LODGING TAX ADVISORY COMMITTEE
MEETING AGENDA

Online via Zoom and In Person at
Tumwater City Hall, Council Chambers,
555 Israel Rd. SW, Tumwater, WA 98501

Wednesday, October 14, 2026
9:30 AM

1. Call to Order
2. Roll Call
3. Welcome/Introductions
4. Approval of Minutes: Lodging Tax Advisory Committee, September 29, 2025 and August 19, 2026
5. 2027 Lodging Tax Applicant Interviews and Funding Recommendation (Executive Department)
6. Lodging Tax Historic and Cultural Funding for 2027 (Parks and Recreation Department)
7. Adjourn
8. Reconvene
9. Roll Call
10. 2027 Lodging Tax Funding Recommendation (Finance Department)
11. Adjourn

Meeting Information
The public are welcome to attend in person, by telephone or online via Zoom.

Watch Online
https://us02web.zoom.us/j/84840339067?pwd=OUaq4n7W6dGcHGIHwN4byiq7E92F1p.1

Listen by Telephone
Call (253) 215-8782, listen for the prompts and enter the Webinar ID 848 4033 9067 and Passcode 542680.

Public Comment
The public may submit comments by sending an email to council@ci.tumwater.wa.us, no later than 5:00 p.m. the day before the meeting. Comments are submitted directly to the Committee members and will not be read individually into the record of the meeting.

Post Meeting
Video of this meeting will be recorded and posted on our City Meeting page: https://tumwater-wa.municodemeetings.com.

Accommodations
The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and

benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City's ADA Coordinator directly, call (360) 754-4129 or email ADACoordinator@ci.tumwater.wa.us. For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384.

MEETING MINUTES

TUMWATER LODGING TAX ADVISORY COMMITTEE
SEPTEMBER 29, 2025

CONVENE:	9:00 a.m.
PRESENT:	Tumwater Councilmember & Committee Chair Eileen Swarthout and Committee members Satpal Sohal, LaQuinta Inn & Suites, Dave Bills, Tumwater Area Chamber of Commerce, and Brian Reynolds, Olympic Flight Museum. Staff: Assistant City Administrator Kelly Adams, Finance Director Troy Niemeyer, Recreation Manager Todd Anderson and Executive Assistant Brittaney McClanahan
WELCOME & INTRODUCTIONS:	Chair Swarthout welcomed everyone to the meeting.
APPROVAL OF MINUTES:	**Committee member Reynolds moved, seconded by Committee member Bills, to approve the September 23, 2024, and August 28, 2025, Lodging Tax Advisory Committee minutes. Motion carried unanimously.**
2026 LODGING TAX APPLICANT INTERVIEWS:	Seventeen applicants presented their requests for 2026 Lodging Tax Funds. A discussion was held with the committee members and Director Niemeyer regarding increasing the funding limit for the 2026 Loding Tax Advisory Committee (LTAC) funding.
MOTION:	**Committee member Reynolds moved, seconded by Committee member Bills, to increase the spending amount for the 2026 LTAC funding from $193,000 to $250,000. Motion carried unanimously.**
LODGING TAX HISTORIC AND	Manager Anderson presented a request of $210,000 for Historical and Cultural programs.

CULTURAL FUNDING FOR 2026:

MOTION: **Committee member Reynolds moved, seconded by Committee member Bills, to allocate $210,000 from the first 2% of lodging tax for Historic Buildings Lodging Tax Funds for the Historical and Cultural program. Motion carried unanimously.**

RECESS: Chair Swarthout recessed the meeting at 1:33 p.m.

RECONVNE: Chair Swarthout reconvened the meeting at 3:00 p.m.

2026 LODGING TAX FUNDING RECOMMENDATION: Director Niemeyer tracked funding recommendations by each member for each applicant.

MOTION: **Committee member Reynolds moved, seconded by Committee member Bills, to recommend the City Council allocate $248,958 in 2026 LTAC funds as listed on the spreadsheet (provided by staff) to the following organizations in the following amounts:**

- **Experience Olympia & Beyond - $46,000**
- **Team-Tomorrow, LLC - $7,875**
- **Washington Center for the Performing Arts - $13,500**
- **Tumwater Soccer Club - $16,500**
- **Tumwater Historical Association - $4,250**
- **RevMo Choppers and Coffee - $5,000**
- **Olympia Symphony Orchestra - $9,000**
- **SWAE LLC - $8,250**
- **Olympic Flight Museum - $46,833**
- **Washington State Senior Games - $12,000**
- **Tumwater Downtown Association - $27,500**
- **Tumwater Artesian Brewfest (City of Tumwater) - $17,500**
- **PARC Foundation of Thurston County - $7,250**
- **Tumwater Valley Golf Club (City of Tumwater) - $7,750**
- **Tumwater Falls Fest (City of Tumwater) - $3,125**
- **Capital Lakefair, Inc - $9,125**
- **Fan Zone (City of Tumwater) - $7,500**

The motion carried unanimously.

ADJOURNMENT: **With there being no further business, Chair Swarthout adjourned the meeting at 3:27 p.m.**

Prepared by Brittaney McClanahan, Executive Assistant

MEETING MINUTES

TUMWATER LODGING TAX ADVISORY COMMITTEE
AUGUST 19, 2026

CONVENE:	11:00 a.m.
PRESENT:	Tumwater Councilmember & Committee Chair Eileen Swarthout and Committee members Satpal Sohal, LaQuinta Inn. Dave Bills, Tumwater Area Chamber of Commerce joined the meeting at 11:11 a.m. Absent: Brian Reynolds, Olympic Flight Museum Staff: Assistant City Administrator Kelly Adams, and Executive Assistant Brittaney McClanahan
WELCOME & INTRODUCTIONS:	Chair Swarthout welcomed everyone to the meeting.
PREPARATION FOR 2027 FUNDING INTERVIEWS:	Administrator Adams reviewed the Lodging Tax Advisory Committee's purpose and authority. Administrator Adams confirmed staff are working to fill the vacancy on the committee. The timeline for the 2027 Funding Awards was discussed, and the online application was reviewed. Incorporating a scoring rubric into the funding process was discussed.
UPDATE ON 2026 LTAC FUNDING PROCESS:	Administrator Adams updated on the organizations that have not completed their contracts for the 2026 LTAC Funding year.
ADJOURNMENT:	**With there being no further business, Chair Swarthout adjourned the meeting at 11:38 a.m.** Prepared by Brittaney McClanahan, Executive Assistant

TO: Lodging Tax Advisory Committee (LTAC)

FROM: Brittaney McClanahan, Executive Assistant

DATE: October 14, 2026

SUBJECT: 2027 Lodging Tax Applicant Interviews and Funding Recommendation

---

1) Recommended Action:

Determine a funding recommendation for 2027 Lodging Tax to the Tumwater City Council. The Lodging Tax Advisory Committee (LTAC) funding recommendation is tentatively scheduled before the Tumwater City Council on November 2, 2026.

---

2) Background:

Applicants will have a total of 15 minutes to present and respond to questions from the Committee.

Fourteen applicants request a total of $337,000.00 in Lodging Tax funds. The City of Tumwater estimates the Lodging Tax Advisory Committee will have $275,000 to distribute for tourism marketing, and special event applications.

Pursuant to RCW 67.28.180, the City of Tumwater collects a 4% lodging tax on hotel and motel stays within the City. The City allocates one-half of that amount (2%) each year to fund historic preservation activities. The second half is available to be allocated by way of a competitive annual process through the Lodging Tax Advisory Committee. Allocation of funds pursuant to this process must be consistent with TMC 3.12 and RCW 67.28.1816. The Tumwater City Council passed Resolution No. R2016-006 which created a policy to guide the City's investment of Lodging Tax in tourism related activities, facilities, and programs.

---

3) Alternatives:

- ❑ Schedule an additional meeting if necessary
- ❑ Some other course of action

---

4) Attachments:

A. Lodging Tax Applicant Interview Schedule
B. Lodging Tax Tourism Marketing and Special Event Applicant Summaries
C. Lodging Tax Funding History with 2027 Funding Requests
D. Lodging Tax Applications

Lodging Tax Applicant Interview Schedule
Wednesday, October 14, 2026
Tumwater City Hall, Council Chambers & via Zoom
555 Israel Road SW, Tumwater WA 98501
9:30 AM

9:35 AM	Washington State Senior Games - Dianne Foster
9:50 AM	Partners for Conservation Inc., DBA Partnerscapes - Jake Yancey
10:05 AM	Masterworks Choral Ensemble - Doreen Hodgkins
10:20 AM	Tumwater Soccer Club - Blaine McGuire
10:35 AM	Washington Center for the Performing Arts - Jill Barnes
10:50 AM	Olympia Symphony Orchestra - Geoff Yost
11:05 AM	Olympic Flight Museum - Teri Thorning & Kyle Baxter
11:20 AM	Break
11:35 AM	Visitor & Convention Bureau - Emily Brooks & Kelly Campbell
11:50 AM	WIAA State High School Golf Championships - Todd Anderson & Tyler Trimble, Tumwater Parks
12:05 PM	Ecstatic Sound Collective - Richard Williams & Danielle Westbrook
12:20 PM	Tumwater Family 4th of July Celebration - Todd Anderson, Tumwater Parks
12:35 PM	Tumwater Artesian Brewfest - Todd Anderson, Tumwater Parks
12:50 PM	Tumwater Falls Fest - Todd Anderson, Tumwater Parks
1:05 PM	Capital Lakefair – Chris Rea
1:20 PM	Back to Agenda

Adjourn until 3:00 pm

B

2027 LTAC Tourism Marketing and Special Event Applicant Summaries

Applicant	Summary	Requested Amount
Visitor & Convention Bureau of Thurston County (d.b.a. Experience Olympia & Beyond) Shauna Stewart 2424 Heritage Ct SW Suite 101 Olympia, WA 98502	**Year-Round Destination Marketing & Visitor Economy Development:** Experience Olympia & Beyond drives year-round visitation and visitor spending throughout Thurston County, including Tumwater, through strategic destination marketing that creates visibility in priority markets and gives travelers compelling reasons to visit. This work helps generate overnight stays, increases spending at hotels, restaurants, attractions, retailers, and other local businesses, and generates lodging and sales tax revenue that can be reinvested in tourism promotion, community amenities, and essential municipal services. By maintaining a year-round presence, Experience Olympia & Beyond helps Tumwater compete for visitor attention, convert awareness into trips, and turn those trips into measurable economic activity for the community. **Funds will be used:** for targeted destination marketing to visitors 50+ miles away to generate overnight stays in Tumwater. Data-driven audience targeting and campaign strategy using economic impact studies, visitor sentiment research, lodging data, geofencing technology, and other tourism research tools. Integrated digital and print advertising to reach prospective visitors in priority markets and reinforce Tumwater as a destination worth choosing. Professional photo, video, social media, and website content featuring Tumwater's people, places, attractions, and experiences, while highlighting seasonal travel opportunities and diverse audiences.	**$70,000**
NEW APPICANT & EVENT Partners for Conservation Inc., DBA Partnerscapes 2901 104th Ave SW Olympia, WA 98512	**Private Lands Partners Day 2027:** Special Event/National Conference. **Funds will be used:** to help with advertising costs to bring local and national partners to the region, as well as support event programs, hand-outs, on-line advertising, local video and photography to highlight our local community, and maps highlighting areas of interest (Such as George Bush's Brush Prairie Farm site) and ecological restoration efforts like the work at Brewery Park and Tumwater Falls. Funds will further assist with helping attendees locate local hotel and food options in the Tumwater area. to contribute to regional planning efforts.	**$12,000**

2027 LTAC Tourism Marketing and Special Event Applicant Summaries

Washington Center for the Performing Arts Jill Barnes, Executive Director 512 Washington Street SE Olympia, WA 98501	**Washington Center for the Performing Arts – 2027 Tourism Generating Activities:** The Washington Center serves as a cultural hub for the South Puget Sound region and is the largest theater between Tacoma and Longview/Vancouver, with more than 1,000 seats. This size allows us to host large-scale productions and nationally recognized performers that smaller venues cannot accommodate, making the Center a prime draw for visitors from across the Pacific Northwest. **Funds will be used for similar costs/programs as previous years:** The Center uses a strategic marketing plan to reach audiences beyond Thurston County, including: • Digital and social media advertising • Media placements in print, radio, and TV • A 24/7 mobile-friendly ticketing platform with a planned app • Email marketing (1.7M+ emails annually) • Partnerships with tourism organizations like Experience Olympia & Beyond	**$16,000**
Tumwater Soccer Club Blaine McGuire 410 Grant Ave Shelton, WA 98584	**2027 Kick in the Grass:** Youth Soccer Tournament. **Funds will be used for similar costs/programs as previous years:** no major changes since last funding cycle.	**$15,000**
Olympia Symphony Orchestra Geoff Yost 3400 Capitol Blvd SE, Suite 203 Olympia, WA 98501	**2027 Concert Performances:** The Olympia Symphony Orchestra (OSO) presents six season concerts, masterclasses, community events, and a Young Artist Competition in 2027, attracting tourists with worldclass performances in intimate settings unavailable elsewhere in Thurston, Lewis, and Mason counties. **Funds will be used:** support artist performances, orchestra concerts, a live statewide radio broadcast, family programming, and special events associated with the Olympia Symphony Orchestra's 75th Anniversary Season.	**$15,000**

2027 LTAC Tourism Marketing and Special Event Applicant Summaries

NEW APPLICANT & EVENT Masterworks Choral Ensemble Rebecca Stephens PO Box 109 Olympia, WA 98507	**Masterworks Regional Cultural Tourism Initiative:** Masterworks Choral Ensemble (MCE) will implement a year-round cultural-tourism initiative around four major 2027 performances at the Washington Center for the Performing Arts. **Funds will be used:** to support the portion of MCE's coordinated regional campaign designed to attract traveling audiences and encourage visitor activity benefiting Tumwater. Activities will include geographically targeted digital and regional advertising; contracted professional marketing support; development and distribution of visitor-focused digital and print content; promotion of Tumwater lodging and visitor opportunities; and tourism-related marketing analytics and tracking.	**$9,000**
Olympic Flight Museum Teri Thorning 7637-A Old Highway 99 SE Tumwater, WA 98501	**Olympia Air Show:** The event serves as the museum's primary fundraising activity and raises revenue which helps fund the year-round operations of the museum. Because of this event, the museum can provide a year-round attraction and a place to visit when tourists are seeking activities in every season. **Funds will be used for similar costs/programs as previous years:** funds will be exclusively for the promotion and operation of the 2027 Olympic Air Show, and for the procurement of aerobatic demonstrations and related expenses.	**$55,500**
Washington State Senior Games Dianne Foster, President PO Box 14547 Tumwater, WA 98511	**Washington State Senior Games:** The purpose of the Washington State Senior Games is to help keep seniors healthy and productive by providing them an opportunity to participate in athletic competitions in the South Sound area. The Washington State Senior Games continue to attract competitors to the Tumwater area because of the great feeling of accomplishment that is the outcome of their preparation and participation, win or lose. **Funds will be used for similar costs/programs as previous years:** The specific tourism-generating activity is the 2027 Washington State Senior Games with 25 different sport competitions held in venues throughout the South Sound. There aren't any major changes in the activity or organization since the last funding cycle.	**$12,000**

2027 LTAC Tourism Marketing and Special Event Applicant Summaries

City of Tumwater Todd Anderson, Recreation Manager 555 Israel Road SW Tumwater, WA 98501	**Tumwater Family 4th of July Festival:** Special Event **Funds will be used for similar costs/programs as previous years:** marketing and promotion, entertainment and youth/teen activities to target a larger audience that could more likely generate hotel stays. This is the largest one-day event in Tumwater each year that is free to the public to attend.	**$30,000**
City of Tumwater Todd Anderson, Recreation Manager 555 Israel Road SW Tumwater, WA 98501	**Tumwater Artesian Brewfest:** Special Event **Funds will be used for similar costs/programs as previous years:** marketing, such as targeted social media ads (Facebook and Instagram) brewing publication advertisements (paper and online), newspaper advertisements, as well as regional radio, television, and online ads. Marketing also includes posters and coasters advertising the event which are delivered to local brewers and restaurants as well as to each brewery participating in the event all around Washington and Oregon.	**$25,000**
NEW APPLICANT Ecstatic Sound Collective Richard Williams 1614 Quasar Way NE Olympia, WA 98506	**2027 Olympia Funk Festival:** is a 3-day celebration of Funk and Soul music in the South Puget Sound, drawing over 1,000 attendees per day. The festival features multiple indoor stages, an outdoor beer garden, local food trucks, youth musicians, nationally known touring acts, and new festival masterclasses in 2027. With sold-out attendance and sold-out downtown hotels during its first three years, the event brings visitors from across the Pacific Northwest and nearly a dozen states, generating significant traffic for local businesses and lodging providers in Olympia, Tumwater, and Thurston County during a historically slow time of year. Nearly half of attendees travel more than 50 miles, and many are first-time visitors to the area, making the festival an important driver of tourism, community gathering, and economic activity**.** **Funds will be used:** presenting and producing the 4th annual Olympia Funk Festival. These include marketing and promotions, festival operations, and payment to performing artists and technical staff to ensure a professional, attractive, and affordable event that draws ticket buyers from across the country to the Pacific Northwest.	**$15,000**

2027 LTAC Tourism Marketing and Special Event Applicant Summaries

City of Tumwater Todd Anderson, Recreation Manager 555 Israel Road SW Tumwater, WA 98501	**WIAA State High School Golf Championships:** Special Event **Funds will be used:** for the improvement and expansion of the practice facility that will be geared towards youth and teens, especially high school age students. Improvements to this 25,000 square foot practice facility will include: tee improvement and renovation, irrigation expansion, installation of an ADA practice pad, additional bleacher seating and shade structure for seating. These improvements will help continue to keep Tumwater Valley Golf Course as the host to the WIAA State High School Championships involving over 60 small high school divisions from all over Washington State.	**$36,500**
City of Tumwater Todd Anderson, Recreation Manager 555 Israel Road SW Tumwater, WA 98501	**Tumwater Falls Fest:** Special Event **Funds will be used:** for marketing to target audiences beyond the South Sound region (Seattle and Portland) that could more likely generate hotel stays.	**$6,000**
Capital Lakefair Chris Rea 627 Durell Rd SE Suite A102 Tumwater, WA 98501	**Capital Lakefair 2027:** Annual 5-day family friendly community festival that celebrates the residents, businesses, and communities of Thurston County and the surrounding region. The festival includes a carnival, food and retail vendors, Grand Parade, Senior Day, a car show, live entertainment, community activities and fireworks. Proceeds from the car show benefit a local charitable organization, and Lakefair awards scholarships up to $17k each year to qualifying youth. We also provide a venue for non-profit organizations to raise their much-needed funds. **Funds will be used:** to support Capital Lakefair's promotional travel and float expenses, as well as our Tumwater office, facility rental and storage costs.	**$20,000**

Total Funding Request: $337,000

CITY OF TUMWATER

C

Lodging Tax Funding History

Funded Organization	2024 Request	2024 LTAC Funded	2025 Request	2025 LTAC Funded	2026 Request	2026 LTAC Funded	2027 Request	2027 LTAC Funded
Team Tomorrow LLC	7,500	$ 4,516	$ 15,000	$ 7,767	$ 10,000	$ 7,875	$ -	$ -
Olympic Flight Museum	$ 45,000	$ 41,144	$ 45,000	$ 44,333	$ 48,500	$ 46,833	$ 55,500	
Tumwater Artesian Brewfest - City of Tumwater	$ 18,000	$ 14,049	$ 18,000	$ 17,000	$ 20,000	$ 17,500	$ 25,000	
Visitor and Convention Bureau of Thurston County	$ 43,971	$ 37,632	$ 43,933	$ 43,825	$ 61,000	$ 46,000	$ 70,000	
Tumwater Valley Golf Club - City of Tumwater	$ 2,000	$ 2,000	$ -	$ -	$ 9,000	$ 7,750	$ 36,500	
Tumwater Soccer Club	$ 15,000	$ 12,712	$ 15,000	$ 15,000	$ 18,000	$ 16,500	$ 15,000	
Washington State Senior Games	$ 15,000	$ 13,046	$ 13,000	$ 12,750	$ 13,000	$ 12,000	$ 12,000	
Washington Center for the Performing Arts	$ 15,000	$ 12,042	$ 15,000	$ 14,500	$ 16,000	$ 13,500	$ 16,000	
Tumwater Downtown Association	$ 30,000	$ 21,408	$ 30,000	$ 28,750	$ 30,000	$ 27,500	$ -	$ -
Capital Lakefair	$ 6,000	$ 3,178	$ 8,000	$ 7,250	$ 20,000	$ 9,125	$ 20,000	
Tumwater Craft Marketing - City of Tumwater	$ 25,000	$ 16,390	$ -	$ -	$ -	$ -	$ -	$ -
Olympia Tumwater Foundation	$ 11,000	$ 6,189	$ 5,000	$ 5,000	$ -	$ -	$ -	$ -
Tumwater Historical Association	$ -	$ -	$ 5,000	$ 5,000	$ 5,000	$ 4,250	$ -	$ -
Olympia Harbor Days	$ -	$ -	$ 10,000	$ 10,000	$ -	$ -	$ -	$ -
Olympia Symphony	$ -	$ -	$ 10,000	$ 9,375	$ 15,000	$ 9,000	$ 15,000	
Fan Zone	$ -	$ -	$ -	$ -	$ 50,000	$ 7,500	$ -	$ -
RevMo Choppers and Coffee	$ -	$ -	$ -	$ -	$ 6,000	$ 5,000	$ -	$ -
SWAE LLC	$ -	$ -	$ -	$ -	$ 15,000	$ 8,250	$ -	
Ecstatic Sound Collective	$ -	$ -	$ -	$ -	$ 15,000	$ 7,250	$ 15,000	
Masterworks Choral Ensemble **(New for 2027)**	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,000	
Partners for Conservation Inc., DBA Partnerscapes **(New for 2027)**	$ -	$ -	$ -	$ -	$ -	$ -	$ 12,000	
Tumwater Falls Fest - City of Tumwater	$ -	$ -	$ -	$ -	$ 5,000	$ 3,125	$ 6,000	
Tumwater Family 4th of July Festival - City of Tumwater **(New applicant)**	$ -	$ -	$ -	$ -	$ -	$ -	$ 30,000	
Lodging Tax Requests:	265,471		257,933		356,500		$ 337,000	
Lodging Tax Funded:		189,993		238,050		248,958		
							Add funding Amount	
2027 Recommended Funding Level:								
Beginning Fund Balance:		**585,500**		**629,305**	**$ 585,750**			
Tax Proceeds:	**actual**	**215,487**	**actual**	**204,695**	**$ 200,000**	**estimated**		
Less Desired Minimum Fund Balance:		**-75,000**		**-75,000**	**$ (75,000)**			
Total LTAC Funds for the Year:		**725,987**		**759,000**	**710,750**			
Total Program Expenses:****	**actual**	**(171,683)**	**actual**	**(248,250)**	**$ (193,000)**	**estimated**		
Less New Event Set Aside Remainder:		**0**		**0**	**$ -**			
Plus Reserve		**75,000**		**75,000**	**$ 75,000**			
Ending Balance:		**629,304**		**585,750**	**592,750**			

**** Includes repeating events; new events; craft marketing

2026 updated

2027 Lodging Tax Application submitted online from Olympia Symphony Orchestra for the amount of $15,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Olympia Symphony Orchestra		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	91-6087694
WEBSITE	olympiasymphony.org		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

To provide the highest quality live music to enrich, educate, and entertain an expanding audience.

CONTACT PERSON	Geoff Yost
EMAIL ADDRESS	geoff@olympiasymphony.org
PHONE NUMBER	3607040689
STREET ADDRESS	3400 Capitol Blvd SE, Suite 203
CITY	Tumwater
ZIP CODE	98501

REQUEST

PROPOSED ACTIVITY	2027/28 75th Anniversary Season Celebration		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	15000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	2027 Season Concerts and 75th Anniversary Season Celebration		
EVENT BEGIN DATE	1/1/2027	**EVENT END DATE**	12/31/2027
YEARS EVENT HELD	74		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

The Olympia Symphony Orchestra (OSO) presents six season concerts, masterclasses, community events, and a Young Artist Competition in 2027, attracting tourists with world-class performances in intimate settings unavailable elsewhere in Thurston, Lewis, and Mason counties. Beginning in 2027, the OSO will celebrate its 75th season with a series of additional special events and celebration marking this anniversary.

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

- February 7, 2027: Nationally-recognized soloists and Seattle Symphony musicians Helen Kim and Katie Liu join OSO for Mozart's Sinfonia Concertante for violin and viola.
- March 21, 2027: Percussionist Svet Stoyanov performs the Tan Dun Water Concerto, the centerpiece of a concert also featuring Beethoven's Sixth Symphony.
- April 18, 2027: Flutist Mary Jensen performs Pulitzer-prize winner Kevin Puts' Flute Concerto, and closes the 2026/27 season with Dvorak's Symphony No. 9 "From the New World," a symphonic achievement celebrating the musical texture of the United States.
- August 27, 2027: Olympia Symphony will be featured on Classical KING-FM's Northwest Focus Live radio program, broadcasting live from Seattle across Washington, and around the world at classicalking.org.
- October 3, 2027: OSO opens its historic 75th Season at the Washington Center. November 14, 2027: The 75th season continues at the Washington Center.
- December 2027: The OSO presents its annual beloved holiday presentation of The Snowman, a perfect performance for families. The 75th Anniversary season is major year-over-year change for the OSO; this major anniversary milestone allows us to program with celebratory scale.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$487,000
% OF BUDGET REQUESTED FROM TUMWATER	3.28%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

We have in-kind services donated valued at $8,500. This includes volunteer hours and donated musician services. In addition, we have funds earmarked for administration, overhead, and labor, etc.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED?
FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

Without full funding, we would seek lower-cost marketing opportunity, adjusting the scale of the potential reach. While we would maintain a presence, the number and frequency of broadcast ads and online marketing impressions outside our region would be reduced. We would need to sacrifice exposure and focus more on local attendance. We are committed to producing the events that are outlined in our application.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
n/a	n/a	$15,000 award	n/a

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

Funding from the Tumwater LTAC will allow Olympia Symphony to further efforts at regional recognition in the larger Seattle and Portland metro areas. This support will augment existing efforts and enhance our ability to attract classical music audiences, who tend to be older with more disposable income and schedules that allow overnight travel. Specific funding areas would include:

- A new recording initiative in 2027 to record all of our major season concerts for distribution to public media partners, as part of a flagship new media partnership with Classical KING-FM. This ensures Olympia Symphony becomes part of the content of Classical KING's programming, not just as an underwriter. This includes a live broadcast as part of the Northwest Focus Live radio program.

- Targeted radio underwriting spots on Classical KING-FM (reaching potential guests from King, Snohomish, Skagit, Kitsap and Island Counties) and/or All Classical Portland (serving interested audiences in SW Washington and NW Oregon).

- Promoted social media posts (including Reddit, Facebook and Instagram) within the urban areas of the Northwest. These posts raise awareness of the Symphony's unique programming and are targeted towards profiles who follow other classical music organizations and pages.

- Sustaining the Communications Manager position, who creates and distributes content that already led the Symphony's social media pages to see a four-fold increase in followers over the past three seasons.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	9500
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	700
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	150
ESTIMATED PAID OVERNIGHT STAYS	150
ESTIMATED UNPAID OVERNIGHT STAYS	50

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

Survey of attendees and ticket buyers.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

The Olympia Symphony's promotional communications will include links to Tumwater hotels and other lodgings.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

The Olympia Symphony's promotional communications include links to restaurant listings and acknowledgement for host hotels and other hotel listings. We partner with businesses to inform them of concert days and encourage promotions if attending concerts. In exchange we offer concert tickets to staff of local businesses in trade for promoting partnership experiences for tourists. We also feature business sponsor logos prominently in our programs, lobby slideshows and in pre-concert addresses to the audience by the Executive Director.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

Washington Center for the Performing Arts

APPLICANT AGREEMENT

☒ **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

ORGANIZATION SUMMARY

ORGANIZATION INFORMATION

Organization Name:
OLYMPIA SYMPHONY ORCHESTRA
Registration Number:
1103452
Also known as Names:

Name
OLYMPIA SYMPHONY

Purpose/Mission of the Organization:
THE MISSION OF THE OLYMPIA SYMPHONY ORCHESTRA IS TO UNLOCK THE POWER OF MUSIC TO ENRICH, EDUCATE, AND ENTERTAIN THROUGH PERFORMANCES, COMMUNIT Y ENGAGEMENT, AND COLLABORATION.
FEIN Number:
916087694
Federal Tax Exempt Status:
Yes
Federal Status Type:
501(c)(3)
UBI Number:
601 137 464
Is this Charitable Organization associated with any Corporation or LLC?
Yes
State of Incorporation/Formation:
Jurisdiction:
WASHINGTON
Jurisdiction:
WASHINGTON
Status:
Active
Renewal Date:
05/31/2027

CONTACT INFORMATION

Organization Email:
OSO@OLYMPIASYMPHONY.ORG
Is Foreign Contact:
No
Country Code:
1
Mailing Address:
3400 CAPITOL BLVD SE, SUITE 203, TUMWATER, WA, 98501-3351, UNITED STATES
Street Address:
3400 CAPITOL BLVD SE, SUITE 203, THURSTON COUNTY, TUMWATER, WA, 98501-3351, UNITED STATES

ou use any other addresses for Solicitation:
No

A List of Addresses Used

Organization Website:
WWW.OLYMPIASYMPHONY.ORG
Phone Number:
3603193336
Ext:

SURETY BOND

Has the Organization submitted proof of a surety bond in the amount of $25,000 to the Secretary of State?
No

Proof Of Surety Bonds

Bond Expiration Date:

FINANCIAL INFORMATION

Has Organization completed a full accounting year?- **Yes**
Accounting Year Beginning Date:
07/01/2024
Accounting Year Ending Date:
06/30/2025
Beginning Gross Assets :
$981,538.00

REVENUE

Gross Contributions from Solicitations :
$150,758.00
Gross Revenue from All Other sources :
$354,967.00
Total Dollar Value of Gross Receipts :
$505,725.00

EXPENSES

Gross Expenditures from Program Services :
$510,717.00
Total Gross from All Expenditures :
$610,327.00

ASSETS

Ending Gross Assets :
$876,936.00

SOLICITATION COMMENTS

Comments:

PERCENT TO PROGRAM SERVICES

Percent to Program Services :
84%

FINANCIAL HISTORY

Fiscal Begin Date	Fiscal End Date	Begin Assets	Revenue	Program Services	Expenses	End Assets	% To Program Services
07/01/2024	06/30/2025	$981,538.00	$505,725.00	$510,717.00	$610,327.00	$876,936.00	84%
07/01/2023	06/30/2024	$1,026,237.00	$550,832.00	$493,303.00	$613,026.00	$981,538.00	80%
07/01/2022	06/30/2023	$986,238.00	$434,508.00	$364,675.00	$468,042.00	$1,026,237.00	78%
07/01/2021	06/30/2022	$1,077,992.00	$486,016.00	$308,062.00	$428,874.00	$986,238.00	72%
07/01/2020	06/30/2021	$433,667.00	$368,274.00	$57,105.00	$166,214.00	$1,077,992.00	34%
07/01/2019	06/30/2020	$517,342.00	$283,438.00	$255,407.00	$336,666.00	$433,667.00	76%
07/01/2018	06/30/2019	$468,220.00	$399,750.00	$262,619.00	$362,553.00	$517,342.00	72%
07/01/2017	06/30/2018	$439,597.00	$372,056.00	$249,920.00	$337,375.00	$468,220.00	74%
07/01/2016	06/30/2017	$388,372.00	$355,671.00	$245,014.00	$325,723.00	$439,597.00	75%
07/01/2015	06/30/2016	$389,355.00	$364,076.00	$280,243.00	$357,316.00	$388,372.00	78%
07/01/2014	06/30/2015	$329,146.00	$335,232.00	$265,959.00	$359,052.00	$305,326.00	74%
07/01/2013	06/30/2014	$329,146.00	$335,105.00	$237,052.00	$329,668.00	$329,146.00	72%
07/01/2012	06/30/2013	$388,195.00	$367,252.00	$232,756.00	$347,168.00	$407,381.00	67%
07/01/2011	06/30/2012	$371,126.00	$355,343.00	$231,436.00	$337,474.00	$388,195.00	69%
07/01/2010	06/30/2011	$371,126.00	$307,006.00	$248,153.00	$318,383.00	$371,126.00	78%
07/01/2009	06/30/2010	$255,625.00	$354,541.00	$219,005.00	$343,244.00	$292,191.00	64%
07/01/2008	06/30/2009	$324,097.00	$359,957.00	$248,220.00	$354,518.00	$255,625.00	71%
07/01/2007	06/30/2008	$409,823.00	$362,387.00	$216,125.00	$339,857.00	$421,678.00	64%
07/01/2006	06/30/2007	$310,234.00	$460,962.00	$213,297.00	$335,883.00	$409,823.00	64%
07/01/2005	06/30/2006	$279,312.00	$336,055.00	$212,627.00	$327,404.00	$310,234.00	65%
07/01/2004	06/30/2005	$293,478.00	$314,478.00	$177,894.00	$310,466.00	$279,312.00	58%
07/01/2003	06/30/2004	$261,462.00	$316,559.00	$178,201.00	$319,068.00	$293,478.00	56%
07/01/2002	06/30/2003	$219,670.00	$315,752.00	$164,028.00	$288,641.00	$261,462.00	57%
07/01/2001	06/30/2002	$217,769.00	$269,971.00	$160,457.00	$278,696.00	$219,670.00	58%
07/01/2000	06/30/2001	$207,495.00	$263,927.00	$151,998.00	$250,145.00	$217,769.00	61%

/1999	06/30/2000	$172,702.00	$234,118.00	$159,837.00	$219,439.00	$207,495.00	73%
07/01/1998	06/30/1999	$15,390.00	$248,037.00	$121,769.00	$159,170.00	$172,702.00	77%
07/01/1997	06/30/1998	$21,657.00	$130,741.00	$82,452.00	$120,008.00	$15,390.00	69%
07/01/1996	06/30/1997	$-1,194.00	$131,987.00	$82,060.00	$126,136.00	$21,657.00	65%

DID THE ORGANIZATION SOLICIT OR COLLECT CONTRIBUTIONS IN WA DURING THE ACCOUNTING YEAR REPORTED?

Solicit or collect contributions:
Yes
Contributions in WA:
Email,Entertainment/Special Events,Internet,Personal Contact

IS THE ORGANIZATION REGISTERED TO FUNDRAISE OUTSIDE OF WA?

Is the organization registered to fundraise outside of WA:
No
Fundraise outside of WA:

EMPLOYEES RECEIVING THE GREATEST COMPENSATION

Does the Organization pay any of its officers or employees?- **Yes**

First Name	Last Name
ALEXANDRA	ARRIECHE
THOMAS	MAYES
ANNA	BARBEE

PERSONS ACCEPTING RESPONSIBILITY

Current Officers or Persons Accepting Responsibility for the Organization

First Name	Last Name	Title	Phone #	Address
CRAIG	STEPHENS	TREASURER	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES
ERIC	CHARNESKI	BOARD MEMBER	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES
WES	MARTIN	BOARD MEMBER	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES
TODD	MONOHON	BOARD MEMBER	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES
KELLY	SEAGO	BOARD MEMBER	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES
ANTHONY	ENZLER	BOARD MEMBER	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES

NATALIE	COBLENTZ	BOARD MEMBER	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES
WILLIAM	TWEIT	BOARD MEMBER	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES
LENA	MENDIOLA	PRESIDENT	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES
LAUREL	GONZALO	VICE PRESIDENT	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES
CHRIS	BARNES	SECRETARY	3607530074	3400 Capitol Blvd SE, Suite 203, OLYMPIA, WA, 98501-3351, UNITED STATES

FINANCIAL PREPARER

Full Name:
MICHELLE DAY
Business Name:
SAMARA CONSULTING LLC
Title:
ACCOUNTANT
Mailing Address:
13720 2ND AVE SW, SEATTLE, WA, 98166, UNITED STATES

LEGAL INFORMATION

Do you have any Legal Actions? - **No**

Court (Jurisdiction)	Case #	Title of Legal Action	Date of Legal Action

Legal Actions

COMMERCIAL FUNDRAISER

Is Commercial Fundraiser:
No

CHARITY CLIENTS

FEIN Number	UBI Number	Charity Name	Charity Address

No Charities Selected

Direct Mail Concert Postcard
Representative Marketing
2027 materials still in development.



APP

APPROVED AND FILED
OCT 29 1952
EARL COE
SECRETARY OF STATE
BY Assistant Secretary of State

ARTICLES OF INCORPORATION

OF

OLYMPIA SYMPHONY SOCIETY

KNOW ALL MEN BY THESE PRESENTS:

That we, the undersigned, Mrs. E. F. Penry, Stanley Starr, E. M. Chandler, Ralph R. Gilby and James Yenney have agreed to associate ourselves for the purpose of creating a corporation under Chapter 3872 to 3887, inclusive, of Remington Revised Statutes of the laws of the State of Washington, devoted to educational, literary and musical purposes, and to agree to the following:

ARTICLE I.

The name of this corporation shall be "OLYMPIA SYMPHONY SOCIETY".

ARTICLE II.

The purpose of the Olympia Symphony Society shall be to foster and encourage the growth and development of the Olympia symphony orchestra; to provide opportunities for practice and self-realization to those interested in the playing of orchestra music; to equip and maintain said orchestra; to establish and maintain a library of music and instruments and to do all other things possible toward the end that said orchestra shall become a part of the musical life of Olympia, and to present programs and concerts for the general public.

ARTICLE III.

Membership in this society shall be restricted to:
(a) Members of the orchestra or other musical units of the society including non-performing members of such unit.
(b) Those paying the prescribed dues of the society.
Those of the first group shall be called active members.
Those of the second group shall be called sustaining members.
The membership dues of the sustaining members and other classes

of memberships shall be as set out in the by-laws.

ARTICLE IV.

The time of the existence of this corporation shall be perpetual from and after the date of its incorporation. Principal place of business will be Olympia, Washington.

ARTICLE V.

The management of this society shall be vested in a board of twelve trustees, four of whom shall be orchestra members selected by a vote of the playing membership present on the day of election. Members of the board of trustees shall serve for a term of three years each except for the first election. The election of trustees shall be the first order of business of the society's annual meeting. Board members shall serve staggered terms with four members coming up for election or replacement annually. The names and addresses of the present trustees and their terms of office are as follows:

Three years:

Norman Hill, 3228 Lorne Avenue, Olympia, Washington
David G. Anderson, 1321 West 6th Street, Olympia, Washington
Fred Schlicting, Route 6, Box 114, Olympia, Washington
Mrs. J. Rollin Hall, Butler Cove, Olympia, Washington

Two years:

E. M. Chandler, Security Building, Olympia, Washington
Mrs. Harry Palmer, Rt. 6, Box 82-A, Olympia, Washington
Mrs. E. F. Penry, 816 South Percival, Olympia, Washington
James F. Yenney, 311 East 4th Avenue, Olympia, Washington

One Year:

Ralph R. Gilby, 3135 So. Hoadly, Olympia, Washington
Mrs. Olga Kraus Stewart, Centralia, Washington
Donald Monson, Route 12, Box 243, Olympia, Washington
Stanley Starr, 221 East 4th Avenue, Olympia, Washington

ARTICLE VI

These Articles of Incorporation may be amended by vote of two-thirds of the society's membership. The first Board of Trustees will by majority vote select a set of By-Laws to further amplify the duties of the officers and trustees of the society.

IN WITNESS WHEREOF, we have hereunto set our hands and seals, in triplicate, this 4th day of December, 1950.

Mrs. E. F. Penry
President

Stanley Starr
1st Vice-President

James J. Yenney
Treasurer

E. M. Chandler
2nd Vice-President

Ralph R. Gilby
Secretary

STATE OF WASHINGTON)
) ss.
COUNTY OF THURSTON)

On this day personally appeared before me Mrs. E. F. Penry, Stanley Starr, E. M. Chandler, Ralph R. Gilby and James Yenney, to me known to be the officers of the Board of Trustees of the Olympia Symphony Society and who executed the foregoing Articles of Incorporation; that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this 4th day of December, 1950.

Hewitt G. Henry
Notary Public in and for the State of Washington, residing at Olympia

C E R T I F I C A T E

The President, Secretary and a majority of the Trustees herewith state that the Articles of Incorporation of the Olympia Symphony Society attached hereto is a true copy of the agreement of the association with the names of subscribers set out therein and that the date of the first meeting of this association was Thursday, October 19, 1950, at Crane's Cafe, Olympia, Washington, and that the undersigned are the original subscribers thereto.

President

Secretary

Trustee

Trustee

Trustee

Trustee

Trustee

RALPH R. GILBY
ATTORNEY AND COUNSELOR AT LAW
202-3 FIRST NATIONAL BANK BUILDING
OLYMPIA, WASHINGTON

STATE OF WASHINGTON)
) ss
COUNTY OF THURSTON)

On this day personally appeared before me Mrs. E. F. Penry, Ralph R. Gilby, James F. Yenney, Elbert N. Chandler, Carl B Hall, David H Anderson and D. O. Monson to me known to be trustees of the Olympia Symphony Society and who executed the foregoing certificate; that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this 28th day of October, 1952.

Hewett A Henry
Notary Public in and for the State of Washington, residing at Olympia

RALPH R. GILBY
ATTORNEY AND COUNSELOR AT LAW
202-3 FIRST NATIONAL BANK BUILDING
OLYMPIA, WASHINGTON

ROLL No. 43
PAGE No. 1083

No. 121666

Articles of Incorporation

OF THE

Olympia Symphony Society

Place of business Olympia

Time of existence Perpetual *years*

Capital stock, $ None

STATE OF WASHINGTON, *ss.*

Filed for record in the office of the Secretary of State October 29, 1952

at 4:30 *o'clock* P. M.

Recorded in ~~Book~~ 43 *Page* 101-106

Domestic Corporations

Secretary of State.

Filed at request of

Ralph Gilby

1st Nat'l Bank Bldg.

Olympia, Washington

Cert:
Filing and recording fee, $ 2.45 $ 5.00

License to June 30, 19____, $

Certificate mailed NOV 1 2 1952

to above address.

Indexed **Photographed**

S. F. No. 1108—8-49—10M. 22657.

THE BYLAWS OF
Olympia Symphony Orchestra

Contents

GENERAL 4
1.1 Office of Record. 4
1.2 Mission Statement 4
1.3 Values. 4
1.4 Type of Organization. 4
1.5 Policies and Procedures. 4
2.5 Nondiscriminatory Policy. 4
BOARD OF DIRECTORS 5
2.1 General Powers. 5
2.2 Number and Type. 5
2.3 Term of Directors. 5
2.4 Qualifications. 5
2.5 Election of Directors. 5
2.6 Regular Meetings. 6
2.7 Annual Meeting. 6
2.8 Special Meetings. 6
2.9 Meetings by Electronic Means 6
2.10 Place of Meetings. 6
2.11 Notice of Special Meetings. 6
2.12 Waiver of Notice. 7
2.13 Quorum 7
2.14 Proxy. 7
2.15 Manner of Acting. 7
2.16 Presumption of Assent. 7
2.17 Action of Board Without a Meeting. 7
2.18 Resignation. 8
2.19 Absences 8
2.20 Removal. 8

2.21 Vacancies. 8
2.22 Compensation. 8
2.23 Business Relationships Between Corporation and Directors. 8
2.24 Conflict of Interest. 9
OFFICERS 9
3.1 Number and Qualifications. 9
3.2 Election and Term of Office. 9
3.3 Resignation. 9
3.4 Removal. 10
3.5 Vacancies. 10
3.6 Duties. 10
3.7 President. 10
3.8 Vice Presidents 11
3.9 Secretary. 11
3.10 Treasurer 11
COMMITTEES 12
4.1 Executive Committee. 12
4.2 Standing or Temporary Committees. 12
4.3 Authority of Committees. 12
4.3 Quorum and Manner of Acting. 13
4.4 Resignation. 13
4.5 Removal of Committee Member. 13
ADMINISTRATIVE PROVISIONS 13
5.1 Books and Records. 13
5.2 Registered Office and Agent. 13
5.3 Finances. 14
5.4 Rules of Procedure. 14
5.5 Directors and Officers Liability Insurance. 14
5.6 Executive Director. 14
5.7 Music Director. 15
AMENDMENTS 15
6.1 Amendments. 15

6.2 Notice. 15
NOTICE BY ELECTRONIC TRANSMISSION 15
7.1 Consent to Notice by Electronic Transmission. 15
7.2 When Effective. 16
7.3 Revocation of Consent. 16
7.4 Responsibility for Keeping Information Current. 16
MISCELLANEOUS 16
8.1 Non-disclosure 16
8.2 Severability. 17

THE BYLAWS OF
OLYMPIA SYMPHONY ORCHESTRA

ARTICLE I
GENERAL

1.1 Office of Record.

The office of Olympia Symphony Orchestra, or otherwise herein the Corporation, shall be located at such location as from time to time determined by the Board of Directors. The initial office of record shall be: 3400 Capitol Blvd SE, Suite 203, Tumwater, WA 98501.

