	1,052.59
<b>Subtotal</b>	<u>1,973,750.00</u>	<u>1,837,243.08</u>	<u>136,506.92</u>
<b>Supplies</b>			
Office Supplies	25,000.00	20,853.54	4,146.46
Minor Equipment	50,000.00	27,403.81	22,596.19
<b>Subtotal</b>	<u>75,000.00</u>	<u>48,257.35</u>	<u>26,742.65</u>
<b>Other Services &amp; Charges</b>			
Professional Services	150,000.00	57,665.58	92,334.42
Prof. Services - Temporary/Recording	25,000.00	24,033.90	966.10
Professional Services - Non Traditional Transportation	530,049.00	465,870.57	64,178.43
Professional Services - Transportation	250,000.00	276,291.34	-26,291.34
Professional Services - CTR Program Coordination	10,000.00	7,500.00	2,500.00
Professional Services - HUD Community Challenge Grant	5,000.00	5,044.00	-44.00
Professional Services - Main Street	52,000.00	21,853.02	30,146.98
Professional Services - Economic Development (Port of Olym	3,000.00	2,860.00	140.00
Legal Services	10,000.00	0.00	10,000.00
Communications / Postage	25,000.00	25,280.67	-280.67
Travel	20,000.00	14,922.50	5,077.50
Advertising	10,000.00	8,766.78	1,233.22
Office Rental	275,000.00	238,281.85	36,718.15
Equipment Rental	1,000.00	312.36	687.64
Copier Lease	15,000.00	14,874.12	125.88
Insurance	25,000.00	23,572.00	1,428.00
Repairs and Maintenance	126,100.00	115,839.80	10,260.20
Dues	12,000.00	13,448.70	-1,448.70
State Audit	15,000.00	10,632.00	4,368.00
Conference/Training	15,000.00	5,549.81	9,450.19
Printing	25,000.00	10,342.45	14,657.55
Subscriptions	5,000.00	846.48	4,153.52
<b>SUBTOTAL OTHER SERVICES AND CHARGES</b>	<u>1,604,149.00</u>	<u>1,343,787.93</u>	<u>260,361.07</u>

<b>Intergovernmental Services</b>			
Prof Svcs- T. C. Central Svc	4,752.00	4,752.00	0.00
Prof Svcs- T. C. Auditor	14,107.00	14,106.96	0.04
<b>Subtotal</b>	<b>18,859.00</b>	<b>18,858.96</b>	<b>0.04</b>
<b>Capital Outlay</b>			
<b>Machinery and Equipment</b>	<b>60,000.00</b>	<b>480.30</b>	<b>59,519.70</b>
<b>Subtotal</b>	<b>60,000.00</b>	<b>480.30</b>	<b>59,519.70</b>
<b>Vehicle Supplies</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Vehicle Fuel</b>	<b>1,500.00</b>	<b>827.39</b>	<b>672.61</b>
<b>Vehicle Insurance</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Vehicle Repairs/Maintenance</b>	<b>800.00</b>	<b>135.12</b>	<b>664.88</b>
<b>Vehicle ER &amp; R Machinery and Equipment</b>	<b>40,000.00</b>	<b>0.00</b>	<b>40,000.00</b>
<b>Subtotal</b>	<b>42,500.00</b>	<b>962.51</b>	<b>41,537.49</b>
<b>Reserve</b>	<b>304,354.00</b>		<b>304,354.00</b>
<b>TOTAL EXPENDITURES</b>	<b>4,078,612.00</b>	<b>3,249,590.13</b>	<b>829,021.87</b>
<b>TOTAL ADJUSTED EXPENDITURES</b>	<b>4,078,612.00</b>	<b>3,249,590.13</b>	