1.2 Mission Statement.

The mission of the Olympia Symphony Orchestra is to provide the highest quality live music to enrich, educate and entertain an expanding audience.

1.3 Values.

The Olympia Symphony Orchestra agrees to the organizational values of integrity, inclusiveness, principled progress, safety, access to community and a commitment to the ongoing success of the organization.

1.4 Type of Organization.

The Olympia Symphony Orchestra is a Public Charity (EIN: 91-6087694), registered under Section 501(c)(3) of the US Internal Revenue Code.

1.5 Policies and Procedures.

The Olympia Symphony Orchestra shall be governed by the Articles of Incorporation and the Bylaws of the Corporation.

1.5.1 Policies and Procedures. Policies and Procedures may be adopted by the Board of Directors to further define the operations of the Corporation. Policies and Procedures shall accurately reflect and guide the daily operations and procedures of the Corporation, Board of Directors, staff, and musicians. Revisions to Policies and Procedures require a majority vote cast by Directors then in office.

2.5 Nondiscriminatory Policy.

Olympia Symphony Orchestra welcomes and admits Members of any age, income or economic status, race, color, national or ethnic origin, religion, gender identity, gender or sexual orientation, or physical or mental ability, and accords to all Members the rights, privileges, programs, and activities generally made available to Members. Consistent with RCW 49.60, Olympia Symphony Orchestra does not discriminate on the basis of age, income or economic status, race, color, national or ethnic origin, religion, gender identity, gender or sexual orientation, or physical or mental ability in administration of its

employment practices, contract negotiation, policies, programs, services or activities. The Corporation is committed to providing an inclusive and welcoming environment for all staff, clients, volunteers, subcontractors, vendors, sponsors, and donors.

ARTICLE II
BOARD OF DIRECTORS

2.1 General Powers.

The affairs of the Corporation shall be managed by a Board of Directors.

2.2 Number and Type.

2.2.1 Number. The Board shall consist of not less than nine (9) nor more than fifteen (15) Directors, the specific number to be set by resolution of the Board. Ex Officio Directors shall not be included in the total count of seated Directors. The number of Directors may be changed from time to time by amendment to these Bylaws, provided that no decrease in the number shall have the effect of shortening the term of any incumbent Director.

2.2.2 Ex Officio. The Board of Directors may also include not more than five (5) Ex Officio, non-voting Directors, who may be appointed by a majority of the voting Directors. Ex Officio Directors may not serve as Officers of the Corporation and are non-voting positions.

2.3 Term of Directors.

Unless a Director or Ex Officio Director dies, resigns or is removed, he or she shall hold office for a term of two (2) years or until his or her successor is seated, whichever is later. For purposes of position designation and election cycles, all terms shall begin January 1, and end two years later. Even numbered positions shall be elected in even numbered years, and odd numbered positions shall be elected in odd numbered years.

2.4 Qualifications.

Directors shall have such qualifications as the Board may prescribe from time to time by resolution or amendment to these Bylaws.

2.5 Election of Directors.

2.5.1 Election. Directors shall be elected to a numbered position each year at the annual meeting of the Board by the affirmative vote of a majority of the Directors then in office. Even numbered positions shall be elected in even numbered years, and odd numbered positions shall be elected in odd numbered years.

2.5.2 Seating. All newly-elected Directors shall be seated at the regular meeting of the Board of Directors in January, or the first regular meeting of the Board of Directors following the election, whichever is earlier, and shall be participating members thereafter.

2.5.3 Ex Officio. A vacancy in the position of Ex Officio Director may be filled at any time by resolution of the Board of Directors and reelected according to 2.5 Election of Directors. Ex Officio directors are not subject to term limits and may be removed from office, with or without cause, by a majority vote of Directors then in office.

2.6 Regular Meetings.

By resolution, the Board may specify the date, time and place for holding regular meetings without other notice than such resolution. Regular Meetings of the Board of Directors for any purpose or purposes may be called at any time by the President, the Vice President, or any two (2) directors. The Board of Directors shall meet at least four times per calendar year.

2.7 Annual Meeting.

The annual meeting of the Board shall be held during the month of November on a date chosen by the President or the Board for the purposes of electing Directors and officers and transacting such business as may properly come before the meeting. If the annual meeting is not held on the date designated therefor, the Board shall cause the meeting to be held as soon thereafter as may be convenient.

2.8 Special Meetings.

Special meetings of the Board of Directors for any purpose or purposes may be called at any time by the President, the Vice President, or any two (2) directors.

2.9 Meetings by Electronic Means.

Members of the Board or any Committee designated by the Board may participate in a Meeting of such Board or Committee by means of a conference telephone or similar electronic communications equipment by means of which all people participating in the Meeting can hear each other at the same time. Participation by such means shall constitute presence in person at a Meeting.

2.10 Place of Meetings.

All Meetings shall be held at the principal office of the Corporation or at such other place within or without the state of Washington designated by the Board, by any persons entitled to call a Meeting, or by a waiver of notice signed by all Directors.

2.11 Notice of Special Meetings.

Notice of Special Board or Committee Meetings shall be given to a Director either personally or by mail or via electronic transmission not less than seven (7) days before the Meeting. Notices in writing may be delivered or mailed to the Director at his or her address shown on the records of the Corporation. Neither the business to be transacted at, nor the purpose of any Special Meeting need be specified in the notice of such Meeting. If notice is delivered by mail, the notice shall be deemed effective when deposited in the official governmental mail properly addressed with postage thereon prepaid.

2.12 Waiver of Notice.

2.12.1 In Writing. Whenever any notice is required to be given to any Director under the provisions of these Bylaws, the Articles of Incorporation or applicable Washington law, a waiver thereof in writing, signed by the person or persons entitled to receive such notice, whether before or after the time state therein, shall be deeded equivalent to the giving of such notice. Neither the business to be transacted at, nor the purpose of, any Regular or Special Meeting of the Board need be specified in the waiver of Notice of such Meeting.

2.12.2 By Attendance. The attendance of a Director at a Meeting shall constitute a waiver of notice of such Meeting, except where a Director attends a Meeting for the express purpose of objecting to the transaction of any business because the Meeting is not lawfully called or convened.

2.13 Quorum.

A majority of the number of voting Directors in office shall constitute a quorum for the transaction of business at any Board Meeting. Ex Officio Directors do not count toward the establishment of a quorum for the transaction of business at any Board Meeting.

2.14 Proxy.

Directors may not vote by proxy.

2.15 Manner of Acting.

The act of a majority of the Directors present at a Meeting at which there is a quorum shall be the act of the Board, unless the vote of a greater number is required by these Bylaws, the Articles of Incorporation or applicable Washington law.

2.16 Presumption of Assent.

A Director of the Corporation present at a Board Meeting at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless his or her dissent or abstention is entered in the minutes of the Meeting, or unless such Director files a written dissent or abstention to such action with the person acting as secretary of the Meeting before the adjournment thereof, or forwards such dissent or abstention by registered mail to the Secretary of the Corporation immediately after the adjournment of the Meeting. Any such right to dissent or abstain shall not apply to a Director who voted in favor of such action.

2.17 Action of Board Without a Meeting.

Any action which could be taken at a Meeting of the Board may be taken without a Meeting if the corporate action is approved by all members of the Board. The approval of the corporate action must be evidenced by one or more consents describing the corporate action being approved, executed by each director either before or after the corporate action becomes effective, and delivered to the corporation for inclusion in the minutes or filing

with the corporate records, each of which consents shall be set forth either (a) in an executed record or (b) by electronic transmission to the designated address, location, or system of the Corporation, provided that the transmission provides sufficient information to determine the sender's identity. All such consents, taken together, shall constitute one and the same document, and such consent shall be inserted in the records.

2.18 Resignation.

Any Director may resign at any time by delivering written notice to the President or the Secretary at the registered office of the Corporation, or by giving oral or written notice at any Meeting of the Directors. Any such resignation shall take effect at the time specified therein, or if the time is not specified, upon delivery thereof and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

2.19 Absences.

A member of the Board of Directors who shall be absent from three (3) consecutive regular meetings of the Board of Directors shall automatically be dropped from membership on the Board, unless confined by illness or other absence approved by a majority vote of those voting at any meeting of the Board. A member of the Board of Directors who shall be absent from more than six (6) meetings of the Board during one year shall be automatically dropped from membership on the Board.

2.20 Removal.

At a Meeting of the Board called expressly for that purpose, one or more Directors may be removed from office, with or without cause, by two-thirds (2/3) of the of the vote cast by Directors then in office.

2.21 Vacancies.

A vacancy in the position of Director may be filled by the affirmative vote of a majority of the remaining Directors though less than a quorum of the Board. A Director who fills a vacancy shall serve for the unexpired term of his or her predecessor in office.

2.22 Compensation.

Directors shall not receive any stated salary for their services; however, nothing herein contained shall be construed to preclude any Director from serving the Corporation in any other capacity and receiving compensation therefor. No loans shall be made by the corporation to any Director.

2.23 Business Relationships Between Corporation and Directors.

The Corporation may enter into contracts or otherwise transact business as a vendor, purchaser, or otherwise, with directors and officers or with organizations or businesses they are involved with; provided, that the fact that such director, firm or entity so interested shall be disclosed to or shall have been known by the Board of Directors or a majority thereof prior to the Corporation's entering into the contract, as long as full disclosure is given of

such a transaction or relationship. The affected directors shall abstain from voting on any matter relating to their own business or any organization/business they are involved in and may be asked to absent themselves from the discussion of such a transaction.

2.24 Conflict of Interest.

At all times, prudent behavior shall dictate actions taken or board appointments made where a potential conflict of interest is evident. Board members must make any potential conflicts of interest known to the other members of the board. In the event of a situation where a conflict of interest could influence decision making, board members must excuse themselves from the situation. A board member's absence from a meeting due to conflict of interest issues should be noted in the minutes.

2.24.1 Conflict of Interest Policy. The Board shall adopt by resolution and may update from time to time a Conflict of Interest Policy.

2.24.2 Annual Conflict of Interest Statements. Any Director, officer, or member of a committee with governing board-delegated power shall annually sign a Conflict of Interest Statement.

ARTICLE III
OFFICERS

3.1 Number and Qualifications.

The Officers of the Corporation shall be a President, one or more Vice Presidents, a Secretary/Treasurer or a Secretary and Treasurer, each of whom shall be elected by the Board. Other Officers may be elected or appointed by the Board, such Officers to hold office for such period, have such authority and perform such duties as are provided in these Bylaws, or as may be provided by resolution of the Board. Any Officer may be assigned by the Board any additional title that the Board deems appropriate. Any two or more offices may be held by the same person, except the offices of President and Secretary.

3.2 Election and Term of Office.

The Officers of the Corporation shall be elected each year by the Board immediately following the election of new directors, or at the first meeting of the Board following the election of new directors. All newly-elected Directors shall take office at the regular meeting of the Board of Directors in January, or the first regular meeting of the Board of Directors following the election, whichever is earlier. Unless an Officer dies, resigns or is removed from office, he or she shall hold office until the next election of Officers or until his or her successor is seated.

3.3 Resignation.

Any Officers may resign at any time by delivering written notice to the President, a Vice President, the Secretary, or the Board, or by giving oral or written notice at any Meeting of the Board. Any such resignation shall take effect at the time specified therein, or if the

time is not specified therein, upon delivery thereof, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

3.4 Removal.

Any Officer or agent elected or appointed by the Board may be removed from office by the Board whenever in its judgment the best interests of the Corporation would be served thereby, but such removal shall be without prejudice to the contract right, if any, of the person so removed.

3.5 Vacancies.

A vacancy in any office created by the death, resignation, removal, disqualification, creation of a new office or any other cause may be filled by the Board for the unexpired portion of the term or for a new term established by the Board.

3.6 Duties.

The Officers of the Corporation shall be responsible for the day-to-day management of the Corporation. The Executive Committee may acquire the services of an Association Administrator, Executive Director, or other professionals as needed to manage the day-to-day activities of the Corporation. Such services may be provided by at-will employees or contractors. The Officers retain the responsibilities for setting policy, overseeing the general activities of the Corporation, and providing fiscal and operational review.

3.7 President.

The President shall be the Chief Executive Officer of the Corporation and, subject to the Board's control, shall supervise, and control all of the assets, business, and affairs of the Corporation. The President shall preside over Meetings of the Board. The President may sign deeds, mortgages, bonds, contracts, or other instruments, except when the signing and execution thereof have been expressly delegated by the Board or by these Bylaws to some other Officer or agent of the Corporation or are required by law to be otherwise signed or executed by some other Officer or in some other manner. In general, the President shall perform all duties incident to the office of President and such other duties as are assigned to him or her by the Board from time to time**.** Additionally, the President shall:

(a) Oversee the health and growth of the Board of Directors;
(b) Work with the Executive Director to ensure and monitor the organization's progress on the Long Range Plan and maintain the legal obligations of the Corporation;
(c) Work with the Treasurer and staff to monitor fiscal health and growth of the Corporation;
(d) Set the agenda for meetings of the Board of Directors and the Executive Committee and any other meetings of the Board; and,
(e) Appoint committee chairs.

3.8 Vice Presidents.

In the event of the death of the President or his or her inability to act, the Vice President (or if there is more than one Vice President, the Vice President who was designated by the Board as the successor to the President, or if no Vice President is so designated, the Vice President whose name first appears in the Board resolution electing Officers) shall perform the duties of the President, except as may be limited by resolution of the Board, with all powers of and subject to all the restrictions upon the President. Vice Presidents shall have, to the extent authorized by the President or the Board, the same powers as the President to sign deeds, mortgages, bonds, contacts, or other instruments. Vice Presidents shall perform such other duties as from time to time may be assigned to them by the President or the Board. The Vice Presidents shall:

(a) Conduct annual Performance Evaluations of all staff reporting to the President and/or Board of Directors. Annual Performance Evaluations shall include a formal salary recommendation.

3.9 Secretary.

The Secretary shall:

(a) keep the minutes of Meetings of the Board and minutes which may be maintained by Committees of the Board;
(b) see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law;
(c) be custodian of the corporate records of the Corporation;
(d) keep records of the post office address of each Director and each Officer;
(e) sign with the President or other Officer authorized by the President or the Board, deeds, mortgages, bonds, contracts, or other instruments; and
(f) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him or her by the President or the Board.

3.10 Treasurer.

The Treasurer shall:

(a) have charge and custody of and be responsible for all funds and securities of the Corporation;
(b) receive and give receipts for monies due and payable to the Corporation from any source whatsoever, and deposit all such monies in the name of the Corporation in banks, trust companies or other depositories selected in accordance with the provisions of these Bylaws;
(c) Monitor the financial health and tax aspects of the corporation, providing status reports during monthly meetings of the Board;
(d) Keep a proper record of all moneys received for the corporation from all sources;
(e) Work with the Executive Director and other staff as necessary to gather relevant financial data of the organization;
(f) Lead the creation of the organization's budget in a timely manner so that it may be acted upon by the Board of Directors at the Annual Meeting;

(g) Be responsible for the performance of all duties of the Treasurer under these bylaws irrespective of whether some or all of the authority is delegated to staff by resolution of the Board; and,
(h) In general perform all of the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him or her by the President of the Board.

ARTICLE IV
COMMITTEES

4.1 Executive Committee.

The Officers shall constitute the Executive Committee. Additional voting Directors may be appointed to the Executive Committee by resolution of the Board. The Executive Committee shall have and exercise the authority of the Directors in management of the Corporation, subject to such limitations as may be prescribed by the Board, the Articles of Incorporation or the Bylaws of the Corporation.

4.1.1 Regular Meetings. By resolution, the Executive Committee may specify the date, time and place for holding regular meetings without other notice than such resolution. Regular Meetings of the Executive Committee for any purpose or purposes may be called at any time by the President, the Vice President, or any two (2) members. The Secretary of the Corporation, or in his/her absence, a secretary pro tempore chosen by the Executive Committee, shall keep a true record of all its proceedings, which record shall be available to the Board of Directors upon request following the Executive Committee meeting.

4.2 Standing or Temporary Committees.

The Board, by resolution adopted by a majority of the Directors in office, may designate and appoint one or more standing or temporary Committees, each of which shall consist of two (2) or more persons, one of which shall be a Director or Ex Officio Director. Standing or temporary committees shall have and exercise the authority of the Directors in management of the Corporation only as specified in the forming resolution and/or charter of the committee, and subject to such limitations as may be prescribed by the Board.

The designation and appointment of any such Committee and the delegation thereof of authority shall not operate to relieve the Board or any individual Director of any responsibility imposed upon it, him, or her by law.

4.3 Authority of Committees.

No Committee shall have the authority to:

(a) amend, alter or repeal these Bylaws;
(b) elect, appoint or remove any member of any other Committee or any Director of Officer of the Corporation;
(c) amend the Articles of Incorporation;
(d) adopt a plan of merger or consolidate with another corporation;
(e) authorize the sale, lease or exchange of all or substantially all of the property and assets of the Corporation not in the ordinary course of business;

(f) authorize the voluntary dissolution of the corporation or revoke proceedings therefor;
(g) adopt a plan for the distribution of the assets of the Corporation; or
(h) amend, alter or repeal any resolution of the Board.

4.3 Quorum and Manner of Acting.

A majority of the number of Committee Members composing any Committee shall constitute a quorum, and the act of a majority of the members of a Committee present at a Meeting at which a quorum is present shall be the act of the Committee.

4.4 Resignation.

Any member of any Committee may resign at any time by delivering written notice thereof to the President, the Secretary or the chairperson of such Committee, or by giving oral or written notice at any Meeting of such Committee. Any such resignation shall take effect at the time specified therein, or if the time is not specified, upon delivery thereof and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

4.5 Removal of Committee Member.

The Board, by resolution adopted by a majority of the Directors in office, may remove from office any member of any Committee elected or appointed by it.

ARTICLE V
ADMINISTRATIVE PROVISIONS

5.1 Books and Records.

The Corporation shall keep at its principal or registered office copies of its current Articles of Incorporation and Bylaws; correct and adequate records of accounts and finances; minutes of the proceedings of the Board, and any Minutes which may be maintained by committees of the Board; records of the Corporation and address of each Director, and each Officer, and such other records as may be necessary or advisable. The minutes and the books and records of accounts shall be kept either in written form or in any other form capable of being converted to written form. The minutes and books and records of account shall be open to inspection upon approval by the Board of written demand of any member for a purpose reasonably related to the member's interest as a member.

5.2 Registered Office and Agent.

The Corporation shall maintain a registered office and a registered agent within the State of Washington in accordance with the requirements of the Washington Nonprofit Corporation Act and these Bylaws. The location of the registered office and the designation of the registered agent shall be set by resolution of the Board of Directors. The registered agent of the Corporation may not be a Director or employee.

5.3 Finances.

The Corporation shall keep at its principal or registered office correct and adequate records of accounts and finances.

5.3.1 Funds. All money paid to the Corporation shall be placed in a general operating fund except that money subscribed or contributed for a special purpose shall be placed in a separate account for such purpose.

5.3.2 Accounting Year. The accounting year of the Corporation shall be set by resolution of the Board of Directors. The initial accounting year of the Corporation shall be the twelve months ending June 30.

5.3.3 Disbursements. Upon approval of the budget, the President and Treasurer are authorized to make disbursements on accounts and expenses provided for in the budget without additional approval of the Board of Directors. Recommendations for expenditures outside the budget shall be submitted to the Board of Directors for approval.

5.3.4 Budget. The Executive Committee shall submit a budget for the coming accounting year to the Board of Directors for approval at a regular meeting during the last quarter of the accounting year.

5.4 Rules of Procedure.

The rules of procedure at Meetings of the Board and Committees of the Board shall be rules contained in Roberts Rules of Order on Parliamentary Procedure, newly revised, so far as applicable and when not inconsistent with these Bylaws, the Articles of Incorporation or any resolution of the Board.

5.5 Directors and Officers Liability Insurance.

The Corporation may maintain insurance at its expense to protect itself and any Director, trustee, Officer, employee or agent of the Corporation.

5.6 Executive Director.

The Board of Directors may contract or hire an Executive Director, and/or services necessary to properly account for fundraising and business activities of the Corporation, as defined by the Board of Directors. The Executive Director shall:

(a) Report to the President.
(b) Provide a written monthly activities update to the President.

5.6.1 Annual Employee Performance Evaluation. The Executive Director shall have an objective annual evaluation which shall:

(a) Be prepared by the Vice President(s) or Board designee and reviewed by the President.
(b) The Executive Director Annual Employee Performance Evaluation shall include a formal review and recommendation for the Executive Director compensation.

(c) The fully-signed evaluation shall be made available to all board members upon request.

5.6.2 Employees. Selection and replacement of additional personnel shall be at the discretion of the Executive Director.

5.7 Music Director.

The Board of Directors may contract or hire a Music Director who shall formulate and carry into effect musical policies as defined by the Board of Directors. The Music Director shall:

(c) Report to the President.
(d) Provide a written monthly activities update to the President.

5.6.1 Annual Employee Performance Evaluation. The Music Director shall have an objective annual evaluation which shall:

(a) Be prepared by the Vice President(s) or Board designee and reviewed by the President.
(b) The Music Director Annual Employee Performance Evaluation shall include a formal review and recommendation for the Music Director compensation.
(c) The fully-signed evaluation shall be made available to all board members upon request.

ARTICLE VI
AMENDMENTS

6.1 Amendments.

These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by the vote of a majority of the number of Directors in office at any regular or special meeting, providing the notice for the meeting includes the proposals for amendments or alterations and they shall be submitted to the Board in writing at least ten (10) days in advance of the meeting at which they are to be acted upon.

6.2 Notice.

Notice and copies of the proposed Bylaw amendments shall be written or transmitted electronically, and shall be delivered no less than ten (10) days before the meeting at which the same shall be considered.

ARTICLE VII
NOTICE BY ELECTRONIC TRANSMISSION

7.1 Consent to Notice by Electronic Transmission.

In order to reduce costs and benefit from the other efficiencies of the internet and e-mail, each Director and Member shall be requested to consent to receive Notices by Electronic Transmission, and to provide the Secretary with an e-mail address at which the Director or Member consents to accept Notices by Electronic Transmission. Said consent shall be

included on application for membership forms or on such forms as may be provided by the Secretary for this purpose.

7.2 When Effective.

Notice provided in an electronic transmission is effective when it is electronically transmitted to an address, location, or system designated by the recipient for that purpose, and is made pursuant to the consent provided by the recipient.

7.3 Revocation of Consent.

A Director or Member who has consented to receipt of electronically transmitted notices may revoke the consent by notice in writing to the Secretary. The consent is revoked if the Corporation is unable to electronically transmit two (2) consecutive notices given by the corporation in accordance with the consent and this inability becomes known to the Secretary of the Corporation or other persons responsible for giving the notice. The inadvertent failure by the Corporation to treat this inability as a revocation does not invalidate a meeting or any other action.

7.4 Responsibility for Keeping Information Current.

The provisions of Section 7.3 notwithstanding, it shall be the responsibility of the Directors who consent to Notice by Electronic Transmission to keep current with the Secretary of the Corporation, the information they have provided regarding the address, location, or system at which he or she will receive electronically transmitted notices under this section.

ARTICLE VIII
MISCELLANEOUS

8.1 Non-disclosure

The Corporation exercises the utmost discretion regarding all matters of official business of the organization.

8.1.1 Legal disclosure. The Corporation has a commitment to transparency. The Corporation shall comply with legal requirements to provide the public with certain documentation and accountability upon request, including the IRS determination letter, 990s, and Form 1023.

8.1.2 Confidentiality. All directors, contractors, employees, and volunteers may at one time or another receive or be exposed to personal, privileged and/or confidential information. That information may concern immigration status or other personal information, employees, the Corporation's operations, client lists, corporate affairs, product development, trade secrets, business models or other organizations with whom the Corporation does business. In no event shall any of the Corporation’s information of a personal or privileged nature be made available. Directors, contractors, employees, and volunteers are obligated to ensure that this information remains confidential and is not disclosed. This is true regardless of whether individuals are actively involved with the Corporation, on leave, or the relationship with the company ends (for any reason).

Individuals who disclose such sensitive information will be subject to termination or legal action.

8.1.3 Reproduction and retention of records. Directors, contractors, employees, and volunteers are not permitted to photograph, record, photocopy, or otherwise preserve the Corporation's forms, lists or other materials belonging to the Corporation without prior authorization.

8.2 Severability.

Any Article, Section or provision of these Bylaws, which if construed in the manner expressed herein, should be contrary to or inconsistent with any applicable provision of the law, shall be severed from the remainder of these Bylaws, and shall not be in force so long as such revision of the law shall remain in effect without affecting the validity of the remainder of these Bylaws.

The foregoing Bylaws were adopted and approved by the Board of Directors on this 19th day of November, 2019.

APPROVED BY:

NAME (Printed)	SIGNATURE
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Lodging Tax Application Form

Lodging Tax Applicant	Olympia Symphony Orchestra

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:		
Source		**Amount**
Sponsorships:		$40,000.00
Admission:		$125,000.00
Reserves:		$25,000.00
Donations/Contributions:		$160,000.00
Grants:		$80,000.00
Program Service Fees:		
In-kind Donations:		$8,500.00
Gift Shop:		
Vendor Fees:		
Fundraising Activities:		
City of Lacey Lodging Tax:		
City of Olympia Lodging Tax:		$15,000.00
City of Tumwater Lodging Tax:		$15,000.00
Thurston County Lodging Tax:		
Other Sources of Revenue: (specify)	Endowment Grant	$18,500.00
Other Source:		
Other Source:		
Other Source:		
Total Revenue:		**$487,000.00**
Project Expenses:		
Personnel: (salaries and benefits.)		$248,000.00
Adminstration: (utilities, phone, etc.)		$42,000.00
Marketing and Promotion:		$9,000.00
Professional / Consultant Fees:		$5,000.00
Equipment:		
Facility / Event Venue Rental:		$25,000.00
Travel: (please specify)	Artist travel	$15,000.00
All Other Expenses: (please specify)	Musicians	$145,000.00
Other Source:	Concert Expenses	$53,000.00
Other Source:		
Other Source:		
Total Expenses:		**$542,000.00**
Program Excess Deficit:		**-$55,000.00**

2027 Lodging Tax Application submitted online from Washington Center for the Performing Arts for the amount of $16,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Washington Center for the Performing Arts		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	91-1182866
WEBSITE	www.washingtoncenter.org		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

The mission of the Washington Center is to inspire audiences and artists of all ages through live performances, enriching the vibrancy of our community.

CONTACT PERSON	Jill Barnes, Executive Director
EMAIL ADDRESS	jbarnes@washingtoncenter.org
PHONE NUMBER	13607538585
STREET ADDRESS	512 Washington St SE, Olympia
CITY	Olympia
ZIP CODE	98501

REQUEST

PROPOSED ACTIVITY	Washington Center for the Performing Arts – 2027 Tourism Generating Activities		
APPLICATION TYPE	Tourism Related Facility	**FUNDING REQUESTED**	16000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME			
EVENT BEGIN DATE		**EVENT END DATE**	
YEARS EVENT HELD			

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

The Washington Center serves as a cultural hub for the South Puget Sound region and is the largest theater between Tacoma and Longview/Vancouver, with more than 1,000 seats. This size allows us to host large-scale productions and nationally recognized performers that smaller venues cannot accommodate, making the Center a prime draw for visitors from across the Pacific Northwest. We offer over 325 live performing arts and facility rental events each year which serve over 100,000 visitors in attendance and artists on stage. These are a mix of Washington Center presented events, local artistic partner presented events, and events presented by other renters. Our programming includes a diverse array of musical concerts, dance performances, theatrical productions, comedy, and cultural events that appeal to a wide range of tastes and interests. The Washington Center Presents season features nationally and internationally recognized artists, touring productions, and one-of-a-kind performances not typically available in smaller communities. These high-profile events are a strong draw for cultural tourists seeking exceptional performing arts experiences, often attracting audiences traveling more than 50 miles and encouraging visitors to our area to extend their stay.

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

The Center's role as the largest and most versatile performing arts venue in Thurston County directly supports regional tourism by enhancing the area's reputation as a vibrant arts destination, complementing the natural beauty of the South Puget Sound and experiences and opportunities of our unique craftsmen and hospitality service providers. encouraging repeat visits, and fostering a positive economic ripple effect that extends into Tumwater and beyond. Funds would primarily be used to support our strategic marketing plan to reach audiences well beyond Thurston County:

- Digital Advertising: Targeted online ads, search engine marketing, and retargeting campaigns.
- Media Placements: Ads and features in regional newspapers, magazines, and radio.
- Website & Online Ticketing: A 24/7 ticketing platform with mobile capability.
- Social Media: Active promotion and engagement on Facebook, Instagram, YouTube, and other platforms.
- Email Marketing: During the past season we delivered 1,722,129 emails with e-newsletters and promotional e-blasts reaching more than 20,000 subscribers monthly.
- Tourism Partnerships: Collaboration with Experience Olympia & Beyond to provide hotel, dining, and local attraction information on our website, ticket confirmations, and performance reminders.

Unlike seasonal events, the Washington Center operates year-round, including during shoulder seasons when outdoor recreation slows. This ensures a consistent flow of visitors to Tumwater's hotels, restaurants, and shops. Our programming offers a broad price range to appeal to diverse audiences, from free

community events, to premium performances, and local artists onstage for multi-day performances, ensuring accessibility while driving consistent tourism-related spending. By attracting visitors from outside the local area to attend arts and cultural events, the Center's activities contribute to increased overnight stays in nearby communities, including the City of Tumwater. Tumwater's convenient location, quality hotels, dining options, and recreational amenities make it an appealing base for visitors attending events at the Center. As these patrons explore the region, they bring additional economic benefits to Tumwater through lodging, dining, shopping, and tourism-related spending.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$3,847,806 (Overall budget), $248,443 (Direct marketing budget, no personnel included)
% OF BUDGET REQUESTED FROM TUMWATER	The requested support from City of Tumwater LTAC represents less than 1% of our overall annual

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

We have two full-time marketing personnel and one part-time marketing personnel, along with contract graphic design services. We have budgeted $248,443 in direct marketing expenses, printing, and mailing services for the upcoming season. We maintain a busy website and online ticketing database that can serve patrons 24/7 and are continuing to work in partnership with our ticketing database provider to develop an app patrons can use to purchase tickets on their mobile devices. Social media platforms are utilized for announcing events and engaging with current and future patrons near and far. We have a corps of 200 active volunteers who collectively donated over 10,067 hours during our last season, demonstrating the significant community interest in supporting the Center. Volunteers from Tumwater represent 9% of our volunteer force. They are also enthusiastic ambassadors for our mission.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED?
FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

The Washington Center would continue to present performances and community events without Tumwater Lodging Tax funding; however, our ability to market those events to visitors outside the local area would be significantly reduced. Lodging Tax funding directly supports the expanded marketing efforts that attract audiences from more than 50 miles away that encourage overnight stays in Tumwater and helps fund this granting program. Without this funding, we would reduce regional advertising, digital marketing campaigns, and promotional outreach beyond Thurston County. As a result, fewer potential visitors would be reached, limiting our ability to attract cultural tourists who stay in local hotels, dine in Tumwater restaurants, and patronize area businesses. The performances themselves would still occur, but their tourism impact—and the economic benefits they generate for Tumwater's lodging, hospitality, and retail sectors—would be diminished. Continued Lodging Tax support allows the Washington Center to maximize the regional reach of our programming and ensure that high-quality performances translate into measurable visitor spending that benefits the City of Tumwater. Partial funding would also put pressure on our other avenues for earned and contributed revenue. If we lose significant, reliable income from any source, we would have to limit the free

and discounted access we currently offer local renters and ticket buyers, potentially making our venue harder for community members and visiting audiences to use.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY			
THURSTON COUNTY	**CITY OF LACEY**	**CITY OF OLYMPIA**	**CITY OF YELM**
$8,400 (plan to request spring 2027)	$25,000 (request)	$525,000 (request)	

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

We track all marketing expenses closely and maintain detailed records to ensure compliance with lodging tax fund requirements. Because Tumwater's requested funding represents only about 6.6% of our overall marketing budget and our marketing costs far exceeding the amount we request, we are able to allocate Tumwater's funds uniquely to reimbursable items without overlap from other lodging tax sources, ensuring clear accountability and maximum impact. City of Olympia lodging tax is also used to support contractual obligations as a municipal owned tourism facility operated by a nonprofit organization to occupy, manage, and operate the physical building.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	100,000
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	11,500
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	2,875
ESTIMATED PAID OVERNIGHT STAYS	4,612 (total number of room nights including artist rooms and patrons; some patrons report they stay between 1-3+ nights)
ESTIMATED UNPAID OVERNIGHT STAYS	1,752 (number of patrons who report they stayed unpaid. We do not have data if they stay multiple nights)

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

The Center uses direct count, surveys, and structured estimates to determine attendance and distinguish between visitor categories. We track attendance at every event and are able to accurately account for the number of people that have visited the Center. We make every effort to capture the contact information of patrons attending ticketed events. It should be noted that not every guest purchases their own ticket (for example: one patron may purchase 4 tickets for themselves and 3 friends; we capture the information for the 1 ticket purchaser). Every ticketed admission is counted through our ticketing system, and every transaction captures a billing zip code, which we analyze by radius each season to identify patrons traveling 50 or more miles. Attendance at unticketed events is counted at the door and recorded in our venue management system. In our most recent season, 25% of all ticket sales were to zip codes outside Thurston County, representing 15,596 tickets sold, aligning with national trends in cultural tourism. During our last season we had patrons purchase tickets from 31 different states in the US, and three countries outside the United States: Canada, France, and Ukraine. Beyond Washington, the top three states were Oregon, California, and Texas. Within Washington State, during the last season we had patrons purchase tickets from 31 of the 39 counties, with visitors from Pierce, Mason, King, Grays Harbor, and Lewis counties representing the largest markets outside Thurston County. In summer 2026 we began an ongoing survey of patrons identified as traveling 50 or more miles based on zip code capturing primary trip purpose, whether they stayed overnight, lodging type, number of nights, and whether they spent money at local restaurants and businesses. The results exceeded our previous assumptions and structured estimates and demonstrate the Washington Center's significant tourism impact:

- 86.2% said attending a Washington Center event was the primary purpose of their trip.
- 63.2% stayed overnight, with 41.3% using paid accommodations.
- 35.7% stayed in hotels or motels, and 20% of those hotel stays occurred in Tumwater.
- Overnight visitors stayed an average of one to three nights, with nearly 9% staying three nights or longer.
- 81.5% visited local restaurants or businesses during their trip.
- 100% said they would consider returning for another performance.

We use all of this information to provide a reasonably accurate figure for patrons traveling over 50 miles. We project approximately 11.5% of 2027 attendance — about 11,500 people — will travel 50 or more miles. Room nights are derived by applying surveyed overnight and length-of-stay rates to the direct-count population of 50+ mile attendees, then adding artist and crew room nights, which we book directly and can count exactly. We also factor in geofencing data from a study provided by Experience Olympia & Beyond as well as national arts tourism data.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

We strive to convert attendance into overnight stays. With 325 events each year, patrons make hotel reservations separate from purchasing tickets to performances. Every ticket confirmation and pre-show

email reminder links patrons to Experience Olympia & Beyond for lodging, dining, and trip planning. We have additional travel information on our website for patrons to plan their visit. We are also heavily engaged in social media and use those platforms to showcase our sponsors and events that would be of interest to our patrons. In our survey of patrons from 50+ miles, 63.2% report staying overnight, and the Holiday Inn Express & Suites in Tumwater is among those mentioned in Tumwater. We are interested in exploring options with regional hotels to drive patron business to partner hotels, and ideally provide an incentive to patrons, creating a win-win for all involved.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

We aim to continue strengthening relationships with local hotels and hoteliers so that we can support one another through referrals, cross-promotion, and shared tourism efforts. We want the Washington Center to be a resource for hotel guests seeking high-quality entertainment, while hotels can help us connect patrons traveling from outside the region with convenient lodging options. We plan to build on several initiatives, including leveling-up lodging and travel information to patron-facing communications such as pre-show emails, ticket receipts, weekly eblasts, and on our website which points to Experience Olympia & Beyond; proactively training Box Office staff to mention lodging partners to patrons traveling 50+ miles; developing additional hotel partnerships and cross-promotional opportunities; and identifying new ways to connect visiting artists, audiences, and hotels. Together, these efforts can encourage overnight stays, extend visitors' time in the community, and strengthen the connection between the Washington Center and Olympia's hospitality and tourism economy.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

The Washington Center was founded on a model of collaboration and partnership. One of our primary goals is to support the dozens of local non-profit arts organizations that present events each year at the Center, known as our Artistic and Community Partner Advancement program. This cornerstone initiative provides these partners with a fully equipped first-class venue, professional administrative, theatrical, and event staff, scheduling priority, and significantly reduced rates, empowering them to flourish creatively while maintaining fiscal sustainability. Our artistic partners hold hundreds of events and performances each year, which account for 49% of all ticket revenue at the Washington Center, and the majority of appearances on our stages. Our diverse array of partners includes Ballet Northwest, Indigenous Performance Productions, Masterworks Choral Ensemble, Olympia Union Gospel Mission, Olympia Junior Programs, Olympia Symphony Orchestra, Olympia Youth Chorus, Student Orchestras of Greater Olympia, Studio West Dance Academy, and more, and represents just a portion of the vibrant tapestry of our community's artistic landscape. Last season, subsidized partner rates provided more than $324,152 in savings—a 30–50% reduction that helps these organizations thrive creatively and financially. We also continue to serve Tumwater-area schools. Last season we welcomed Tumwater students for educational school-day matinee performances by Mariachi Herencia de Mexico, two National Geographic contributors, world-renowned modern dance company, Pilobolus. Tumwater service providers and businesses are important partners in our success, with strong sponsorship and leadership support from companies such as Advanced IT, Capitol City Press, Coldwell Banker Evergreen Olympic Realty, Inc., Meconi's Italian Subs, Gundersen Dental Care,

and more. Our events also drive direct spending in Tumwater, as patrons choose to dine or shop locally before or after performances.

APPLICANT AGREEMENT

[X] **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

Corporations and Charities Filing System

BUSINESS INFORMATION

Business Name:

THE WASHINGTON CENTER FOR THE PERFORMING ARTS

UBI Number:

600 591 200

Business Type:

WA NONPROFIT CORPORATION

Business Status:

ACTIVE

Principal Office Street Address:

512 WASHINGTON ST SE, OLYMPIA (THURSTON), WA, 98501-1330, UNITED STATES

Principal Office Mailing Address:

512 WASHINGTON ST SE, OLYMPIA (THURSTON), WA, 98501-1330, UNITED STATES

Expiration Date:

09/30/2027

Jurisdiction:

UNITED STATES, WASHINGTON

Formation/ Registration Date:

09/17/1982

Period of Duration:

PERPETUAL

Inactive Date:

Nature of Business:

CULTURAL

Charitable Corporation:

☑

Nonprofit EIN:

91-1182866

Most Recent Gross Revenue is less than $500,000:

☐

Has Members:

☐

Public Benefit Designation:

☐

Host Home:

☐

REGISTERED AGENT INFORMATION

Registered Agent Name:

JILL BARNES

Street Address:

512 WASHINGTON ST SE, OLYMPIA, WA, 98501-1330, UNITED STATES

Mailing Address:

GOVERNORS (HTTPS://WWW.SOS.WA.GOV/CORPORATIONS-CHARITIES/FREQUENTLY-ASKED-QUESTIONS-FAQS/GOVERNORSOFFICERSDIRECTORSMEMBERSMANAGERS)

Title	Governors Type	Entity Name	First Name	Last Name
GOVERNOR	INDIVIDUAL		MARIA	MECONI
GOVERNOR	INDIVIDUAL		DUSTI	DEMAREST
GOVERNOR	INDIVIDUAL		ANN	FLANNIGAN
GOVERNOR	INDIVIDUAL		TIM	COLEY

Success!

CLOUDFLARE

Privacy • Help

Back

Filing History | Name History | Print | Return to Business Search

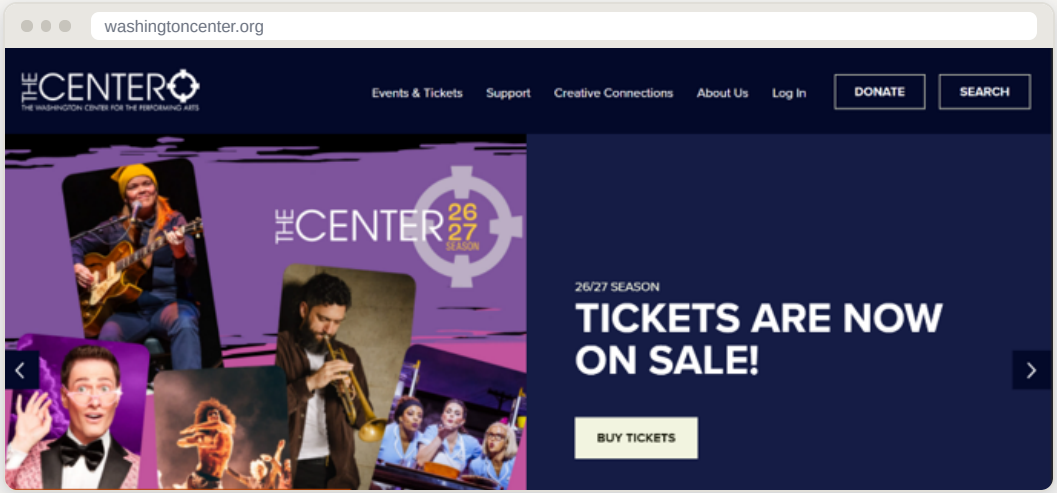
THE CENTER
THE WASHINGTON CENTER FOR THE PERFORMING ARTS

MARKETING MATERIALS · EXAMPLE 1

Website Performance & Regional Reach

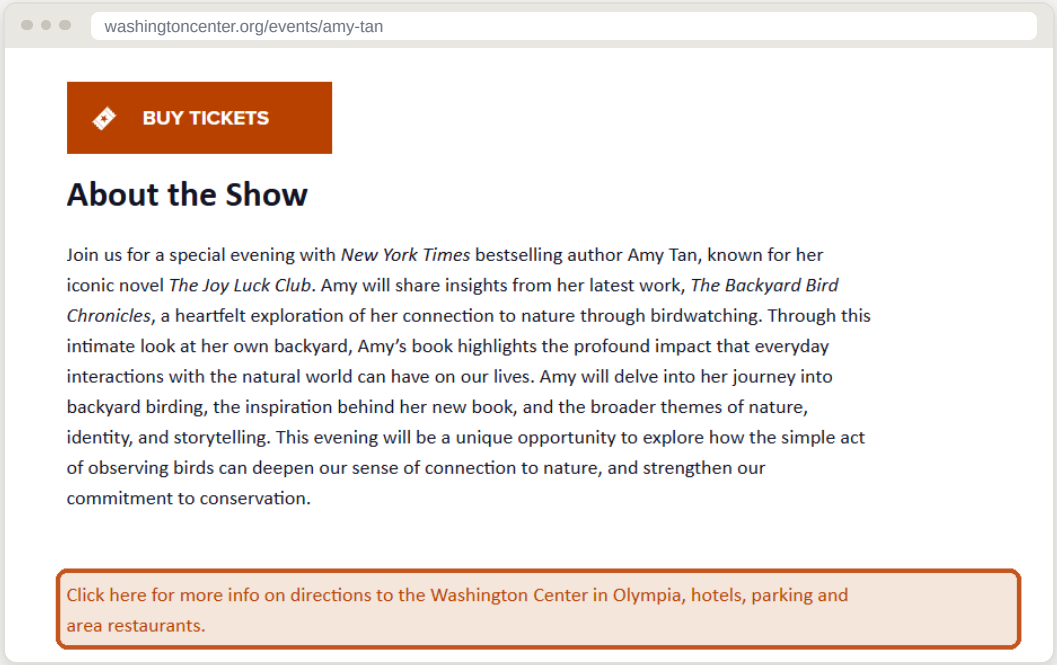
Reporting period
July 1, 2025 – June 30, 2026
washingtoncenter.org

THE WEBSITE



Homepage — drives ticket sales for the 26/27 season and highlights upcoming events front and center.

EVENT PAGE EXAMPLE



Every event page links out to local hotel, dining, and parking info (highlighted) — helping turn out-of-town visitors into overnight trips to Olympia.

SEASON WEB TRAFFIC SNAPSHOT

342.8K	38.2%	42.5K	18.1K
TOTAL WEB VISITS FY25–26 SEASON	VISITORS FROM >50 MILES 130,950 REGIONAL USERS	SEATTLE METRO VISITS 60 MILE DISTANCE	PORTLAND METRO VISITS 115 MILE DISTANCE

Website Visitors by Key Metro Region

CITY / REGION	DISTANCE	VISITORS	% SHARE	AVG. DURATION
Olympia / Local	< 15 mi	145,350	42.4%	2m 45s
Seattle Metro	60 mi	42,500	12.4%	3m 12s
Portland Metro	115 mi	18,100	5.3%	3m 48s
Tacoma / Pierce Co.	30 mi	32,200	9.4%	2m 58s
Bellingham / North	148 mi	12,400	3.6%	3m 05s
Spokane / Eastern WA	320 mi	9,800	2.9%	4m 10s
Other (>50 mi WA/OR)	> 50 mi	48,150	14.0%	3m 22s

Key insight: Visitors from Seattle and Portland average 35% longer session durations than the local audience — indicating strong intent to travel to Olympia for live theater, concerts, and mainstage events.

I-5 Corridor Visitor Distribution



WHY THIS MATTERS

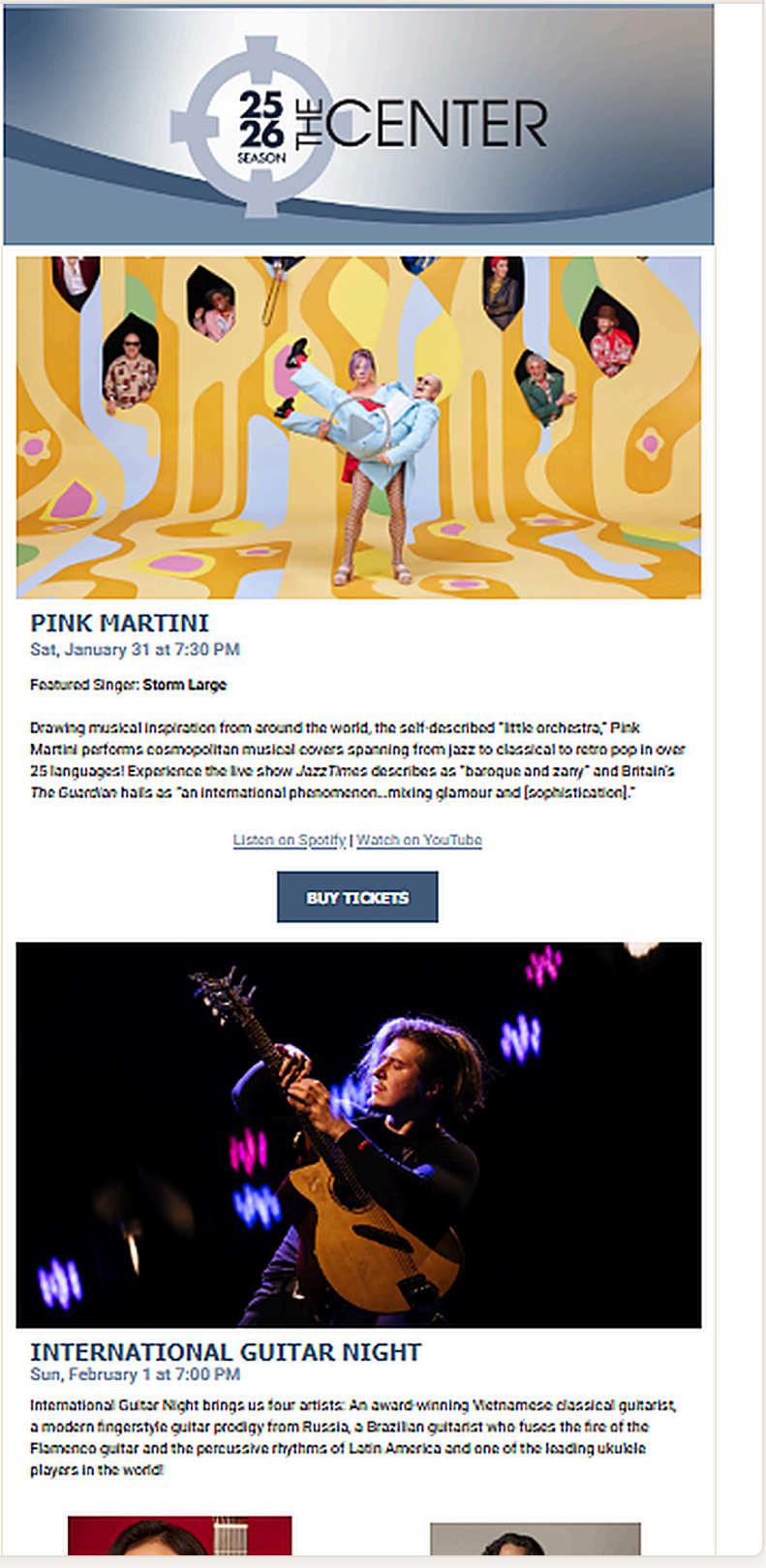
Nearly 4 in 10 website visitors this season lived more than 50 miles from Olympia. Seattle alone accounted for over 42,500 visits with above-average time on site, showing that our digital presence is successfully reaching — and engaging — regional audiences well beyond our immediate service area.

Source: washingtoncenter.org web analytics, FY25–26 (Jul 1, 2025 – Jun 30, 2026)

Emails

THE EMAIL

Subject: Pink Martini, International Guitar Night, and more coming to the Cent…



EMAIL REACH SNAPSHOT

1,722,129

TOTAL EMAILS SENT

7.0%

OF OUR EMAIL LIST LIVES 50+ MILES FROM OLYMPIA

This represents an estimated 120,500 emails sent.

← This is an example of our biweekly newsletter, sent to our full subscriber list. Each issue previews upcoming shows — here, Pink Martini and International Guitar Night — with artist details, streaming previews, and direct links to buy tickets.

 Source: washingtoncenter.org email marketing analytics, FY25–26 (Jul 1, 2025 – Jun 30, 2026)

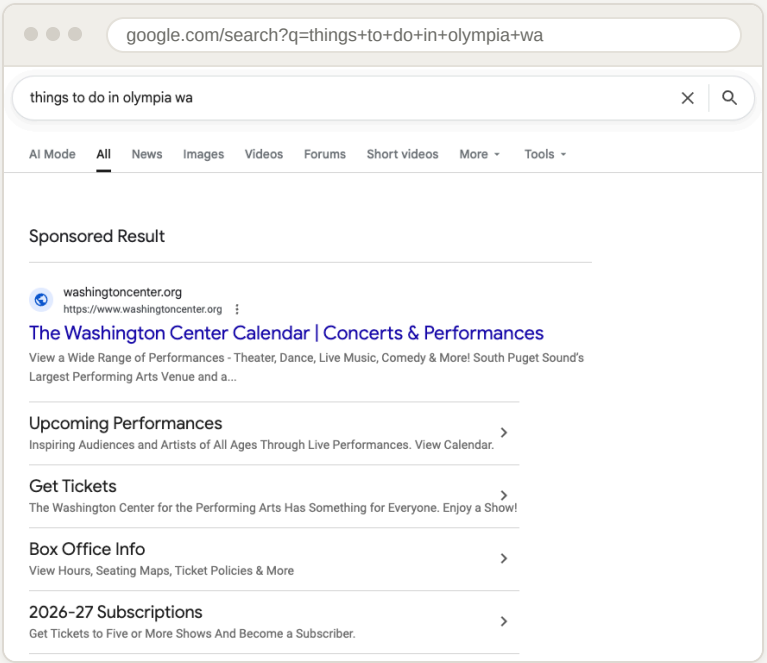
THE CENTER
THE WASHINGTON CENTER FOR THE PERFORMING ARTS

MARKETING MATERIALS · EXAMPLE 2

Google Search Traffic

DATA SOURCE
Google Search Console · Location Report
washingtoncenter.org

GOOGLE SEARCH RESULT



The Center's sponsored ad appears at the top of Google results for high-intent searches like “things to do in Olympia WA” — putting the venue in front of both local residents and travelers researching the area, which helps explain the meaningful share of search traffic originating well outside Thurston County.

SEARCH TRAFFIC FROM 50+ MILES AWAY

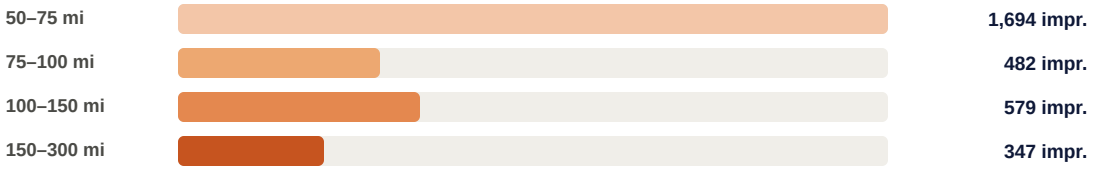
36,478
TOTAL SEARCH IMPRESSIONS ALL LOCATIONS

12.1%
OF IMPRESSIONS COME FROM 50+ MILES AWAY

4,422
SEARCH IMPRESSIONS FROM 50+ MILES (466 CLICKS)

47
U.S. STATES REACHED FROM 50+ MILES AWAY

Search Impressions by Distance from Olympia



Top Washington & Oregon Locations 50+ Miles Away, by Search Impressions

CITY / REGION	APPROX. DISTANCE	IMPRESSIONS	CLICKS	CTR
Seattle, WA	~59 mi	809	62	7.7%
La Conner, WA	~120 mi	283	16	5.7%
Everett, WA	~87 mi	239	9	3.8%
Bellingham, WA	~150 mi	192	20	10.4%
Kent, WA	~50 mi	107	5	4.7%
Aberdeen, WA	~53 mi	73	10	13.7%
Mount Vernon, WA	~125 mi	72	11	15.3%
Wenatchee, WA	~156 mi	67	2	3.0%
Bellevue, WA	~65 mi	63	9	14.3%
Edmonds, WA	~75 mi	63	2	3.2%

WHY THIS MATTERS

Search visibility isn’t just a local phenomenon. People 50+ miles away — from Seattle and Bellingham to visitors researching trips from across the country — are actively searching for The Center. That reach supports out-of-town ticket sales, overnight stays, and broader brand awareness beyond our immediate service area.

Source: washingtoncenter.org Google Search Console export · distances are approximate travel-mile estimates from Olympia, WA

00375 SEP 2082

FILED

SEP 17 1982

SECRETARY OF STATE
STATE OF WASHINGTON

ARTICLES OF INCORPORATION

OF

WASHINGTON CENTER

We, the undersigned, acting as Incorporators of a corporation under the provisions of the Washington Non-Profit Corporation Act (RCW 24.03), adopt the Articles of Incorporation for such corporation:

ARTICLE I

The name of the corporation shall be WASHINGTON CENTER.

ARTICLE II

The corporation shall have a perpetual existence.

ARTICLE III

This corporation is a non-profit corporation and is not organized for the private gain of any person. It is organized under RCW 24.03 for charitable purposes, namely to operate the Washington Center in Olympia.

This corporation is organized exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954. Notwithstanding any other provision of these Articles, this corporation shall not carry on any activity not permitted to be carried on by a corporation exempt under that Section.

ARTICLE IV

The address of the initial registered office shall be 1120 West Harrison, Olympia, Washington, 98502. The

name of the initial registered agent of the corporation at such address shall be Richard G. Phillips, Jr.

ARTICLE V

The corporation shall be governed by a Board of Directors of nine (9) to fifteen (15) members. The initial Board of Directors of the corporation shall be eleven (11) directors. The names and addresses of the persons who are to serve as the initial directors of the corporation are as follows:

NAME	ADDRESS
Percy Bean	625 S. Columbia, P.O. Box 85, Olympia, WA, 98507
Lynn Brunton	4902 Bush Mtn. Dr. S.W., Tumwater, WA, 98501
William Carr	324 No. Sherman, Olympia, WA, 98501
Fred Goldberg	403 Capitol Way, Olympia, WA, 98501
Judy Henderson	1617 Camden Park Dr., Olympia, WA, 98501
Zane Lambert	315 East 10th, Olympia, WA, 98501
Robert Lovely	3905 Lakehills Drive, Olympia, WA, 98501
Judy McNickle	3201-83rd Ave. S.W., Olympia, WA, 98502
Robert Olson	2408 Wedgewood Drive, Olympia, WA, 98501
Barbara O'Neill	8542 Queets Drive, Olympia, WA, 98506
Richard G. Phillips, Jr.	1120 W. Harrison, Olympia, WA, 98502

ARTICLE VI

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, directors, officers or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article III hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation,

and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of these Articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE VII

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any such assets not so disposed of shall

be disposed of by the Superior Court of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

DATED: 8-13-82

PERCY BEAN

LYNN BRUNTON

WILLIAM CARR

FRED GOLDBERG

JUDY HENDERSON

ZANE LAMBERT

ROBERT LOVELY

JUDY McNICKLE

ROBERT OLSON

BARBARA O'NEILL

RICHARD G. PHILLIPS, JR.

STATE of WASHINGTON SECRETARY of STATE

I, Ralph Munro, Secretary of State of the State of Washington and custodian of its seal, hereby issue this

CERTIFICATE OF AMENDMENT

to

WASHINGTON CENTER

a Washington **non-profit** corporation. Articles of Amendment were filed for record in this office on the date indicated below.

Changing name to THE WASHINGTON CENTER FOR THE PERFORMING ARTS

Corporation Number: **2-324075-7** Date: **November 23, 1983**

Given under my hand and the seal of the State of Washington, at Olympia, the State Capitol.

Ralph Munro, Secretary of State

1709
189-191

SSF 58

00252 DEC 883

FILED
NOV 23 1983
SECRETARY OF STATE
STATE OF WASHINGTON

ARTICLES OF AMENDMENT OF
ARTICLES OF INCORPORATION OF
WASHINGTON CENTER

Articles of Amendment of Articles of Incorporation of WASHINGTON CENTER, a Washington non-profit corporation, are herein executed in duplicate by said corporation as follows:

I

The name of the corporation is WASHINGTON CENTER.

II

The amendment to the Articles of Incorporation adopted by said corporation is as follows:

ARTICLE I

The name of the corporation shall be THE WASHINGTON CENTER FOR THE PERFORMING ARTS.

III

There are no members of said corporation having voting rights. A meeting of the Board of Directors of said corporation was held on October 13, 1983, at which said meeting, the amendment was adopted; said amendment received the vote of a majority of said directors in office.

WASHINGTON CENTER

By Richard G. Phillips
Richard G. Phillips, Jr.,
President

STATE OF WASHINGTON)
) ss.
County of Thurston)

RICHARD G. PHILLIPS, JR., being first duly sworn on oath, deposes and says:

That he is the President of the Washington Center, and as such is authorized to execute this verification on its behalf; that he has read the foregoing Articles of Amendment of the Articles of Incorporation, knows the contents thereof and believes the same to be true.

Richard G Phillips

RICHARD G. PHILLIPS, JR.

SUBSCRIBED and SWORN to before me this 23 day of November, 1983.

James S Parker

NOTARY PUBLIC in and for the State of Washington, residing at ~~Olympia~~ Tacoma.

Envelope ID: 5E8C9375-2D56-41F2-8297-B573050D6840

WASHINGTON CENTER FOR THE PERFORMING ARTS BYLAWS

ARTICLE 1 - PURPOSE

This corporation is organized exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954.

The Washington Center for the Performing Arts ("WCPA") is a primary link in the encouragement and development of cultural horizons for the entire South Puget Sound area. To meet this mission, WCPA will: operate in a fiscally responsible manner, operate a well-equipped and well-maintained performing arts facility for rental use, and present a selection of professional arts performances and other events to meet needs not otherwise being met.

To accomplish these goals WCPA will remain responsive to the needs and interests of those groups using or interested in using the facility, take an arts leadership role with those events chosen and presented by WCPA, and acknowledge the importance of arts education for all ages.

The principal office of this corporation shall be located in Thurston County, at an address established by resolution of the Board of Directors.

ARTICLE 2 - MEMBERSHIP

This corporation shall have no members.

ARTICLE 3-BOARD OF DIRECTORS

I) Powers: This corporation shall have powers to the extent allowed by law. All powers and activities of this corporation shall be exercised and managed directly by the board or, if delegated, under direction of the Board.

2) Number of Directors: The authorized number of directors shall not be less than fifteen (15) or more than twenty-four (24).

3) Appointment and term of Directors: Each director shall be appointed by the Board of Directors of WCPA. The term of office for each director shall be for three (3) years, commencing July I and terminating June 30, to coincide with WCPA's fiscal year. Each director may serve a maximum of two consecutive terms with up to three (3) additional one (1) year renewable terms.

4) Officers of the Board: The board may elect a director to hold an officer position at any time during the director's term of service, and the director may hold that office or any other office for as long as that director is eligible to remain on the board, with the following provisos:

Envelope ID: 5E8C9375-2D56-41F2-8297-B573050D6840

a) Officers are nominated and elected in June, and begin serving as officers on July I.
b) No director may hold an officer position in their first year of their first term.

5) Vacancies: A vacancy is deemed to exist in the event that the actual number of directors is less than the authorized maximum number for any reason. Resignations shall be effective upon receipt of written notice to the board, the Chair, or a Vice-Chair. The board, by majority vote of those members present constituting a quorum, may remove any director with or without cause. Unexcused absence of a director from three board meetings may constitute cause for removal. The board may choose to fill vacancies at any time during the corporation's fiscal year, provided that:

a) The Nominating Committee shall put forward a name or names to fill any vacancies.
b) A mid-year election to the board with four (4) or fewer meetings remaining in the fiscal year shall not count as year-one of a director's three-year term.
c) A mid-year election to the board with five (5) or more meetings remaining in the fiscal year shall count as year-one of a three-year term.

6) Leaves of Absence: The board may grant by majority vote an extended leave of absence to any director.

7) Meetings: A meeting of the Board of Directors shall be held at least 9 times a year

8) Quorum: A majority of the directors then in office shall constitute a quorum. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of directors. Any action taken is approved by at least a number equal to the majority of the required quorum for such meetings. Directors may not vote by proxy.

9) Electronic Voting: On urgent matters arising between board meetings, the Chair may call for a vote by email, providing the results, including each member's vote, are recorded by the staff Administrative Assistant and reported to the board in minutes.

10) Standard of Care

a) General: A director shall perform their duties of a director in good faith in the best interest of this corporation.
b) Reliance: In performing the duties of a director, a director shall be entitled to rely on information, opinions, reports or statements, including financial statements and other financial data, in each case prepared or presented by:

(i) One or more officers or employees of the corporation whom the director believes to be reliable and competent in the matters presented
(ii) Legal counsel, independent accountants, or other persons as to matters that the director believes to be within such person's professional or expert competence, or;

d) Investments: The Board will work in accordance with the investment policy.
e) Conflict of Interest: Conflict of interest arises whenever the personal or professional interest of a director is potentially at odds with the best interests of the corporation. If an issue is to be decided by the board of directors that involves potential conflict of interest for a director, it is the responsibility of the director to:

Envelope ID: 5E8C9375-2D56-41F2-8297-B573050D6840

(i) Disclose the potential conflict of interest
(ii) Not participate in discussion of the program or motion being considered
(iii) Not vote on the issue

11) Prohibited transactions:

a) Loans: This corporation shall not make any loan of money or property to or guarantee the obligation of any director or officer; Provided, however, that this corporation may advance to a director or officer of this corporation or any subsidiary, the amount of any expenses reasonably anticipated to be incurred in performance of the duties of such officer or director so long as such individual would be entitled to be reimbursed for such expenses absent that advance. The director or officer receiving such an advance shall promptly provide the corporation with receipts showing payment for the expenses so advanced, and shall promptly refund to the corporation any portion of the advanced funds that were not used.

b) Self-Dealing Transactions: Except as provided in subsection C below, the board shall not approve a self-dealing transaction. A self-dealing transaction is one to which the corporation is a party and in which one or more of the directors has a material financial interest or a transaction between this corporation and one or more of the directors or between this corporation and any person in which one or more of its directors has a material financial interest.

c) Approval: The Board of Directors may approve a self-dealing transaction if the board determines that the transaction is in the best interests of and is fair and reasonable to this corporation and, after reasonable investigation under the circumstances, determines that this corporation could not have obtained a more advantageous arrangement with reasonable effort under the circumstances. Such determinations must be made by the Board, in good faith, with knowledge of the material facts concerning this transaction and the director's interest in the transaction, and by a vote of a majority of the directors then in office, without counting the vote of the interested director or directors. No approval shall be given to any transaction engaged in by a private foundation, which is prohibited by Sections 4941 through 4945 of the Internal Revenue Code of 1986.

ARTICLE 4- INDEMNNIFICATION

The WCPA shall indemnify, defend and hold harmless the Executive Director, any director, officer and employee for any act or omission taken or omitted in good faith relating to or arising out of the conduct of WCPA business to the maximum extent permitted by the Washington Non-Profit Corporation Act. Insurance providing coverage for the defense, indemnification and hold harmless mandated under this article shall be purchased if available at a reasonable price.

ARTICLE 5 – COMMITTEES

1. Committees of Directors: The Board of Directors may establish committees and establish their scope of authority.

2. Scope of authority: Any committee, to the extent provided in the resolution, may have all the authority of the board, except that no committee, regardless of board resolution may:

a. Fill vacancies on the Board of Directors or on any committee
b. Amend or repeal Bylaws or adopt new Bylaws
c. Amend or repeal any resolution of the Board of Directors which by its express terms is not so

Envelope ID: 5E8C9375-2D56-41F2-8297-B573050D6840

amendable or repeatable

d. Appoint any other committees of the Board of Directors or the members of these committees

4. Reports: Committees will report activities to the board.

5. Standing Committees: Notwithstanding the prerogative of the Board of Directors to appoint additional committees, as specified in Article 4.1, these committees shall stand every year:

a. Executive Committee: The Executive Committee shall consist of the officers of the corporation, as elected by the Board of Directors; The Executive Committee's responsibilities include:

i. Providing fiscal direction for the Board;
ii. Regularly reviewing the corporation's revenues and expenditures, balance sheet, investments, and other matters related to its continued solvency;
iii. Approving the annual budget and submitting it to the full Board for approval;
iv. Working closely with the Executive Director and the Finance Manager
v. Overseeing the maintenance of organizational-wide assets, including prudent management of organizational investments.

b) Nominating Committee: This committee shall consist of at least three directors, with the immediate Past-Chair serving as the Chair, or if there is no currently serving Past-chair, and then the board may elect any director to serve as chair. The current Chair serves as the Board Liaison to the committee. The responsibilities of the committee are:

i) To secure and present a slate of qualified candidates for membership on the Board of Directors to maintain the number of directors within the minimum and maximum as specified in Article 3.2.
ii) To notify the board when they are accepting names of candidates for director and officer positions, and the names nominated by directors will be kept on file at the corporation office.
iii) To present a slate of candidates from within the current Board of Directors for the officer positions specified in Article 6.
iv) To contact each potential candidate to determine that they are willing to serve as a director of the corporation.
v) To present the slate of candidates for directors and Officers to the Board at its May meeting for review and discussion, including short biographies of each candidate.
vi) To schedule a vote on the proposed slate of new directors and officers at the June meeting of the Board of Directors.

ARTICLE 6 – OFFICERS

1. Officers: The officers of this corporation shall be Chair, Vice Chair, Treasurer, Secretary, and Past-Chair. The corporation may also have, at the discretion of the Board of Directors, such other officers as may be appointed by a majority vote. Any number of offices may be held by the same person, except that the Treasurer may not serve concurrently as the Chair of the Board.

2. Election: The officers of this corporation shall be chosen annually by the directors at the June meeting for the following fiscal year, and each shall serve at the pleasure of the Board.

Envelope ID: 5E8C9375-2D56-41F2-8297-B573050D6840

Terms: Officers are elected for one-year terms and may, at the discretion of the board, serve as many terms as the board pleases, subject to the limitations specified in Article 3.4.

3. Removal: Any officer may be removed, with or without cause, by the Board of Directors at any meeting of the board.

4. Resignation: Any officer may resign at any time by giving written notice to the Executive Committee or the Board of Directors. Any resignation shall take effect at the date of the receipt of that notice, or at any later time specified by that notice, and unless otherwise specified in that notice, the acceptance of the resignation shall not be necessary to make it effective.

5. Vacancies: A vacancy in any office for any reason shall be filled in the manner described in these Bylaws for regular appointments to that office, as specified in Article 5.

6. Chair: The Chair shall preside at all meetings of the Board of Directors and shall exercise and perform such other powers and duties as may be from time-to-time assigned by the board or prescribed by the Bylaws. The Chair shall, subject to control of the board, generally supervise and direct the business of the board and officers of the corporation. The Chair may be a member of all committees and has the general powers and duties of management usually vested in the office of Chair of a board of directors. The Chair shall also have such other powers and duties as may be prescribed by the board or by the Bylaws.

7. Treasurer: Reviews monthly financial statements for conformance to best practices and monitors the budget. The treasurer convenes a quarterly comprehensive financial review with the executive committee, business manager and Executive Director and reports to the board with any additional narrative regarding finances beyond or in addition to staff report.

8. Vice-Chair: Works to increase contributed income in collaboration with the executive committee, executive director, and development director.

9. Secretary: This officer has the primary responsibility of communicating the corporation's mission to the public. The Secretary ensures meetings are run as specified in the bylaws and manages the correspondence of the Board of Directors except for such correspondence assigned to others.

10. Past-Chair: Chairs the Nominating Committee.

ARTICLE 7 - Executive Director

1. Function: In accordance with the mission and goals of the organization, the Executive Director provides full operational and financial oversight of WCPA within the policies set by the Board of Directors.

2. Scope of Responsibility: The Executive Director is the Chief Executive Officer of The Washington Center for the Performing Arts. As such, the Executive Director supervises all of the corporation's employees, and through them all volunteers, and has full authority to hire and fire staff.

3. Accountability: The Executive Director reports to the Board of Directors, and is responsible for the organization's consistent achievement of its mission and financial objectives.

Envelope ID: 5E8C9375-2D56-41F2-8297-B573050D6840

4. Performance Review: The Executive Director's performance will be formally reviewed annually by the Executive Committee according to the procedure outlined in the separate document, "Position Description for Executive Director" as currently in effect and as may be amended from time to time by the Board of Directors.

ARTICLE 8 – MISCELLANEOUS

l: Fiscal Year: The fiscal year of this corporation shall be July 1 - June 30.

2. Contracts: All contracts entered into on behalf of this corporation must be authorized by the Board of Directors, by the executive committee, by the Chair, or by such individuals as are authorized by the board.

3. Loans: No major loan may be taken out by the WCPA without the approval of a majority of the Board of Directors.

4. Execution of Checks: Except as otherwise provided by law, every check, draft, promissory note, money order, or other evidence of indebtedness of the corporation shall be signed by one or more Officers of the Board, or by the Executive Director as authorized by the board.

5. Report to Directors: The Chair shall furnish a written report annually to all directors of this corporation containing the following information:

a. The assets and liabilities, including the trust funds, of this corporation as of the end of the fiscal year;
b. The principal changes in assets and liabilities, including trust funds, during the fiscal year;
c. The revenue or receipts of this corporation, both unrestricted and restricted for particular purposes, for the fiscal year;
d. The expenses of disbursements of this corporation, for both general and restricted purposes during the fiscal year;
e. Any transaction during the previous fiscal year involving $1,000.00 or more from this corporation or a subsidiary and in which any director or officers of the corporation or subsidiary was a party. The report must disclose the names of the interested persons involved in such transaction stating such person's relationship to the corporation, the nature of such person's interest in the transaction, and where practicable, the amount of such interest;
f. The amount and circumstances of any indemnifications or advances paid during the fiscal year to any officer or director of the corporation.

6. Amendments: Proposed amendments to these Bylaws must be submitted in writing to the directors at least one (1) week in advance of the board meeting at which they will be considered for adoption. The vote of two thirds (2/3) of the directors present at any meeting shall be required to adopt a Bylaw amendment.

These Bylaws were adopted as amended on September 21, 2023.

DocuSigned by:
Ann Flannigan
D3FB2671B282453...

Ann Flannigan, Chair of the Board

Lodging Tax Application Form

Lodging Tax Applicant Washington Center for the Performing Arts

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships:		$179,000.00
Admission:		$1,237,075.00
Reserves:		
Donations/Contributions:		$189,071.00
Grants:		$101,000.00
Program Service Fees:		$361,692.00
In-kind Donations:		
Gift Shop:		
Vendor Fees:		$642,538.00
Fundraising Activities:		$169,370.00
City of Lacey Lodging Tax:		$25,000.00
City of Olympia Lodging Tax:		$525,000.00
City of Tumwater Lodging Tax:		$16,000.00
Thurston County Lodging Tax:		$10,000.00
Other Sources of Revenue: (specify)		$162,600.00
Other Source:		$33,600.00
Other Source:		$16,392.00
Other Source:		$73,608.00
Total Revenue:		**$3,741,946.00**

Project Expenses:

Personnel: (salaries and benefits.)		$1,943,966.00
Adminstration: (utilities, phone, etc.)		$198,018.00
Marketing and Promotion:		$247,243.00
Professional / Consultant Fees:		$557,936.00
Equipment:		$67,417.00
Facility / Event Venue Rental:		
Travel: (please specify)		$50,427.00
All Other Expenses: (please specify)	Event Expenses (Nor	$509,405.00
Other Source:	Fundraising	$75,000.00
Other Source:	Other	$82,665.00
Other Source:		
Total Expenses:		**$3,732,077.00**
Program Excess Deficit:		**$9,869.00**

2027 Lodging Tax Application submitted online from Tumwater Parks & Recreation Department for the amount of $6,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Tumwater Parks & Recreation Department		
ORGANIZATION TYPE	Public Agency	**TAX ID NUMBER**	91-6001520
WEBSITE	555 Israel Road SW		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

To provide Parks & Recreation services that are creative, beneficial, and responsive to the needs of the community there by improving and enhancing the overall quality of life in Tumwater.

CONTACT PERSON	Todd Anderson
EMAIL ADDRESS	tanderson@ci.tumwater.wa.us
PHONE NUMBER	13607544164
STREET ADDRESS	555 Israel Road SW
CITY	Tumwater
ZIP CODE	98501

REQUEST

PROPOSED ACTIVITY	Tumwater Falls Fest		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	6000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	Tumwater Falls Fest		
EVENT BEGIN DATE	9/25/2027	**EVENT END DATE**	9/25/2027
YEARS EVENT HELD	5		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

Special Event

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

Lodging Tax Funds will be used for marketing to target audiences beyond the South Sound region (Seattle and Portland) that could more likely generate hotel stays. A major change we added to this event that will continue in 2027 is adding "Schilter's Family Pumpkin Painting" tent. We had over 250 pumpkins that families could paint and take home free of charge thanks to the in-kind donation of Schilter's Family Farm.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$16,000
% OF BUDGET REQUESTED FROM TUMWATER	37%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

Resources include over $7,000 of in-kind staff time from the City and event partner, the Olympia Tumwater Foundation. Additional contributions of time will come from sponsors, community partners, and volunteers. We have between 15 - 20 volunteers for this event with a total number of 130 volunteer hours.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED? FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

Partial funding will result in less marketing and smaller geographical reach in our marketing efforts.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
0	0	0	0

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

We do not request LTAC funds from other jurisdictions for this event.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	3,000 - 4,000
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	200
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	100
ESTIMATED PAID OVERNIGHT STAYS	50
ESTIMATED UNPAID OVERNIGHT STAYS	100

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

Data collected by entries who participate in the "Art Passport" contest. Geofencing and Facebook analytic data collected by visitors attending the event.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

We will work with local hotels to create sponsor packages and partnerships that can be promoted through our marketing efforts.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

We work with Experience Olympia and Beyond for promotional materials that entice tourists to extend their visit beyond our event. This includes local hotels, parks, restaurants, Tumwater Craft District and other local businesses.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

Olympia Tumwater Foundation, Schilter's Family Farm, O BEE Credit Union, State Farm, Smith Brothers, Intercity Transit, The Copper Wolf Tattoo Studio and Gallery, Tumwater Stream Team, Tumwater School District, Tumwater Rotary, Tumwater Historical Society, Tenino Sandstone Carvers and WA Department of Fish and Wildlife.

APPLICANT AGREEMENT

[X] **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.



10 a.m. - 4 p.m. | Saturday, September 26
Brewery Park at Tumwater Falls

OBEE™

CITY OF TUMWATER
PARKS & RECREATION

Eric Zabala, Agent
360-754-7878
Tumwaterinsurance.com

with cooperation from The Copper Wolf Tattoo Studio & Art Gallery

www.ci.tumwater.wa.us/FallsFest | 360-754-4160

TUMWATER FALLS FEST

10 a.m. - 4 p.m.
Saturday, September 26

Brewery Park at Tumwater Falls

Arts, Environment & Heritage Activities

The Copper Wolf Art Gallery • Additional local artisans, makers & vendors

FREE balloon twisting & face painting • Photo booth • Tenino Stone Carver demos • Schilter's Farm Pumpkin Painting Patch • Tumwater Library WDFW Salmon education & more!

Food Vendors

Aloha Acai Café • Boogie Beans Coffee • Kona Ice • Meggie's Lumpia Puget Sound Pizza • Steve's Wicked Kettle Korn • Sweetlee's Ice Cream • Taqueria La Esquinita

On the Forest Stage

Groove Lab
The Oly Mountain Boys
Chinook String Quartet

Parking & Transportation

On-site parking open for vendors only. Nearby parking available - or ride the bus! Intercity Transit will offer Valet Bike Parking at the event.

Check our website for more details.

Pre-Event Art Show

September 10 - October 23 | The Copper Wolf Tattoo Studio & Art Gallery

Presented by The Copper Wolf and Tumwater Arts. Local artists were asked for submissions that reflect harvest and the fall season. Artwork will be displayed at The Copper Wolf September 10 - October 23.

www.ci.tumwater.wa.us/FallsFest

Lodging Tax Application Form

Lodging Tax Applicant Tumwater Falls Fest - Tumwater Parks & Recreation Department

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships:		$3,000.00
Admission:		
Reserves:		
Donations/Contributions:		
Grants:		
Program Service Fees:		
In-kind Donations:		$7,000.00
Gift Shop:		
Vendor Fees:		
Fundraising Activities:		
City of Lacey Lodging Tax:		
City of Olympia Lodging Tax:		
City of Tumwater Lodging Tax:		$6,000.00
Thurston County Lodging Tax:		
Other Sources of Revenue: (specify)		
Other Source:		
Other Source:		
Other Source:		
Total Revenue:		**$16,000.00**

Project Expenses:

Personnel: (salaries and benefits.)		$7,000.00
Adminstration: (utilities, phone, etc.)		
Marketing and Promotion:		$6,000.00
Professional / Consultant Fees:		
Equipment:		
Facility / Event Venue Rental:		
Travel: (please specify)		
All Other Expenses: (please specify)		
Other Source:	Stage Rental	$1,500.00
Other Source:	Bands	$1,500.00
Other Source:		
Total Expenses:		**$16,000.00**
Program Excess Deficit:		**$0.00**

2027 Lodging Tax Application submitted online from Tumwater Parks & Recreation Department for the amount of $25000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Tumwater Parks & Recreation Department		
ORGANIZATION TYPE	Public Agency	**TAX ID NUMBER**	91-6001520
WEBSITE	555 Israel Road SW		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

To provide Parks & Recreation services that are creative, beneficial, and responsive to the needs of the community there by improving and enhancing the overall quality of life in Tumwater.

CONTACT PERSON	Todd Anderson
EMAIL ADDRESS	tanderson@ci.tumwater.wa.us
PHONE NUMBER	13607544164
STREET ADDRESS	555 Israel Road SW
CITY	Tumwater
ZIP CODE	98501

REQUEST

PROPOSED ACTIVITY	Tumwater Artesian Brewfest		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	25000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	Tumwater Artesian Brewfest		
EVENT BEGIN DATE	8/21/2027	**EVENT END DATE**	8/21/2027
YEARS EVENT HELD	13		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

Special Event

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

Lodging Tax funds will provide for marketing, such as targeted social media ads (Facebook and Instagram), brewing publication advertisements (paper and online), newspaper advertisements (The Olympian, The Stranger in Seattle and Mercury in Portland), Weekly Volcano/Ranger (JBLM), as well as regional radio, television, and online ads. Marketing also includes posters and coasters advertising the event which are delivered to local brewers and restaurants as well as to each brewery participating in the event all around Washington and Oregon.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$205,000
% OF BUDGET REQUESTED FROM TUMWATER	12%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

Resources for the event include over $30,000 of in-kind staff time from the City and the event partner, the Tumwater Downtown Association. Additional contributions of time will come from partners, sponsors, and community members. These include the Olympia Tumwater Foundation, the Old Brewhouse Foundation, SPSCC, O BEE Credit Union, Lacey/Capital/Chehalis Collision Centers and over 75 community volunteers that contribute over 250 hours of service each year for this event.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED? FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

Partial funding will result in less marketing and smaller geographical reach in our marketing efforts.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY			
THURSTON COUNTY	**CITY OF LACEY**	**CITY OF OLYMPIA**	**CITY OF YELM**
0	0	0	0

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

We do not request LTAC funds from other jurisdictions for this event.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	3,500 - 4,500
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	600
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	200
ESTIMATED PAID OVERNIGHT STAYS	100
ESTIMATED UNPAID OVERNIGHT STAYS	300

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

Event survey, Facebook analytics, and ticket sales transactions.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

We will work with local hotels to create sponsor packages and partnerships that can be promoted through our marketing efforts. Partner hotels will be listed on the event web site, social media sites and printed material. Additionally, information on these hotels will be delivered to participating breweries, their staff and advertised at breweries throughout the region.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

We work with Experience Olympia and Beyond for promotional materials that entice tourists to extend their visit beyond our event. This includes local hotels, parks, restaurants, Tumwater Craft District and other local businesses.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

The Old Brewhouse Foundation, Special Olympics of Thurston County, WSU Food Science and Extension programs at the South Puget Sound Community College. Sponsors support event operations and marketing as well. Those include O BEE Credit Union, Rob Rice Homes, Capital/Lacey/Chehalis Collision Centers, ACU, Heritage Bank, Edward Jones, Toyota of Olympia, BECU, ROXY/KGY/KNKK and MIXX radio stations and

over 14 food vendors. We also consider the over 50 individual breweries, cideries, distilleries and wineries as partners in our event.

APPLICANT AGREEMENT

[X] **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

Tumwater Brewfest Handbill - 4.25x5.5.pdf 1 7/16/26 12:16 PM

50+ PNW BREWERIES



21+ EVENT

LIVE MUSIC

AUGUST 15, 2026

TUMWATER VALLEY GOLF COURSE

PLEASE LEAVE YOUR FUR BABIES & HUMAN BABIES AT HOME

CITY OF TUMWATER PARKS & RECREATION

OBEE CREDIT UNION

LACEY CAPITAL CHEHALIS EXTREME COLLISION CENTERS

acu

Tumwater Brewfest Poster - 11x17.pdf 1 7/13/26 11:31 AM

50+ PNW BREWERIES



21+ EVENT

LIVE MUSIC

AUGUST 15, 2026

TUMWATER VALLEY GOLF COURSE

PLEASE LEAVE YOUR FUR BABIES & HUMAN BABIES AT HOME

CITY OF TUMWATER PARKS & RECREATION

OBEE CREDIT UNION

LACEY CAPITAL CHEHALIS EXTREME COLLISION CENTERS

acu

ai178042194112_Tumwater Brewfest 2026 Coaster - ROUND revised.pdf 2 6/2/2026 10:39:01 AM



ai178042194112_Tumwater Brewfest 2026 Coaster - ROUND revised.pdf 3 6/2/2026 10:39:01 AM



Lodging Tax Application Form

Lodging Tax Applicant Tumwater Artesian Brewfest - City of Tumwater

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships:		$35,000.00
Admission:		$130,000.00
Reserves:		
Donations/Contributions:		$2,000.00
Grants:		
Program Service Fees:		
In-kind Donations:		$9,000.00
Gift Shop:		
Vendor Fees:		$4,000.00
Fundraising Activities:		
City of Lacey Lodging Tax:		
City of Olympia Lodging Tax:		
City of Tumwater Lodging Tax:		$25,000.00
Thurston County Lodging Tax:		
Other Sources of Revenue: (specify)		
Other Source:		
Other Source:		
Other Source:		
Total Revenue:		**$205,000.00**

Project Expenses:

Personnel: (salaries and benefits.)		$35,000.00
Adminstration: (utilities, phone, etc.)		
Marketing and Promotion:		$25,000.00
Professional / Consultant Fees:		$17,000.00
Equipment:		$47,000.00
Facility / Event Venue Rental:		$2,000.00
Travel: (please specify)		
All Other Expenses: (please specify)	Beer/Cider/Spirits	$39,000.00
Other Source:	Entertainment/Sour	$30,000.00
Other Source:	Signage/Decoration	$2,000.00
Other Source:	Ticketing Fees	$8,000.00
Total Expenses:		**$205,000.00**
Program Excess Deficit:		**$0.00**

2027 Lodging Tax Application submitted online from Tumwater Parks & Recreation Department for the amount of $30,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Tumwater Parks & Recreation Department		
ORGANIZATION TYPE	Public Agency	**TAX ID NUMBER**	91-6001520
WEBSITE	555 Israel Road SW		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

To provide Parks & Recreation services that are creative, beneficial, and responsive to the needs of the community there by improving and enhancing the overall quality of life in Tumwater.

CONTACT PERSON	Todd Anderson
EMAIL ADDRESS	tanderson@ci.tumwater.wa.us
PHONE NUMBER	13607544164
STREET ADDRESS	555 Israel Road SW
CITY	Tumwater
ZIP CODE	98501

REQUEST

PROPOSED ACTIVITY	Tumwater Family 4th of July Festival		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	30000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	Tumwater Family 4th of July Festival		
EVENT BEGIN DATE	7/4/2027	**EVENT END DATE**	7/4/2027
YEARS EVENT HELD	26		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

Special Event

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

We will be using Lodging Tax Funds for marketing and promotion, entertainment and youth/teen activities to target a larger audience that could more likely generate hotel stays. This is the largest one-day event in Tumwater each year that is free to the public to attend.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$55,000
% OF BUDGET REQUESTED FROM TUMWATER	55%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

We will have over 50 volunteers helping coordinate and assisting with the events of the day. We will have over 1,000 volunteer hours in total for planning, logistics and the running of the Festival. The volunteers represent the City of Tumwater, Tumwater Parks & Recreation, Special Olympics of Thurston County, local business and community members.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED? FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

Partial funding will result in less marketing and smaller geographical reach in our marketing efforts as well as ability to offer entertainment and activities that will reach this broader audience.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
0	0	0	0

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

We do not request LTAC funds from other jurisdictions for this event.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	16,000 - 18,000
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	150
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	100
ESTIMATED PAID OVERNIGHT STAYS	50
ESTIMATED UNPAID OVERNIGHT STAYS	50

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

We collect data from Festival volunteers, parking attendants, entry forms and informal discussions with attendees. We also work with Experience Olympia and Beyond for event tracking.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

We continue to increase our marketing campaigns through all means available. We utilize local business and strategic partnerships to assist in marketing and promotion. We also work with Experience Olympia and Beyond in promotional materials in working directly with our Tumwater hotels.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

We work with Experience Olympia and Beyond for promotional materials that entice tourists to extend their visit beyond our event. This includes local hotels, parks, restaurants, Tumwater Craft District and other local businesses.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

City of Tumwater, Tumwater Downtown Association, Special Olympics of Thurston County, River's Edge Restaurant, Experience Olympia and Beyond, Tumwater Craft District, local hotels and businesses.

APPLICANT AGREEMENT

☒ **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.



Celebrate the 4th of July in Tumwater

SATURDAY, JULY 4TH, 2026

INDEPENDENCE DAY PARADE

Begins at 11 a.m. • Capitol Blvd, Tumwater
Theme: 250 Years of US

TUMWATER FAMILY FESTIVAL & NISQUALLY RED WIND CASINO FIREWORKS SHOW

Gates open at 6 p.m. • Fireworks at 10:15 p.m. • FREE EVENT • Parking $10/car
Food Vendors • The Olson Bros Band • Activities & Entertainment for all ages at the Tumwater Valley Golf Course

Sponsored By

Nisqually RED WIND CASINO

TUMWATER downtown association

LACEY CAPITAL CHEHALIS EXTREME COLLISION 50 YEARS

CITY OF TUMWATER
PARKS & RECREATION

More info: ci.tumwater.wa.us/July4th or (360) 754-4160

Lodging Tax Application Form

Lodging Tax Applicant 4th of July Family Festival

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships:		$25,000.00
Admission:		
Reserves:		
Donations/Contributions:		
Grants:		
Program Service Fees:		
In-kind Donations:		
Gift Shop:		
Vendor Fees:		
Fundraising Activities:		
City of Lacey Lodging Tax:		
City of Olympia Lodging Tax:		
City of Tumwater Lodging Tax:		$30,000.00
Thurston County Lodging Tax:		
Other Sources of Revenue: (specify)		
Other Source:		
Other Source:		
Other Source:		
Total Revenue:		**$55,000.00**

Project Expenses:

Personnel: (salaries and benefits.)		
Adminstration: (utilities, phone, etc.)		
Marketing and Promotion:		$10,000.00
Professional / Consultant Fees:		
Equipment:		
Facility / Event Venue Rental:		
Travel: (please specify)		
All Other Expenses: (please specify)	Fireworks	$25,000.00
Other Source:	Entertainment	$10,000.00
Other Source:	Inflatable Activities	$10,000.00
Other Source:		
Total Expenses:		**$55,000.00**
Program Excess Deficit:		**$0.00**

2027 Lodging Tax Application submitted online from Tumwater Parks & Recreation Department for the amount of $36,500

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Tumwater Parks & Recreation Department		
ORGANIZATION TYPE	Public Agency	**TAX ID NUMBER**	91-6001520
WEBSITE	555 Israel Road SW		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

To provide Parks & Recreation services that are creative, beneficial, and responsive to the needs of the community there by improving and enhancing the overall quality of life in Tumwater.