**Fund Resources Arising From Cash Transactions  
(Detailed)  
As of December 31, 2015**

	Budget	Actual
<b>Fund Balance - Beginning of Period</b>	<b>\$982,386.00</b>	<b>\$982,386.19</b>
<b>Revenues</b>		
Assessments	\$585,327.00	\$585,327.00
Charges for Services	370,485.00	305,142.98
Grants	2,320,500.00	2,242,814.84
Miscellaneous	18,000.00	25,429.20
<b>Total Revenues</b>	<b>\$3,294,312.00</b>	<b>\$3,158,714.02</b>
<b>Total Fund Balance and Revenues</b>	<b>\$4,276,698.00</b>	<b>\$4,141,100.21</b>
<b>Expenditures</b>		
<b>Planning and Community Development</b>		
Salaries and Wages	\$1,401,000.00	\$1,329,911.80
Personnel Benefits	572,750.00	507,331.28
Supplies	75,000.00	48,257.35
Services and Charges	1,623,008.00	1,362,646.89
Vehicle	42,500.00	962.51
Capital Outlay	60,000.00	480.30
Reserve	304,354.00	0.00
<b>Total Operating Expenditures</b>	<b>\$4,078,612.00</b>	<b>\$3,249,590.13</b>
<b>Excess (Deficit ) of Revenues over Expenditures</b>		<b>-\$90,876.11</b>
<b>Fund Balance - End of Period</b>	<b>\$891,510.08</b>	<b>\$891,510.08</b>

**THURSTON REGIONAL PLANNING COUNCIL  
REVENUE REPORT**

As of December 31, 2015

REVENUE SOURCE	BUDGETED	RECEIVED	OUTSTANDING	OVER (UNDER)
Beginning Fund Balance	982,386.00	982,386.19		0.19
<b>GRANTS</b>				
FHWA - PL - Regional Transportation Planning	368,000.00	272,995.04	0.00	-95,004.96
FHWA - STP- Regional Transportation Planning	905,000.00	944,956.69	0.00	39,956.69
FTA - Regional Transportation Planning	50,000.00	48,174.99	0.00	-1,825.01
FTA Rural and Tribal Transportation (Jan - June)	273,000.00	356,319.61	0.00	83,319.61
FTA Rural and Tribal Transportation (July - Dec)	220,000.00	109,726.64	49,887.51	-60,385.85
DOT - RTPO - Regional Transportation Planning	75,000.00	114,328.07	0.00	39,328.07
DOT - CTR Program Coordination (Jan - June)	166,500.00	166,229.03	0.00	-270.97
DOT - CTR Program Coordination (July - Dec)	85,000.00	70,140.11	0.00	-14,859.89
Main Street 507 (FHWA Grant)	71,000.00	48,258.35	0.00	-22,741.65
HUD Community Challenge Grant	53,000.00	52,940.02	0.00	-59.98
JBLM/I-5 Congestion Action Plan	25,000.00	24,536.62	0.00	-463.38
Human Services Transportation Plan	27,000.00	26,721.06	0.00	-278.94
Climate Adaptation Plan	2,000.00	7,488.61	5,197.51	10,686.12
<b>TOTAL GRANTS</b>	<b>2,320,500.00</b>	<b>2,242,814.84</b>	<b>55,085.02</b>	<b>-22,600.14</b>
<b>CONTRACTS</b>				
City of Olympia (Historic Database)	510.00	508.27	0.00	-1.73
City of Olympia (GIS)	1,650.00	1,627.33	0.00	-22.67
EPA Watershed Grant	51,500.00	51,237.80	0.00	-262.20
Rainier Planning	23,000.00	20,380.70	2,742.20	122.90
Tenino Planning	26,000.00	21,141.45	0.00	-4,858.55
Thurston County HCP AA	0.00	0.00	0.00	0.00
Port of Olympia Real Estate Plan	46,000.00	35,159.94	0.00	-10,840.06
TC LID Planning	121,525.00	96,861.44	0.00	-24,663.56
EDC Web Mapping	0.00	0.00	0.00	0.00
TC Hazard Mitigation Plan	30,000.00	21,911.85	13,723.60	5,635.45
Bucoda GMA	4,400.00	4,331.07	0.00	-68.93
Rainier GMA	3,700.00	3,624.98	0.00	-75.02
Tenino GMA	4,200.00	4,182.42	0.00	-17.58
Deschutes Land Use Planning	50,000.00	44,080.69	0.00	-5,919.31
Thurston County Medic One	8,000.00	0.00	0.00	-8,000.00
OPW Concurrency	0.00	95.04	0.00	95.04
<b>TOTAL CONTRACTS</b>	<b>370,485.00</b>	<b>305,142.98</b>	<b>16,465.80</b>	<b>-48,876.22</b>