CONTACT PERSON	Todd Anderson
EMAIL ADDRESS	tanderson@ci.tumwater.wa.us
PHONE NUMBER	13607544164
STREET ADDRESS	555 Israel Road SW
CITY	Tumwater
ZIP CODE	98501

REQUEST

PROPOSED ACTIVITY	WIAA State High School Golf Championships		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	36500

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	WIAA State High School Golf Championships		
EVENT BEGIN DATE	5/18/2027	**EVENT END DATE**	5/19/2027
YEARS EVENT HELD	6		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

Special Event

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

Funds will go towards the improvement and expansion of the practice facility that will be geared towards youth and teens, especially high school age students. Improvements to this 25,000 square foot practice facility will include: tee improvement and renovation, irrigation expansion, installation of an ADA practice pad, additional bleacher seating and shade structure for seating. These improvements will help continue to keep Tumwater Valley Golf Course as the host to the WIAA State High School Championships involving over 60 small high school divisions from all over Washington State.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$20,000
% OF BUDGET REQUESTED FROM TUMWATER	55%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

The WIAA State Championship is the pinnacle of high school golf. We are dedicated to providing a well-organized and memorable event for all. We will have full complement of staff and volunteers dedicated to ensuring success. In addition to our staff, it takes approximately a dozen of volunteers working a total of 75 hours to make this event successful.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED?
FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

Securing the bid as a host site is a highly competitive process. WIAA Officials have commented that Tumwater Valley Golf Course is the model course for what they would like to see for the entire State Golf experience. We need to keep enhancing our course to stay ahead of the competing courses in King County and Eastern WA. The proposed enhancements to our practice facility will do just that.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY			
THURSTON COUNTY	**CITY OF LACEY**	**CITY OF OLYMPIA**	**CITY OF YELM**
0	0	0	0

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

We do not request LTAC funds from other jurisdictions for this event.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	400 players
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	50 players
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	175 players
ESTIMATED PAID OVERNIGHT STAYS	150 players
ESTIMATED UNPAID OVERNIGHT STAYS	25 players

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

The WIAA State Golf Championships draws hundreds of families from out of the area. Those qualifying will visit multiple times throughout the year to play Tumwater Valley Golf Course for practice rounds. Most

families will stay two if not three consecutive nights for the tournament itself. We work closely with the Experience Olympia and Beyond Sports Taskforce in tracking numbers.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

We work with WIAA and Experience Olympia and Beyond in promotional materials and in working directly with our Tumwater hotels. We include Tumwater hotels contact information and any special booking instructions in our coach's informational packets.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

We work with Experience Olympia and Beyond for promotional materials that entice tourists to extend their visit beyond our event. This includes local hotels, parks, restaurants, Tumwater Craft District and other local businesses.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

City of Tumwater, River's Edge Restaurant, WIAA, Experience Olympia and Beyond, Tumwater Craft District, local hotels and businesses.

APPLICANT AGREEMENT

☒ **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

Lodging Tax Budget Form

Lodging Tax Applicant: Tumwater Valley Golf Club - Todd Anderson

Specific to your Tourism-Related Facility, Tourism Promotion Activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend to receive funds. Please include in-kind donations and funds received from admission fees if applicable.

PROJECTED REVENUE:

Source		Amount
Sponsorships:		
Admission:		
Reserves:		
Donations/Contributions:		
Grants:		
Program Service Fees:		
In-kind Donations:		
Gift Shop:		
Vendor Fees:		
Fundraising Activities:		
City of Lacey Lodging Tax:		
City of Olympia Lodging Tax:		
City of Tumwater Lodging Tax:		$36,500.00
Thurston County Lodging Tax:		
Other Sources of Revenue: (please specify)		
Other Source:		
Other Source:		
Other Source:		
TOTAL REVENUE:		**$36,500.00**

PROJECTED EXPENSES:

Personnel: (salaries and benefits)		Baseline Operations
Administration: (utilities, phone, etc.)		Baseline Operations
Marketing and Promotion:		Pole Banners & Hotel Signage
Professional / Consultant Fees:		NA
Equipment:		Wireless Sound System & Table Covers
Facility / Event Venue Rental:		
Travel: (please specify)		
All Other Expenses: (please specify)	Practice Facility Improvements	$22,500.00
Other Expense:	Bleacher Shade Tent	$8,000.00
Other Expense:	Tip and Roll Bleacher	$4,000.00
Other Expense:	ADA Concrete Pad	$2,000.00
TOTAL EXPENSES:		**$36,500.00**
PROGRAM EXCESS (DEFICIT):		**$0.00**

2027 Lodging Tax Application submitted online from Visitor & Convention Bureau of Thurston County (d.b.a Experience Olympia & Beyond) for the amount of $70,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Visitor & Convention Bureau of Thurston County (d.b.a Experience Olympia & Beyond)		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	91-1735847
WEBSITE	www.experienceolympia.com		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

We reveal the most iconic Thurston County experiences for the world to discover, inspiring travel that generates overnight stays, visitor spending, and economic impact for Tumwater and communities throughout the region.

CONTACT PERSON	Shauna Stewart
EMAIL ADDRESS	shaunas@experienceolympia.com
PHONE NUMBER	360-951-0048
STREET ADDRESS	2424 Heritage Ct SW, Suite 101
CITY	Olympia
ZIP CODE	98502

REQUEST

PROPOSED ACTIVITY	Year-Round Destination Marketing & Visitor Economy Development		
APPLICATION TYPE	Tourism Promotion/Marketing Activities	**FUNDING REQUESTED**	70000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME			
EVENT BEGIN DATE		**EVENT END DATE**	
YEARS EVENT HELD			

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

Experience Olympia & Beyond exists to drive year-round visitation and visitor spending throughout Thurston County, including Tumwater. Through strategic destination marketing, we create consistent visibility in priority markets 50+ miles away and give travelers compelling reasons to choose Tumwater and Thurston County throughout the year. This work is a direct investment in the local visitor economy. It helps generate overnight stays, increases spending at hotels, restaurants, attractions, retailers, and other local businesses, and strengthens the economic impact of tourism across the community. Those stays and purchases also generate lodging and sales tax revenue that can be reinvested in future tourism promotion, community amenities, and essential municipal services. Many LTAC-funded activities create important bursts of visitation around specific events or seasons. Our role complements and enhances that work by maintaining a year-round presence that keeps Tumwater and Thurston County visible before, during, and between those moments. By sustaining that presence, Experience Olympia & Beyond helps Tumwater compete for visitor attention, convert awareness into trips, and turn those trips into measurable economic activity for the community.

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

City of Tumwater Lodging Tax Funds will support a coordinated, data-informed tourism marketing program designed to increase overnight visitation, visitor spending, and measurable economic impact in Tumwater. Funding will support the following activities:

- Targeted destination marketing to visitors 50+ miles away. We focus on audiences that meet the distance requirement for tourism funding, prioritizing markets with the greatest potential to generate overnight stays in Tumwater.

- Data-driven audience targeting and campaign strategy. We use economic impact studies, visitor sentiment research, lodging data, geofencing technology, and other tourism research tools to understand where visitors come from, what they do while they are here, and where they stay. These insights allow us to invest marketing dollars where they are most likely to generate lodging demand and visitor spending.

- Integrated digital and print advertising. We use programmatic advertising, paid digital media, and print placements to reach prospective visitors in priority markets and repeatedly reinforce Tumwater as a destination worth choosing.

- Professional photo, video, social media, and website content. We create high-quality visual and editorial content featuring Tumwater's people, places, attractions, and experiences. Assets are intentionally developed to reflect seasonal travel opportunities, diverse audiences, and inclusive

storytelling, and are used across advertising campaigns, social media, earned media, printed materials, and ExperienceOlympia.com, which reaches more than 400,000 unique visitors annually.

- Visitor and community trip-planning materials. Funding supports the creation and distribution of the Thurston County Visitor Guide, with approximately 60,000 copies distributed, as well as the Tumwater Community Guide in both print and digital formats. These resources help potential visitors plan longer, more complete stays and connect them directly with local businesses and experiences.

- Sports event recruitment, sponsorships, and bid fees. LTAC funds will help attract regional and national sporting events to Tumwater through strategic sponsorships and bid support. These financial incentives can be the deciding factor in whether an event selects Tumwater as its host destination. Our team supports these opportunities through direct sales, event recruitment, marketing assistance, and partnerships with organizers.

Together, these activities create a year-round tourism marketing engine that not only promotes Tumwater, but also measures whether that promotion is translating into overnight stays, visitor spending, and economic return for the City.

Important Changes Since the Last Funding Cycle:

- A fully staffed team with dedicated tourism and community development capacity. Experience Olympia & Beyond is entering this funding cycle with a full team, including a dedicated Tourism & Community Development position focused on strengthening visitor experiences, community partnerships, and tourism product development. This added capacity allows us to more intentionally support Tumwater businesses, attractions, and partners while identifying new opportunities to increase visitor spending and overnight stays.

- Launch of a new destination podcast for frontline hospitality professionals. We are launching Talk Thurston to Me, a podcast designed to keep hotel staff, restaurant teams, attraction employees, and other frontline hospitality professionals informed about what is happening throughout the region and where to send visitors. By equipping the people who interact with travelers every day with timely, relevant recommendations, we can help visitors discover more to do, extend their stays, and leave with compelling reasons to return.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$1,609,959.23
% OF BUDGET REQUESTED FROM TUMWATER	4.40%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

Experience Olympia & Beyond has the staffing, governance, partnerships, and diversified funding structure necessary to deliver a robust year-round tourism marketing program on behalf of Tumwater. Our

organization currently includes six employees, a seven-member Tourism Promotion Area Commission, and a 20-member Board of Directors. Tumwater is well represented within that structure, with three board members from the community, including a Tumwater hotelier who serves on our Executive Committee. Financially, Tumwater's investment is significantly leveraged. Our tourism marketing budget combines lodging tax funding from Tumwater, Olympia, Lacey, and Yelm; support from Thurston County; Thurston County Tourism Promotion Area revenue; and private revenue generated through partner advertising, events, and sponsorships. This regional funding model means Tumwater receives the benefit of a much larger marketing platform than it could reasonably fund on its own. Rather than bearing the full cost of staffing, research, technology, content production, advertising, sales, and visitor outreach independently, the City's lodging tax investment is combined with multiple public and private funding sources to support a coordinated destination marketing effort with substantially greater reach and buying power. In practical terms, Tumwater's investment unlocks access to a countywide tourism infrastructure, professional staff, research tools, marketing technology, creative assets, media exposure, sports sales efforts, and year-round promotion at a fraction of what those same capabilities would cost the City to build and operate independently.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED?
FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

If only partially funded, Experience Olympia & Beyond would continue promoting Tumwater, but at a reduced level. Because our funding model is already highly leveraged across multiple public and private sources, there is not a simple replacement funding source available to make up a reduction in the City's investment. Instead, we would need to scale back the activities most directly tied to generating and measuring overnight visitation. The most immediate impact would be a reduction in targeted advertising aimed at potential visitors 50+ miles away. Fewer advertising dollars mean fewer prospective travelers reached, less frequency in key markets, and less ability to drive potential visitors toward Tumwater hotels, attractions, restaurants, and businesses. It would also limit our ability to run campaigns at the scale necessary to measure visitation and lodging conversion effectively. Partial funding would also reduce the amount available for sports event bid fees and sponsorships. These investments are often an important factor in securing regional and national competitions for Tumwater. With fewer resources available to compete for these events, we would pursue fewer opportunities, potentially resulting in the loss of high-impact events that generate concentrated overnight stays and visitor spending. In short, partial funding would not simply reduce the amount of marketing we produce. It would reduce Tumwater's visibility in key visitor markets, our ability to compete for overnight-generating events, and the overall amount of visitor spending and lodging activity we are positioned to generate for the City.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
45,000.00	125,000.00	206,609.23	10,000.00

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

Experience Olympia & Beyond combines lodging tax investments from multiple jurisdictions with Thurston County, TPA, and private funding to create a larger regional marketing platform. This gives Tumwater substantially more reach, content, research, and promotional power than its investment could purchase on its own. Tumwater LTAC funding specifically ensures that Tumwater lodging properties, attractions, events, parks, breweries, restaurants, and visitor experiences are prominently featured across paid advertising, website content, social media, visitor guides, media outreach, itineraries, and sports recruitment efforts. Tumwater benefits from both the scale of a regional destination marketing organization and dedicated promotion of its own visitor economy.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	47,068
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	47,068
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	18,827
ESTIMATED PAID OVERNIGHT STAYS	7,663
ESTIMATED UNPAID OVERNIGHT STAYS	13,183

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

We use a structured estimate that considers lodging data, overall visitor volume and economic impact reporting, and digital campaign performance to estimate attendance generated by our marketing efforts.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

We will actively promote Tumwater lodging establishments across our year-round marketing ecosystem, including paid advertising, public relations, social media, ExperienceOlympia.com, the Visitor Guide, Tumwater Community Guide, Meeting Planner Guide, and Sports Facility Guide. We will also drive

overnight stays through direct sales, event recruitment, marketing support, and partnerships with meeting and sports organizers.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

We will actively promote Tumwater lodging establishments across our year-round marketing ecosystem, including paid advertising, public relations, social media, ExperienceOlympia.com, the Visitor Guide, Tumwater Community Guide, Meeting Planner Guide, and Sports Facility Guide. We will also drive overnight stays through direct sales, event recruitment, marketing support, and partnerships with meeting and sports organizers.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

We partner with the City of Tumwater, all Chambers of Commerce in Thurston County, the Thurston Economic Development Council, the Squaxin, Chehalis and Nisqually Tribes, Olympic Flight Museum, Port of Olympia, the Cities of Olympia, Lacey, Yelm, Tenino, Rainier, Grand Mound, Rochester and Bucoda, Thurston County, the Olympia Tumwater Foundation, and many more organizations and events.

APPLICANT AGREEMENT

☒ **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

WASHINGTON
Secretary of State
Corporations & Charities Division

Filed
Secretary of State
State of Washington
Date Filed: 09/18/2026
Effective Date: 09/18/2026
UBI #: 601 738 394

Annual Report

BUSINESS INFORMATION

Business Name:
VISITORS AND CONVENTION BUREAU OF THURSTON COUNTY

UBI Number:
601 738 394

Business Type:
WA NONPROFIT CORPORATION

Business Status:
ACTIVE

Principal Office Street Address:
2424 HERITAGE CT SW STE 101, OLYMPIA, WA, 98502-6046, UNITED STATES

Principal Office Mailing Address:
PO BOX 1394, OLYMPIA, WA, 98507-1394, UNITED STATES

Expiration Date:
09/30/2027

Jurisdiction:
UNITED STATES, WASHINGTON

Formation/Registration Date:
09/12/1996

Period of Duration:
PERPETUAL

Inactive Date:

Nature of Business:
DESTINATION MARKETING ASSOCIATION SERVING THURSTON COUNTY, WA

NONPROFIT GROSS REVENUE CERTIFICATION

Per RCW 24.03A.960 does the Nonprofit certify that its total gross revenue in the most recent fiscal year was less than $500,000? **- No**

NONPROFIT CORPORATION'S EIN

Nonprofit EIN: **91-1735847**

REGISTERED AGENT RCW 23.95.410

Registered Agent Name	Street Address	Mailing Address

VISITORS AND CONVENTION BUREAU OF THURSTON COUNTY	2424 HERITAGE CT SW STE 101, OLYMPIA, WA, 98502-6046, UNITED STATES	PO BOX 1394, OLYMPIA, WA, 98507-1394, UNITED STATES

PRINCIPAL OFFICE

Phone:
3607047544

Email:
KELLY@EXPERIENCEOLYMPIA.COM

Street Address:
2424 HERITAGE CT SW STE 101, OLYMPIA, WA, 98502-6046, USA

Mailing Address:
PO BOX 1394, OLYMPIA, WA, 98507-1394, USA

GOVERNORS

Title	Type	Entity Name	First Name	Last Name
GOVERNOR	INDIVIDUAL		CHRISTINA	DANIELS
GOVERNOR	INDIVIDUAL		SATPAL	SOHAL
GOVERNOR	INDIVIDUAL		BRANDON	STAFF
GOVERNOR	INDIVIDUAL		SHINA	WYSOCKI
GOVERNOR	INDIVIDUAL		PATTY	BELMONTE
GOVERNOR	INDIVIDUAL		ASLAN	MEADE

NATURE OF BUSINESS

- DESTINATION MARKETING ASSOCIATION SERVING THURSTON COUNTY, WA

CHARITABLE NONPROFIT CORPORATION

Is the Nonprofit Corporation a Charitable Nonprofit as defined by RCW 24.03A.010(6)? **- No**

CONTROLLING INTEREST

State law requires the following information to be collected for the Department of Revenue. Answer the Real Estate Excise Tax (REET) questions accordingly.

All answers are initially defaulted to "No". Review for accuracy and change the answers to "Yes" if applicable.

- If the answers to questions 1 and 2a are "Yes" you must report a **Controlling Interest Transfer** to Department of Revenue per RCW 82.45.220
- Indicate by checking "Yes" or "No" to question 3 if the documentation has been filed with the Department of Revenue.

For more information about Controlling Interest, contact Department of Revenue by visiting www.dor.wa.gov/REET

1. Does this entity own (hold title) real property in Washington, such as land or buildings, including leasehold improvements?
- No
2. In the **past 12 months**, has there been a transfer of at least 16-2/3 percent of the ownership, stock, or other financial interest in the entity?
- No
a. If "Yes", in the **past 36 months**, has there been a transfer of controlling interest (50 percent or greater) of the ownership, stock, or other financial interest in the entity?
- No
3. If you answered "Yes" to question 2a, has a controlling interest transfer return been filed with the Department of Revenue?

- No

RETURN ADDRESS FOR THIS FILING

Attention:
KELLY CAMPBELL
Email:
KELLY@EXPERIENCEOLYMPIA.COM
Address:
PO BOX 1394, OLYMPIA, WA, 98507-1394, USA

UPLOAD ADDITIONAL DOCUMENTS

Do you have additional documents to upload? **- No**

AUTHORIZED PERSON

☑ I am an authorized person.

Person Type:
ENTITY

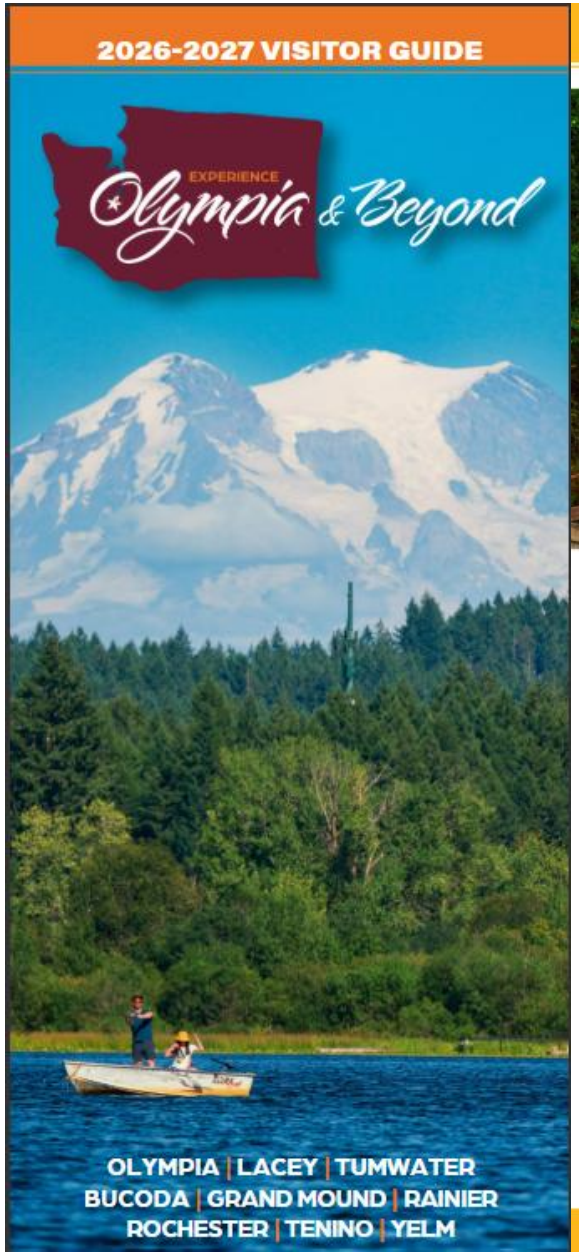
First Name:
KELLY

Last Name:
CAMPBELL

Entity Name:
VISITOR & CONVENTION BUREAU OF THURSTON COUNTY

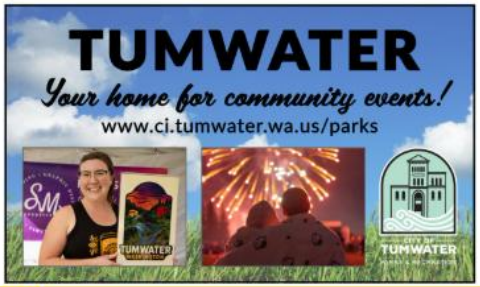
Title:
VP FINANCE & ADMINIS

☑ This document is hereby executed under penalty of law and is to the best of my knowledge, true and correct.




Brewery Park at Tumwater Falls

With a roaring waterfall at its heart, Tumwater blends natural beauty with deep Northwest history. Just south of Olympia, it was the terminus of the Oregon Trail and the first permanent European-American settlement in the Puget Sound region. The Deschutes River powered early industry, and the name *Tumwater*, derived from the Chinook word for "waterfall," stuck. Today, the falls remain a must-see, and the city's craft spirits scene is thriving. The Tumwater Craft District brings together boutique shops, local makers, restaurants, and plenty of craft beverages, supported by South Puget Sound Community College's Brewing and Distilling Program, which cements Tumwater's past and future as a leader in craft production.



THINGS TO DO

Brewery Park at Tumwater Falls
Brewery Park at Tumwater Falls offers a dramatic glimpse of the Deschutes River as it rushes over cascading falls on its way to Capitol Lake. Paved paths, picnic areas, open lawn space, and a popular salmon viewing area make the park inviting for all ages—especially during the salmon run from mid-September to mid-October. Overlooking the falls is the historic 1906 Old Brewhouse, once home to the Olympia Brewing Company and famously known for the slogan "It's the Water." Today, the iconic brick building remains a focal point of the park and ongoing preservation efforts.

Schmidt House and Centennial Rose Garden
Near the original brewery is the stately Schmidt House, a Colonial Revival built in 1904 for brewery owner Leopold Schmidt. The grounds, including the exterior of the home, and the Centennial Rose Garden, are open daily during daylight hours. Visitors are welcome to explore and enjoy the beautiful property for free. Register on the website for guided tours of the interior of this historic home.

Golf
Tumwater offers a variety of golfing experiences for every skill level and style of play. Tumwater Valley Golf Club delivers a classic golf outing with a championship-level course, pro shop, and the River's Edge Restaurant and Bar overlooking the greens. For a more casual stop, Airport Golf Center features a driving range, lessons, batting cages, and a taproom serving local beer alongside pub favorites. Visitors can also head to The Golf Loft, an indoor golf experience offering simulators, instruction, and year-round play regardless of the weather.



Union Pioneer Calvary Cemetery
History buffs visiting Tumwater will appreciate a stop at the Union Pioneer Calvary Cemetery, one of the area's oldest burial grounds. Established in the 19th century, the cemetery offers a quiet place to reflect on the lives of early settlers, veterans, and notable figures who helped shape the South Sound region. Weathered headstones and mature trees create a peaceful, contemplative atmosphere rich with local history. A visit provides a meaningful connection to Tumwater's pioneer roots and enduring heritage.


Tumwater Artesian Brewfest

Olympic Flight Museum
Aviation enthusiasts won't want to miss this museum and tribute to flight at the Olympia Regional Airport. The collection includes vintage aircraft and artifacts, and the space is available for event rentals. It's also home to the popular Olympic Air Show, always celebrated over Father's Day weekend.

Tumwater Craft District
Explore a creative mix of craft food and drinks, local art, and specialty shopping. This walkable area features art galleries, wine bars, and tasting rooms alongside unique eateries and a fresh seafood market. It's an easy place to spend an afternoon or evening sampling local flavors, browsing artwork, and soaking up Tumwater's growing creative scene.



Tumwater Artesian Brewfest
Held on the third Saturday in August, this festival of all things brewing has an agenda: to #bringbrewingback. In addition to local beer, cider, wine, spirits, and food, the festival hosts games like Stein-holding competitions, a karaoke tent, and oversized lawn games like giant beer pong. 21+ event

Crosby House and Tumwater Historical Park
Just beyond the falls, this 17-acre park contains play structures, trails, wide open spaces, and a reservable covered picnic area, making it a popular location for families and community gatherings. By the entrance is the Crosby House, Bing Crosby's grandparents' historic home, built around 1860 and kept intact by the Daughters of the Pioneers of Washington. Tours offered the first Sunday of the month, April through October.

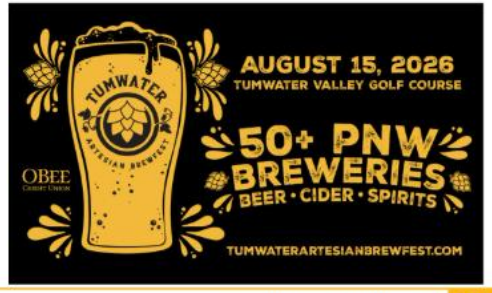
TUMWATER ATTRACTIONS

Flaming Pig BBQ
Flamingpigbbq.net
111 Tumwater Blvd SE, Ste B-102

Pellegrino's Italian Kitchen
Pellegrinositaliankitchen.com
205 Cleveland Ave SE

Tumwater Artesian Brewfest
Tumwaterartesianbrewfest.com

Tumwater Parks and Recreation
Ci.tumwater.wa.us/parks
821 Airport Ct. SE



Where Nature, History, and the Future Intersect

With a gushing waterfall as its centerpiece, Tumwater shines for its natural beauty, historical significance, and vibrant presence. The city just south of Olympia was the terminus for the Oregon Trail. It became the first permanent European-American settlement in the Puget Sound region, where pioneers relied on energy from the churning Deschutes River. Originally named New Market by settlers, the Chinook jargon term Tumwater, meaning waterfall, ultimately made the cut as the city's official brand.

The falls, which were instrumental to early industry, are one of Tumwater's most popular attractions. Tumwater's craft spirits scene is also a huge draw for locals and visitors alike. The Tumwater Craft District features boutique shops, local makers, and restaurants serving locally sourced food and craft beverages in an open-air market setting and, of course, offers opportunities for imbibing. The district partners with South Puget Sound Community College's Brewing and Distilling Program, which trains students in the art of making beer, spirits, and cider, highlighting Tumwater as a historical and emerging world leader in craft production.



Download the Digital Guide

Tumwater, WA

experiencetumwater.com

EXPERIENCE Tumwater & Beyond

Your Guide To

EXPERIENCE Tumwater & Beyond

EXPLORE!



EXPERIENCE Olympia & Beyond

231384
FILE NUMBER

DOMESTIC

STATE OF WASHINGTON | DEPARTMENT OF STATE

I, **A. LUDLOW KRAMER,** Secretary of State of the State of Washington and custodian of its seal, hereby certify that

ARTICLES OF INCORPORATION

of OLYMPIA AREA VISTOR-CONVENTION BUREAU

a domestic corporation of Olympia, Washington,

was filed for record in this office on this date, and I further certify that such Articles remain on file in this office.

Filed at request of
Dale Hume
P.O. Box 1427
Olympia, Wa 98507
NON-PROFIT

Filing and recording fee $ 20.00

License to June 30, 19 $

Excess pages @ 25¢ $

Microfilmed, Roll No. 1274
Page 07

In witness whereof I have signed and have affixed the seal of the State of Washington to this certificate at Olympia, the State Capitol,

August 2, 1973

A. LUDLOW KRAMER
SECRETARY OF STATE

SSF-57 B (6-69)

COPY

FILED

AUG 3 1973

A. LUDLOW KRAMER
SECRETARY OF STATE

ARTICLES OF INCORPORATION OF OLYMPIA AREA VISITOR-CONVENTION BUREAU

We, the undersigned persons, acting as the incorporators of a non-profit corporation under the provisions of the Washington Nonprofit Corporation Act (Revised Code of Washington 24.03), adopt the following articles of incorporation for such corporation:

Article I
NAME

The name of the corporation shall be the Olympia Area Visitor-Convention Bureau.

Article II
DURATION

The period of duration of the corporation shall be perpetual.

Article III
PURPOSE

The purpose of this corporation shall be to foster and promote the cities of Olympia, Lacey and Tumwater and Thurston County as tourist areas and further to solicit for Olympia and vicinity conventions, assemblies and other gatherings of visitors and to render assistance to organizations hosting conventions in such cities or seeking to host conventions in such cities and generally to do all other and further lawful acts necessary or convenient to the above purposes. The corporation shall have all powers granted by law necessary and proper to carry out its above stated purposes consistent with its qualifications under Section 501 (c) (6) of the Internal Revenue Code.

IV
ADMINISTRATION

Provisions for the regulation of the internal affairs of the corporation shall be set forth in the By Laws.

404

PEBBLES, SWANSON & LINDSKOG
Attorneys at Law
202-212 Security Building
Olympia, Washington 98501

COPY

Article V
MEMBERSHIP

The membership of the Olympia Area Visitor-Convention Bureau, shall be composed of any individual, partnership, municipal body or corporation that applies for membership in the Bureau and who has paid membership dues to the Bureau subject to the approval of the Board of Directors.

Article VI
CAPITALIZATION

This corporation shall have no capital stock and shall issue no shares, but shall issue membership certificates to its respective members.

Article VII
LOCATION

The address of the initial registered office of this corporation shall be 525 South Washington Street, Olympia, Washington 98501. The name of the initial registered agent of the corporation at such address shall be Dale Hume.

Article VIII
BOARD OF DIRECTORS

The affairs of this corporation shall not consist of more than twenty-one (21) members, nor less than eleven (11) members, the exact number which shall be fixed from time to time by the By Laws of the corporation. The terms of such directors shall be for a period of three (3) years from the annual meeting at which they are elected and until their successors are elected and qualified, provided, however, that at the first election of such directors at the annual meeting of the corporation held in the year 1974, three (3) of the directors fixed by the By Laws of the corporation shall hold office for a term of one year and until their successors are elected and qualified, four (4) of the directors elected at such meeting shall hold office for terms of two (2) years and until their successors are elected and qualified and the remaining of such directors elected at such meeting shall hold office for

COPY

a term of three (3) years and until their successors are elected and qualified. The original directors of this corporation number eleven (11) and their names and addresses are as follows:

Rod Moreland, President	Holly Motel 2816 Martin Way Olympia, Washington
Mike Vavrinec, Vice President	Falls Terrace Restaurant 106 S. Deschutes Way Olympia, Washington
Jerry Craig, Treasurer	Olympia Oyster House 320 West 4th Olympia, Washington
Bill Moreland, Secretary	Holiday Inn 621 S. Capitol Way Olympia, Washington
Gene Vosberg	Tyee Motor Inn 500 Tyee Drive Tumwater, Washington
Tom Deats	Evergreen Inn Evergreen Park Drive Olympia, Washington
Aggie Davis	Davis Brown Derby East 9th and Capitol Way Olympia, Washington
Don Gessell	Washington Natural Gas 222 W. 4th Olympia, Washington
Dave Antsen	Olympia Downtown Association 525 So. Washington Street Olympia, Washington
C. Don Thompson	Lacey Area Chamber of Commerce 5602 Pacific Lacey, Washington
John Donaldson	South Sound Center Merchants Assr P. O. Box 3487 Lacey, Washington

and each of said persons was a citizen of the United States and a resident of the state of Washington.

COPY

Article IX
INCORPORATORS

The names and addresses of the incorporators of the corporaton are as follows:

Rod Moreland	Holly Motel 2816 Martin Way Olympia, Washington
Jerry Craig	Olympia Oyster House 320 West 4th Olympia, Washington
Dale Hume	525 So. Washington Street Olympia, Washington

Article X
DISSOLUTION

In the event of dissolution, the assets of the corporation shall be applied first to the discharge and satisfaction of all outstanding obligations and liabilities of the corporation, and the remaining assets of the corporation after payment of such obligations and liabilities shall be distributed to one or more regularly organized and qualified charitable, educational, scientific, non-profit, or philanthropic organizations to be selected by the Board of Directors.

Rod Moreland
ROD MORELAND

JERRY CRAIG

Dale Hume
DALE HUME

State of Washington
County of Thurston

Subscribed and sworn to before me this 2nd day of August 1973

Notary Public Residing at Olympia
Washington Commission expires August
19, 1974

PEBBLES, SWANSON & LINDSKOG
Attorneys at Law
202-212 Security Building
Olympia, Washington 98501

COPY

FILED

APR 1 1983

SECRETARY OF STATE
STATE OF WASHINGTON

Pursuant to the provisions of RCW 24.03 of the Washington Non-Profit Corporation Act, the undersigned adopts the following articles of amendment to the articles of incorporation.

(1) The name of the corporation is Olympia Area Visitor-Convention Bureau

(2) The following amendment(s) to the articles of incorporation were adopted on February 11th, 1983.

ARTICLE 1 - Changing name to the Olympia-Lacey-Tumwater Visitor Convention Bureau.

On February 11th, 1983, the Olympia Area Visitor and Convention Bureau met for their monthly Board of Director's Meeting. During this meeting it was voted unanimously by a 2/3 majority of the board that the name be officially changed to the Olympia-Lacey-Tumwater Visitor Convention Bureau. The members having no voting rights.

V.P.

Signature and title of President or Vice President

Treasurer

Signature and title of Secretary or Treasurer

State of Washington

County of Thurston

The undersigned, a notary public, in and for the state and county above set forth, hereby certifies that on February , 1983, personally appeared before me Klaus Mogn. & Lynn Jacob who, being by me first duly sworn, declared that (s)he is the Vice President & Treasurer of the aforementioned corporation and that (s)he signed the foregoing document, and that the statements therein contained are true.

Notary Public

Seal

COPY

2-231384-5
FILE NUMBER

DOMESTIC

STATE OF WASHINGTON | DEPARTMENT OF STATE

I, **RALPH MUNRO**, Secretary of State of the State of Washington and custodian of its seal, hereby certify that

ARTICLES OF AMENDMENT TO

ARTICLES OF INCORPORATION

of OLYMPIA AREA VISITOR-CONVENTION BUREAU

a domestic corporation of Olympia, Washington,

Changing name to OLYMPIA-LACEY-TUMWATER VISITOR CONVENTION BUREAU

was filed for record in this office on this date, and I further certify that such Articles remain on file in this office.

In witness whereof I have signed and have affixed the seal of the State of Washington to this certificate at Olympia, the State Capitol,

April 1, 1983.

RALPH MUNRO
SECRETARY OF STATE

COPY

SSF-57-A (11-70) -111-



VISITOR AND CONVENTION BUREAU OF THURSTON COUNTY

DBA
Experience
Olympia & Beyond

Presented: July 17, 2025
Revised: August 7, 2025
Approved: August 19, 2025

TABLE OF CONTENTS

Page 2 / Mission, Vision, and Values

Page 3 / Bylaws and Governing Policies

Page 10 / Investigations and Conduct

Page 11 / Conflict of Interest

Page 15 / Board Covenant

Page 19 / Board Orientation

MISSION, VISION, VALUES

The VCB inspires, informs, and influences travelers and travel decision makers to visit Thurston County. Through a strategic mix of marketing, communication, and sales initiatives, we promote and package the region - inviting individual travelers, meetings and events, group tours and sporting events to explore, stay and compete in Thurston County.

MISSION

We reveal the most iconic Thurston County experiences for the world to discover.

VISION

To be known as a top travel destination in the Pacific Northwest

VALUES

Accountability

We take responsibility for our words, actions, results, and everything in between.

Collaboration

We do our best work when we recognize one another's strengths – we listen, support and adapt together.

Respect

We value diverse perspectives and treat people with dignity and professionalism.

Trust

The relationships we build are rooted in our ability to instill confidence that we are experts in our field, our actions are fair, and our behavior is responsible and reliable.

Integrity

Our organization is transparent and firmly rooted in the highest ethical standards.

Empathy

We care about the well-being of others and show kindness and caring every day.

BYLAWS & POLICIES

OVERVIEW

The following are the official bylaws of the Visitor and Convention Bureau of Thurston County, dba Olympia-Lacey-Tumwater Visitor & Convention Bureau (OLTVCB) and dba Experience Olympia & Beyond, originally approved by the Board of Directors on November 20, 2018. The bylaws serve as governing rules by which the organization will conduct itself. Where prudent, additional policies have been added to further define and clarify courses of action for the organization. These policies were amended and adopted by the Board of Directors on June 21, 2022, and August 20,2024, and are identified as "POLICY" throughout this document.

A good faith *effort* will be made to abide by all governing policies. There may be unforeseen circumstances when the Board of Directors may choose to take action to modify said policies for a special situation.

The Board of Directors will conduct a review of the bylaws and policies on an as needed basis to ensure relevancy and effective governance of the organization.

Bylaws and Policies

Article I. Olympia-Lacey-Tumwater Visitor & Convention Bureau

1. Olympia-Lacey-Tumwater Visitor & Convention Bureau (OLTVCB) focus and goal is to reveal the most iconic Thurston County experiences for the world to discover.

2. The OLTVCB shall operate as a nonprofit 501(c)(6).

3. The OLTVCB fiscal year shall be based on the calendar year.

4. Registered Office: The post office address of the registered office of the Olympia Lacey Tumwater Visitor and Convention Bureau shall be 2424 Heritage Ct. SW STE 101, Olympia, WA 98502, or such other address as may be subsequently approved by the Board of Directors.

5. Dissolution: The Olympia Lacey Tumwater Visitor and Convention Bureau, as a private non-profit organization, may only be dissolved with approval of two-thirds majority of all current members of the Board of Directors.

Article II. Stakeholders, Members & Meetings

Stakeholders/ Any individual, business or organization which supports the purpose of the OLTVCB shall be considered a stakeholder.

Members/ Experience Olympia & Beyond follows guidance from the Washington State Department of Revenue NAISC codes that correlate with the following categories:

- Accommodations
- Food Services

- Arts, Entertainment and Recreation
- Retail Trade
- Meeting and Event Venues
- Transportation

By-laws/ All stakeholders and members may be provided with a copy of the OLTVCB By-laws upon request.

Meetings/ At least one stakeholder meeting shall be held each year. Stakeholders of the OLTVCB shall be informed of the time and place of the meeting at least two weeks in advance.

POLICY: The OLTVCB will conduct an annual meeting.

Article lll.

Board of Directors

1. The Board of Directors shall consist of a minimum of eleven (11) and up to twenty- one (21) Directors of the Board shall include:

A minimum of three (3) and up to five (5) directors total,generally one elected official and/or employee from the funding municipalities served by the OLTVCB. Funding municipalities include those that are included in the Thurston County Tourism Promotion Area and/or those communities collecting lodging tax that issue lodging tax awards to the OLTVCB.

2. A minimum of two (2) hoteliers shall be represented and hold voting positions on the Board of Directors.
3. A maximum of up to two (2) Emeritus Board Director positions may be added (if total number of members does not exceed 21) to the Board of Directors. Emeritus Board Director positions shall each have one vote and may be held only by those Directors who have reached their term limits but can still offer valuable insights and institutional knowledge. Emeritus Directors must have served three full or partial consecutive terms and served as an Officer of the Executive Committee for a minimum of two full terms. Emeritus Directors shall be recommended by the Nominating Committee.
4. The remaining Directors shall be made up of representation of entities that manage regional and local attractions or non-profit organizations that promote Thurston County tourism economy, and those who provide or manage services to tourists in Thurston County; including but not limited to lodging, retail, attractions and entertainment, food service, transportation, tribes, and other businesses that rely on a robust tourism economy.
5. The CEO is an Ex-Officio (non-voting) Director of the Board whose service does not count toward the total number of Directors.

6. Election to the Board of Directors
   a. Candidates for the Board of Directors shall be submitted to the Nominating Committee for consideration. The Nominating Committee will provide their recommendations to the Executive Committee for approval. Endorsed Candidates will be submitted for full Board of Directors approval.
   b. Elected Officials representing a funding municipality will be recommended

to the Executive Committee for appointment to the Board by the municipality.

c. The CEO and Board President will contact the municipality notifying them if a candidate was approved. If a candidate does not meet with Executive Committee approval a request for an alternate representative from the municipality will be submitted.
d. Endorsed candidates will be submitted to the full Board of Directors for approval.
e. Board Directors shall elect a Candidate to a term, per paragraph 3 of this section.

7. Term of Office
   a. Board and Officer terms shall begin on the date of the Annual Meeting, except for elected officials whose terms are subject to election date and appointment cycles.
   b. Board Directors shall serve a three (3) year term.
   c. The election of Board Directors filling a vacant position for unexpired terms shall be for the balance of the term vacated as endorsed by the Executive Committee and approved by the full Board. See Mid-term vacancies. Article III Section 7.

8. Term Limits/ Renewal/ Board Director terms may be renewed up to three (3) consecutive terms (partial or full). Upon completion of three consecutive terms, the Board Directors may run for election again after taking one calendar year off the Board. Exceptions may be granted if approved by the Nominating Committee and approved by the Board of Directors.

POLICY: The OLTVCB Board of Directors is not required to fill a vacancy for unexpired terms unless the size of the Board falls below the minimum per Article III, Section 1 of the bylaws and/or of required positions are vacated.

9. Resignations
   a. Three (3) missed (unexcused) meetings by a Director within a twelve (12) month period signals an automatic resignation from the Board of Directors.

POLICY: An "unexcused absence" is defined as: no notification given to OLTVCB *staff* or Board President. Notification will be given a minimum of two hours prior before the scheduled meeting.

POLICY: Once automatic resignation is signaled, the Board President will follow-up with written notification to the Board Director.

   b. Any Director may resign effective upon giving written notice to the President of the Board, unless such notice specifies a later time for the resignation to become effective.

10. Election to Board / Nominations committee will make recommendations to Exec Committee and Board of Directors for approval. A ballot of approved Directors will be issued to OLTVCB Stakeholders and Members two weeks prior to the Annual Meeting.

a. Stakeholders and Members will be given two (2) weeks to submit their vote via email survey.

> POLICY: Ballots with the Board slate will be distributed to OLTVCB stakeholders within the month of the election prior to Annual Meeting

11. Removal from Office/ Any Board Director may be removed by two thirds (2/3) vote of all other current Directors of the Board present at a regular or a special meeting of the Board provided that notice of such proposal has been given or sent to each Board Director in writing at least five (5) days prior to the meeting.

12. Vacancies / Board of Directors' mid-term vacancies may be appointed by the Executive Committee submitting an endorsed Candidate's name to the Board of Directors for approval.

13. Board Meetings/ The Board of Directors shall meet at least quarterly. The time and place for the regular meetings shall be made by a majority agreement. The Board of Directors shall receive notice of a meeting no less than one week before the meeting. Robert's Rules of Order shall serve as the guide for the conduct of business at meetings of the OLTVCB.
    1. Meeting Types/ The OLTVCB Board meets in two ways:
        i. Open/ Meetings of this type are open to our stakeholders/members.
        ii. Closed / Upon the affirmative vote in open meeting to assemble in closed session, the Board of Directors may convene in closed executive session to consider personnel matters (including salary negotiation and complaints against any officer or employee of the corporation); consult with legal counsel or consider communications with legal counsel; discuss likely or pending litigation; and consider proprietary or confidential non-published information related to the activities of the organization.

> POLICY: In very special cases, when advised by an attorney, the Chief Executive Officer or Board President can call a closed executive session to discuss matters of a sensitive and/or urgent nature.

    a. Minutes/ Will be taken at all open Board meetings.
    b. Quorum / At any meeting of the Board of Directors at least one-half of the Board Directors must be present in person, via phone call, through video chat software, or email to constitute a quorum and validate decisions. Each Board Director present shall be entitled to one vote. A majority vote of the Board Directors present shall affirm resolutions put forth.

14. Responsibilities/ The Board of Directors is responsible for managing the business and property of the Visitor & Convention Bureau of Thurston County. The Board may establish and excuse any committees deemed necessary, hire and manage the performance of the Chief Executive Officer via the Executive Committee (see Article V.2.), set rates, acquire and sell assets, establish policies and define, approve or disallow exceptions to policy.

BOARD ROLES	STAFF ROLES
Governs	Administers
Decides "what"	Decides "how"
Makes policy	Carries out policy
Sets direction	Plans and works to achieve goals based on direction
	Provides updates on achievements
Monitors progress	Monitors progress

15. Accountability / Board Directors are expected to take actions in good faith and in reasonable pursuit of decisions made by the Board. The OLTVCB will maintain Directors and Officers insurance at the minimum per claim limit as required and contracted with municipalities'; preferably with an A+ rated insurance company.

16. Alternates / If a Board Director is not able to attend a meeting, they can send an alternate representative in good standing with the OLTVCB. The attendance of an alternate will count for a quorum however the alternate's ability to issue a proxy vote must be preapproved in advance of the meeting by either the CEO or Board President.

Article IV. Officers

POLICY: Officers shall be elected by the Board of Directors by secret ballot in a vote held at the Board meeting preceding the Annual Meeting.

1. Election of officers/ The Board of Directors shall elect a President, Vice President, Treasurer and Secretary. Any Board Director may serve as an officer except for elected officials.

2. Term of Office *I* Officers shall serve a three-year term. Any officer may be removed by two thirds (2/3) vote by the Board of Directors present provided notice has been given at a meeting in which a quorum is present. A vacancy in an officer position may be filled by a majority vote of the Board Directors present.

POLICY: When a Board Director is elected to an Officer position, their term limit on the Board of Directors adjusts to end according to the officer term.

3. Term Limits/ Renewal/ Officer terms may be renewed up to three (3) consecutive terms (partial or full). Upon completion of three consecutive terms, Officers may run for election again after taking one calendar year *off* the Board. Exceptions may be granted if approved by the Nominating Committee and approved by the Board of Directors.

POLICY: Terms are three years in length for both Director and officer roles.

President/ The President of the OLTVCB shall be responsible for the strategic leadership and external relations of the OLTVCB, shall preside at all meetings of the Board of Directors including the Annual or any special meetings of the OLTVCB, shall call such other meetings of the Board of Directors as they shall deem necessary and shall perform such other duties usually inherent in such office and/or delegate them as deemed necessary.

Vice President/ The Vice President shall act on behalf of the President of the OLTVCB in his/her absence.

Treasurer/ The Treasurer shall receive and be accountable for all funds belonging to the organization, pay all obligations legally incurred by the Olympia Lacey Tumwater Visitor and Convention Bureau when payment is authorized by the Board of Directors, maintain bank accounts in depositories, provide financial reports and perform such other acts as the President may direct. The Treasurer may also delegate these duties to the Chief Executive Officer, administrator, other *staff* or an accounting firm and shall ensure all records are kept for the Board of Directors and the OLTVCB and any other responsible parties as deemed necessary, prudent, and approved by the Board of Directors.

POLICY: The Treasurer shall serve as the chair of the budget and policy committee.

Secretary *I* The Secretary shall be responsible for working with *staff* to ensure all Board and Executive Committee meetings are recorded, distributed to the board, and approved by Board vote.

POLICY: OLTVCB *staff* will draft meeting minutes and submit them to the Secretary for approval. The Secretary will approve the draft

Past President/ The Past President is a voting member of the Executive Committee and provides leadership to the Board of Directors, when applicable.

At-Large/ At-Large Directors represent the viewpoints of the Board of Directors.

Emeritus/ Represent institutional knowledge and historical background.

Article V. Committees

1. All committees of the OLTVCB shall be proposed by the Executive Committee and approved by the Board of Directors/ The President shall appoint all committee chairs.

POLICY: Approval for committees can be created by using formal vote or consensus. Task force groups may be formed for a specific purpose and do not need formal approval.

2. Executive Committee/ Officers, the Past President, if applicable, and At-Large Executive Committee members shall constitute the Executive Committee. This Committee shall approve the agenda for Board meetings and carry on the oversight of the organization according to the directions established by the Board.
    a. There shall be an Executive Committee of the Board of Directors, consisting of the President, Vice President, Past President when applicable, Treasurer, Secretary, and At-Large Executive Committee members totaling a maximum of seven committee members.
    b. If the OLTVCB is in the process of hiring a CEO and lacks executive staff leadership, the Executive Committee shall transact business of an emergency or delegated nature, act on behalf of the Board of Directors between meetings of the Directors and oversee the on-going operation of the OLTVCB. The Executive Committee shall report the substance of any such actions to the Board of Directors at its next meeting.
    c. At any executive committee meeting at least one-half of the members must be present in person, via phone call, email, or through video chat software to constitute a quorum and validate decisions. Each member present shall be entitled to one vote. A majority vote of the members present shall affirm resolutions put forth.
    d. The executive committee, on behalf of the Board of Directors, shall make the recommendation to hire, determine initial compensation of and/or dismiss the Chief Executive Officer of the OLTVCB, and, submit their recommendation to the full board for approval. In some instances, e-mail may be an acceptable form of communication and voting approval.
    e. The Executive Committee will on an annual basis establish goals/objectives and review the performance of the Chief Executive Officer for merit pay increases or incentive compensation consistent with any employee contracts that may be in place.

3. Nominating Committee/ The President chairs the Nominating Committee and shall appoint 3-6 Board Directors including the President to serve on the committee.

Article VI. Activity and Fund Use Limitations

1. No part of the net earnings, contributions or gifts given to this organization shall be distributed in an unlawful manner or for the personal use of any Board Director, OLTVCB stakeholder, member or other private persons.

Article VII. Amendments

1. These Bylaws may be amended, changed, modified or repealed by an affirmative vote of two-thirds (2/3) of the members of the Board of Directors present at any meeting of the Board provided that a quorum is present and that two weeks' notice of the amendment,

INVESTIGATIONS & CONDUCT

OLTVCB Investigations

The OLTVCB will take all reports seriously and conduct an appropriate investigation. The OLTVCB will expect that all employees and Directors will cooperate in any investigation, whether those employees are directly involved. The OLTVCB will attempt to keep the facts and results of its investigation confidential, although that is not always possible. The OLTVCB may take appropriate disciplinary action against an employee or Director found to have violated the policy, up to and including termination of employment or Board service. Board Directors are expected to comply with all anti-harassment and non-retaliation policies governing staff as outlined in the OLTVCB Personnel Policy Manual.

Non–Retaliation

The OLTVCB prohibits retaliation because of an employee's or Director's good faith report of discrimination or harassment, or participation in an investigation of such a claim. Any individual who is found to have engaged in retaliatory conduct will be subject to appropriate corrective action, up to and including termination of employment or Board service. Employees who believe they have experienced such retaliation should notify their supervisor, the CEO, President, or Executive Committee.

Substance Abuse and Misuse

While at work, each OLTVCB employee has a responsibility to our customers, our employees, and to the public to perform his or her work and to deliver services in a safe and conscientious manner. All employees must be able to work in a drug-free environment and themselves be free from the effects of alcohol and other job-impairing substances. Accordingly, the use, sale, or possession by an employee of liquor, controlled substance, drug not medically authorized, or other substances which may impair job performance or pose a hazard to the safety and welfare of the employee, the public, or other employees, is strictly prohibited and will result in termination. Should an issue arise indicating that drugs, alcohol, substance-not-medically authorized or other inappropriate item may be present in the workplace, OLTVCB reserves the right to search employees' work areas and belongings with another manager, supervisor or other third party shall be present. OLTVCB also reserves the right to conduct alcohol and drug tests at any time.

The OLTVCB may terminate an employee if the employee violates this policy, fails to cooperate fully in drug test procedures, refuses to be tested, or provides false information.

The OLTVCB takes its commitment to provide safe and conscientious services to its customers, the public and its employees seriously. Recognizing this commitment, the OLTVCB has access to clinically-conducted employee assistance resources which can provide professional assistance in an effort to aid any employee who has an alcohol or substance dependency problem. All employees who suspect they may have an alcohol or substance abuse problem are encouraged to utilize their program's resources before the problem affects their employment status. Seeking employee assistance resources is voluntary and confidential.

CONFLICT OF INTEREST POLICY

Conflict of Interest

The purpose of the Conflict-of-Interest Policy is to protect the interests of OLTVCB when it is contemplating entering a transaction or arrangement that might benefit the private interest of an officer, Director or staff member of OLTVCB or might result in a possible excess benefit transaction. This policy is intended to supplement, but not replace, any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Definitions

Interested Person - Any Director, officer, staff member, or member of a committee, who has a direct or indirect financial interest, as defined below, is an interested person.

Financial Interest - A person who has directly or indirectly through business, investment, or family:

- An ownership or investment interest in any entity with which OLTVCB has a transaction or arrangement.
- A compensation arrangement with OLTVCB or with any entity or individual with which OLTVCB has a transaction or arrangement; or
- A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which OLTVCB is negotiating a transaction or arrangement.

Compensation - Any direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. A person who has a financial interest may have a conflict of interest only if the Board of Directors, or committee, decides that a conflict of interest exists.

Procedures

1. Duty to Disclose. In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees considering the proposed transaction or arrangement.
2. Determining Whether a Conflict of Interest Exists. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he or she shall leave the Board of Directors or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board of Directors or committee members shall decide if a conflict of interests exists.
3. Procedures for Addressing the Conflict of Interest.
   a. An interested person may make a presentation at the Board of Director's meeting or committee meeting, but after the presentation, he or she shall leave the meeting during the discussion of and vote on the transaction or arrangement involving the possible conflict of interest.
   b. The President of the Board of Directors or chairman of the committee shall, if appropriate,

appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

c. After exercising due diligence, the Board of Directors or committee shall determine whether OLTVCB can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

d. If a more advantageous transaction or arrangement is not reasonably possible, under the circumstances, not producing a conflict of interest, the Board of Directors or committee shall determine by a majority vote of the disinterested Directors or committee members whether the transaction or arrangement is in OLTVCB's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy.

a. If the CEO or Board of Directors has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

b. If after hearing the member's response and after making further investigation as warranted by the circumstances, the CEO or Board of Directors determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

5. Annual Conflict-of-Interest Statement.

a. Each Director, officer, *staff* member and member of a committee shall annually sign a statement which affirms such person:

i. Received a copy of the Conflict-of-Interest Policy.

ii. Read and understands the Policy.

iii. Agreed to Comply with the Policy.

iv. Understands that OLTVCB is a non-profit corporation and to maintain its federal tax exemption must engage in activities which accomplish one or more of its tax-exempt purposes.

Your Responsibility to Report

As a representative of the OLTVCB, *staff* and Board Directors have the right and responsibility to question or challenge situations in which you suspect that something improper, unethical, or illegal is going on. The OLTVCB is committed to looking into concerns and addressing them if they're found to have merit, but we won't know that those concerns exist unless you let someone know. Being aware of suspected misconduct and not reporting it could result in termination from the OLTVCB Board or being discharged without severance if in a paid status, or removed from our sponsorship or vendor lists, regardless of contractual obligations and may make you liable for misconduct as an accomplice. If you do report suspected misconduct, you also have an obligation to cooperate in investigating the matter.

Once you've decided that you need to talk to someone about your issue or concern, who should you contact?

First, talk to your CEO. Give your CEO a chance to solve the problem. If your CEO cannot resolve the issue to your satisfaction or you are not comfortable talking to your CEO, contact a member of the Board Executive Committee. If the issue still is not resolved to your satisfaction or if you are not comfortable

talking to a Board member, notify the Board President. Your confidentiality and, if you wish -your anonymity, will remain intact during the investigation whenever possible. If it becomes a legal issue, you may be required to disclose your name and sources of information.

We understand that many persons prefer that their communications concerning misconduct remain confidential. Although we will try to protect the confidentiality of persons who report suspected misconduct, we cannot guarantee complete confidentiality. For example, sometimes it is impossible to investigate suspected misconduct without identifying the complainant. We believe, however, that it is better to come forward than to let the misconduct continue. NON-RETALIATION CONCEPT WILL BE UTILIZED FOR THE PERSONS REPORTING SUPECTED MISCONDUCT.

Confidential Information

Staff and Board Directors are responsible for the safekeeping of any confidential OLTVCB information, industry contacts, lists, and/or trade secrets to which you have access.

Confidential information, industry contacts, lists, and/or trade secrets, sometimes called "proprietary information," means information that belongs to the OLTVCB and which the OLTVCB has a right or obligation to protect. It includes any information that is not generally disclosed, is regarded as private, and/or which either is useful to the OLTVCB or would be helpful to competitors. Examples of confidential information include:

- Sales file information
- Sales database - meeting planners, tour operators, etc.
- Personal Information about team members
- Financial data
- Contract information
- Planned new projects
- List of vendors, suppliers and/or sponsors
- Wages and salary information, apart from your own compensation which you may disclose as you wish
- Projected earnings
- Changes in management or policies
- Suppliers/hotel pricing
- Electronically stored information

These are basic guidelines for protecting the OLTVCB proprietary information:

- If you have access to proprietary information, discuss it with others in the OLTVCB on a need-to-know basis.
- Do not disclose proprietary information to an outside person or entity, except under a nondisclosure agreement that has been approved by the OLTVCB legal advisor.
- Do not disclose proprietary information in social conversations or in normal business dealings with suppliers, customers, sponsors, or vendors.

If asked about disclosure of confidential or proprietary information, contact your CEO or the President of the OLTVCB.

Records of Proceedings

1. The Minutes of the Board of Directors and all committees shall contain:
    a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, and action taken to determine whether a conflict of interest was present, and the Board of Director's or committee's decision as to whether a conflict of interest in fact existed.
    b. The names of the persons who were present for discussion and votes relating the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Compensation

1. A voting member of the Board of Directors who receives compensation, directly or indirectly, from OLTVCB for services is precluded from voting on matters pertaining to that Director's compensation.

2. A voting member of any committee whose jurisdiction including compensation matters and who receives compensation, directly or indirectly from OLTVCB for service, is precluded from voting on matters pertaining to that director's compensation.

3. No member of the Board of Directors or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from OLTVCB either individually or collectively is prohibited from providing information to any committee regarding compensation.

Annual Statements

1. Each director, officer, staff member and member of a committee shall annually sign a statement which affirms such person:
    a. Received a copy of the Conflicts of Interest Policy;
    b. Read and understands the Policy;
    c. Agreed to Comply with the Policy;
    d. Understands that OLTVCB is a non-profit corporation and to maintain its federal tax exemption must engage in activities which accomplish one or more of its tax-exempt purposes.

BOARD COVENANT

This covenant defines our best intentions and goals for Board Directors of the Olympia-Lacey-Tumwater Visitor & Convention Bureau (OLTVCB). Each Board Director shall sign a Board Roles & Responsibilities document agreeing to the following responsibilities annually. Newly elected Board Directors must sign the Board Roles and Responsibilities agreement before attending their first Board meeting.

Board Directors Should

- Be engaged in the community.
- Be knowledgeable about economic and community development in general and the tourism industry, specifically.
- Understand the mission, purpose, vision, goals, policies, programs, services, strengths and needs of Experience Olympia & Beyond.
- Constantly build their knowledge about the tourism industry, the community, and their points of intersection.
- Facilitate respectful and open dialogue. One speaker at a time in meetings-please try not to interrupt.
- Commit to arriving on time and planning to attend the full meeting.
- Listen with an open mind and share openly.
- Not only identify problems-please propose a solution.

Board Directors Must

- Represent and advocate for the broader, Thurston County-wide tourism and hospitality industry.
- Represent and advocate for Experience Olympia & Beyond in the community, sharing EOB's mission, work, and accomplishments.
- Make committee and final Board decisions in concert with the rest of the Board that enhance and enrich the entire Thurston County community.
- Maintain confidentiality on select issues as required and maintain transparency on everything else.
- Recognize that a Board Director's job is to ensure that the organization is properly managed, not to manage it.
- Engage in planning activities at the Board level that provides a strategic framework in which the CEO can guide *staff* to meet short-term milestones to achieve long-term goals.
- Conduct themselves and treat the Experience Olympia & Beyond *staff,* Board and community members in keeping with the organization's values.
- Publicly support the position of the Board even if a Board Director's personal position did not prevail after a vote was held.
- Respond to meeting notices.
- Avoid conflicts of interest.
- Keep the CEO informed about any concerns the community expressed relating to tourism.

Honors confidentiality of proprietary OLTVCB information and discussion in a closed session.

- Accountability: We take responsibility for our words, actions, results, and everything in between.
- Collaboration: We do our best work when we recognize one another's strengths – we listen, support and adapt together.
- Respect: We value diverse perspectives and treat people with dignity and professionalism.
- Trust: The relationships we build are rooted in our ability to instill confidence that we are experts in our field, our actions are fair, and our behavior is responsible and reliable.
- Integrity: Our organization is transparent and firmly rooted in the highest ethical standards.
- Empathy: We care about the well-being of others and show kindness and caring every day.

Additional Responsibilities

- Represent the interests of your appointing authority or organization within the broader interests of the community at large.
- Attend scheduled Board and committee meetings (if the Board Director has joined a committee). Three unexcused absences from Board meetings in a twelve-month period serve as an automatic resignation.
- Devote approximately one hour per month to reading their board packet.
- Devote approximately one and a half hours monthly to attending Board meetings.
- Devote approximately one hour per month during months when committee meetings are held that the Board Director has volunteered to serve.
- Devote approximately 8 hours annually to attending the Annual Board Retreat.

Executive Committee Responsibilities (Executive Committee Directors Only)

- Officers may expect to invest four to seven hours per month in Board and committee activities.

President

- Work closely with the CEO and serve as an immediate source for input on issues of management and policy.
- Lead the Executive Committee and Board of Directors in overall governance and accountability.
- Direct Board meetings.
- Direct Executive Committee meetings.
- Meet with other members of the Executive Committee and the CEO as needed providing oversight and guidance.
- Serve as an authorized signer on Experience Olympia & Beyond bank accounts.
- Provide an annual review of the CEO's performance, acting as liaison with the Executive Committee on matters related to the CEO's performance, contract, and compensation.
- Attend key EOB, community and industry activities and events representing the organization and supporting the CEO.

Vice President

- Work with and supports the President to help shape Experience Olympia & Beyond governance and accountability.
- Direct EOB Board meetings and/or Executive Committee meetings in the absence of the President.
- Work with the Executive Committee to review the CEO's performance, evaluating and formulating CEO's employment contract.

Secretary

- Chair Experience Olympia & Beyond Board meetings and/or Executive Committee meetings in the absence of the President or Vice President.
- Review, edit and approve Board meeting minutes and ensure that accurate minutes are distributed, reviewed, and approved by the Board of Directors and Board meetings.
- Work with the Executive Committee to review the CEO's performance, evaluating and formulating CEO's employment contract.

Treasurer

- Receive and be accountable for all funds belonging to Experience Olympia & Beyond.
- Pay all obligations legally incurred by EOB when payment is authorized by the Board of Directors, maintain bank accounts in depositories, or delegate these duties to CEO, administrator, other staff or accounting firm.
- Serve as an authorized signer on Experience Olympia & Beyond bank accounts.
- Provide financial reports and perform such other acts as the President may direct.
- Chair EOB Board meetings and/or Executive Committee Meetings in the absence of the President, Vice President, or Secretary.
- Work with the Executive Committee to review the CEO's performance, evaluating and formulating CEO's employment contract.

At-Large

- Represents the viewpoints of the Board of Directors at Executive Committee meetings.
- Work with the Executive Committee to review the CEO's performance, evaluating and formulating CEO's employment contract.

Emeritus

- Represent institutional knowledge and historical background.

Additional Board Requirements

Legal and Ethical Standards

- Obedience - to laws and policies
- Loyalty - to OLTVCB interests
- Care - due diligence

Fiduciary Responsibilities

The OLTVCB Board of Directors makes fundamental management and policy decisions by adopting policies and bylaws, as well as motions and resolutions at Board Meetings. The day-to-day management is the responsibility of the Chief Executive Officer.

Each Director (including the Chief Executive Officer) is in a "fiduciary" relationship with the OLTVCB as a whole; i.e., the organization on whose board they serve. If you are a Director or officer, you must act with the utmost good faith and use your powers solely in the interest of the OLTVCB. When you become a Director or officer, you agree to give diligent attention to the OLTVCB concerns and to be faithful and honest in carrying out the duties of your position. You are not expected to be infallible, but you must act with honesty and in good faith.

The Board of Directors has many responsibilities as outlined in the Bylaws of the Corporation. They can be summarized as:

Each Board member must oversee the business conduct and ethical standards of the OLTVCB. The specific responsibilities of directors include the following:

1. Each Director has a fiduciary obligation to:
    a. Act in good faith, with the care an ordinarily prudent person in a like position would exercise under similar circumstances.
    b. Act in a manner he or she reasonably and honestly believes to be in the best interests of the OLTCVB; and
    c. Become fully informed of all relevant information about a particular matter before deciding on that matter as a member of the Board.
2. A Director must avoid breaches of fiduciary duty, such as fraud, overreaching, improper personal benefit, lack of good faith, or failure to become fully informed.
3. A Director will perform his or her duties with the knowledge that his or her conduct sets an example for the ethical tone of the OLTVCB.

BOARD ORIENTATION

Upon election to the VCB Board of Directors, all new Board directors must participate in a Board Orientation. The orientation will include a discussion of the following: an overview of the VCB and tourism's role in economic development, board roles and responsibilities and VCB's *staff* structure. Newly elected Board Directors must receive their full orientation before attending their first Board meeting.

EXECUTIVE COMMITTEE

When a board director is elected to the Executive Committee, they will refresh their understanding of the VCB by participating in the Board Orientation.

BOARD EVALUATION

The VCB Board of Directors conducts annual evaluations to evaluate the overall health, vitality, and effectiveness of the board.

Each board director is asked to complete the electronic Board Self-Evaluation survey. They are given three (3) weeks to complete the survey. VCB Board President aggregates the results and presents to Executive Committee and Board of Directors for analysis. The report will include discussion of key strengths (things the Board is doing well) and key opportunities (things the Board can do better to improve overall health and governance of the organization).
Staff will prepare and the Board President will distribute individual Board Scorecards. Scorecards will show a record of individual board director attendance and committee participation.

Lodging Tax Application Form

Lodging Tax Applicant Visitor & Convention Bureau of Thurston County dba Experience Olympia & Beyond

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships:		$85,000.00
Admission:		
Reserves:		
Donations/Contributions:		
Grants:		$10,000.00
Program Service Fees:		
In-kind Donations:		$0.00
Gift Shop:		$0.00
Vendor Fees:		$0.00
Fundraising Activities:		$0.00
City of Lacey Lodging Tax:		$125,000.00
City of Olympia Lodging Tax:		$206,609.23
City of Tumwater Lodging Tax:		$70,000.00
Thurston County Lodging Tax:		$45,000.00
Other Sources of Revenue: (specify)	Yelm LTAC	$10,000.00
Other Source:	TPA	$934,000.00
Other Source:	Advertising/Event In	$99,350.00
Other Source:	Interest	$25,000.00
Total Revenue:		**$1,609,959.23**

Project Expenses:

Personnel: (salaries and benefits.)		$759,207.95
Adminstration: (utilities, phone, etc.)		$51,330.00
Marketing and Promotion:		$667,764.00
Professional / Consultant Fees:		$37,085.00
Equipment:		$4,000.00
Facility / Event Venue Rental:		$40,250.00
Travel: (please specify)		$26,895.00
All Other Expenses: (please specify)	TPA	$18,075.00
Other Source:	Sales	$53,299.00
Other Source:		
Other Source:		
Total Expenses:		**$1,657,905.95**
Program Excess Deficit:		**-$47,946.72**

2027 Lodging Tax Application submitted online from Ecstatic Sound Collective for the amount of $15,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Ecstatic Sound Collective		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	99-2769429
WEBSITE	www.olyfunkfest.com		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

The Ecstatic Sound Collective is a non-profit organization dedicated to celebrating and promoting the vibrant culture that live music brings to Olympia through the annual Olympia Funk Festival. Our mission is to foster a dynamic and inclusive community by bringing diverse artists for the Olympia community to experience the transformative power of music. We strive to provide educational opportunities for students of music in our region and create a platform for artistic expression that inspires joy. Through our events and initiatives, we aim to enrich the cultural landscape of Olympia and beyond.

CONTACT PERSON	Richard Williams
EMAIL ADDRESS	RichardJohnWilliams3@gmail.com
PHONE NUMBER	(360) 920-0091
STREET ADDRESS	1614 Quasar Way NE
CITY	Olympia
ZIP CODE	98506

REQUEST

PROPOSED ACTIVITY	2027 Olympia Funk Festival		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	15000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	2027 Olympia Funk Festival		
EVENT BEGIN DATE	1/29/2027	**EVENT END DATE**	1/31/2027
YEARS EVENT HELD	4		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

The upcoming 4th annual Olympia Funk Festival is a celebration of Funk and Soul music in the South Puget Sound at the end of January every year. Our indoor stages include the Olympia Ballroom (which also serves as our festival registration hub), the Olympia Center, and culminate each night at the historic Capitol Theater for main stage performances. Our newest 4th stage at Ilk Lodge Brewing is also open to the public, featuring vinyl funk music DJs and a stage that showcases youth musicians and groups. New for 2027, Theater Artists Olympia will host festival masterclasses at its new 77-seat theater on Jefferson Street, expanding the festival footprint into another part of central Olympia and encouraging attendees to explore more of the surrounding area. This infusion of attendees (over 1,000 attendees per day, not including artists and volunteers) to Thurston County is a catalyst for giving our downtown businesses and venues a much-needed infusion of energy and traffic during a historically slow time of year. Olympia Funk Fest operates as a beacon of warmth and gathering when many of us in the Pacific Northwest need it most. On the streets outside of our festival, attendees gather in tents and our outdoor beer garden to enjoy cuisine provided by local food trucks and to rest between musical acts. Last year's attendees were even treated to a fire-dancing performance by Olympia's own Dream Spirit Dance troupe! Our 3-day gathering of musicians and music appreciators was overwhelmingly well received both by locals and our visitors from out of town and out of state. The lineup of musicians is composed of local talent, regional acts from Seattle and Portland, and is headlined by nationally known touring acts that are regarded as some of the best dance and funk acts in the country. Several of these award-winning headliner acts also agree to “blackout radius” clauses in their contracts, which state that Olympia Funk Fest will be their only stop in the Pacific Northwest region. This exclusivity draws attendees from outside our immediate area, providing a unique and affordable experience to witness a wide variety of talent packed into 3 days of music and dance. Our first 3 years of presenting the festival have resulted in sold-out attendance for all 3 days, as well as sold-out hotels in the downtown Olympia area. Partnering with several hotels, including La Quinta Inn & Suites in Tumwater, has been instrumental in providing lodging and amenities within a short drive of the festival. Nearly half of our attendees travel from over 50 miles away, and an overwhelming majority of ticketholders opt for the full 3-day experience. This model directly leads to heads in beds in Olympia and Tumwater and provides a thrilling mix of locals and visitors to our wonderful region. Our ticketing data shows many attendees who return year after year, traveling not just from nearby cities such as Seattle and Portland, but from nearly a dozen states, including the Midwest and East Coast. Previous attendee surveys have also shown that many of our attendees visited Olympia, Tumwater, and Thurston County for the first time to participate in the Olympia Funk Festival. We look forward to growing our many partnerships with local retail businesses, restaurants, and venues to showcase the variety of offerings available in our wonderful community.

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

Our Lodging Tax funds are to be used for presenting and producing the 4th annual Olympia Funk Festival. These include marketing and promotions, festival operations, and payment to performing artists and technical staff to ensure a professional, attractive, and affordable event that draws ticket buyers from

across the country to the Pacific Northwest. The more successful and wide-reaching our event becomes, the more attractive it becomes as a destination festival and an opportunity for travelers to experience the best that Thurston County has to offer. For 2027, the festival continues to grow while maintaining its three-day, multi-venue format. A major addition this year is our partnership with Theater Artists Olympia, whose new 77-seat theater will host festival masterclasses and expand our programming footprint. We are also continuing to strengthen our regional marketing and lodging partnerships to encourage visitors to stay overnight in Tumwater and throughout Thurston County.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$280,200
% OF BUDGET REQUESTED FROM TUMWATER	~5.4%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

In addition to Lodging Tax funds from the City of Tumwater, City of Olympia, and Thurston County, our organization has secured support through the Inspire Olympia arts grant program, small business sponsorships, in-kind donations, and partnerships with arts and media organizations such as Olympia Jazz Central, The Bridge Music Project, and 88.5 KNKX. Ticket sales also provide a significant portion of the revenue needed to produce the festival, with our first three festivals selling out all three days. Additionally, our team of dedicated volunteers—approximately 150 volunteers throughout the weekend, contributing an estimated 900 volunteer hours—is instrumental in producing and presenting the festival. Together, these resources allow us to provide a professional destination event while keeping the festival affordable and accessible to the public.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED?
FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

By our fourth year of producing this festival, we have dialed in our budget and expected income well enough to anticipate our needs and expenses and execute the festival accordingly. If LTAC funding is only partially available, we would first work to close the gap through ticket revenue, additional sponsorships, individual donations, other grant opportunities, and organizational resources. However, reduced LTAC funding would limit our ability to reach a wider audience through online digital marketing campaigns and to provide expanded shuttle service between the festival and lodging areas. The relatively recent addition of our “Funk Bus” shuttle service has been a booming success and is heavily utilized by attendees staying outside the downtown Olympia festival area. The nature of live music production is adaptive; the ability to constantly pivot and adjust plans based on new information is an essential part of our work. That said, LTAC funding is instrumental in ensuring the long-term life of the festival by helping us fairly compensate artists and technical staff, maintain an affordable ticket price, and provide the marketing and visitor services that increase our attractiveness to out-of-town travelers.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
15,000	N/A	75,000	N/A

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

We plan to use Tumwater LTAC funds to directly encourage our attendees to explore outside of the downtown Olympia festival grounds and to make it easier for visitors staying in Tumwater to participate fully in the festival. One significant resource is our “Funk Bus” shuttle, which is available to transport festival ticketholders to and from our downtown festival grounds. This is especially helpful when ridesharing options are limited and our shows continue after Intercity Transit service hours. Our growing “Area Attractions” section of our website also highlights activities attendees can enjoy during the daytime and before festivities begin, including Brewery Park at Tumwater Falls and Tumwater Historical Park, the Tumwater Craft District, and the Olympia Flight Museum. We will continue promoting Tumwater lodging, attractions, restaurants, and businesses to out-of-town attendees before and during the festival. While other lodging tax funds help support the broader marketing and production of Olympia Funk Festival, Tumwater funds will be focused on activities that specifically encourage overnight stays and visitor spending in Tumwater, including transportation connections, lodging promotion, and destination marketing. These investments help make Tumwater a more visible and accessible part of the overall festival experience.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	Approximately 1,200 attendees/participants per day, including approximately 200 artists, staff, and volunteers
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	600+ attendees/participants per day
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	350 attendees/participants per day
ESTIMATED PAID OVERNIGHT STAYS	500 attendees/participants using paid overnight lodging
ESTIMATED UNPAID OVERNIGHT STAYS	25 stays

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

Our attendance data is an aggregate of information collected during ticket purchase, attendee surveys conducted during registration and check-in when used, and direct reports from lodging establishments across the county. For 2027, we will also use a brief pre-event travel survey and onsite registration to collect and confirm information about visitor origin, overnight stays, lodging type, and length of stay. Our previous three years of data collection have allowed us to identify consistent attendance and travel patterns and to project estimates with increasing accuracy as the festival continues to grow.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

Our data points to nearly half of our attendees traveling more than 50 miles for our 3-day festival. At the time of writing, approximately 3/4 of our weekend passes have already sold. Single-day tickets have not yet been released, meaning the tickets sold to date represent attendees planning to participate in the full 3-day festival. This creates demand for at least 2 room nights, and often 3 or 4, for visitors attending the full weekend. Downtown Olympia has limited lodging inventory, and the closure and renovation of the Red Lion Inn will require many attendees to stay outside of the downtown Olympia area. Our dedicated “Lodging” tab on our website includes several Tumwater lodging options, including La Quinta Inn & Suites, along with commute times, amenities, and available discount information for festival attendees. We will also promote Tumwater lodging directly to ticket holders through pre-event communications and make it easier for visitors staying outside downtown to participate fully through our “Funk Bus” shuttle service.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

Our aforementioned “Area Attractions” section is an excellent resource for out-of-town visitors, providing a variety of options for attendees to experience the beauty, history, and small businesses of Tumwater and the surrounding area. Featured Tumwater attractions include Brewery Park at Tumwater Falls, Tumwater Historical Park, the Tumwater Craft District, and the Olympia Flight Museum. Our website also offers recommended dining and shopping options in Tumwater and other nearby communities. These resources help encourage visitors to explore beyond the festival itself and showcase locally owned small businesses that can greatly benefit from an influx of visitors during a historically slow time of year following the holidays.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

Our growing list of partners for the Olympia Funk Festival features a wide range of organizations. Music-driven nonprofit and arts organizations such as Olympia Jazz Central, The West Central Park Foundation, The Bridge Music Project, and Theater Artists Olympia are instrumental in helping us spread our message, promote the festival, and identify opportunities to mutually benefit the arts and music community. Other partnerships include local dining and retail establishments such as Bigfoot BBQ and Ember Goods. We also work with local business sponsors, including Tumwater-based American Pump & Drilling, which has returned as a sponsor for 2027. Past sponsors have included businesses such as Shur-Kleen Car Wash. These year-to-year partnerships have been foundational in establishing long-lasting relationships across

Thurston County, and their support has allowed Olympia Funk Fest to spread its message and reach ticket buyers across the country.

APPLICANT AGREEMENT

☒ **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

PROCESS WITH MAIL
RJ

WASHINGTON
Secretary of State
Corporations & Charities Division

Overnight address by commercial carrier: 801 Capitol Way S Olympia, WA 98501-1226

Mailing Address (ALL USPS): PO Box 40234 Olympia, WA 98504-0234

Tel: 360.725.0377 | Website: www.sos.wa.gov/corporations-charities

FILED
Secretary of State
State of Washington
Date Filed: 04/29/2025
Effective Date: 04/29/2025
UBI No: 605 536 908

THIS BOX FOR OFFICE USE ONLY

☑ Filing Fee $20

☐ To Expedite Filing, Add $100

ARTICLES OF AMENDMENT

Nonprofit Corporation

RCW 24.03A

All fields REQUIRED unless otherwise specified

(1) UBI No.: 605 536 908

(2) NAME OF NONPROFIT CORPORATION: (as currently recorded with the Office of the Secretary of State)
ECSTATIC SOUND COLLECTIVE

(3) BUSINESS TYPE:

Are you changing your business type? **(Check one)** ☐ **Yes** ☑ **No** If Yes, select the change being made:

☐ WA NONPROFIT PROFESSIONAL SERVICE CORPORATION

Additional requirements must be submitted if changing the business type, including a change to the name, see instructions for details.

(4) BUSINESS NAME CHANGE: Are you changing your business name? **(Check one)** ☐ **Yes** ☑ **No**

New Name: _____

May include "club", "league", "association", "services", "committee", "fund", "society", "foundation", "guild", ". . . . ., a nonprofit corporation", ". . . . ., a nonprofit mutual corporation" or any name of like import. **Must not include or end with** "Corporation", "Incorporated", "Company", "Limited", "Limited Partnership" or the abbreviation "Corp.", "Inc.", "Co." or "Ltd." or any abbreviation thereof. May only include the term "public benefit" or names of like import if the nonprofit corporation has been designated as a public benefit nonprofit corporation by the secretary of state in accordance with chapter 24.03A RCW. For name requirements review the following RCW(s): **RCW 23.95.305**

Does the business have a name reserved? **(Check one)** ☐ **Yes** ☐ **No** If Yes, provide the Name Reservation Number

Reservation Number: _____

(5) CHARITABLE NONPROFIT CORPORATION: If within section 7 or in the most recent recorded Nonprofit's Purpose, language indicating a "charitable purpose"; the Nonprofit is a Religious Corporation; or that the Nonprofit is eligible for tax-exempt status under section 501(C)(3) of the Internal Revenue Code, then Yes is required below,

Is the Nonprofit Corporation a Charitable Nonprofit as defined by **RCW 24.03A.010(5)**? **(Check one)** ☑ **Yes** ☐ **No**

(6) MEMBERS: RCW 24.03A.010(45)

Does the Nonprofit Corporation have members? **(Check one)** ☐ **Yes** ☒ **No** ***providing names are optional***

Name: _____ **Name:** _____

(7) PURPOSE OF NONPROFIT CORPORATION: ***Required only if changed*** attach additional pages if necessary

See attached

(8) Has your registered agent or their contact details changed? **(Check one)** ☐ **Yes** ☑ **No** **If Yes, complete page 2**

(9) PUBLIC BENEFIT DESIGNATION: RCW 24.03A.245/250 ***Required only if changed***

1. Is the Nonprofit Corporation currently designated as a Public Benefit Corporation with the Office of the Secretary of State? **(Check one)** ☐ **Yes** ☐ **No**

2. If "yes", does the Nonprofit Corporation still meet the requirements to maintain its Public Benefit designation?

(Check one) ☐ **Yes** ☐ **No** ***If "no" is selected the Nonprofit will not maintain the designation of a Public Benefit Corporation***

2a. If "yes", does the Nonprofit Corporation still elect to have the Public Benefit Designation?

(Check one) ☐ **Yes** ☐ **No**

(10) HOST HOME REGISTRATION: RCW 74.15.315 ***Required only if changed***

Is the Nonprofit Corporation currently registered as a Host Home with the Office of the Secretary of State?

(Check one) ☐ **Yes** ☐ **No**

If "yes", does the Nonprofit Corporation elect to maintain its Host Home registration per **RCW 74.15.020(2)(o)**?

(Check one) ☐ **Yes** ☐ **No** ***If "no" is selected the Nonprofit will not maintain the designation of a Host Home***

(11) PERIOD OF DURATION: ***Required only if changed*** Check **ONE** of the following

☐ This Company shall have a perpetual duration (default) ☐ This Company shall have a duration of _____ years.

☐ This Company shall expire on _____

(12) ADOPTION OF ARTICLES OF AMENDMENT:

This Amendment was duly adopted by the following method **(Check one)**

☒ The Articles of Amendment were duly adopted by the board of directors; member approval was not required.

☐ The Articles of Amendment were duly adopted and approved by the members in the manner required by the Nonprofit Corporation's articles and bylaws, and by **RCW 24.03A.665**.

(13) DATE OF ADOPTION:

The date that the Articles of Amendment were adopted was: 4/29/2025

(14) DISTRIBUTION OF ASSETS: ***Required only if changed***

Upon dissolution, all funds will be distributed to the Parks, Arts, Recreation & Culture (PARC) Foundation of Thurston County.

(15) GOVERNOR(S): ***Required only if changed***

List at least one. Attach additional pages if necessary. A business cannot serve as its own Governor.

Name: _____ **Name:** _____

Name: _____ **Name:** _____

Name: _____ **Name:** _____

(16) EFFECTIVE DATE OF THIS FILING: Check **ONE** of the following

☑ Date of filing (default) this is the date that the submission is completed by our office

☐ Specify a Date _____ (cannot be more than 90 days following received date)

(17) RETURN ADDRESS FOR THIS FILING: ***(optional)***

If provided, the confirmation regarding this specific filing will be sent to the address below, in addition to the Registered Agent's address.

Attention to: _____ **Email:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

(18) AUTHORIZED PERSON:

I hereby certify, under penalty of law, that the above information is accurate and complies with the filing requirements of state law.

Richard J. Williams | Richard Williams- Founder | 4/29/2025

Signature of Authorized Person | **Printed Name/Title** | **Date**

Ecstatic Sound Collective is organized exclusively for charitable purposes, including instrument collection, repair, and distribution for economically impacted youth, to present free music writing and performance workshops, and to fund aging musicians whose industry has not provided ample opportunities for retirement and healthcare. Funds collected from the annual Olympia Funk Festival are solely to support these aforementioned programs.

Work Order #: 2025042900313829 - 1
Received Date: 04/29/2025
Amount Received: $20.00

WHERE *Soul* MEETS THE *Sound*



Welcome to the 3rd Annual **Olympia Funk Festival –** three days of electrifying funk music, non-stop dancing, and pure joy! Hosted by **Ecstatic Sound Collective** and made possible by our amazing Thurston County community, this unforgettable event transforms two of Olympia's most iconic venues—**Capitol Theater** and **Olympia Ballroom**, along with the **Olympia Center** and **Ilk Lodge**—into vibrant, funk-filled havens.

Get ready to groove along to nationally acclaimed headliners, a star-studded lineup of Seattle and Portland's finest musicians, and some of Olympia's own homegrown funk talents. Outside, Washington St will be alive with food trucks and merrymaking.

While you're here, take a moment to **explore the incredible locally-owned businesses** that make downtown Olympia so special! Lastly, we want to thank **YOU** for supporting the art and artists–without your dedication and love for music and dance, the Olympia Funk Festival would not be possible. Funk On!

Take a ride on the "Funk Bus" to get between these 4 funky destinations!

The Olympia Ballroom 116 Legion Way SW	**The Capitol Theater** 206 5th Ave SE
The Olympia Center 222 Columbia St NW	**Ilk Lodge** 515 Jefferson St SE

SCAN BELOW FOR VENUE MAP:

DID YOU KNOW?
This is an **all**-ages event.
Kids 15 & under are **free!**

Thank you for being part of history at the 3rd Annual **Olympia Funk Festival!**

Thank You Sponsors

MEDIA SPONSOR

88.5 FM knkx

PREMIERE SPONSOR

PARC FOUNDATION Thurston County — PARKS ARTS RECREATION CULTURE

PARCFOUNDATION.ORG

SPONSORS

American Pump & Drilling
Batdorf & Bronson Coffee Roasters
State Rep. Beth Doglio
The Brotherhood Lounge
Capitol City Guitars
Capitol City Press
Delmonico's Heritage Butcher
Fremont Brewing
KAOS 89.3FM
The Mailbox of Olympia
Meconi's Subs
Nineveh Assyrian
Peak Machinery
Platt Thermionics
Ravengrass
Roots Wine Co.
Sophie's Scoops
Thorntail Hard Agave
Three Magnets Brewing
VP Acupuncture
Whole Health Naturopathy
Larry Berebitsky & Paul Knox

A special thanks to Inspire Olympia, the Paul Allen Community Accelerator Grant, and the Lodging Tax Advisory Committees of Olympia, Lacey, Tumwater and Thurston County

Stay tuned for updates on upcoming events and next year's festival!