**THURSTON REGIONAL PLANNING COUNCIL  
REVENUE REPORT**

As of December 31, 2015

REVENUE SOURCE	BUDGETED	RECEIVED	OUTSTANDING	OVER (UNDER)
<b>ASSESSMENTS</b>				
Thurston County	200,903.00	200,903.00	0.00	0.00
City of Olympia	101,930.00	101,930.00	0.00	0.00
City of Lacey	93,003.00	93,003.00	0.00	0.00
City of Tumwater	38,580.00	38,580.00	0.00	0.00
City of Tenino	1,770.00	1,770.00	0.00	0.00
City of Yelm	16,243.00	16,243.00	0.00	0.00
City of Rainier	1,898.00	1,898.00	0.00	0.00
Town of Bucoda	700.00	700.00	0.00	0.00
North Thurston Pulic Schools	7,154.00	7,154.00	0.00	0.00
Olympia School District	4,581.00	4,581.00	0.00	0.00
Intercity Transit	37,008.00	37,008.00	0.00	0.00
LOTT Alliance	37,008.00	37,008.00	0.00	0.00
Confederated Tribes of the Chehalis Reservation	917.00	917.00	0.00	0.00
Nisqually Indian Tribe	791.00	791.00	0.00	0.00
Timberland Regional Library	1,000.00	1,000.00	0.00	0.00
Thurston PUD	1,833.00	1,833.00	0.00	0.00
Puget Sound Regional Council	1,000.00	1,000.00	0.00	0.00
The Evergreen State College	1,000.00	1,000.00	0.00	0.00
Lacey Fire District #3	1,000.00	1,000.00	0.00	0.00
Economic Development Council Thurston County	0.00	0.00	1,000.00	1,000.00
Port of Olympia	37,008.00	37,008.00	0.00	0.00
<b>TOTAL ASSESSMENTS</b>	<b>585,327.00</b>	<b>585,327.00</b>	<b>1,000.00</b>	<b>1,000.00</b>
Miscellaneous	18,000.00	18,293.24	0.00	293.24
Investment Interest		7,135.96		7,135.96
<b>TOTAL REVENUE</b>	<b>4,276,698.00</b>	<b>4,141,100.21</b>	<b>72,550.82</b>	<b>-63,046.97</b>
<b>TOTAL ADJUSTED REVENUE</b>		<b>4,141,100.21</b>		



**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

TO: Thurston Regional Planning Council

FROM: Virgil Clarkson, Chair

DATE: January 29, 2016

SUBJECT: TRPC 2016 Meeting Calendar

Program Area	Mission Statement
MPO/RTPO	
X Core Services	
Contract Services	
Grant Services	

**PURPOSE**

The purpose of this agenda item is for the Council to consider and set the 2015 meeting calendar.

**Summary:**

- Each year the Council's meeting calendar is set as a matter of routine administrative procedure.
- The meetings are scheduled for the first Friday of every month, with possible exceptions in July, for the 4<sup>th</sup> of July holiday weekend and September for the Labor Day holiday weekend.
  - Does Council prefer the July meeting be held on 1<sup>st</sup>, which is the Friday prior to a 3-day holiday, or on July 8<sup>th</sup>?
  - Does Council prefer the September meeting be held on the 2<sup>nd</sup>, which is the Friday prior to a 3-day holiday, or on September 9<sup>th</sup>?
- There is no meeting in August, to accommodate vacation schedules.

**REQUESTED ACTION**

Review and approve the 2016 TRPC meeting calendar.

65:ss

Attachment



Lon D. Wyrick  
Executive Director

2424 Heritage Court SW  
Suite A  
Olympia, WA 98502-6031  
360-956-7575  
360-956-7815 Fax  
www.trpc.org

# 2016

## TRPC 2016 Meeting Dates

 Meeting Date

 Holiday (office closed)

### January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

### March

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### April

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### May

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### June

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### July

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### August

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### September

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### October

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### November

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



**MEMORANDUM**

Program Area	Mission Statement
MPO/RTPO	
X Core Services	
Contract Services	
Grant Services	

**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

TO: Thurston Regional Planning Council

FROM: Virgil Clarkson, Chair

DATE: January 29, 2016

SUBJECT: Appointment of the Executive Director Evaluation Committee

**PURPOSE:**

This agenda item will provide the Thurston Regional Planning Council (TRPC) Chair an opportunity to appoint four to five Council Members to serve on the Evaluation Committee for the Executive Director's position. Those appointed to this committee will establish performance milestones and will develop evaluation recommendations to be presented to the Council at the December 2016 meeting.

**Summary:**

In January 2000, the TRPC adopted new policies and procedures for reviewing and evaluating the Executive Director's position. This evaluation process is based on a merit pay system and requires that a subcommittee undertake an annual evaluation of the Director and make a recommendation to the full Council.

The four steps to this appraisal process are as follows:

- At the beginning of each year, the subcommittee establishes the goals and initiatives for the Executive Director to accomplish.
- TRPC members and staff are given the opportunity to provide comments on the Executive Director's past year's performance.
- The subcommittee reviews TRPC and staff comments, and evaluates that year's set initiatives for completion with the Director.
- After review of this additional information and subcommittee evaluation, the subcommittee makes merit recommendations to the full Council for review and consideration.

**REQUESTED ACTION:**

The TRPC Chair will appoint four to five members to serve on the Executive Director's Evaluation Committee.

72:ss



Lon D. Wyrick  
Executive Director

2424 Heritage Court SW  
Suite A  
Olympia, WA 98502-6031  
360-956-7575  
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www.trpc.org



**MEMBERS:**

- City of Lacey
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- City of Rainier
- City of Tenino
- City of Tumwater
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**ASSOCIATE MEMBERS:**

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- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

**TO:** Thurston Regional Planning Council

**FROM:** Karen M. Parkhurst, Programs & Policy Director

**DATE:** January 29, 2016

**SUBJECT:** Preserving Farmland

**PURPOSE**

To update the Council "0 Net Loss of Farmland" strategies and activities

**Summary:**

- The Sustainable Thurston Plan articulates the importance of our resource lands:
  - **PRIORITY GOAL:** Preserve environmentally sensitive lands, farmlands, forest lands, prairies, and rural lands and develop compact urban areas.
  - **Supporting Target:** *No Net Loss of farmlands, forest lands, prairie habitats (in addition to environmentally critical areas that are currently protected) while providing for a range of densities within rural Thurston County.*
- Both the Thurston Regional Planning Council and the Thurston Food Systems Council set "0 Net Loss" as 2016 priorities.
- In winter 2015, the Food Systems Council convened a meeting of a wide range of resource staff to discuss options for preserving farmlands. The Council will hear the findings and ideas from that meeting.

Program Area	Mission Statement
MPO/RTPO	
X Core Services	B
Contract Services	
Grant Services	

**REQUESTED ACTION**

None. Discussion only.



Lon D. Wyrick  
Executive Director

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**MEMBERS:**

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**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

TO: Thurston Regional Planning Council

FROM: Virgil Clarkson, Chair

DATE: January 29, 2016

SUBJECT: 2016 Officer Elections

**PURPOSE**

Elect officers for 2016: Chair, Vice Chair, and Secretary.