OLYFUNKFEST.COM

Ecstatic
SOUND COLLECTIVE
presents

The 3rd Annual Olympia FUNK FESTIVAL

A 3-Day Funk Music Festival in Olympia

JANUARY 30 - FEBRUARY 1

Entertainment Schedule

BEER GARDEN • FOOD COURT
SUNDAY SOUL BRUNCH • DJ LOUNGE
MASTER CLASSES • YOUTH STAGE

Olympia FUNK FESTIVAL

Entertainment Schedule

FRIDAY JANUARY 30

	CAPITOL THEATER	OLYMPIA BALLROOM	OLYMPIA CENTER	ILK LODGE (OPEN TO THE PUBLIC)
2:00PM				
2:30PM				DJ SET: Johny Baltimore 2:30-4:00pm
3:00PM		Luna Melt 3:30-5:00pm		
3:30PM				
4:00PM			Marmalade 4:00-5:30pm	
4:30PM				DUAL DJ SET: ElectricTeel and Selector Joel Ricci 4:30-8:00pm
5:00PM				
5:30PM		Andy Coe Band 6:00-7:30pm		
6:00PM				
6:30PM			Sgt. Splendor 6:30-8:00pm	
7:00PM				
7:30PM				
8:00PM	Tank & The Bangas 8:00-10:00pm			
8:30PM				
9:00PM				
9:30PM				
10:00PM	10:15 - 10:45 PM	POPUP EVENT DreamSpirit Dance 10:15 - 10:45pm outside the Capitol Theater		
10:30PM				
11:00PM	Polyrhythmics 11:00pm-1:00am			
11:30PM				
12:00AM				
12:30AM				
1:00AM				

SATURDAY JANUARY 31

	CAPITOL THEATER	OLYMPIA BALLROOM	OLYMPIA CENTER	ILK LODGE (OPEN TO THE PUBLIC)
12:30PM		D'vonne Lewis' NW D'Lux 12:30-2:00pm		
1:00PM			Moon Scooter 1:00-2:30pm	
1:30PM				YOUTH ARTIST: Rapids 1:30-2:30pm
2:00PM				
2:30PM	Toyesauce 2:30-4:00pm			
3:00PM		Mega Cat 3:00-4:30pm		YOUTH ARTIST: Brood Awakening 3:00-4:00pm
3:30PM			Funkways 3:30-5:00pm	
4:00PM				
4:30PM		4:45 - 5:15 PM		
5:00PM	Erica Falls & Vintage Soul 5:00-7:00pm			DUAL DJ SET: ElectricTeel and Selector Joel Ricci 5:00-8:00pm
5:30PM		OG McTuff 5:30-7:00pm		
6:00PM			The Gold Souls 6:00-7:30pm	
6:30PM				
7:00PM				
7:30PM		7:30 - 9:00 PM DJ Cocktail Hour at Nineveh Assyrian Restaurant		
8:00PM	George Porter Jr. & the Runnin' Pardners 8:00-10:00pm			
8:30PM				
9:00PM				
9:30PM				
10:00PM		POPUP EVENTS Funky Dance Warm-up with Scott Saunders 4:45 - 5:15pm at the Olympia Ballroom		
10:30PM				
11:00PM	Eldridge Gravy & The Court Supreme 11:00pm-1:00am	Nineveh Assyrian DJ and Cocktail Hour 7:30 - 9:00pm at Nineveh Assyrian Restaurant (113 Capitol Way N)		
11:30PM				
12:00AM				
12:30AM				
1:00AM				

SUNDAY FEBRUARY 1

	CAPITOL THEATER	OLYMPIA BALLROOM	MASTER CLASSES AT OLYMPIA CENTER
11:00AM		Brunch with the Ethan Tucker Band 11:00am-1:00pm	MASTER CLASS: Eric McFadden: 'Play What You Know: Finding Freedom in Your Voice' 11:30am-12:30pm
11:30AM			
12:00PM			
12:30PM			MASTER CLASS: Erica Falls: 'Women in Funk Music' 1:00pm-2:00pm
1:00PM	The Psycodelics 1:30-3:00pm		
1:30PM			
2:00PM			MASTER CLASS: DJ ElectricTeeL: 'A History of Northwest Funk' 2:30pm-3:30pm
2:30PM			
3:00PM			
3:30PM			
4:00PM	Eddie Roberts Trio 4:00-6:00pm		
4:30PM			
5:00PM			
5:30PM			
6:00PM	6:00 - 7:00 PM	POPUP EVENT Petty Crime: A VX Story - A Skate Film by Brett Sube 6:00 - 7:00pm at the Capitol Theater	
6:30PM			
7:00PM	MonoNeon 7:00-9:00pm		
7:30PM			
8:00PM			
8:30PM			
9:00PM			

Olympia FUNK FESTIVAL

Olympia Funk Fest is brought to you by

Ecstatic SOUND COLLECTIVE


The 4th Annual Olympia FUNK FESTIVAL
JANUARY 29-31 2027
Presented by Ecstatic SOUND COLLECTIVE
A 3-Day Funk Music Festival in Olympia, WA
2027 Lineup Announcement
CiMAFUNK
TOYESAUCE FEAT. NOLA ALL STARS
SUPER SONiC SHORTiES
POLYRHYTHMiCS
DIGGIN' DiRT
RiVER ECKERT BAND
BiG SAM'S FUNKY NATiON
PSYCODELiCS
CHAMPAGNE BUBBLEBATH
SCOTT LAW & FRiENDS
MCTUFF
FUNKWAYS
20 GRAND FUNK
SLY STONE TRiBUTE BY FUNKY 2 DEATH AND FRiENDS
OUTER ORBIT
MR. VALE'S MATH CLASS
PATTERNS FLY
WITH ARTiSTS AT LARGE ANDY COE & ADRYON DE LEON
A LOVE ELECTRIC
YARROW
THE NEW iMMORTALS
...AND MUCH MORE!
Sponsored by
88.5FM knkx
PARC FOUNDATION Thurston County
inspire Olympia
Find out more at:
OLYFUNKFEST.COM




DIGGIN DIRT
SIR


The 3rd Annual
Olympia
FUNK
FESTIVAL
2026
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


The 3rd Annual
Olympia
FUNK
FESTIVAL
2026
sound credit union
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


The 2nd Annual
Olympia
FUNK
FESTIVAL
2025
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


The 3rd Annual
Olympia
FUNK
FESTIVAL
2026
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


TAMA


The 3rd Annual
Olympia
FUNK
FESTIVAL
2026
GRETSCH
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


The 2nd Annual
Olympia
FUNK
FESTIVAL
2025
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


Olympia
FUNK
FESTIVAL
TAMA
JAN 31
– FEB 2


The 3rd Annual
Olympia
FUNK
FESTIVAL
2026
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


The 3rd Annual
Olympia
FUNK
FESTIVAL
2026
YAMAHA
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE

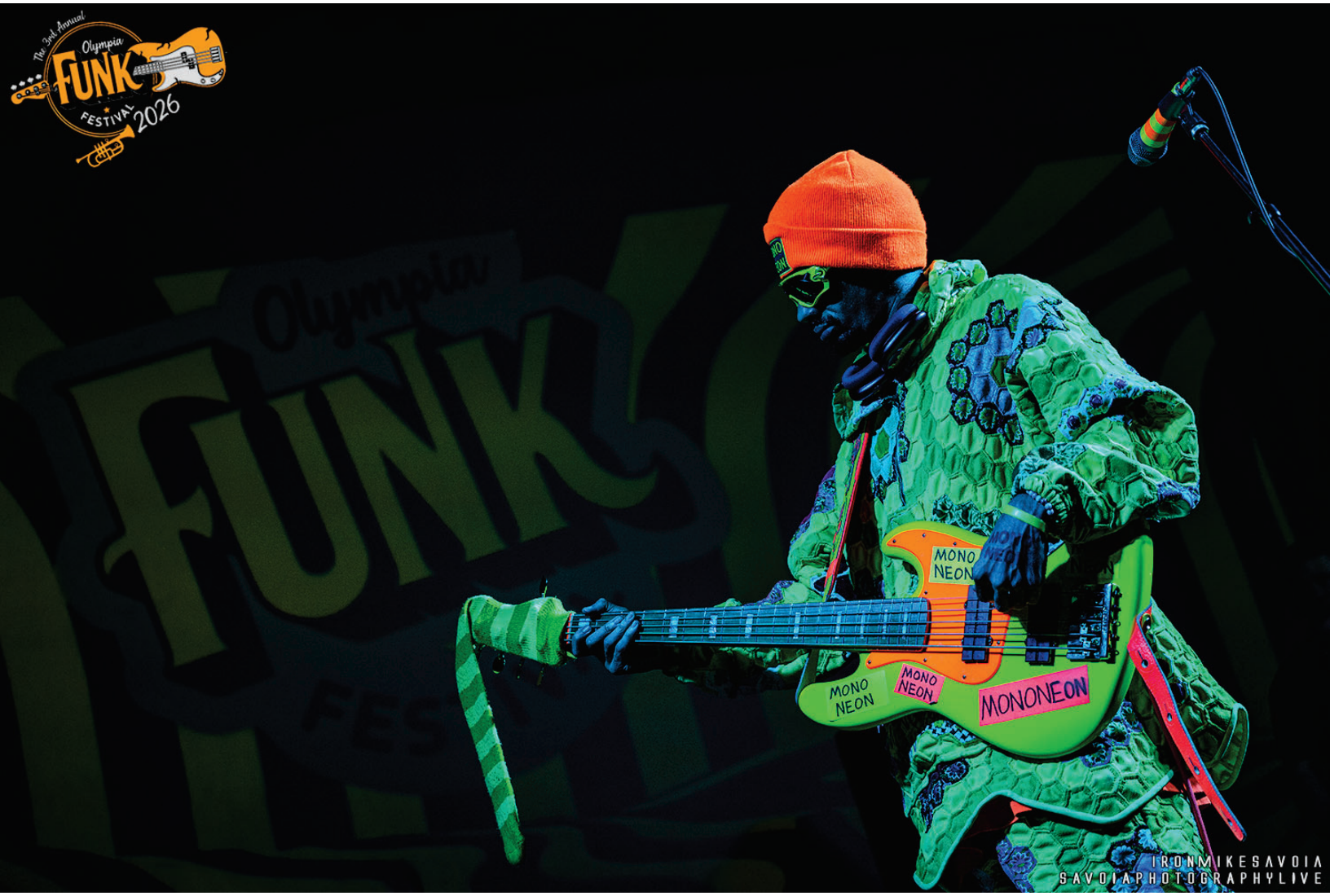

The 3rd Annual
Olympia
FUNK
FESTIVAL
2026
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


The 2nd Annual
Olympia
FUNK
FESTIVAL
2025
FUNK BUS
51
BYB5963
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE




The 2nd Annual
Olympia
FUNK
FESTIVAL
2025
JAN 31
– FEB 2
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


Olympia
FUNK
FESTIVAL
2026
Kearney Barton (1931-2012)
Architect of NW Sound
• Audio Recording/Topaz Records
• Produced music for:
• The Sonics
• The Wailers
• The Kingsmen
• Quincy Jones
• Dave Lewis (Dvonne Lewis' Grandfather)
• Many local funk and soul artists
• UW Ethnomusicology Archive
ght In The Attic Compilation
Wheedle's Groove
Wheedle's Groove
Wheedle on the Needle
BLACK AND WHITE RAVEN
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


The 3rd Annual
Olympia
FUNK
FESTIVAL
2026
MONO NEON
MONO NEON
MONO NEON
MONONEON
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE


The 2nd Annual
Olympia
FUNK
FESTIVAL
2025
IRONMIKESAVOIA
SAVOIAPHOTOGRAPHYLIVE

PROCESS WITH MAIL RT

WASHINGTON
Secretary of State
Corporations & Charities Division

Overnight address by commercial carrier: 801 Capitol Way S Olympia, WA 98501-1226

Mailing Address (ALL USPS): PO Box 40234 Olympia, WA 98504-0234

Tel: 360.725.0377 | Website: www.sos.wa.gov/corporations-charities

FILED
Secretary of State
State of Washington
Date Filed: 04/25/2024
Effective Date: 04/25/2024
UBI No: 605 536 908

THIS BOX FOR OFFICE USE ONLY

Select one filing fee option

☐ **Filing Fee $80 - Default**

☑ **Filing Fee $40 -** ***By selecting this box, the Nonprofit Corporation voluntarily certifies that its initial gross revenue is less than $500,000.***

☐ **To Expedite Filing, Add $100**

ARTICLES OF INCORPORATION

Nonprofit Corporation

RCW 24.03A

All fields REQUIRED unless otherwise specified

(1) Do you already have a UBI No.? (Check one) ☐ **Yes** ☑ **No** If Yes, provide UBI No.: _____

If you have previously filed with another state agency (for example, the Department of Revenue, the Department of Labor and Industries, or the Employment Security Department), you may already have a 9-digit UBI Number you can provide. **Do not** enter the UBI Number of a Sole Proprietorship or General Partnership.

If you do not have a UBI Number, a UBI Number will be issued to you upon successful completion of the filing.

(2) BUSINESS ENTITY NAME:

Ecstatic Sound Collective

May include "club", "league", "association", "services", "committee", "fund", "society", "foundation", "guild", ". . . . .", a nonprofit corporation", ". . . . .", a nonprofit mutual corporation" or any name of like import. **Must not include or end with** "Corporation", "Incorporated", "Company", "Limited", "Limited Partnership" or the abbreviation "Corp.", "Inc.", "Co." or "Ltd." or any abbreviation thereof. May only include the term "public benefit" or names of like import if the nonprofit corporation has been designated as a public benefit nonprofit corporation by the secretary of state in accordance with chapter 24.03A RCW. For name requirements review the following RCW(s): **RCW 23.95.305**

Does the business have a name reserved? (Check one) ☐ **Yes** ☑ **No** If Yes, provide the Reservation Number

Reservation No.: _____

(3) GROSS REVENUE CERTIFICATION:

Per **RCW 24.03A.960** does the Nonprofit voluntarily certify that its initial gross revenue is less than $500,000?

(Check one) ☑ **Yes** ☐ **No** (If "yes", the filing fee is reduced to $40)

(4) CHARITABLE NONPROFIT CORPORATION: If within sections 6 or 8, language indicating a "charitable purpose"; the Nonprofit is a Religious Corporation; or that the Nonprofit is eligible for tax-exempt status under section 501(C)(3) of the Internal Revenue Code, then Yes is required below.

Is the Nonprofit Corporation a Charitable Nonprofit as defined by **RCW 24.03A.010(5)**? **(Check one)** ☐ **Yes** ☑ **No**

(5) MEMBERS: RCW 24.03A.010(45)

Does the Nonprofit Corporation have members? **(Check one)** ☑ **Yes** ☐ **No** ***providing names are optional***

Name: _____ **Name:** _____

(6) PURPOSE OF CORPORATION: Purpose for which the nonprofit corporation is organized

Ecstatic Sound Collective is formed to organize the operations of the annual Olympia Funk Festival, as well as support other arts performances and programs in the greater Thurston County region.

Work Order #: 2024042500289468 - 1
Received Date: 04/25/2024
Amount Received: $40.00

(7) REGISTERED AGENT:

A **Registered Agent** is an agent of a business which is authorized to receive service of any process, notices, or demands required or permitted by law to be served on the business including hand delivered service of process.

All businesses must have a Registered Agent in Washington State per RCW 23.95.415

Provide the name of the *Commercial Registered Agent* **OR** *Non-Commercial Registered Agent.* The appointed agent must sign the **Consent to Serve** statement below.

COMMERCIAL REGISTERED AGENT

A *Commercial Registered Agent* is a business or individual that is registered specifically as a Commercial Agent with the Office of the Secretary of State to receive legal documents on behalf of a corporation. A Commercial Registered Agent address has been registered with this office in advance and does not need to provide it with this submission.

If applicable, provide the name of the Commercial Registered Agent: _____

NON-COMMERCIAL REGISTERED AGENT

A *Non-Commercial Registered Agent* is a person, business, or office or position title appointed to serve as the registered agent for a business. A street address located in Washington State and an email address are required; a phone number and separate Washington State mailing address are optional.

If multiple types are listed the first type will be entered by this office

- **Type 1:** If an **individual** is serving as the Registered Agent, only provide the individual's first and last name below.
- **Type 2:** If a **business** is serving as the Registered Agent, only provide the name of the business below.
- **Type 3:** If an **office** or **position** within the business is serving as the Registered Agent, only provide the position title such as President, Secretary, Treasurer, or Member below.

Registered Agent: Richard Williams

Phone: ***(optional)*** (360) 920-0091

Email: RichardJohnWilliams3@gmail.com

Street Address: (*required*)
Must be a physical address; No PO Box or PMB

Country: **United States** **State**: **Washington**

Address : 1614 Quasar Way NE

Zip: 98506 City: Olympia

Mailing Address (*optional*)
☑ **Check if mailing address is the same as street address**

Country: **United States** **State**: **Washington**

Address : _____

Zip: _____ City: _____

CONSENT TO SERVE AS REGISTERED AGENT - REQUIRED FOR ALL TYPES

I hereby consent to serve as Registered Agent in the State of Washington for the named business. I understand it will be my responsibility to accept service of process, notices, and demands on behalf of the business; to forward mail to the business; and to immediately notify the Office of the Secretary of State if I resign or change the Registered Office Address.

Signature of Registered Agent	Printed Name/Title	Date
	Richard J. Williams, co-founder	4/24/2024

Work Order #: 2024042500289468 - 1
Received Date: 04/25/2024
Amount Received: $40.00

(8) ANY OTHER PROVISIONS: IRS tax exempt language, attach additional pages if necessary

(9) PERIOD OF DURATION: Check **ONE** of the following

☑ This Corporation shall have a perpetual duration (default) ☐ This Corporation shall have a duration of _____ years.

☐ This Corporation shall expire on _____

(10) EFFECTIVE DATE: Check **ONE** of the following

☑ Date of filing (default) this is the date that the submission is completed by our office

☐ Specify a date _____ (cannot be more than 90 days following the received date)

(11) INITIAL BOARD OF DIRECTORS: Name and address of each initial director is required, attach additional pages if necessary.

Name: *See Attached Sheet **Address:** _____

City: _____ **State:** _____ **Zip:** _____

Name: _____ **Address:** _____

City: _____ **State:** _____ **Zip:** _____

(12) DISTRIBUTION OF ASSETS:

In the event of voluntary dissolution, the net assets will be distributed as follows:

1/3 of total assets each distributed evenly to co-founders Richard Williams, Alan Rose and Danielle Westbrook.

(13) RETURN ADDRESS FOR THIS FILING: ***(optional)***

If provided, the confirmation regarding this specific filing will be sent to the address below, in addition to the Registered Agent's address.

Attention: Danielle Westbrook **Email:** DaniWestbrook@gmail.com

Address: 1675 Pine Ave. NE

City: Olympia **State:** WA **Zip:** 98506

(14) INCORPORATOR INFORMATION:

Name, address, and signature required. Attach additional sheets if necessary.

I hereby certify, under penalty of law, that the above information is accurate and complies with the filing requirements of state law.

Name: Richard J. Williams

Address: 1614 Quasar Way NE

City: Olympia **State:** WA **Zip:** 98506 **Country:** United States

Signature of Incorporator	Richard J. Williams, co-founder Printed Name/Title	4/24/2024 Date

Work Order #: 2024042500289468 - 1
Received Date: 04/25/2024
Amount Received: $40.00

Ecstatic Sound Collective – Initial Board Members

Name: Richard Williams

Address: 1614 Quasar Way NE

City: Olympia State: WA Zip Code: 98506

Name: Alan Rose

Address: 3305 Gull Harbor Rd. NE

City: Olympia State: WA Zip Code: 98506

Name: Danielle Westbrook

Address: 1675 Pine Ave NE

City: Olympia State: WA Zip Code: 98506

Name: Joseph Hyer

Address: 1359 Annette St.

City: New Orleans State: LA Zip Code: 70116

Work Order #: 2024042500289468 - 1
Received Date: 04/25/2024
Amount Received: $40.00

ECSTATIC SOUND COLLECTIVE BYLAWS

Article I: Name and Purpose

1. **Name:** The name of the organization shall be Ecstatic Sound Collective (hereinafter referred to as "the Collective").
2. **Purpose:** The purpose of the Collective is to organize and promote music events, including Olympia Funk Fest, and to support the local music community in and around Olympia.

Article II: Board of Directors

1. **Composition:** The Board of Directors shall consist of four members, including the officers of the Collective.
2. **Election and Term:** Directors shall be elected by the current Board of Directors at the annual meeting and shall serve one-year terms. Directors may be re-elected for consecutive terms.
3. **Powers and Duties:** The Board of Directors shall have general management of the affairs, funds, and property of the Collective. The Board is responsible for setting policies, overseeing the organization's activities, and ensuring that the organization's mission is fulfilled.
4. **Meetings:** The Board of Directors shall meet quarterly and as needed. Special meetings may be called by the President or by a majority of the Board of Directors.
5. **Quorum:** A quorum for the transaction of business at any Board meeting shall be a majority of the Directors.

Article III: Officers

1. **Officers:** The officers of the Collective shall be a President, Vice President, Secretary, and Treasurer.
2. **Election and Term:** Officers shall be elected by the Board of Directors at the annual meeting and shall serve until the next annual meeting or until their successors are elected. Officers may be re-elected for consecutive terms.
3. **Duties:**
    - **President:** The President shall preside over meetings, represent the Collective in public matters, and perform other duties as necessary.
    - **Vice President:** The Vice President shall assist the President and assume the President's duties in the President's absence.
    - **Secretary:** The Secretary shall keep records of meetings and maintain the official documents of the Collective.
    - **Treasurer:** The Treasurer shall manage the finances of the Collective and provide financial reports.

Article IV: Committees

1. **Formation:** The Board of Directors may establish committees as needed to support the operations and activities of the Collective, including event planning, fundraising, and community outreach.
2. **Membership:** Committee members shall be appointed by the Board of Directors.

Article V: Finances

1. **Fiscal Year:** The fiscal year of the Collective shall run from January 1 through December 31.
2. **Budget:** The Board of Directors shall adopt an annual budget and oversee the financial affairs of the Collective.
3. **Audit:** The financial records of the Collective shall be audited annually by a committee appointed by the Board of Directors or by an independent auditor.

Article VI: Meetings

1. **Annual Meeting:** The annual meeting of the Board of Directors shall be held once each calendar year at a date, time, and place designated by the Board of Directors.

2. **Regular Meetings:** Regular meetings of the Board of Directors shall be held quarterly, as determined by the Board.
3. **Special Meetings:** Special meetings may be called by the President or by a majority of the Board of Directors.

Article VII: Amendments

1. **Proposal:** Amendments to these bylaws may be proposed by any Director of the Collective.
2. **Approval:** Amendments must be approved by a two-thirds majority of the Directors present at a meeting called for that purpose.

Article VIII: Dissolution

1. **Procedure:** Upon dissolution of the Collective, any remaining assets shall be distributed to an organization with similar purposes or to a charitable organization, as determined by the Board of Directors.

Adopted this 5th day of June 2024

Lodging Tax Application Form

Lodging Tax Applicant Ecstatic Sound Collective

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships (general + PARC + band):		$21,000
Admission (festival + brunch):		$151,950
Reserves:		-
Donations/Contributions:		$1,500
Grants (Inspire Olympia - see note):		$50,000
Program Service Fees:		-
In-kind Donations:		-
Gift Shop / Merchandise:		$6,000
Vendor Fees:		-
Fundraising Activities (bar sales + tips):		$11,600
City of Lacey Lodging Tax:		-
City of Olympia Lodging Tax (pending request):		$75,000
City of Tumwater Lodging Tax (this request):		$15,000
Thurston County Lodging Tax (pending request):		$15,000
Other Sources of Revenue: (specify)		-
Other Source:		-
Other Source:		-
Other Source:		-
Total Revenue:		**$347,050**

Project Expenses:

Personnel - Festival Organizing / Administration:		$24,000
Administration - Bookkeeping:		$3,000
Marketing and Promotion:		$7,750
Professional / Consultant Fees (artists, production staff, masterclasses):		$154,600
Equipment (backline, gear rental, video/audio):		$11,900
Facility / Event Venue Rental:		$22,500
Travel (band/staff lodging, hospitality & transportation):		$24,700
Merchandise Production & Purchasing:		$7,500
Insurance, Permits & City Garbage:		$3,200
Event Operations, Infrastructure & Supplies:		$16,050
Brunch Catering:		$5,000

Total Expenses:		**$280,200**
Program Excess Deficit:		**$66,850**

BUDGET NOTES / FUNDING CONTEXT

Inspire Olympia: ESC's $50,000 Inspire Olympia award supports the organization’s full year-round programming portfolio and is not dedicated solely to Olympia Funk Festival. It also supports free community programming, year-round youth music education and masterclasses, and the Accessible Music Program (AMP). The full $50,000 should not be interpreted as revenue available exclusively for the January 2027 festival.

Pending lodging-tax requests: This worksheet lists the full amounts currently requested from Olympia, Tumwater, and Thurston County. These requests are pending and are not all assumed at full value in ESC's internal operating budget. Any awarded lodging-tax funds will reimburse eligible festival expenses in accordance with each jurisdiction's requirements.

Organizational reserves: ESC maintains separate organizational reserves for continuity between festival cycles, advance commitments, unexpected cost increases, and year-round mission-based programming. No organizational reserves are committed as a revenue source in this project budget.

Lodging Tax Final Report Form

WHO SHOULD FILL OUT THIS FORM?

Sponsors or operators of special events, festivals, or tourism promotion agencies that use lodging tax funds for part or their entire budget during the past year, or operators of tourism-related facilities that are 501(c)3 or 501(c)6 non-profit organizations. Use a separate form for each event or facility.

WHAT IS THIS INFORMATION USED FOR:

Each jurisdiction in Washington that provides lodging tax funds for local events, festivals, tourism promotion agencies, or non-profit operations of tourism-related facilities is required to report how these funds are used and list the economic benefits to the Legislature. Each jurisdiction is responsible for collecting information and reporting on the total lodging tax revenue. The jurisdiction staff prepares the remainder of the report from the information collected from each recipient of these funds.

INSTRUCTIONS FOR FILLING OUT THIS FORM:

If you received lodging tax funds to support an event, festival, marketing, tourism promotion agencies, or tourism facility, you must complete the attached form to be eligible for future lodging tax funds. Failure to comply with this requirement will eliminate your organization from future funding opportunities. The report will be considered incomplete if information is not provided for each item. The Joint Legislative Audit and Review Committee states: although the law uses the term "actual" attendance, in instances where obtaining an actual attendance count by attendee category is impractical, a good faith best estimate will suffice.

Special Event or Festival: This report must be completed within 30 days immediately following the completion of the special event or festival (or within 30 days at the end of the calendar year - whichever occurs first). Use a separate form for each special event or festival.

Marketing/Tourism Promotion Agencies: This report must be completed and returned to the City no later than 30 days at the end of the calendar year in which the organization advertised and promoted the City of Tumwater, providing information that covers the entire year.

Facility: This report must be completed and returned to the City no later than 30 days at the end of the calendar year in which the facility operated, providing information that covers the entire year. Facility encompasses activities related to facility acquisition, upkeep, and renovation.

Send the completed form by U.S. Mail to The Executive Department, City of Tumwater, 555 Israel Road SW, Tumwater, WA 98501; or via email.

Lodging Tax Final Report Form

Organization's Name: Ecstatic Sound Collective

Submitted By: Richard Williams Date: 9/18/2026

Email Address: RichardJohnWillliams3@gmail.com Phone: (360) 920-0091

This Report Covers:

Activity Name: 2026 Olympia Funk Festival

Activity Type: X Special Event/Festival __ Marketing/Tourism __ Facility Promotion Agency

Activity Start Date: 1/30/2026 Activity End Date: 2/1/2026

Total Activity Cost: $310,000.00

Total amount of Tumwater lodging tax funds requested: $7,250.00

Total amount of Tumwater lodging tax funds expended: $7,250.00

Total amount of lodging tax funds expended from all jurisdictions: $97,350.00

DEFINITIONS OF METHODOLOGY FOR QUESTIONS

This methodology is defined by the Joint Legislative Audit and Review Committee and is used for reporting to the Legislature about the use of lodging tax for each jurisdiction.

- **Direct Count:** Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts, or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides likely to be affected by an event.
- **Indirect Count:** Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.
- **Representative Survey:** Information collected directly from individual visitors / participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

- **Informal Survey:** Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.
- **Estimate:** Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (three (3) sq. ft.).
- **Other:** (please describe) _____

Overall Attendance: Enter the total number of people predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who attended this activity; and the method used to determine attendance.

Predicted: 1,000 ticket holders Actual (Estimated): 989

Methodology (definitions provided above): Indirect Count

Explain Tracking Method: Paid Ticket Sales (Does not include volunteers or staff)

50+ Miles – Attendance: Enter the total number of people who travelled greater than 50 miles predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who travelled more than 50 miles to attend this activity; and the method used to determine attendance.

Predicted: 450 Actual (Estimated): 400

Methodology (definitions provided above): Representative Survey

Explain Tracking Method: Survey information collected during ticket purchase and during event day-of registration

Out Of State / Country – Attendance: Enter the total number of people from outside the state and country predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people from outside the state and country who attended this activity; and the method used to determine attendance.

Predicted: 350 Actual (Estimated): 275

Methodology (definitions provided above): Representative Survey

Explain Tracking Method: Survey information collected during ticket purchase and during event day-of registration

Paid For Overnight Lodging – Attendance: Enter the total number of people predicted to pay for overnight lodging in Tumwater to attend this activity (this number would have been submitted on your application for funds); the actual number of people who paid for overnight

lodging and attended this activity; and the method used to determine attendance.
Predicted: 150 Actual (Estimated): 100

Methodology (definitions provided above): Estimate/Representative Survey

Explain Tracking Method: Reports from hotels and

Did Not Pay For Overnight Lodging – Attendance: Enter the total number of people predicted to attend this event without paying for overnight lodging in Tumwater (you would have submitted this number on your application for funds); the actual number of people who attended without paying for overnight lodging; and the method used to determine attendance.

Predicted: 50 Actual (Estimated): 50

Methodology (definitions provided above): Estimate/Representative Survey

Explain Tracking Method: Many attendees stayed in Lacey and Olympia for the festival, in addition to Tumwater.

Paid Lodging Nights: Enter total predicted lodging nights in Tumwater (this number would have been submitted on your application for funds); and actual number of paid lodging nights. (One lodging night = one or more persons occupying one room for one night); and the method used to determine attendance.

Predicted: 75 Actual (Estimated): 75

Methodology (definitions provided above): Estimate/Representative Survey

Explain Tracking Method: Estimate is based on single rooms and double rooms, with an estimated stay by guests of 2 - 3 nights

Please describe any other information that demonstrates the impact of increased tourism attributable to the Special Event, Festival, or Tourism-Related Facility.

With all Olympia hotels sold out during the weekend of the festival, we were informed that Tumwater (Specifically our Tumwater Host Hotel La Quinta Inn & Suites) received a significantly higher number of bookings during the weekend of our festival. Our "Funk Bus" transportation made several stops to Tumwater to shuttle attendees to and from festival grounds downtown.

TUMWATER SPECIFIC QUESTIONS:

Did you experience a higher number of tourists this year? If not, what do you think was a contributing factor?

With all Olympia hotels sold out during the weekend of the festival, we were informed that Tumwater (Specifically our Tumwater Host Hotel La Quinta Inn & Suites) received a significantly higher number of bookings during the weekend of our festival. Our "Funk Bus" transportation made several stops to Tumwater to shuttle attendees to and from festival grounds downtown.

Did you complete all the items on your Scope of Work consistent with your application submitted to the Lodging Tax Advisory Committee? If not, which items do you still need tocomplete? Do you plan on completing those items with your own resources? If so, when?

All items listed on our Scope of Work have been fulfilled to completion. Our 3-day festival was sold out for attendance. As our attendance continues to grow, we anticipate even more bookings in Tumwater with the closure/renovation of the former Red Lion hotel. Current estimates for 2027 already indicate that nearly all downtown Olympia hotels are almost sold out. Our "Funk Bus" transportation to/from the festival is preparing for increased trips to Lacey and Tumwater lodging establishments to accommodate for the spread of attendees during the 2027 festival weekend.

Do you plan to do anything differently next year to expand your event, increase tourism to Tumwater, or increase visitors to your facility?

All items listed on our Scope of Work have been fulfilled to completion. Our 3-day festival was sold out for attendance. As our attendance continues to grow, we anticipate even more bookings in Tumwater with the closure/renovation of the former Red Lion hotel. Current estimates for 2027 already indicate that nearly all downtown Olympia hotels are almost sold out. Our "Funk Bus" transportation to/from the festival is preparing for increased trips to Lacey and Tumwater lodging establishments to accommodate for the spread of attendees during the 2027 festival weekend.

2027 Lodging Tax Application submitted online from Partners for Conservation Inc., DBA Partnerscapes for the amount of $12,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Partners for Conservation Inc., DBA Partnerscapes		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	27-3577543
WEBSITE	https://partnerscapes.org/		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

Partnerscapes brings people, working landscapes and communities together in conservation.

CONTACT PERSON	Jake Yancey
EMAIL ADDRESS	trackingyranch@gmail.com
PHONE NUMBER	(360)561-4083
STREET ADDRESS	2901 104th Ave. SW.
CITY	Olympia
ZIP CODE	98512

REQUEST

PROPOSED ACTIVITY	Private Lands Partners Day 2027		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	12000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	Private Lands Partners Day 2027		
EVENT BEGIN DATE	9/27/2027	**EVENT END DATE**	9/29/2027
YEARS EVENT HELD	0		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

Special Event/ National Conference

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

Private Lands Partners Day is a yearly national conference which is being held for the first time in Washington State September 27th to 29th 2027 at Great Wolf Lodge Conference Center. Attendees come from across the County, 26 States were represented at the 2026 Conference, with 2026 attendees totaling over 200, with over 500 total (counting family) adding to the local tourism community. With attendees coming from both Governmental (US Fish and Wildlife, USDA, NCRS, State Conservation Districts (from across the USA...)), Non-Governmental Partners (Land Trusts, Tribal Partners, Eco-Studies Institute, Center for Natural Land Management, Ducks Unlimited, Pheasants Forever (from across the USA...) and most importantly Landowners, Ranchers, and Farmers from across the USA. Funds from this Grant Opportunity will help with advertising costs to bring local and national partners to the region, as well as support event programs, hand-outs, on-line advertising, local video and photography to highlight our local community, and maps highlighting areas of interest (Such as George Bush's Brush Prairie Farm site) and ecological restoration efforts like the work at Brewery Park and Tumwater Falls. Funds will further assist with helping attendees locate local hotel and food options in the Tumwater area. Funds will also assist with ensuring we can provide locally sourced foods during catered events and excursions as one full day of the conference will be a bus tour to multiple sites in the Greater Tumwater area to likely showcase South Puget Sound Shellfish Cultivation, Timber Management, Urban Agriculture, and River Restoration. The 2026 Private Lands Partners Day budget was approximately $100,000 dollars and we would be blessed to have local funding support to advertise, educate, and feed attendees coming from across the nation for the first ever Washington State hosting opportunity, right here in our great Community. (Jake Yancey, Partnerscapes national Board Member, South Puget Sound Rancher, and resident just south of Tumwater)

BUDGET

TOTAL PROJECT/EVENT BUDGET	$135,000
% OF BUDGET REQUESTED FROM TUMWATER	9%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

This yearly National Event takes well over 1500 hours of planning and event time to host. Partnerscapes has one paid staff member, Executive Director Steve Jester, who works much of the year preparing for this event. Over 40 volunteers help to make this event a success each year. Committed volunteers for 2027 include US Fish and Wildlife (4 members), NCRS (2 Members), Conservation District, WSU Extension, Eco-Studies Institute, Center for Natural Lands Management, Community Farmland Trust, and Thurston County

Agriculture Program Manager. Additional volunteers are often pulled from our local Agriculture and Conservation Community, local tourism resources like Experience Olympia and Beyond, and Cooperative Partners.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED?
FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

Partial Funding of our current request may affect our ability to advertise local area of interest to attendees (such as local conservation restorative successes, as well as tourism related area of interest). It may affect our video and photography options to create social media, and online advertising to showcase local work and projects to a national audience. It may affect the feasibility to source locally grown, and regionally showcased, food and beverages for conference attendees. It may affect our ability to maintain our current registration process that does not cap attendance, thus allowing for an ever-increasing number of attendees and their associated traveling families to our local community. Currently we forecast over 80 local hotel rooms being needed and over 4000 individual meals needing to be consumed in just the three days of conference and associated registration pre-travel. In 2025 an Experience Olympia and Beyond report noted that every tourist visiting our local area spends, on average, $170 dollars, thus generating well over $85,000 dollars in direct local purchases (based on our conservative total visitor forecast, and only one day of visiting, noting our conference is 3 days total).

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
18,000	closed	15,000	closed

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

As Partnerscapes is a Non-Profit Organization all budgeted costs to host, and drive attendance from the across the County, are all derived from gracious grants and private donations like this request. The City of Tumwater we also look forward to showcase as it was not only the first incorporated city in Washington but home to great historical agricultural leaders. We look forward to our tour including Tumwater specifically as it is not only the founding linchpin of our stake in Washington State, as residents, but plays a pivotal role for helping with managing clean water for Salmon and greater Puget Sound. Lastly, we hope to specifically attempt to source local food and beverages from the greater Tumwater Community and the thriving brewery community of Tumwater, as well as Tour Bus and airport shuttle services.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	200 attendees, with 500 estimated total visitors (accompanying family and children)
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	160
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	120
ESTIMATED PAID OVERNIGHT STAYS	400
ESTIMATED UNPAID OVERNIGHT STAYS	40

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

We conduct online registrations of all attendees to track total number of registrants, as well as their home address. From this we create attendance mapping which helps to track where folks are traveling from across our country and local community. Further, we have often used “Pin Maps” to allow more specific visual illustrative of where folks live and work, to provide more detailed (especially locally) visual references.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

We are currently working with Experience Olympia and Beyond to connect and promote lodging stays in the City of Tumwater, as an option.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

We are have connected with Experience Olympia and Beyond to assist with locating places of interest for attendees in Tumwater and the greater area, and plan to showcase these locations on tour maps as well as invite tourism/lodging groups to our vendor show.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

US Fish and Wildlife Service, US Partners for Fish and Wildlife, Nature Resource Conservation District, Washington State University Extension, Center for Natural Land Management, Ecostudies Institute, Wolf Haven International, Thurston County Conservation District, Experience Olympia and Beyond, Riverbrook Ranch, and Tracking Y Ranch.

APPLICANT AGREEMENT

☒ **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

WASHINGTON
Secretary of State
Corporations & Charities Division

Corporations and Charities Division
Mailing address:
PO Box 40234
Olympia, WA 98504-0234
Tel: 360.725.0377
www.sos.wa.gov/corporations

11/10/2025

PARTNERS FOR CONSERVATION
20643 COUNTY ROAD J
ORDWAY TX 81063-9523

Registration Number: 1139013
Organization Name: PARTNERS FOR CONSERVATION

Greetings PARTNERS FOR CONSERVATION,

Thank you for your recent submission. This letter is to confirm that the following documents have been received and successfully filed:

CHARITABLE ORGANIZATION RENEWAL

Please note: Per WAC 434-120-035 online filing is mandatory and it is a requirement to report any organization changes within 30 days per WAC 434-120-045 To file online, conduct searches, subscribe to corporations and/or charities and receive filing status updates, please create a user account at www.sos.wa.gov/ccfs If you already have an account created, simply sign in to access these features.

Important information:

- All solicitations must include the required disclosure information as described in the Charitable Solicitations Act, RCW 19.09.100 Sample disclosures can be found at our website.
- If the Charity or Commercial Fundraiser is contracting with a different organization, before fundraising begins a fundraising service contract registration must be submitted. This is a contract between a Charity and Commercial Fundraiser. The contract filing is available online at www.sos.wa.gov/ccfs
- Determine if the organization may need to register in multiple ways with the Charities Program. Additional registration requirements may be needed if the organization meets certain defined under RCW 19.09.020(2) or RCW 11.110.020
- If registered as a Charitable Organization visit the Combined Fund Drive (CFD) www.cfd.wa.gov to complete the registration process if the Charitable Organization wishes to take part in the CFD.

We appreciate your assistance in maintaining current registration information for your organization with the Charities Program. If you have questions please contact the Charities Program by email at charities@sos.wa.gov by phone at 360-725-0377 or visit our website for a chat option with a representative.

Sincerely,
Corporations and Charities Division
Office of the Secretary of State
www.sos.wa.gov/corporations

WASHINGTON
Secretary of State
Corporations & Charities Division

Corporations and Charities Division
Mailing address:
PO Box 40234
Olympia, WA 98504-0234
Tel: 360.725.0377
www.sos.wa.gov/corporations

CUSTOMER RECEIPT

Payment Transaction:

Work Order #: 2025111000850547

Received Date: 11/10/2025

Total Paid: $40.00

Payment Details:

Cardholder Name / Payer Name	Payment Type	Identifying Number	Payment Date	Amount Paid
STEVE JESTER	VISA	6176	11/10/2025	$ 40.00

Transaction Details:

Name	UBI # / Registration #	Service Type	Fees	Subtotal
PARTNERS FOR CONSERVATION	1139013	CHARITABLE ORGANIZATION RENEWAL	SERVICE: $ 40.00 PROCESSING: EXPEDITE: SAME DAY:	$ 40.00

WASHINGTON
Secretary of State
Corporations & Charities Division

Filed
Secretary of State
State of Washington
Date Filed: 11/10/2025
Effective Date: 11/10/2025
Registration No: 1139013

Charity Renewal

ORGANIZATION INFORMATION

Organization Name:
PARTNERS FOR CONSERVATION
Registration Number :
1139013
Also known as Names:

Name
PFC
PARTNERSCAPES

Purpose/Mission of the Organization:
To promote conservation practices and public-private partnerships for environmental improvement on working landscapes.
FEIN Number:
27-3577543
Federal Tax-Exempt Status:
Yes
Federal Status Type:
501(c)(3)
UBI Number:
Is this Charitable Organization associated with any Corporation or LLC?-
Yes
Organizational Structure:
Jurisdiction:
COLORADO

CONTACT INFORMATION

Organization Email:
INFO@PARTNERSCAPES.ORG
Confirm Organization Email:
INFO@PARTNERSCAPES.ORG
Organization Website:
WWW.PARTNERSCAPES.ORG
Is Foreign Contact:
No
Country Code:
1
Phone Number:
7192573074
Ext:
Mailing Address:
20643 COUNTY ROAD J, ORDWAY, TX, 81063-9523, USA
Street Address:

20643 COUNTY ROAD J, ORDWAY, TX, 81063-9523, USA
Do you use any other addresses for Solicitation -
No

FINANCIAL INFORMATION

Accounting year beginning date:
01/01/2024
Accounting year ending date:
12/31/2024
Beginning Gross Assets:
$429,830.00
Ending Gross Assets:
$385,084.00
Revenue
Gross Contributions from Solicitations:
$25,625.00
Gross Revenue from All Other sources:
$421,659.00
Total Dollar Value of Gross Receipts:
$447,284.00
Expenses
Gross Expenditures from Program Services:
$398,109.00
Total Gross from All Expenditures:
$467,085.00
Percent to Program Services:
85%

FINANCIAL HISTORY

Fiscal Begin Date	Fiscal End Date	Begin Assets	Revenue	Program Services	Expenses	End Assets	% To Program Services
01/01/2023	12/31/2023	$379,184.00	$526,636.00	$425,999.00	$486,739.00	$429,830.00	88%
01/01/2022	12/31/2022	$371,858.00	$340,052.00	$280,692.00	$332,069.00	$379,184.00	85%
01/01/2021	12/31/2021	$407,997.00	$192,673.00	$180,941.00	$224,049.00	$371,858.00	80%
01/01/2020	12/31/2020	$345,081.00	$311,469.00	$169,079.00	$245,885.00	$407,997.00	69%
01/01/2019	12/31/2019	$260,461.00	$404,993.00	$231,235.00	$316,808.00	$345,081.00	73%
01/01/2018	12/31/2018	$192,578.00	$440,500.00	$306,615.00	$382,234.00	$260,461.00	80%
01/01/2017	12/31/2017	$116,423.00	$418,900.00	$288,359.00	$347,994.00	$192,578.00	83%
01/01/2016	12/31/2016	$52,839.00	$449,398.00	$356,352.00	$396,831.00	$116,423.00	90%
01/01/2015	12/31/2015	$26,255.00	$251,297.00	$224,583.00	$224,583.00	$52,939.00	100%
01/01/2014	12/31/2014	$0.00	$319,198.00	$292,973.00	$292,973.00	$26,255.00	100%

Solicitation Comments:
Did the Organization solicit or collect contributions in WA during the accounting year reported?- **No**
Is the Organization registered to solicit outside of WA?- **Yes**

- ALABAMA
- ALASKA
- ARKANSAS
- CALIFORNIA
- COLORADO
- CONNECTICUT
- FLORIDA
- GEORGIA

- HAWAII
- KANSAS
- KENTUCKY
- MAINE
- MICHIGAN
- MINNESOTA
- MISSISSIPPI
- NEVADA
- NEW HAMPSHIRE
- NEW MEXICO
- NORTH CAROLINA
- NORTH DAKOTA
- OHIO
- OKLAHOMA
- OREGON
- UTAH
- WASHINGTON
- WEST VIRGINIA

Does the Organization pay any of its officers or employees?- **Yes**

First Name	Last Name
STEVE	JESTER

PERSONS ACCEPTING RESPONSIBILITY

Current Officers or Persons Accepting Responsibility for the Organization

First Name	Last Name	Title	Phone #	Address
DUANE	COOMBS	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
JIM	STONE	CHAIRMAN	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
RUSSELL	DAVIS	TREASURER	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
MICHELLE (SHELLY)	KELLY	SECRETARY	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
JIM	FAULSTICH	CENTRAL REGIONAL REP	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
JAY	TANNER	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
BILL	OWEN	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
BILL	SPROUL	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
JOHN	SCHMIDT	EASTERN REGIONAL REP	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
GARY	PRICE	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
THOMAS	MCAVOY	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
JERRY	DOAN	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
REESE	THOMPSON II	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES

THOMAS	MCAVOY	VICE CHAIRMAN	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
DAVID	HAUBEIN	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
SHARON	O'TOOLE	DIRECTOR	7192573074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES
JAKE	YANCEY	DIRECTOR	719-257-3074	20643 COUNTY ROAD J, ORDWAY, CO, 81063-9523, UNITED STATES

FINANCIAL PREPARER

Person or Business that Prepares, Reviews or Audits Financial Information:
Type:
BUSINESS
Business Name:
MCPHERSON, GOODRICH, PAOLUCCI & MIHELICH, PC
Representative First Name:
RON
Representative Last Name:
GOODRICH
Title:
MANAGING PARTNER
Address:
503 N MAIN ST STE 740, PUEBLO, CO, 81003-3143, USA

LEGAL INFORMATION

Do you have any Legal Actions? - **No**

COMMERCIAL FUNDRAISERS

Does the Organization use one or more Commercial Fundraisers to solicit contributions in WA?- **No**

RETURN ADDRESS FOR THIS FILING

Attention:
STEVE JESTER
Email:
INFO@PARTNERSCAPES.ORG
Address:
PO BOX 1876, BLANCO, TX, 78606-1876, USA

UPLOAD ADDITIONAL DOCUMENTS

Do you have additional documents to upload? **No**

SIGNATURE/ ATTESTATION

First Name:
STEVE
Last Name:
JESTER
Date:
11/10/2025
Phone Number:
719-257-3074



Search Results

Business Home
Business Information
Business Search
FAQs, Glossary and Information

Found 1 matching record(s). Viewing page 1 of 1.

#	ID Number	Document Number	Name	Status	Form	Effective Date	Comment
1	20201475469	20201475469	Partnerscapes	Effective	DNC	08/01/2020 11:59 PM	

Back



Private Lands Partners Day



Field Guide



Welcome!

Welcome to Private Lands Partners Day 2026!

Thank you so much for making the time to join us in Minnesota for our 18th annual Private Lands Partners Day! What started as a small gathering of local landowner and community leaders and leadership of conservation agencies and organizations in western Montana has grown in to the only national event of its kind, bringing together landowners, conservation practitioners and leadership from all around the country to see the stories of local partnerships first-hand and hear stories of other efforts from around the country.