Program Area	Mission Statement
MPO/RTPO	
X Core Services	
Contract Services	
Grant Services	

**Summary:**

Officers are elected at the February Council meeting from among the representatives of the voting members. Officers may serve no more than two consecutive one-year terms in the same office. At the January meeting, the Chair solicited nominations for office in writing from all voting member representatives. At the February meeting, as part of the election process, the Chair will present the slate of nominees to be considered for each position as well as take nominations from the floor. The newly elected officers take office at the close of the meeting at which they were elected.

- The primary duties of the Chair are as follows:
  1. Preside at TRPC meetings.
  2. Confer with the Executive Director to prepare the TRPC meeting agenda.
  3. Officially represent TRPC before other groups and agencies.
- The Vice Chair serves in the Chair's absence.
- The Secretary has the primary responsibility for approving vouchers, which occurs weekly. If the Secretary is not available, the Chair or Vice Chair may approve vouchers in the Secretary's absence.
- To date, there have been one verbal and two written nominations received:
  - Chair Nomination: Virgil Clarkson
  - Vice-Chair Nomination: Tom Oliva
  - Secretary Nomination: Nathaniel Jones

**REQUESTED ACTION**

Elect a Chair, Vice Chair, and Secretary for 2016.

72:ss

Attachment



Lon D. Wyrick  
Executive Director

2424 Heritage Court SW  
Suite A  
Olympia, WA 98502-6031

360-956-7575  
360-956-7815 Fax

www.trpc.org

From: Nathaniel Jones [<mailto:njones@ci.olympia.wa.us>]  
Sent: Thursday, January 21, 2016 11:34 PM  
To: Clarkson, Virgil <[vclarkson@ci.lacey.wa.us](mailto:vclarkson@ci.lacey.wa.us)>  
Cc: Lon Wyrick <[wyrickl@trpc.org](mailto:wyrickl@trpc.org)>; Oliva, Tom <[toliva@ci.tumwater.wa.us](mailto:toliva@ci.tumwater.wa.us)>  
Subject: TRPC Officer Nominations

Regional Council Chair Clarkson,

Thank you for this opportunity to offer nominations for officers to be considered by the Thurston Regional Planning Council (TRPC). I have thoroughly enjoyed my service on the Regional Council for the past four years, representing the citizens of the City of Olympia. I am pleased to let you know that the Olympia City Council has asked that I continue in this role.

I wish to place Tom Oliva's name in nomination for Vice-Chair, recognizing the good work he has done in this role for the past 12 months, and his service as the Secretary of the Regional Council for the preceding year. Tom has served on numerous committees of the Regional Council and has been unfaltering as an officer of the organization. Tom surely deserves to serve another term.

In addition, I wish to place my own name in nomination for consideration to serve as the Secretary of TRPC. I too have served on various committees of the Regional Council. I believe I have a good understanding of the organization's purpose, function, and capabilities. I have great respect for this organization as a coordinating body for the various jurisdictions, communities, and organizations that call Thurston County home.

Thank you for your assistance in bringing these nominations before the membership at the February meeting.

With best regards,

Nathaniel Jones,  
Olympia Mayor Pro Tem



**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Economic Development Council
- Timberland Regional Library

**MEMORANDUM**

**TO:** Thurston Regional Planning Council

**FROM:** Veena Tabbutt, Research and Data Director

**DATE:** January 29, 2016

**SUBJECT:** Olympia-Lacey-Tumwater Area Cost of Living Index, Annual Average, 2015

**PURPOSE**

The 2015 Annual Average Cost of Living Index (COLI) for the Olympia-Lacey-Tumwater region is 100.1 according to the most recently published data by the Council for Community and Economic Research (C2ER). TRPC staff gather information and submit it to C2ER on a quarterly basis, for compilation into this national index.

**Summary:**

- 2015 Annual Cost of Living data has been released by the Council for Community and Economic Research.
- The cost of living in the Olympia-Lacey-Tumwater region is 100.1, which is 0.1 percent higher than the average of all 273 urban areas participating in the survey.
- Cost of living statistics are some of the most commonly requested information provided by TRPC.

**REQUESTED ACTION**

No action needed. This is for your information.