We meet in a different location each year and are very excited to be in Minnesota which has a long history of private lands focused voluntary conservation programs and approaches. This rich history includes recognition as the birthplace of the U.S. Fish and Wildlife - Partners for Fish and Wildlife Program (celebrating its 40th year in 2026!) and what became USDA's Conservation Reserve Program. Minnesota's investment in the future also includes state-initiated programs and funding streams including the Environment and Natural Resources Trust Fund and the Clean Water Land and Legacy Amendment.

What we have found is that no matter where you go in this country the difference between getting a lot done, or not, boils down to people, both individually and collectively. Local leadership, relationships and partnerships between people that share a commitment to the landscape, natural resources and human communities are what ultimately drive effective conservation partnerships at scale. Minnesotans have a lot to share about how to get things done, as do the attendees coming in from around the country. We trust that this will be a good use of your time and an enjoyable experience with people that share your passion for getting things done together. We also hope everyone is able to take home some nuggets that are helpful and some new relationships that pay dividends for your work on the land down the line.

Speaking of people, I would be remiss to not extend a huge thank you to the individuals that participated in the planning, staffing and providing services for this year's Private Lands Partners Day in spite of plates already overloaded. A sincere thank you to the people and organizations that made this event possible!

Steve Jester
Executive Director, Partnerscapes


MINNESOTA DRAINS TO
3 OCEAN SYSTEMS
Rain falling in Minnesota can ultimately reach the Gulf of Mexico, Atlantic Ocean, or Hudson Bay.
SAME RAIN THREE OCEANS AMAZING MINNESOTA
CANADA
MINNESOTA
Lake Winnipeg
To Hudson Bay and the Arctic Ocean
DRAINS TO THE HUDSON BAY / ARCTIC OCEAN
Rainy River
HILL OF THREE WATERS
Three Watersheds Meet Here
Red River
LAURENTIAN DIVIDE
Hibbing
DRAINS TO THE ATLANTIC OCEAN
Lake Superior
To the Great Lakes, St. Lawrence River and Atlantic Ocean
NORTH DAKOTA
DRAINS TO THE GULF OF MEXICO
St. Croix River
Mississippi River
Minnesota River
WISCONSIN
SOUTH DAKOTA
To the Gulf of Mexico
ARCTIC OCEAN
Red River, Rainy River and others flow to Lake Winnipeg, then to Hudson Bay.
ATLANTIC OCEAN
Rivers on the Superior side flow to Lake Superior, through the Great Lakes and St. Lawrence River.
GULF OF MEXICO
The Mississippi River, Minnesota River, St. Croix and others flow south to the Gulf of Mexico.
HILL OF THREE WATERS
ELEV. 1,842 FT.
THREE WATERSHEDS MEET HERE
N
W
E
S
LAND OF 10,000 LAKES AND COUNTLESS JOURNEYS
0 50 100 150 Miles
0 50 100 200 Kilometers

Field Notes

History of Private Lands Conservation

Legacy Connection From MCWP to the Origins of Partners for Fish and Wildlife

A movement was born when conservationists and landowners worked together to bring back waterfowl habitat. That's the foundation of the Partners for Fish and Wildlife Program today. The Mid-Continent Waterfowl Project gave us the science → Minnesota gave us the model → Partners for Fish and Wildlife scaled it nationwide.



1930s-1950s

Crisis and Realization

- Severe drought and habitat loss (Dust Bowl era) devastate waterfowl populations
- The use of larger mechanized equipment increased widespread wetland drainage across the Midwest and Great Plains
- Growing national concern about declining duck populations

It becomes clear that habitat loss is driving population decline.



1950s-1970s

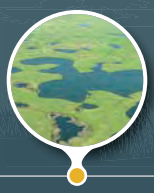
Mid-Continent Waterfowl Project (MCWP)

- The U.S. Fish and Wildlife Service launches the Mid-Continent Waterfowl Project
- Identification of the Prairie Pothole Region as North America's "duck factory"
- Strategic focus on protecting key breeding habitat

Outcomes:

- Creation of Waterfowl Production Areas (WPAs)
- Establishment of Wetland Management Districts (WMDs)
- Expansion of the National Wildlife Refuge System

Science shows us where conservation needs to happen.

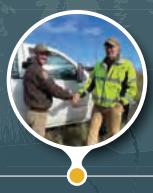


1960s-1970s

A Turning Point for Minnesota

- Recognition that much of the critical habitat is privately owned in MN
- Continued wetland drainage and agricultural expansion
- Public land acquisition alone cannot keep pace
- Quality habitat is on private land and 2/3 of the state is in private ownership

We know where to conserve, now it is time to scale up.



Late 1970s-1980s

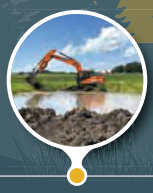
A new Model Emerges - Voluntary Private Lands Conservation

- Field staff begin working directly with landowners
- Wetland and prairie restoration was primarily taking place on recreational land and CRP
- Shift from regulation/acquisition → collaboration and incentives

What's New:

- Trust-based relationships
- Conservation on working lands
- Early concept of public-private habitat complexes
- A testing ground for conservation on private land, creation of Mid-Continent Waterfowl Project
- First wetland project by USFWS on private lands is completed
- October 1986: First Partners for Fish and Wildlife agreement is signed

A new approach is born.



1987

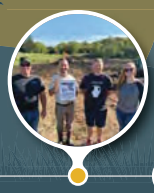
Establishment of the Partners for Fish and Wildlife Program

- The U.S. Fish and Wildlife Service formally establishes the Partners for Wildlife Program
- Builds directly on lessons learned in Minnesota and similar landscapes

Core Principles:

- Voluntary, incentive-based conservation
- Habitat restoration on private lands
- Partnership-driven approaches

The Minnesota model serves as the blueprint for a national program.



Today

Scaling the Vision

- Partners for Fish and Wildlife operates nationwide
- Millions of acres restored through partnerships
- Conservation happens across entire landscapes, not just public lands

Trust is the foundation of partnership-based voluntary conservation.



Prairie Pothole Region

69% LOST to conversion

31% INTACT Current grassland loss rates are 5x faster than grasslands can be protected

80% of wetland acres are IN CROPLAND
USFWS HAPET

The Prairie Pothole Region (PPR)

The Prairie Pothole Region (PPR) is a globally significant ecosystem stretching across parts of Iowa, Minnesota, Montana, North Dakota, and South Dakota. Formed by retreating glaciers 10,000-13,000 years ago, the region contains millions of shallow wetlands —"prairie potholes"— surrounded by native grasslands. These wetlands create one of the most productive waterfowl breeding habitats in North America.

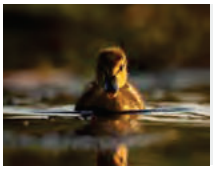
Historically, the region contained millions of acres of wetlands. Today, due to agricultural expansion and wetland drainage, the landscape is dramatically altered. Over half of the original wetlands have disappeared, and in some areas, fewer than 10% of the wetlands and less than 1% of the prairies remain. Because approximately 90% of the U.S. portion of the PPR is privately owned, partnerships with farmers and ranchers are essential for successful conservation.



>3 OUT OF 5 North American ducks nest in the PPR
PRIV Implementation Plan

The PPR is often called North America's "duck factory", producing **50–75% of the continent's primary duck species** and supports over **60% of breeding waterfowl populations**. Species such as mallards, pintails, blue-winged teal, gadwall, canvasbacks, and redheads rely on the region for nesting. Many other species stopover during migration. These bird populations also support a hunting industry that generates approximately **30,000 jobs and nearly $1 billion** in economic benefits.





63% of breeding ducks rely on UNPROTECTED WETLANDS
PRIV Implementation Plan



Its wetlands store floodwater, recharge groundwater, improve water quality, stabilize soils, store carbon, and reduce greenhouse gas emissions. As the region sits at the top of the Mississippi watershed, these natural functions both help local communities and provide benefits to those downstream, including reduction of flood impacts.

Despite its ecological importance, the PPR faces ongoing threats from wetland drainage, grassland loss, habitat degradation, and altered hydrology. Protecting and restoring wetlands and native grasslands is essential for conserving biodiversity, sustaining waterfowl populations, and maintaining the ecosystem services that support both people and wildlife.

73% of wetland basins are <1 ACRE
USFWS HAPET





photo credits: Grayson Smith, USFW PFW biologist

Day 1 Agenda

Tuesday, September 22

Welcome Reception:

Arrowwood Conference & Event Center, Alexandria, MN

Lower-Level Conference Rooms: Lake Minnewaska, Lake Osakis, & Lake Miltona

4:00 – 5:00 **Social Hour with Refreshments and heavy Hors d'Oeuvres**

5:00 - 5:30 **Opening Remarks from Partnerscapes**
Board Member & Planning Team sponsor – Bill Sproul, Sproul Ranch, KS

6:00 – 7:00 **Welcome to Minnesota!**

Short Film Screening: *The Origins of Our Nation's Organized Voluntary Conservation Program; by Partnerscapes & Conservation Media*

Guest Speakers:

Tony Rondeau, First technician, Mid-Continent Waterfowl Program, MN

Jim Piehl, First biologist, Partners for Fish and Wildlife Program, MN

40th Anniversary Poster Unveiling: Shawn May and Brad Milley, USFWS Partners for Fish and Wildlife Program

Clean Water, Land, and Legacy Amendment: A transformational conservation initiative.

8:00 **Reception ends**



Day 2 Agenda

Wednesday, September 23

Field Tour Day – Prairie Pothole Region Landscape

7:50 – 8:10 **Load Buses - located in main parking lot**

8:35 **Field Tour Stop 1:**
Landowner Tim Hartman: Prairie Pothole Restoration in Action

11:00 **Field Tour Stop #2:**
Steve Misegades Farm: Conservation on Working Lands

2:00 **Field Tour Stop #3a:**
Andrew Fronning Farm: Where Private Lands Conservation Began

Field Tour Stop #3b:
Landowner Wes Evavold: Landscape Scale Conservation

4:30 **Field Tour Stop #4:**
Blazing Star Ranch: Working Lands Conservation on a Bison Ranch

6:00 – 7:30 **Dinner on site @ Blazing Star Ranch**
Served by Fergus Falls Fish and Game Club

7:30 – 8:00 **Depart for Hotel**



Day 3 Agenda

Thursday, September 24

Arrowwood Conference and Event Center, Alexandria, MN

Lower-Level Conference Rooms: Lake Minnewaska, Lake Osakis, & Lake Miltona

8:00 – 8:30 **Welcome and Reflections – Partnerscapes**

- Partnerscapes: Jim Stone, Chair & Steve Jester Executive Director
- Remarks from the 2026 PLPD Planning Team

National, State and Local Leadership Remarks

- Theodore Roosevelt Conservation Partnership – Aaron Field, Private Lands Director
- DOI U.S. Fish and Wildlife Service – Josh W.D. Coursey, Senior Advisor to the Director
- DOI U.S. Fish and Wildlife Service – Will Meeks, Midwest Regional Director
- USDA Natural Resource Conservation Service – Troy Daniell, State Conservationist

8:30 – 10:00 **Case Study – Collaborative Conservation in Action**

This case study highlights a successful, partnership-driven approach to delivering small wetlands conservation on private lands. Through strong coordination among federal, state, local, and nonprofit partners—and most importantly, engaged landowners—this effort demonstrates how collaborative conservation can achieve meaningful, on-the-ground results.

Panel Members:

- Benton County Soil and Water Conservation District (SWCD) – Gerry Maciej, District Manager
- USDA Natural Resource Conservation Service (NRCS) – Molly Mehl, Assistant State Conservation for Partnerships and Operations
- The Nature Conservancy (TNC) – Amy Cazier, Freshwater Restoration Technician
- Board of Soil and Water Resources (BWSR) – Kevin Roth, Easement Programs Coordinator

Landowners:

- Charles Plumadore, Benton County, MN
- Joe Ostendorf, Todd County, MN
- Doug Olson, Isanti County, MN

10:00 – 10:15 **Break**

10:15 – 12:00 **Across the Nation - Locally Led Collaborations**

From local groups to landscape-scale efforts, landowners are leading collaborative conservation across the country. This two-way dialogue features individuals sharing insights on successful collaboratives—what drives them, how they function and the process from turning ideas into action on the ground.

- Doug Duren, Landowner, Sharing the Land, WI
- Mike Horne, Senior Conservation Specialist, Evergreen Soil & Water Conservation District, VA
- Bob Budd, Executive Director of the Wyoming Wildlife and Natural Resource Trust, WY
- David Hartwell, Council Chair, Lessard-Sam's Outdoor Heritage Fund, MN

12:00 **LUNCH (on site)**

1:30 – 2:45 **The Heart Behind the Land: Stories Shared by Private Landowners**

This facilitated open floor session centers on landowner voices, offering a space to reflect on what's worked, what hasn't, and what others can learn. Through candid storytelling and peer-to-peer dialogue, participants will highlight lessons learned, challenges encountered, and successes achieved. Attendees will gain practical insight into building successful partnerships and implementing conservation on private lands.

2:45 – 3:00 **Break**

3:00 – 4:15 **Pulling All Together: Call to Action**

Through facilitated table discussions attendees will reflect on key takeaways from presenters, share their own expertise and perspectives, and explore opportunities to develop or strengthen a landowner-led collaborative in their area.

4:15 – 4:30 **PLPD 2027 Host Introduction and Presentation**

4:30 – 5:00 **Break & Networking**

5:00 – 7:00 **Reception Dinner**

Keynote

- Tom Cotter, landowner, 2025 Leopold Conservation Award Winner, MN

Closing Remarks

Day 3: Speakers



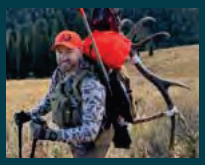
Jim Stone
Chair, Partnerscapes



Steve Jester
Executive Director, Partnerscapes



Aaron Field
Private Lands Director, Theodore Roosevelt Conservation Partnership



Kevin Roth
Easement Programs Coordinator, Board of Soil and Water Resources



Charles Plumadore
Landowner



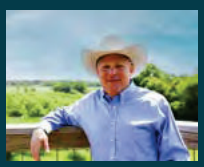
Joe Ostendorf
Landowner



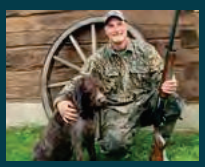
Josh W.D. Coursey
Senior Advisor to the Director, USFWS



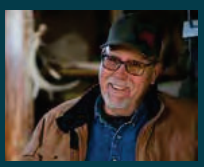
Will Meeks
Midwest Regional Director, USFWS



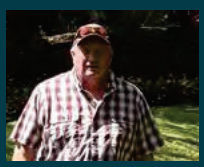
Troy Daniell
State Conservationist, USDA Natural Resource Conservation Service



Doug Olson
Landowner



Doug Duren
Landowner, Sharing the Land



Mike Horne
Senior Conservation Specialist, Evergreen Soil & Water Conservation District



Gerry Maciej
District Manager, Benton County Soil and Water Conservation District



Molly Mehl
Assistant State Conservationist for Partnership and Operations, Natural Resource Conservation Service



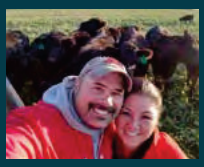
Amy Cazier
Freshwater Restoration Technician, The Nature Conservancy



Bob Budd
Executive Director of the Wyoming Wildlife and Natural Resource Trust

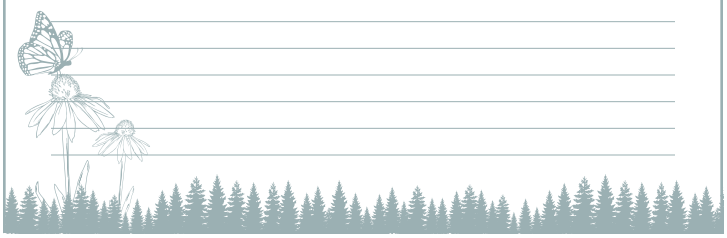


David Hartwell
Council Chair, Lessard-Sam's Outdoor Heritage Fund

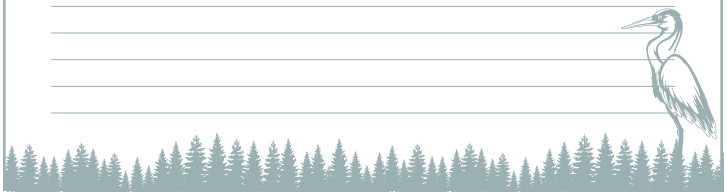


Keynote: Tom Cotter
Landowner, 2025 Leopold Conservation Award Winner, MN

Field Notes



Field Notes





Field Tour: Stop 1

Prairie Pothole Restoration in Action

Experience an active habitat restoration project firsthand as we visit a working construction site restoring Minnesota's prairie pothole ecosystem. This field tour provides a unique opportunity to see restoration in progress, hear from the landowner, restoration professionals, and contractors, and learn how diverse partnerships are bringing wetlands and prairies back to the landscape.

Topics include:

- The loss of prairie and wetland ecosystems and the critical role of restoration in the Prairie Pothole Region.
- Restoration ecology and habitat recovery in working landscapes.
- The training, technical expertise, and career pathways of habitat restoration practitioners.
- Collaborative partnerships that make large-scale restoration possible.
- The restoration economy and the important role of local contractors and businesses in conservation delivery.

Speakers



Hartman Family
Landowners



Neal Niemth
Representing the Prairie Pothole Joint Venture



AnnMarie Krmpotich
Minnesota PFW State Coordinator, USFWS



Alex Galt
USFWS Partners for Fish and Wildlife Biologist



Lillie Smith
Habitat Restoration Coordinator, Monarch Joint Venture



Emily Jonassen
Senior Habitat Partnership Specialist, Pheasants Forever



Emilia Kenow
Senior Restoration Program Manager, Minnesota Land Trust



Paul Haarstad
Contractor, Paul Haarstad Excavating



Ryan Weegman
Contractor, Red Rock Tiling & Excavating

Field Tour: Stop 1 — Tim Hartman & Family



Tim Hartman and his 2 children

Landowner: Tim Hartman & Family

Family & Property Background

Property Ownership Since: Tim is the 4th generation in his family to own this piece of property. It has been in the family for 100 years, with the exception of 2 years of ownership out of the family before Tim took over.

Acreage of Operation: 246 acres on this parcel, owns 550 acres and rents 1000 for tillable and pasture.

Land Use & Operation Background: Tim's grandmother was born on the property, and the family has had strong ties to this piece of land for the past century. There is a cranberry bog present in the middle of the property that is sort of a family heirloom for the Hartman family.

The portion of this parcel that was cropped had always been cropped and the portion that is pasture has always been pasture while under the Hartman family management. Tim feels a strong connection to the landscape and has mentioned that "giving back to nature" is always a priority of his.

Project Scope of Work:

This restoration project includes 42 wetland restorations through ditch plug construction, drainage tile checks and removal, rock weir and spillway installations, and sediment scrapes to remove soil and sediment washed into the wetlands from surrounding uplands. Twenty-two ditch plugs will be installed to block ditches originally constructed to drain the wetlands, and tile checks will be completed on all 42 wetland basins to ensure no unknown tile systems are continuing to drain them. Five rock weirs or spillways will be installed to provide stable crossings for cattle and vehicles, allowing the property to remain productive working lands while restoring the wetlands to their natural functions.

Ten sediment scrapes will be completed to remove accumulated sediment and restore the original wetland contours and depth, allowing the basins to retain water naturally.

The project will also restore 60 acres of former marginal cropland to high-diversity prairie to benefit waterfowl and grassland-nesting birds. Additionally, 134 acres of invasive tree removal will be completed, including oak savanna restoration in areas containing mature and old-growth oaks. Perimeter fencing will be installed to support grazing and enhance prairie habitat.

Total Acres Impacted: 240 acres

Habitat Outcomes:

42 previously drained or affected wetlands will be restored, grassland and grazing will be enhanced due to 55-acre highly diverse prairie planting and encouraged prairie/oak savannah disturbance due to fencing for grazing. Water quality will be improved for the lake on the property and water off the property by preventing immediate drainage off the landscape and allowing filtration through the landscape's original wetlands. This will benefit all types of wildlife including a wide scope of pollinators, other insects, waterfowl, shoreland nesting birds, oak savanna birds, frogs, turtles, and more.



Shawn Papon hugging old growth oak on the Hartman easement.

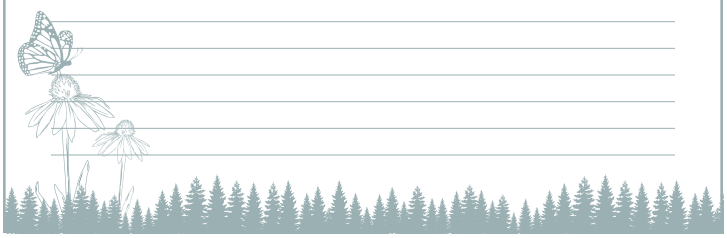
Conservation Story:

This property and partnership are perfect examples of what it means to be involved in working lands conservation. 55-acres of previously cropped ground are being converted into highly diverse high quality pollinator prairie and will be rotationally grazed. Tim has strong family and emotional ties to the land resulting in the utmost care for the landscape. Now, with these collaborative restoration efforts, the cattle operation will be able to continuously support the Hartman family, while the land will be closer in appearance and function to the original historical landscape, providing the highest quality of habitat on the landscape.

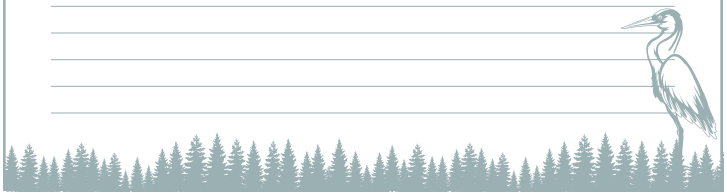
Conservation Partners Involved:

- U.S. Fish & Wildlife Service – Partners for Fish and Wildlife Program
- Minnesota Land Trust (MLT)
- Monarch Joint Venture (MJV)
- Outdoor Heritage Fund (OHF)

Field Notes



Field Notes





Field Tour: Stop 2

Conservation on Working Lands

Meet with the producer and landowner to learn how a diversified portfolio of conservation practices can support both agricultural production and healthy ecosystems. This stop highlights how grazing, wetland and grassland restoration, conservation easements, and Farm Bill programs work together to create resilient working lands while providing lasting benefits for wildlife, water quality, and agricultural operations.

Topics include:

- Conservation on working agricultural lands.
- Integrating grazing into habitat management.
- Leveraging USDA conservation programs, including Environmental Quality Incentives Program (EQIP).
- The role of conservation easements in protecting working landscapes.
- Partnerships that help landowners achieve long-term conservation and production goals.

Speakers



Misegades Family
Landowners



Brian Glenzinski
Director of Conservation Programs – Upper Midwest



Logan Shoup
Regional Biologist



Shawn Papon
Partners for Fish and Wildlife Program

Field Tour: Stop 2 Steve Misegades Property



Landowner: Steve Misegades

Family & Property Background

Property Ownership Since: 2023

Acreage of Operation: The 320-acre property is part of a larger operation encompassing approximately 2,000 acres of owned land and 4,000 acres of rented land. Over the past five years, approximately 1,000 acres have been protected through U.S. Fish and Wildlife Service grassland easements, with all acres either restored or currently undergoing restoration.

Land Use & Operation Background:

Steve and Jodi Misegades and family own and operate a mixed farm operation in Otter Tail County, MN, consisting of commodity crops (corn, soybeans, wheat, etc.) and a cow/calf beef operation of approximately 1,300 pairs. The family finishes all their own cattle. Steve has been working with USFWS to convert marginal tillable acres to diverse grasslands with native grasses and wildflowers, to improve forage quantity and quality, in addition to restoring wetlands and removing invasive trees. Steve implements rotational grazing systems as well. Their family values keeping marginal land in grass and not farming highly erodible land.

Project Overview:

This property was perpetually protected in 2024 through a partnership between Ducks Unlimited and USFWS via a grassland easement, which allows year-round grazing as well as haying after July 15 annually. A diverse landscape of grasslands and wetlands has been restored and protected, creating connectivity with other easements to the north, east, west, and south. Together, these protected properties form a contiguous conservation landscape totaling more than 1,000 acres.

Project Scope of Work:

The project includes 16 prairie pothole wetland restorations through drain tile removal, removal of accumulated sediment, and ditch plug installation. It also includes establishing 85 acres of native prairie grasses and wildflowers on previously tilled land, removing invasive trees, and installing new boundary and cross fencing. Shallow-buried water lines and an associated livestock watering tank will also be installed to support implementation of an eight-paddock rotational grazing system.

Overall Project Size: 350 acres

Total Acres Impacted: 240

Habitat Outcomes:

The restored wetlands and grasslands provide important breeding and migratory habitat for waterfowl and pollinators as well provides excellent forage for the landowner's cattle. The restored habitat also reduces erosion, improves water quality, recharges groundwater, and reduces flooding downstream.

Conservation Story:

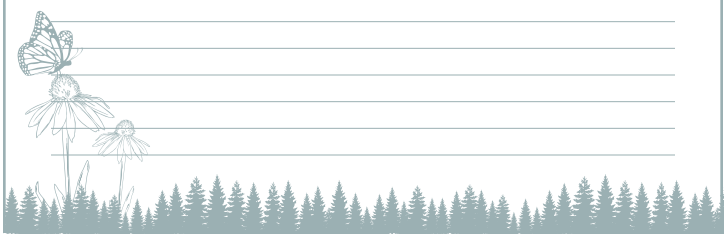
By working with the U.S. Fish and Wildlife Service's Grassland Easement Program and the Partners for Fish and Wildlife Program, the Misegades family was able to purchase additional land and restore it into a productive, diverse grassland and wetland complex. The grassland easement payment was instrumental in making the land acquisition possible, while restoration funding secured through Ducks Unlimited enabled the habitat restoration work to be completed.

A key objective of this project was to establish a native grass and forb grazing system rather than the more common non-native, cool-season pasture typically favored by cattle producers in the region. The restoration has shown promising early results, although it is important to recognize that this is only the second year of grazing on the new seeding. Native prairie plantings often require several years to fully establish, and continued management will be essential to realizing the long-term ecological and agricultural benefits of the project.

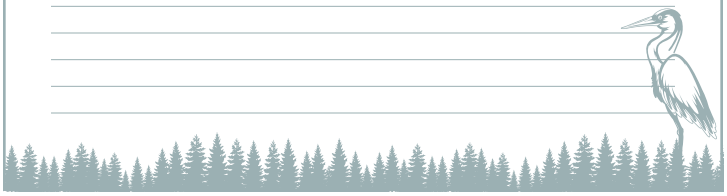
Conservation Partners Involved:

- Landowners, Steve and Jodi Misegades
- U.S. Fish & Wildlife Service – Partners for Fish and Wildlife Program, National Wildlife Refuge System Fergus Falls Wetland Management District (WMD) & Division of Realty
- Ducks Unlimited
- Minnesota Outdoor Heritage Fund
- U.S. Department of Agriculture Natural Resource Conservation Service (EQIP program)

Field Notes



Field Notes





Field Tour: Stop 3a

Where Private Lands Conservation Began

Join a local organic dairy farmer at the site of the first U.S. Fish & Wildlife Service private lands wetland restoration project in the nation. This historic property marks the beginnings of what would become the Partners for Fish and Wildlife Program and demonstrates how voluntary conservation on private lands has evolved over more than four decades.

Hear firsthand from some of the pioneers of the private lands movement and how local sportsmen's organizations, community conservation groups, and landowners helped shape a nationally recognized conservation program.

Topics include:

- The origins of private lands conservation and the Partners for Fish and Wildlife Program.
- The history of the first private lands restoration project.
- The enduring role of landowners in voluntary conservation.
- Contributions of local sportsmen's organizations and community partners to habitat restoration.
- How partnerships established in the early 1980s continue to influence conservation today.

Speakers



Andrew Fronning & Family
Landowner



Tony Rondeau
Fergus Falls Fish and Game Club & Mid- Continent Waterfowl Program



Jim Piehl
Fergus Falls Fish and Game Club & First PFW Biologist



Dan Gahlon
Christina- Ina- Anka Lake Association



Jordan Lillemon
Coots Unlimited



Rick Paulsen
Pioneer Heritage Conservation Trust

Field Tour: Stop 3a Andrew Fronning Farm



Landowner: Andrew Fronning

Family & Property Background

Property Ownership Since: 2025

Acreage of Operation: The 160-acre property is part of a larger organic dairy operation owned and operated in partnership with his parents, Dennis and Melissa Fronning.

Land Use / Operation Background:

In 1979, Philip Arfstrom, a farmer in Douglas County walked into the U.S. Fish and Wildlife Service Office in Fergus Falls. The Arfstrom family had a 20-acre wetland scar on their property, drained in the 1920s for cattle grazing. Through the years, beavers had come and gone, plugging the ditch and inspiring the Arfstroms to permanently restore the wetland. Carl Madsen, as part of the Mid-Continent Waterfowl Management Project—the predecessor to today's Partners for Fish and Wildlife Program—partnered with the Arfstroms to restore the basin. Today, the project holds a special place in conservation history, as the first-ever wetland restored on private land by the U.S. Fish and Wildlife Service.

Unfortunately, the legacy wetland was again drained in 2010. When the Fronning family purchased the property in 2025, over 40 years after the original restoration, Partners for Fish and Wildlife Biologist Shawn Papon recognized the opportunity restore the historic basin once again. Ushering in a new generation of stewardship, the Fronnings and the Partners for Fish and Wildlife program revived the wetland, restoring valuable habitat for waterfowl, pollinators, and other wildlife while honoring the legacy of one of the nation's earliest monuments to private lands conservation success.

Overall Project Size: 20 acres

Habitat Outcomes:

The restored wetland provides wonderful waterfowl habitat in the Prairie Pothole Region of Minnesota and improves water quality – the water drains into Lake Christina – a continently important lake for waterfowl.

Conservation Story:

Small local sporting and conservation clubs continue to play an essential role in habitat conservation across Minnesota. These organizations helped support the original restoration of this wetland in 1979 and once again stepped forward to help make its restoration possible in 2026. That continuity of commitment across nearly five decades is a powerful testament to the enduring value of conservation partnerships.

The project was designed to meet both habitat and agricultural needs. The Fronning family needed an improved crossing to access a back field and upgraded livestock fencing for their grazing operation. By addressing those needs alongside habitat restoration, the project delivered multiple benefits—a safer, more functional agricultural operation and the restoration of a 20-acre wetland that will provide valuable habitat for waterfowl and other wildlife.

Looking ahead, the U.S. Fish and Wildlife Service is working with the Fronning family to secure a perpetual wetland easement that will permanently protect this historically and biologically significant landscape, with support from the Migratory Bird Conservation Fund (MBCF). If completed, the easement will ensure this remarkable conservation success story endures for generations to come, safeguarding both the wetland and the legacy of partnership that has defined this site for nearly 50 years.

Conservation Partners Involved:

- U.S. Fish & Wildlife Service – Partners for Fish and Wildlife Program
- Fergus Falls Fish and Game Club
- Coots Unlimited
- Pioneer Heritage Conservation Trust
- Christina – Ina – Anka Lake Association

Field Notes



Field Notes





Field Tour: Stop 3b

Landscape-Scale Conservation

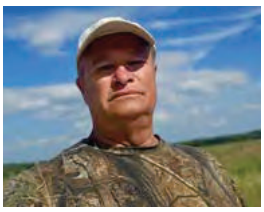
Adjacent Stop

Adjacent to the Fronning property, the Evavold family, longtime landowners and stewards have their multi-generational legacy of conservation. Participants will explore how individual habitat projects contribute to broader landscape-scale conservation across the Prairie Pothole Region. Speakers will discuss the importance of habitat complexes, strategic partnerships, and coordinated conservation investments that benefit wildlife while supporting working lands.

Topics include:

- Landscape-scale conservation in the Prairie Pothole Region.
- Building connected habitat complexes.
- Coordinating restoration across ownership boundaries.
- Long-term conservation through public-private partnerships.

Speakers



Wes Evavold
Landowner



Neal Niemuth
Representing the Prairie Pothole Joint Venture



Daryl Peterson
Director of Restoration, Minnesota Land Trust



Nicholas Snavely
Area Wildlife Manager, Minnesota Department of Natural Resources



Neil Powers
Project Leader, Fergus Falls Wetland Management District

Field Tour: Stop 3b — Wes Evavold Property

Landowner: Wes Evavold

Family & Property Background

Property Ownership Since: 1888 (Homesteaded by his family, who immigrated from Norway)
Acreage of Operation: 960
Overall Project Size: 350 acres

Land Use / Operation Background:

Wes Evavold grew up on this farm and has a deep connection to its pastures, wetlands, and wildlife. Stewardship has long been a core value of the Evavold family, and that commitment is evident across the landscape. Their dedication to caring for the land has created a working farm that supports both agricultural production and healthy wildlife habitat.

Wes owns and operates a diversified farm in Otter Tail County, Minnesota, producing commodity crops—including corn, soybeans, and wheat—alongside a cow-calf beef operation of approximately 100 pairs. Over the years, he has partnered with the U.S. Fish and Wildlife Service to permanently protect native cattle pastures through the Grassland Easement Program while improving the productivity and ecological health of the operation through invasive tree removal and wetland restoration.

The Evavold family believes that marginal lands are best kept in perennial grass rather than converted to cropland, and they have made a conscious commitment to avoid farming highly erodible soils. Their approach demonstrates how thoughtful land stewardship can sustain a productive agricultural operation while conserving the grasslands and wetlands that are vital to Minnesota's wildlife heritage.

Project Overview:

This 350-acre property was permanently protected in 2020 through a U.S. Fish and Wildlife Service Grassland Easement funded by the Migratory Bird Conservation Fund (supported by Duck Stamp dollars). The easement allows for year-round grazing and annual haying after July 15, ensuring the land remains a productive working ranch while conserving valuable native habitat.

The project restored and protected a diverse landscape of native grasslands and prairie pothole wetlands, creating an important link with adjacent U.S. Fish and Wildlife Service grassland easements to the north, south, east, and west. Together, these protected lands form a conservation complex exceeding 9,000 contiguous acres.

Restoration efforts included ten prairie pothole wetland restorations accomplished through drain tile removal, sediment excavation, and ditch plug installation. Additional conservation practices included invasive tree removal and construction of new boundary fencing to support a rotational grazing system that benefits both livestock production and grassland health.

Habitat Outcomes:

This project permanently protects remnant prairie that has never been plowed while restoring wetlands and enhancing the surrounding grasslands. Together, these habitats provide critical breeding and migratory habitat for waterfowl and countless other grassland-dependent wildlife species. At the same time, the improvements produce high-quality forage for the landowner's cattle, demonstrating that conservation and agriculture can successfully coexist.



Great grandma Brita (seated middle). To her left is grandpa Anton. The others are Anton's brothers and sister.

Beyond wildlife benefits, the restored wetlands and grasslands help reduce soil erosion, improve downstream water quality, recharge groundwater, store floodwaters, and increase the overall resilience of the landscape. This project exemplifies how voluntary conservation easements and habitat restoration can create lasting benefits for landowners, wildlife, and local communities alike.

Conservation Story:

Wes Evavold appreciates the flexibility offered by the U.S. Fish and Wildlife Service's Grassland Easement Program, which allows him to retain full ownership of his grazing rights and manage his cattle operation in the way that best fits his land, livestock, and business goals while permanently conserving native prairie.

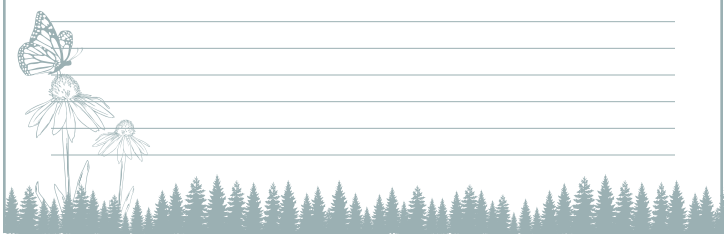
He values the straightforward approach of working with the Partners for Fish and Wildlife Program to implement habitat improvements. Through technical expertise, conservation planning, and financial assistance for projects such as wetland restoration, invasive tree removal, and fencing improvements, the program helps landowners accomplish meaningful habitat work while maintaining productive agricultural operations.

For Wes, the combination of a flexible grassland easement and voluntary habitat restoration represents a successful partnership—one that protects Minnesota's native prairie, supports wildlife, and helps sustain the long-term success of a working cattle ranch.

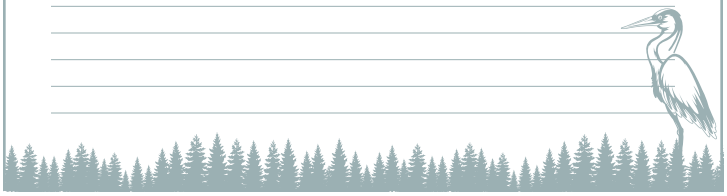
Conservation Partners Involved:

- U.S. Fish & Wildlife Service – Partners for Fish and Wildlife Program, Fergus Falls Wetland Management District (WMD), Division of Realty
- Minnesota Land Trust
- Minnesota Outdoor Heritage Fund
- Pheasants Forever

Field Notes



Field Notes





Field Tour: Stop 4

Blazing Star Ranch: Working Lands Conservation on a Bison Ranch

Visit Blazing Star Ranch to explore how conservation and agricultural production can thrive together on a working bison operation. This stop highlights the role of grazing in prairie management, the stewardship of native grasslands, and the unique opportunities and challenges of managing a working ranch for both wildlife and livestock.

The tour concludes with an open discussion, providing attendees an opportunity to reflect on the day's field experiences, share perspectives, and discuss opportunities for future collaboration in private lands conservation.

Topics include:

- Working lands conservation on a bison ranch.
- Grazing as a tool for prairie stewardship and habitat management.
- Balancing agricultural production with wildlife conservation.
- Family stewardship and long-term conservation on private lands.
- Reflections and discussion on the future of voluntary private lands conservation.

Speakers



Jason Swelstad and Family

Landowner

Field Tour: Stop 4 Blazing Star Ranch

Landowner: Jason and Louise Swelstad and Family



Family & Property Background

Property Ownership Since: 2012

Acreage of Operation: 750 acres

Land Use / Operation Background:

Jason and Louise Swelstad, along with their 10 children, own and operate Blazing Star Ranch, a 750-acre bison operation in Otter Tail County, Minnesota. The ranch is home to approximately 60–80 bison cows, their calves, and several bulls. The family raises and markets their bison meat locally, connecting their agricultural operation with the surrounding community.

Since 2013, Jason and Louise have partnered with the U.S. Fish and Wildlife Service to transform marginal cropland into diverse native grasslands planted with native grasses and wildflowers. These efforts have improved forage quality and quantity for their bison while restoring important wildlife habitat across the landscape.

Additional conservation work has included wetland restoration, enhancement of existing grasslands through prescribed fire, removal of invasive trees and brush—including Siberian elm, red cedar, boxelder, elm, sumac, and buckthorn—and installation of more than 15 paddocks to support a rotational grazing system for their bison.

The Swelstad family has a strong conservation ethic and a deep appreciation for the diversity and ecological value of native prairie and wetlands. Their commitment demonstrates how working lands can support both agricultural production and landscape-scale conservation, creating benefits for wildlife, soil health, water quality, and future generations.

Project Overview:

This 750-acre property was permanently protected in 2016 through a U.S. Fish and Wildlife Service Grassland Easement funded by the Migratory Bird Conservation Fund (supported by Duck Stamp dollars). The easement allows for year-round grazing and annual haying after July 15, providing the landowner flexibility to maintain a productive bison operation while conserving important native habitat.

The project restored and protected a diverse landscape of native grasslands and prairie pothole wetlands, creating an important connection with neighboring conservation working lands to the north, south, east, and west. Together, these protected areas form a landscape-scale conservation complex exceeding 9,000 acres.

Conservation efforts on the property included prairie pothole wetland restoration, conversion of 80 acres of previously tilled cropland back to native prairie grasses and wildflowers, invasive tree removal, and installation of new boundary fencing, cross fencing, and shallow-buried water lines with associated livestock tanks. These improvements supported implementation of an eight-paddock rotational grazing system designed to improve forage utilization, enhance grassland health, and support sustainable bison management.

Overall Project Size: 750 acres

Habitat Outcomes:

The project has transformed previously degraded areas into a diverse mosaic of native prairie and wetland habitats that benefit wildlife while supporting a productive agricultural operation. Restored grasslands provide critical habitat for grassland birds, pollinators, and other wildlife, while improved grazing infrastructure allows the Swelstad family to manage bison in a way that promotes healthy soils, resilient vegetation, and long-term conservation of the landscape.

Conservation Story:

Jason and his family are among the most passionate conservation-minded landowners Minnesota's conservation community has the opportunity to work with. They truly value the diverse habitats found across their ranch and understand the important role that bison play in shaping and maintaining a healthy prairie landscape.

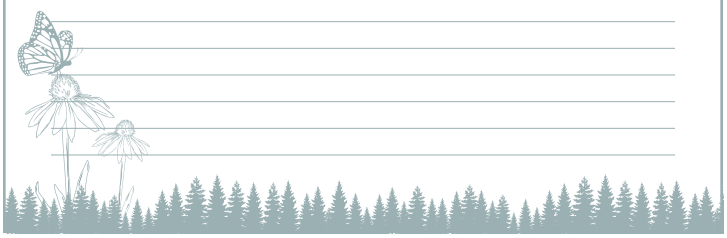
Conservation is a family effort at Blazing Star Ranch. Every member of the family contributes to the day-to-day work of caring for the land, from removing old barbed wire and conducting prescribed fire to cutting invasive trees, maintaining habitat, and moving bison between grazing areas. Their hands-on commitment is a reflection of their deep connection to the land and their belief that productive agriculture and conservation go hand in hand.

The Swelstad family's dedication demonstrates how passionate landowners can be powerful partners in restoring and sustaining Minnesota's native prairie ecosystems for future generations.

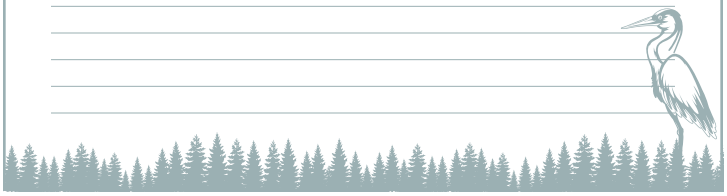
Conservation Partners Involved:

- U.S. Fish & Wildlife Service – Partners for Fish and Wildlife Program, Fergus Falls Wetland Management District (WMD), Division of Realty
- Minnesota Land Trust
- Minnesota Outdoor Heritage Fund
- National Fish and Wildlife Foundation (NFWF) – Monarch & Pollinator Fund
- U.S. Department of Agriculture – NRCS, EQIP program
- Pheasants Forever

Field Notes



Field Notes





Minnesota Fast Facts

A Quick Guide to the Land of 10,000 Lakes ...Actually 11,842



Did You Know?

- Minnesota comes from the Dakota phrase Mni Sota Makoce, often translated as "the land where the water reflects the sky."
- The mighty Mississippi River begins its 2,350-mile journey at Itasca State Park.
- While we're known as the Land of 10,000 Lakes, Minnesota actually boasts 11,842 lakes that are at least 10 acres in size.
- Minnesota has more shoreline than California, Florida, and Hawaii combined—thanks to all those lakes.
- The Common Loon is our state bird, and its haunting call is the soundtrack of a Minnesota summer.
- The Pink and White Lady's Slipper is our state flower.
- The Honeycrisp® apple was developed by the University of Minnesota and became one of the world's favorite apples.
- Minnesota experiences all four seasons in full force—from -30°F winter mornings to 100°F summer afternoons.

Minnesota Agriculture:



- More than 65,000 farms operate across Minnesota.
- Farms cover approximately 25 million acres of the state.
- The average Minnesota farm is about 390 acres.
- Minnesota is the nation's #1 producer of sugar beets.
- Minnesota ranks among the nation's leaders in turkey production and is proudly known as the Turkey Capital of the Nation.
- Wild rice, Minnesota's state grain, has been harvested for generations and remains culturally and ecologically significant.



Conservation by the Numbers:

- Minnesota contains portions of three major biomes: prairie, deciduous forest, and boreal forest.
- More than 17 million acres of forest cover roughly one-third of the state.
- More than 5.6 million acres of wetlands remain across Minnesota.
- Minnesota is home to 300+ species of birds throughout the year.
- Iconic wildlife includes:
  - Trumpeter Swans
  - Moose
  - Gray Wolves
  - Black Bears
  - Common Loons



- Western Minnesota lies within the Prairie Pothole Region, often called North America's Duck Factory, producing nearly 40% of North America's waterfowl.
- Minnesota has lost approximately 90% of its original wetlands and 99% of its native prairie, making voluntary habitat restoration more important than ever.









Minnesota Traditions:



- The Boundary Waters Canoe Area Wilderness protects over 1 million acres of lakes, forests, and wilderness.
- Every fall, 400,000–500,000 hunters participate in Minnesota's firearms deer season.
- The famous Jucy Lucy burger was invented in Minneapolis.
- Minnesota is home to Fortune 500 companies including 3M, General Mills, and Target.
- Minnesota has one of the largest Scandinavian-American populations in the United States, with deep Norwegian, Swedish, Finnish, and Danish roots.