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**BACKGROUND**

Every three months TRPC staff participate in a cost of living survey, to gather data that allows the comparison of how much it costs to live in the Olympia-Lacey-Tumwater region relative to other cities across the nation. The statistics are published in a national index that is released every quarter, and are also included in the National Data Book, which is published annually by the Bureau of the Census. TRPC makes the data available on our web site as soon as it is available, and it is consistently one of the most popular products coming from our Information Services Program. Currently, the cost of living in the Olympia-Lacey-Tumwater region is 0.1 percent higher than the average of all 273 urban areas participating in the survey.

Cost of living statistics are some of the most commonly requested information provided by TRPC. C2ER produces the only index of its scale and kind in the United States, allowing users to compare living costs in a particular place to the average of all participating cities. The C2ER index differs from the Consumer Price Index (CPI) in that the CPI strictly compares costs in one region over time. In contrast, the Cost of Living Index allows for comparisons among many places at one point in time, but does not compare changes over time. Items surveyed include products and services in the categories of groceries, housing, utilities, transportation, health care, and miscellaneous.

The attached table presents index results for the Olympia-Lacey-Tumwater region and several other select cities. This information is provided to the Regional Council on a quarterly basis.

**C2ER Cost of Living Index  
Select U.S. Metropolitan Areas, Annual Average, 2015**

<b>City</b>	<b>100% Composite Index</b>	<b>13% Grocery Items</b>	<b>28% Housing</b>	<b>10% Utilities</b>	<b>11% Trans- portation</b>	<b>4% Health Care</b>	<b>33% Misc. Goods &amp; Services</b>
<b>Average of Cities Participating in the Survey this Quarter</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>
Bellingham	113.4	108.2	128.9	82.2	120.1	117.0	109.4
Everett	111.3	107.5	127.1	84.2	116.0	126.3	104.2
Kennewick-Richland-Pasco, WA	95.0	93.4	96.9	88.8	108.5	105.1	90.0
Mount Vernon, WA	111.3	117.2	110.0	79.0	113.1	120.4	118.4
Moses Lake, WA	92.2	100.1	79.1	72.0	107.7	117.7	97.9
<b>Olympia, Lacey, Tumwater region</b>	<b>100.1</b>	<b>105.6</b>	<b>98.7</b>	<b>78.9</b>	<b>115.5</b>	<b>118.2</b>	<b>98.1</b>
Seattle, WA	140.3	124.6	183.9	107.7	121.1	120.5	128.9
Spokane, WA	95.5	93.6	91.8	81.5	107.7	115.1	97.2
Tacoma, WA	105.0	99.8	90.6	109.8	111.0	117.8	114.1
Yakima, WA	96.1	98.1	88.6	83.3	110.1	111.2	98.8
Portland, OR	129.5	115.5	166.8	83.5	119.0	110.5	123.9
New York (Manhattan), NY	227.4	128.2	457.7	130.5	131.3	116.2	148.7
Atlanta, GA	99.9	103.7	97.4	93.5	105.0	101.4	100.5
Chicago, IL	116.2	116.7	135.7	104.2	114.5	99.1	106.0
Denver, CO	109.6	99.2	130.2	94.5	98.4	107.7	105.0
Los Angeles-Long Beach, CA	140.3	106.3	213.3	115.6	132.7	109.3	106.1

**Sources:** C2ER - The Council for Community and Economic Research; Thurston Regional Planning Council.

**Notes:** The Cost of Living Index compiles costs of consumer products on a quarterly basis, and rolls this into an annual average. In 2015, the cost of living in the Olympia-Lacey-Tumwater region was 0.1 percent higher than the average of all 273 urban areas participating in the survey. The average cost of living of all the cities participating in the survey is always scaled to equal 100. The purpose of the index is to compare living costs in a particular location to this average. The index cannot, however, be used to compare changes in costs over time, as the cities participating in the survey change each quarter. Think of the index in terms of percentages. The average cost of living of all cities participating in the survey is 100 percent of itself.