Speak Like a Minnesotan:

Uff da! . . . . . Surprise, frustration, or relief.
You betcha! . . . . . Absolutely!
Ope! . . . . . Excuse me!
I'll just sneak past ya. . . . . . May I squeeze by?
Oh, for cute! . . . . . That's adorable!
Could be worse. . . . . . Things are actually going pretty well.
Not too bad. . . . . . Pretty good!
Interesting... . . . . . I'm politely disagreeing.
Watch for deer! . . . . . Safe travels!

The Minnesota Test: If you've ever...



- Worn shorts when it's 40°F.
- Measured distance in hours instead of miles.
- Planned your summer around cabin weekends.
- Debated the best hotdish recipe.
- Said "Ope!" without realizing it.
- Ended a conversation with "Welp..." while standing for another 20 minutes...

Congratulations—you might just be a Minnesotan.

You betcha!





Thank You!

Special Thanks

The success of the 2026 Partnerscapes Private Lands Partners Day Field Tour would not have been possible without the dedication, generosity, and collaboration of our partners, landowners, speakers, volunteers, and event supporters. We extend our sincere appreciation to everyone who contributed their time, expertise, and hospitality to create an exceptional learning experience.

Field Tour Partners, Landowners, and Supporters

Special thanks to the many organizations and individuals who helped make our field tour a success, including:

- Tim Hartman
- Andrew Fronning
- Jason Swelstad
- Steve Misegades
- Wes Evavold

Your willingness to share your knowledge, experiences, and properties exemplifies the spirit of conservation through partnership.

Event Sponsors

We gratefully acknowledge the generous support of our event sponsors. Your support helped make this event possible and demonstrates your continued commitment to conserving our nation's fish, wildlife, and habitat.

Gold Sponsor:

The Nature Conservancy

Silver Sponsors:

Benton Soil & Water Conservation District

Burner Boss

Ducks Unlimited

Bronze Sponsors:

HPS Rental

Alex Rubbish Recycling

Prairie Pothole Joint Venture

Rolling Stone Ranch LLC

Pro-Serve Inc.

Pheasants Forever

Quail Forever

Field to Flyway

Copper Sponsors:

Oregon Habitat Solutions

The Pioneer Heritage Conservation Trust

Planning Team

Finally, we extend a very special thank you to the members of the Planning Team. Your countless hours of planning, coordination, creativity, and attention to detail made this conference and field tour a reality. Your dedication behind the scenes is sincerely appreciated and is the foundation of this event's success.

Meet Your Local Hosts

Your Minnesota Partners for Fish and Wildlife Program Team
Conservationists. Problem-solvers. Nature nerds. Habitat builders.



The Whole Crew

The Minnesota PFW Crew:
Conservation Superpowers

Team Motto: "Nature Nerds Unite!"

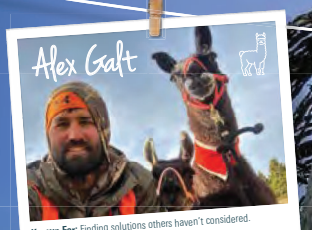
Known As: The most extroverted introverts you'll ever meet.

Conservation Accomplishments:
Together this crew of the Nation's Leading Wetland Restoration Experts:

- Has restored 10,000+ wetlands
- Has restored 50,000+ acres of wildlife habitat
- Annually exceeds >10:1 in leveraging PFW funding
- Has 160 Years of PFW experience

Superpower: Public Service Excellence

The Minnesota PFW Team



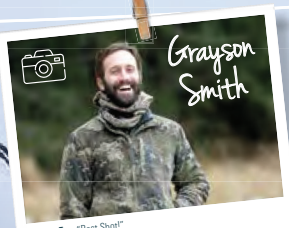
Alex Galt

Known For: Finding solutions others haven't considered.
Character Accessory: Scotcheroos and llamas
Ask Alex About: Azure Cloud. Complex conservation challenges and creative solutions.
Tagline: "Let me think about that…"



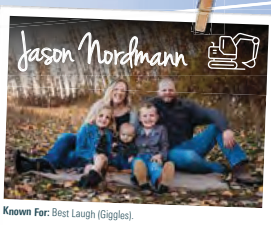
John Riens

Known For: Recovering ice fishing addict.
Favorite Tool: Excavator/dozer & ice auger (depending on season).
Character Accessory: Sheet Pile.



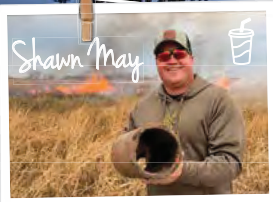
Grayson Smith

Known For: "Best Shot!"
Character Accessory: Coffee. A large mug of coffee
Ask Grayson About: Finding the perfect wildlife photo.



Jason Nordmann

Known For: Best Laugh (Giggles).
Fun Fact: Prefers the classics — especially when it comes to technology.
Favorite Conservation Tool: Heavy equipment.
Tagline: "Guten Morgen, liebe Landsleute!"



Shawn May

Known For: Master Showman. Legend of Seed Harvest.
Signature Style: Red. White. Mountain Dew.
Character Accessory: Mountain Dew.
Fun Fact: Has a massive tile collection.



Shawn Papon

Known For: "I do it for the ducks."
Favorite Conservation Tool: Anything that restores wetlands.
Character Accessory: Dr. Pepper and ice cream.
Most Likely to: Be found in Canada waterfowl hunting.



Mike Malling

Known For: "I ❤ fish."
Most Likely To: Vacation in Alaska.
Character Accessory: Fishing rod + fly box.
Ask Me About: Building Habitat Complexes.



Scott Ralston

Known For: Creating the how-to manual before anyone realizes they need one.
Favorite Tool: Trimble Unit.
Tagline: "I already made a guide for that."
Character Accessory: Topeka Shiner.



Darren Wheeling

Known For: Ice cream on road trips.
Character Accessory: Reece's Peanut Butter cups and a sidekick dog.
Tagline: "We've got this."
Ask Me About: Bears & Wolves — Actually, Don't.



Ann Marie Krmpotich

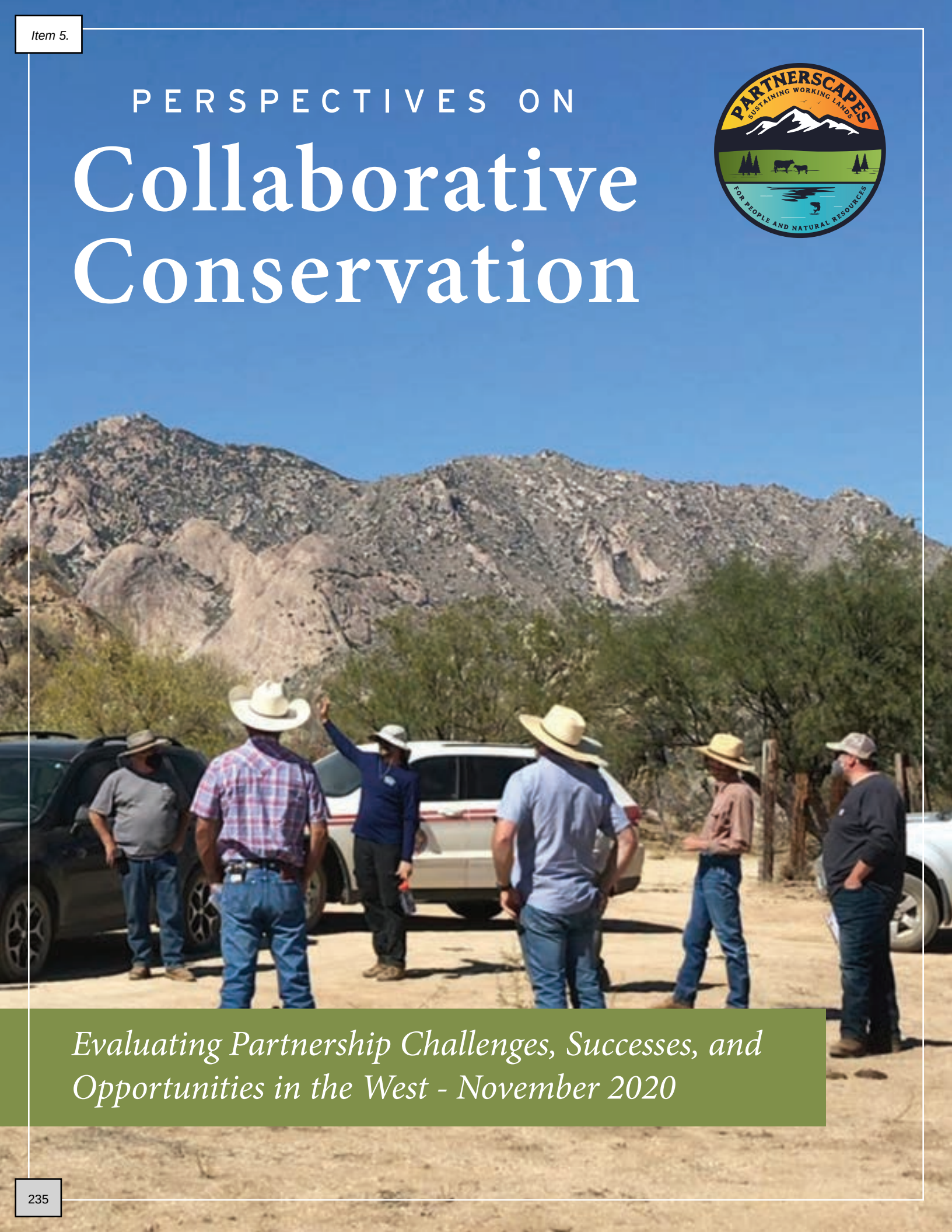
Known For: Bringing the goodies.
Character Accessory: Dog Treats
Tagline: "Where's a whiteboard. I need a whiteboard."



Field Guide

PERSPECTIVES ON

Collaborative Conservation



Evaluating Partnership Challenges, Successes, and Opportunities in the West - November 2020

Partnerscapes

Partners for Conservation recently transitioned to a new brand—Partnerscapes—but we will continue to be a landowner-led organization with the same focus of improving landscapes through communication. Every landscape has potential partners that are, or can, work together to sustain working lands for natural resources and people. Partnerscapes speaks to that potential, and the partnerships that can serve our landscapes now and going forward.

Partnerscapes would like to acknowledge the contributions of University of Montana graduate student **Travis Anklam,** who worked on this project with support from the Wyss Foundation. Travis was instrumental in administering and analyzing the survey, and then summarizing the findings. His leadership was critical to the completion of this effort.



Credit: Jeremy Roberts, Conservation Media



Credit: U.S. Fish and Wildlife Service

Background

Partnerships and collaborations across the West are playing a significant role when it comes to conserving natural resources and supporting communities. According to the Western Collaborative Conservation Network, over 450 known collaborative groups are incorporating diverse perspectives across jurisdictions to build the bridges needed to overcome the natural resource challenges of the West. Whether through habitat restored or relationships built, the efforts of partnerships and collaborations alike are paying dividends.

But what is the valuation of these dividends? How do participants know if collaboration is worth their time and resources? What tools can help them evaluate the effectiveness of their partnerships? And how can answering these questions help collaboratives achieve their goals?

Partnerscapes (formerly Partners for Conservation) reached out to almost 270 partnerships and collaboratives across eight Western states in order to start addressing these questions. The goal was to determine what partnerships are doing, how they measure and share the story of their progress, and what lessons and insights they can offer other collaborative efforts to advance natural resource conservation in the West.

> "What we are trying to get is collective action. A group of people to come to agreement on something and make a change on the ground. In order to make that happen you need to have human capital (individual knowledge, skills, and abilities), social capital (relationships, networks, trust), and you need to be able to leverage resources. Laying that simple formula out for people and then having evaluation frameworks and evidence that shows the importance of these foundational building blocks is very helpful."
>
> –Laura Van Riper, Bureau of Land Management

Those who responded represent diverse perspectives working at a range of scales across a variety of issues and challenges. This report summarizes their responses, highlighting common themes and distinct insights that emerged from their experiences. In the resources section at the end of this report you can find many of the tools that are being used to better understand, measure, and communicate the value of collaborative conservation efforts.

We hope that the resources found here help enhance partnership efforts in your landscape and community.

Executive Summary

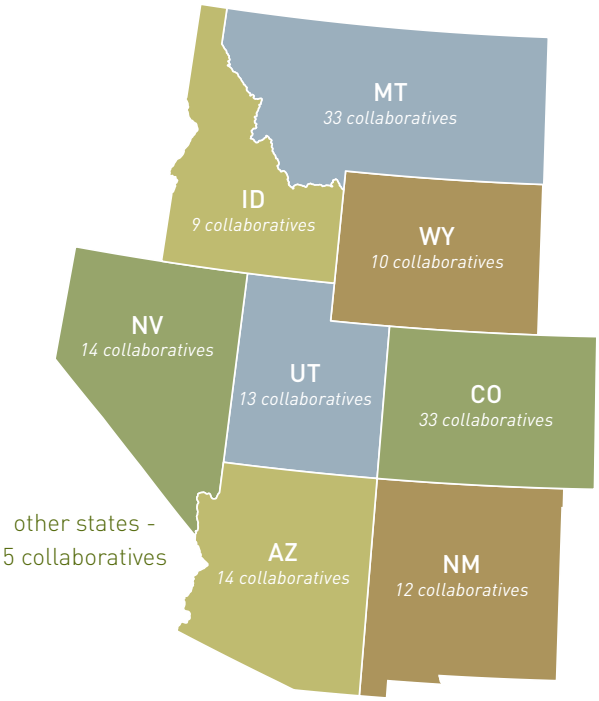
Evaluating a collaborative's accomplishments can help them to share the value of their efforts with stakeholders, funders, and their community while identifying how to be even more effective moving forward. Understanding the accomplishments of multiple collaboratives can shed light on the broader successes—and common challenges—of collaborative conservation at a larger scale.

Partnerscapes reached out to active collaboratives to better understand their successes and challenges, and the evaluative approaches they are using to accomplish their goals.

Who We Surveyed

We wanted to get the perspective of a variety of collaboratives, while having enough commonalities between those surveyed to identify transferable lessons. Consequently, we limited our survey to eight states in the Intermountain West—a region with a large number of collaborative efforts representing a wealth of experience. Our survey focused on collaboratives that included more than two perspectives from a community that were using a collaborative decision-making process to address two or more issues on at least two types of land ownership. These criteria left us with a list of almost 270 collaboratives that we invited to take our survey of which 87 responded, a response rate of 32 percent.

Responses came from a wide array of perspectives, including landowners, agency staff, local officials, non-profit and business leaders, scientists, facilitators, and members of the public. Their perspectives also represent many different types of collaborative efforts, from watershed groups and forest collaboratives to land trusts and agency led efforts. Although we would have liked to survey multiple participants from each collaborative, we were only able to survey one person per collaborative due to time and resource constraints. We recognize this as a limitation when compared to many other evaluations of individual collaborative efforts.



Where They Are Working - This map depicts where responding efforts are working, with multiple collaboratives working across two or more states.

Examples of Collaboratives Surveyed

Community-Based Collaboratives – Locally based stakeholder groups working together to address natural resource challenges in a particular place.

Watershed Groups – Stakeholders, often locally based, working together to address water-related issues, typically at a watershed scale.

Land Trusts – Stakeholders working together to create conservation and/or stewardship easements.

Forest Collaboratives – Stakeholders working together to address restoration, conservation, and natural resource use on public and private owned forests.

Wildlife-Based Collaboratives & Working Groups – Stakeholders working together to address wildlife-related challenges.

Landscape-Scale Collaboratives – Stakeholders working together to address natural resource challenges at the landscape-scale.



Credit: Angela Dwyer/Bird Conservancy of the Rockies

What We Asked

The web-based survey started with demographic questions to get a sense of the who, what, where, and why for each collaborative. By asking about the organizational aspects of the partnership, we were able to get a sense of each collaborative's structure, purpose, and goals as well as the process they use to pursue their goals.

About a third of the survey focused on the outcomes and impacts of each collaborative in order to better understand what collaboratives are accomplishing. We asked if the collaborative's efforts had resulted in on-the-ground impacts (like stream miles restored), and if efforts had resulted in important relationship impacts (such as trust building or improved communication between participants). We also asked how collaboratives are measuring their impacts, and if efforts to evaluate progress have helped them to accomplish their goals.

Our last set of questions was designed to assess the challenges collaboratives are facing and what support networks and resources they utilize. At the end of the survey, respondents were asked if they would be willing to do a more detailed follow up phone conversation. For those that agreed, we followed up with an informal call to better understand their responses and to identify the resources and evaluative tools they are using.

We recognize that there are nuances in the definition of both concepts, but for ease of communication the concepts of "partnerships" and "collaboratives" are used interchangeably throughout this report.

Overarching Themes

Although the collaboratives that responded to our survey varied in geography, scale, focus, and the perspectives represented, several common themes emerged. We identified these overarching themes in regard to what collaboratives are accomplishing, how they are evaluating progress, and the challenges and opportunities they are facing. The collaborative efforts that responded are:

- **Working to tackle issues across jurisdictions with multiple perspectives—many for five years or longer.**
- **Pooling resources to build relationships and make progress on the ground.**
- **Evaluating progress by tracking the relationship and natural resource impacts of their efforts.**
- **Using a variety of evaluative tools that are helping them to better accomplish their goals.**
- **Challenged by limited funding, the impacts of COVID-19, and difficulties building capacity and sustaining engagement.**
- **Pursuing opportunities to engage with other collaboratives and local, state, and regional support networks to share lessons and resources.**
- **Striving to better evaluate progress and tell their story to engage participants, build capacity, and secure the funding needed to accomplish their goals.**

Perspectives on Success

What successes are being achieved using the collaborative approach, and how widely is this success being seen?

Respondents across the Intermountain West shared that they are finding success through the collaborative approach despite differences in the type of organizations, range of geographies, and state(s) in which they are working. In fact, the wide range of contexts in which collaboratives are achieving success makes clear that collaboration is helping to address natural resource challenges.

Working Across Diverse Jurisdictions. More than 75 percent of respondents shared that they are working across four or more jurisdictions, including private, state, federal, and local government owned land. Transboundary work can help partners to manage resources at a greater scale.

What do we mean by "the collaborative approach"?

While many organizations might tackle natural resource issues on their own or with coalitions that include like-minded perspectives, the collaborative approach engages a broader range of perspectives to overcome challenges. By working with different—and sometimes conflicting—perspectives, many participants find that the collaborative approach can bridge divides in resources and relationships to better tackle natural resource issues in a defined place. Some issues are so complex or far reaching that they may require collaboration across perspectives and jurisdictions to generate effective solutions on the landscape. Collaboration is not a silver bullet, but it often hits the mark by helping participants find success in new and broader terms.



Credit: Bird Conservancy of the Rockies

Addressing Multiple Issues and Challenges. All of the collaboratives surveyed responded that they are, or have, addressed multiple issues and challenges. More than 75 percent of those surveyed are addressing issues related to wildlife conservation, fish conservation, water quality, and invasive species/weeds. Tackling multiple issues can help generate the integrated solutions needed to address complex challenges.

Including Diverse Perspectives. At least five distinct perspectives are included as participants in 95 percent of the surveyed collaboratives. Examples included private landowners, federal and state agencies, local and tribal governments, and non-profit conservation organizations. Including diverse perspectives can help better address challenges by closing gaps in resources and knowledge.

Creating Shared Goals. Almost all participants reported that they had clearly stated shared goals. Finding agreement around shared goals can itself be a milestone, depending on the collaborative and the history of conflict between stakeholders.

Pooling Resources and Capacity. Over 80 percent of respondents reported that they share resources and capacity in their planning efforts and as they work together to implement these plans. Collaboratives are not only getting together to talk—they are also getting work done together too.

What beneficial relationship and on-the-ground results are collaboratives having? In other words, what value are their efforts adding?

Successes that are largely operational or organizational are signs of a successful process. However, the effects that a collaborative is having on both relationships and landscapes are equally as important. Both the outputs (such as agreements and restoration plans) and outcomes (such as trust built and stream miles restored) are often at the heart of what participants hope to achieve through collaboration.

We identified several positive results that collaboratives are having, including:

Foundational Relationships Built. More than 80 percent of collaboratives surveyed said that their efforts have improved communication, built trust and understanding, increased data sharing, and otherwise improved relationships between participants. More than half said that their efforts had helped to build empathy between participants and allowed them to be more creative and innovative. These improved relationships contribute to a healthy partnership and can help to address conflict that might get in the way of resolving shared challenges.

On-The-Ground Results. More than 80 percent of respondents reported that their efforts have resulted in on-the-ground improvements such as stream miles restored, acres treated, infrastructure improved, and habitat conserved. Many of those respondents also shared the data to back up their responses. These on-the-ground results are often at the core of what participants and collaboratives hope to achieve.

Unexpected Impacts. Nearly all respondents reported that they generated positive outputs and outcomes beyond their original focus and/or geography. These additional impacts indicate that collaboration—especially sustained over several years—can continue to make a difference over time in dynamic ways.

"Collaborative conservation is a powerful tool to address issues of diversity, equity, inclusion, and justice. Conservation needs to be more inclusive and collaboratives can be built to include a diverse array of stakeholders in an equitable way."

–Eytan Krasilovsky, Zuni Mountains Collaborative, Greater Santa Fe Fireshed Coalition



Forest Stewards Guild youth crew in the Zuni Mountains Collaborative landscape collecting forest data that was used as part of an 80,000 acre NEPA analysis to enable forest restoration. Credit: The Forest Stewards Guild.

Common Challenges

What challenges are collaboratives encountering? What are their most pressing needs in order to accomplish their goals?

Partnerships and collaboratives identified several common challenges that they are facing in pursuit of their goals. A lack of funding—and the resulting limitation on capacity—was seen as a chief concern for most respondents. Many respondents reported a need for more resources specifically to hire staff and facilitators, as well as to support projects that are shovel-ready but don't have the money needed to get them going.

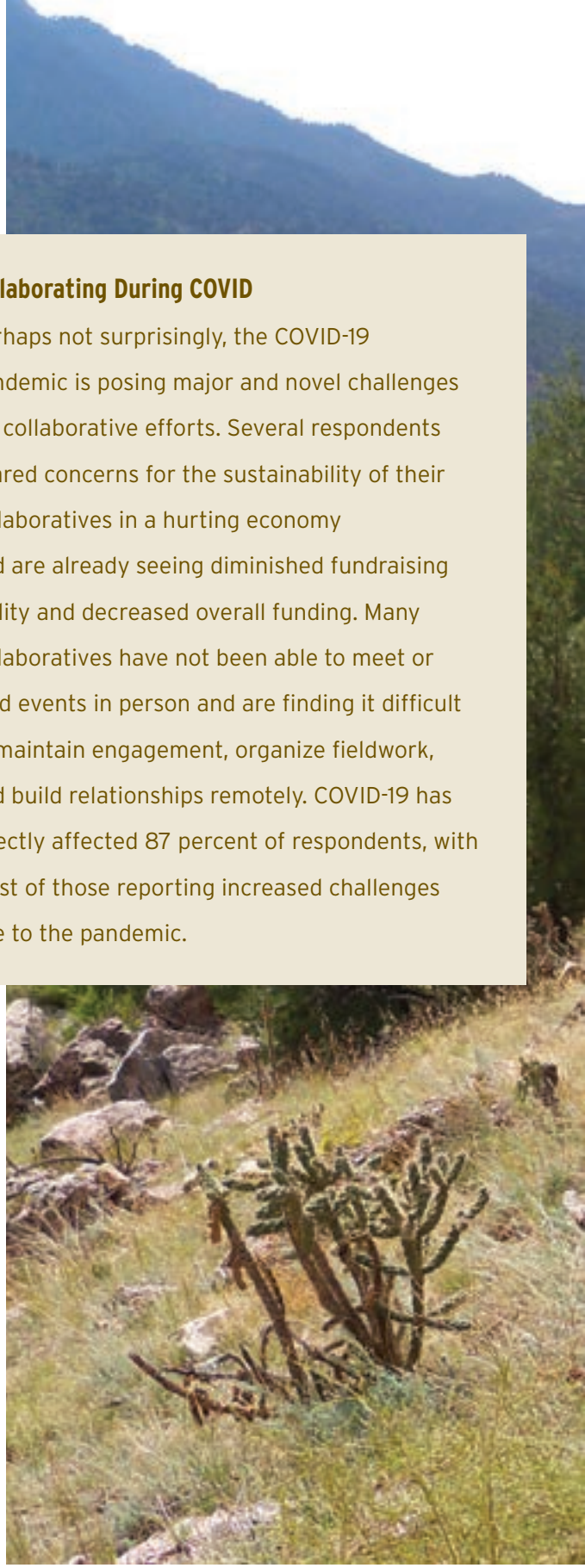
Difficulties engaging participants, funders, and the local community also emerged as an obstacle for many collaboratives. Respondents suggested that training to increase staff capacity, along with tools to better engage partners and community members, could help if funding is unavailable.

Outside of these larger themes, collaboratives identified several other common challenges including:

- Limited knowledge of effective communication tools to engage participants and community members.
- A lack of time, resources, and tools to evaluate accomplishments and share progress with others.
- Difficulties maintaining participant and partner energy and commitment over time, especially if funding is unstable or limited.
- Turnover with agency or partner organization staff can make it difficult to sustain relationships and maintain trust.

Collaborating During COVID

Perhaps not surprisingly, the COVID-19 pandemic is posing major and novel challenges for collaborative efforts. Several respondents shared concerns for the sustainability of their collaboratives in a hurting economy and are already seeing diminished fundraising ability and decreased overall funding. Many collaboratives have not been able to meet or hold events in person and are finding it difficult to maintain engagement, organize fieldwork, and build relationships remotely. COVID-19 has directly affected 87 percent of respondents, with most of those reporting increased challenges due to the pandemic.



Credit: Bureau of Land Management



"It pauses our efforts for a bit, but also allowed some partners a little space to refocus."
–Kara Dohrenwend, Southeast Utah Riparian Partnership



Credit: USDA-Agricultural Research Service

Communicating Results

Over 75 percent of respondents shared that they report progress to their collaborative's participants, funders, the public, and/or to other collaboratives. For many respondents, their efforts to communicate their accomplishments informally and formally—through data, metrics, stories, and conversations—have helped them to forward their collaborative's goals.

Evaluating Progress

Are collaboratives evaluating their progress, and what tools are they using to understand, measure, and communicate their accomplishments?

The majority of respondents surveyed have made an effort to evaluate their progress, with nearly two-thirds reporting that they have worked to track or quantify the on-the-ground results of their collaborative. Monitoring, data collection, and summary reports have been common approaches for collaboratives to measure and share the results they have seen.

Nearly half of respondents have also tracked or quantified the relationship impacts of their collaborative—such as the amount of trust and capacity built between participants—that are often foundational to getting work done. Many of these relationship impacts are also critical to building capacity and sustaining efforts over time. Although results such as "increased trust" might seem more difficult to track, many respondents reported that surveys, informal conversations, and the level of continued participation have helped them better understand their collaborative's progress and accomplishments when it comes to relationships.

Why Evaluate?

In the face of so many challenges, why should collaboratives spend precious time, resources, and capacity on evaluating progress? Many researchers and facilitators argue that measuring progress is

critical for collaboratives to understand and optimize their efforts. Tracking progress can also help collaboratives demonstrate their value to funders, as well as participants in the partnership and outside partners. But what have efforts to evaluate progress done for collaboratives in the Intermountain West?

The majority of respondents who track and quantify their progress report that efforts to evaluate their collaborative have helped them to accomplish their goals. In addition, evaluating progress allows them to address many of the challenges that are common in collaborative conservation. We found that evaluating progress has and can help collaboratives by:

- **Securing Funding** – Of the respondents who have evaluated progress, over half (52 percent) reported that efforts to evaluate had helped them to increase capacity and/or funding for their collaborative. Evaluating both on-the-ground and relationship impacts can help collaboratives demonstrate their value to funders, donors, and contributing partners. Although some evaluative approaches require time and resources up front, many evaluative tools—such as short surveys regarding participant satisfaction—don't require much investment of resources.

- **Sustaining and Increasing Engagement** – Of the respondents who have evaluated progress, over half (57 percent) reported that efforts to evaluate had encouraged more participation among original partners or grown the number of participants involved with the collaborative. Evaluating progress can help collaboratives demonstrate the value of their efforts to participants and partners, while also identifying why certain participants may be more or less engaged.

- **Building Credibility and Community Support** – Of the respondents who have evaluated progress, over half (56 percent) report that efforts to evaluate had increased their collaborative's support and/or credibility within their local community. Communicating impacts through annual reports, at meetings, and regular newsletters can go a long way in helping partners and community members see the value of participating in a collaborative.

"Measuring success in conservation is so difficult, but so important."
–Kate Wilson, Flathead Basin Commission



Members of the Idaho Rangeland Conservation Partnership steering committee worked with ranchers and the Idaho Department of Fish and Game to build beaver dam analogs that will help with stream restoration on the Josephine Ranch. Credit: Idaho Rangeland Conservation Partnership



Credit: U.S. Fish and Wildlife Service

Moving Forward with Collaborative Conservation

Working together across perspectives to make a difference in our landscapes and our communities is not easy. Limited funding and capacity along with difficulties in maintaining engagement make conservation partnerships challenging. Despite this, the input received from our respondents demonstrates that they are doing a lot to forward collaborative conservation in the West. By taking a step back to evaluate their work, many collaboratives have been able to better identify the challenges they face and develop ways to overcome them.

Understanding and telling the story of what collaborative conservation has done and can do moving forward is even more critical when faced with the challenges posed by COVID-19. Many collaboratives have experienced financial concerns and flagging engagement, making it necessary to demonstrate their value to funders, participants, and their communities. As most respondents shared, evaluating progress and communicating it to others can help in overcoming challenges while highlighting the important role their collaboratives play.



"Collaboration is a fantastic process and necessary for conservation in the West. Funders don't often pay for the process, but funding process is happening more frequently." –Angela Dwyer, Collaborative Adaptive Rangeland Management

Exchanging information between collaboratives can also build knowledge and capacity when resources are limited. Many respondents noted that opportunities to exchange stories, lessons learned, and useful tools with other collaboratives have helped them to troubleshoot issues and foster the skills needed to enhance their efforts. Most respondents already participate in such exchanges with other collaboratives, agencies, and local or regional support networks—leaning into these opportunities for peer learning can help.

As partnerships and collaboratives continue to pursue their goals, our results underscore the important role that evaluating and communicating progress can play in realizing success and overcoming challenges. By simply telling their stories to one another, funders, and their communities, collaborative efforts are making strides to forward natural resource conservation across the West.



Credit: Jeremy Roberts, Conservation Media

Resources

Respondents named a wide array of resources and evaluative tools that they are using to track or quantify their progress and share their accomplishments with others. There was not a one-size-fits-all approach, but rather a suite of approaches for measuring and communicating a collaborative's accomplishments depending on the context. We've included several examples of these resources, all of which have helped collaboratives better accomplish their goals.

Tools for Evaluating Relationship Impacts

- Partnership Impact Model – a guide to understanding, measuring, and communicating the partnership impacts a collaborative is having and can have.

- Participant Satisfaction Scorecard – a quick survey to understand participants' satisfaction with a collaborative process.

- National Collaboration Cadre – a community of practitioners that can provide support and evaluative tools to collaborative efforts on or adjacent to national forests.

Tools for Evaluating On-the-Ground Impacts

- Eco Health Report Card – a framework for measuring and communicating the health of a landscape and identifying where your collaborative can have an impact.

- CFLRP Monitoring – a suite of tools to help monitor and measure the ecological and collaboration impacts of Collaborative Forest Landscape Restoration Program efforts. Many of these tools can be adapted to other collaborative situations.

Peer Learning Opportunities

- Partnerscapes Webinars – we offer periodic webinars to foster peer learning for community-based collaboratives. Sign up on our email list for more information!

- National Forest Foundation Collaboration Toolbox – A searchable database of collaborative tools and webinars on various topics in collaborative conservation, especially pertaining to work with or on national forests and grasslands.

- Western Collaborative Conservation Network CRAFT – the Western Collaborative Conservation Network (WCCN) has a searchable database with hundreds of learning resources, collaborative training programs, and event listings.

- Local and Regional Collaborative Support Networks – a list compiled by the WCCN with contact information for dozens of local and regional collaborative support networks.

> "We would like to track the metrics about the collaboration itself but lack the knowledge and resources to do so."
>
> –Amy Verbeten, Friends of the Teton River



Credit: Angela Dwyer/Bird Conservancy of the Rockies



Partnerscapes
P.O. Box 1876
Blanco, TX 78606
719-257-3074
Steve.Jester@partnerscapes.org
www.partnerscapes.org

Report edited and produced by Jodi Stemler Consulting LLC., www.stemlerconsulting.com and designed by MajaDesign, Inc., www.majadesignvt.com.

Document must be filed electronically.
Paper documents will not be accepted.
Document processing fee $50.00
Fees & forms/cover sheets are subject to change.
To access other information or print copies of filed documents, visit www.sos.state.co.us and select Business Center.

E-Filed

Colorado Secretary of State
Date and Time: 09/30/2010 08:55 AM
ID Number: 20101540249

Document number: 20101540249
Amount Paid: $50.00

ABOVE SPACE FOR OFFICE USE ONLY

Articles of Incorporation for a Nonprofit Corporation

filed pursuant to § 7-122-101 and § 7-122-102 of the Colorado Revised Statutes (C.R.S.)

1. The domestic entity name for the nonprofit corporation is

Partners for Conservation, Inc.

*(**Caution:** The use of certain terms or abbreviations are restricted by law. Read instructions for more information.)*

2. The principal office address of the nonprofit corporation's initial principal office is

Street address

20643 County Road J
(Street number and name)

Ordway | CO | 81063
(City) | *(State)* | *(ZIP/Postal Code)*

(Province – if applicable) | United States *(Country)*

Mailing address
(**leave blank** if same as street address)

(Street number and name or Post Office Box information)

(City) | *(State)* | *(ZIP/Postal Code)*

(Province – if applicable) | *(Country)*

3. The registered agent name and registered agent address of the nonprofit corporation's initial registered agent are

Name
(if an individual)

Davis | Russell | | |
(Last) | *(First)* | *(Middle)* | *(Suffix)*

OR

(if an entity)

*(**Caution:** Do not provide both an individual and an entity name.)*

Street address

20643 County Road J
(Street number and name)

Ordway | CO | 81063
(City) | *(State)* | *(ZIP Code)*

Mailing address
(**leave blank** if same as street address) _____
(Street number and name or Post Office Box information)

_____

_____ CO _____.
(City) *(State)* *(ZIP Code)*

(The following statement is adopted by marking the box.)

☑ The person appointed as registered agent above has consented to being so appointed.

4. The true name and mailing address of the incorporator are

Name
(if an individual) Davis Russell _____ _____
(Last) *(First)* *(Middle)* *(Suffix)*

OR

(if an entity) _____
*(**Caution:** Do not provide both an individual and an entity name.)*

Mailing address 20643 County Road J
(Street number and name or Post Office Box information)

_____

Ordway CO 81063
(City) *(State)* *(ZIP/Postal Code)*

_____ United States.
(Province – if applicable) *(Country)*

(If the following statement applies, adopt the statement by marking the box and include an attachment.)

☐ The corporation has one or more additional incorporators and the name and mailing address of each additional incorporator are stated in an attachment.

5. *(If the following statement applies, adopt the statement by marking the box.)*

☑ The nonprofit corporation will have voting members.

6. *(The following statement is adopted by marking the box.)*

☑ Provisions regarding the distribution of assets on dissolution are included in an attachment.

7. *(If the following statement applies, adopt the statement by marking the box and include an attachment.)*

☐ This document contains additional information as provided by law.

8. *(**Caution:** Leave blank if the document does not have a delayed effective date. Stating a delayed effective date has significant legal consequences. Read instructions before entering a date.)*

(If the following statement applies, adopt the statement by entering a date and, if applicable, time using the required format.)

The delayed effective date and, if applicable, time of this document is/are _____.
(mm/dd/yyyy hour:minute am/pm)

Notice:

Causing this document to be delivered to the Secretary of State for filing shall constitute the affirmation or acknowledgment of each individual causing such delivery, under penalties of perjury, that the document is the individual's act and deed, or that the individual in good faith believes the document is the act and deed of the person on whose behalf the individual is causing the document to be delivered for filing, taken in conformity with the requirements of part 3 of article 90 of title 7, C.R.S., the constituent documents, and the organic statutes, and that the individual in good faith believes the facts stated in the document are true and the document complies with the requirements of that Part, the constituent documents, and the organic statutes.

This perjury notice applies to each individual who causes this document to be delivered to the Secretary of State, whether or not such individual is named in the document as one who has caused it to be delivered.

9. The true name and mailing address of the individual causing the document to be delivered for filing are

Keeth (*Last*) Joel (*First*) _____ (*Middle*) _____ (*Suffix*)

1120 Lincoln St., Ste. 1511
(Street number and name or Post Office Box information)

Denver (*City*) CO (*State*) 80203 (*ZIP/Postal Code*)

_____ (*Province – if applicable*) United States (*Country*).

(If the following statement applies, adopt the statement by marking the box and include an attachment.)

☐ This document contains the true name and mailing address of one or more additional individuals causing the document to be delivered for filing.

Disclaimer:

This form/cover sheet, and any related instructions, are not intended to provide legal, business or tax advice, and are furnished without representation or warranty. While this form/cover sheet is believed to satisfy minimum legal requirements as of its revision date, compliance with applicable law, as the same may be amended from time to time, remains the responsibility of the user of this form/cover sheet. Questions should be addressed to the user's legal, business or tax advisor(s).

ARTICLES OF INCORPORATION
OF
PARTNERS FOR CONSERVATION, INC.

The undersigned, being a natural person of the age of 18 years or more, acting as incorporator of a corporation under the Colorado Revised Nonprofit Corporation Act, hereby executes the following Articles of Incorporation.

ARTICLE I
NAME

The name of the Corporation is Partners for Conservation, Inc.

ARTICLE II
PERIOD OF EXISTENCE

The period of existence of the Corporation shall be perpetual.

ARTICLE III
PURPOSES

The Corporation is organized and shall be operated exclusively for charitable, educational and scientific purposes, as defined in § 501(c)(3) of the Internal Revenue Code of 1986, as amended, or any successor statute (the "Code"), including, but not limited to, the following:

(a) To promote conservation practices and public-private coordination for environmental improvement on working landscapes to benefit present and future generations through the creation of a forum for partnerships between private landowners and managers, while building relationships with public agencies, non-profit groups, foundations, corporations, policy makers and academic institutions to collaboratively engage in education and discussion of, and support for, actions that will promote the above stated purpose;

(b) To receive, obtain, control, hold, administer, invest and reinvest and disburse such funds and property of any type as may be received by the Corporation, either absolutely or in trust, from gifts, bequests, devises, grants, contributions, or otherwise, and the earnings and increments thereof for the purposes herein described;

(c) To own, lease, sell, exchange or otherwise deal with all property, real and personal, to be used in furtherance of these purposes; and

(d) To engage in any and all lawful activities incidental, useful or necessary to the accomplishment of the above-referenced purposes.

ARTICLE IV
POWERS

The Corporation shall have all powers conferred upon nonstock, nonprofit corporations organized under the Colorado Revised Nonprofit Corporation Act, and any successor provisions

thereto now enacted or hereafter amended, but shall exercise such powers only in fulfillment of its above-stated purposes.

ARTICLE V
MEMBERS

The Corporation shall have members. The number, powers, duties and all other matters pertaining to the members shall be provided in the Bylaws of the Corporation.

ARTICLE VI
DIRECTORS

The number of directors, their powers and duties, qualifications, tenure, manner of election, and all other matters pertaining to the directors shall be as provided in the Bylaws of the Corporation, but the number of directors shall not be less than three (3).

ARTICLE VII
REGISTERED AGENT

The name and address of the registered agent of the Corporation is Russell Davis, 20643 County Road J, Ordway, CO 81063.

ARTICLE VIII
PRINCIPAL OFFICE

The principal office and mailing address of the Corporation is located at 20643 County Road J, Ordway, CO 81063.

ARTICLE IX
INCORPORATOR

The name and address of the incorporator is:

Russell Davis
20643 County Road J
Ordway, CO 81063

ARTICLE X
RESTRICTIONS

At all times, and notwithstanding the merger, consolidation, reorganization, termination, dissolution or winding up of the Corporation (voluntary or involuntary or by operation of law), or any other provision hereof:

(a) The Corporation shall not possess or exercise any power or authority, whether expressly, by interpretation, or by operation of law, that would pose a substantial risk of preventing it at any time from qualifying and continuing to qualify as a corporation described in Section 501(c)(3) of the Code, contributions to which are deductible for federal income tax purposes, nor shall the Corporation engage directly or indirectly in any activity that would pose a substantial risk of causing the loss of such qualification under Section 501(c)(3) of the Code.

(b) At no time shall the Corporation engage in any activities that are unlawful under the laws of the United States, the State of Colorado, or any other jurisdiction where any of its activities are carried on.

(c) No part of the assets or net earnings of the Corporation shall be used, nor shall the Corporation be organized or operated for the purposes that are not exclusively charitable, scientific, or educational within the meaning of Section 501(c)(3) of the Code.

(d) The Corporation shall not be operated for the primary purpose of carrying on a trade or business for profit.

(e) The Corporation shall not carry on propaganda or otherwise attempt to influence legislation to an extent that would disqualify it for tax exemption under Section 501(c)(3) of the Code by reason of attempting to influence legislation, nor shall the Corporation, directly or indirectly, participate or intervene in (including without limitation, the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

(f) No solicitation of contributions to the Corporation shall be made, and no gift, bequest or devise to the Corporation shall be accepted, upon any condition or limitation that would pose a substantial risk of causing the Corporation to lose its tax exemption under Section 501(c)(3) of the Code.

(g) Pursuant to the prohibitions contained in Section 501(c)(3) of the Code, no part of the net earnings, current or accumulated, of the Corporation shall inure to the benefit of any private individual, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article III hereof.

(h) Notwithstanding any other provision of these Articles, if at any time or times the Corporation is a private foundation within the meaning of Section 509 of the Code, then during such time or times:

(1) The Corporation shall not be controlled, directly or indirectly, by one or more disqualified persons (as defined in Section 4946 of the Code) other than foundation managers;

(2) The Corporation shall distribute its income for each taxable year at such time and in such manner as not to subject the Corporation to tax under Section 4942 of the Code;

(3) The Corporation shall not engage in any act of self-dealing as defined in Section 4941(d) of the Code;

(4) The Corporation shall not make any investments in such a manner as to subject the Corporation to tax under Section 4944 of the Code; and

(5) The Corporation shall not make any taxable expenditures as defined in Section 4945(d) of the Code.

ARTICLE XI
NON-DISCRIMINATION

The Corporation shall not discriminate in its hiring practices, in the compensation of its employees, in carrying out its charitable, educational and scientific purposes, or in any other manner on the basis of age, race, creed, color, handicap, marital status, gender, sexual orientation, national origin, ancestry, arrest record or conviction record, as those terms are defined in Colorado Revised Statute 24-33-402.

ARTICLE XII
BYLAWS

The Bylaws of the Corporation shall be adopted by the Board of Directors of the Corporation in such form as they may choose, consistent with these Articles of Incorporation.

ARTICLE XIII
DISSOLUTION

The Corporation may be dissolved upon adoption of a plan to dissolve in the manner now or hereafter provided in the Colorado Statutes. In the event of dissolution of the Corporation, no liquidating or other dividends and no distribution of property owned by the Corporation shall be declared or paid to any private individual, but the net assets of the Corporation shall be distributed as follows:

(1) All liabilities and obligations of the Corporation shall be paid, satisfied and discharged, or adequate provision shall be made therefore; and

(2) Remaining assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Code or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the organization is located, exclusively for such purposes or to such organization or organizations, as said court shall determine which are organized and operated exclusively for such purposes.

ARTICLE XIV
AMENDMENT OF ARTICLES

These Articles may be amended in the manner authorized by the Colorado Statutes at the time of amendment or as provided by the Bylaws of the Corporation.

BYLAWS OF
PARTNERS FOR CONSERVATION, INC.

ARTICLE I
THE CORPORATION

1.01. Principal and Business Offices. The principal office of the Corporation may be, but need not be, identical with the registered office of the Corporation, and the address of the Corporation's principal office may be changed from time to time by the Board of Directors of the Corporation. The business office of the Corporation may be, but need not be, identical to such principal office and may be changed as the Board may designate or as the business of the Corporation may require from time to time.

1.02. Office of the Registered Agent. The office of the registered agent of the Corporation required by the Colorado Revised Nonprofit Corporation Act (the "Act") to be maintained in the state of Colorado may be, but need not be, identical with the principal office of the Corporation in the state of Colorado, and the address of the office of the registered agent may be changed from time to time by the Board or by the registered agent. The business office of the registered agent of the Corporation shall be identical to such registered office.

ARTICLE II
PURPOSES

The purpose or purposes of this Corporation shall be as set forth in the Articles of Incorporation.

ARTICLE III
DIRECTORS

3.01. General Powers. The affairs of the Corporation shall be managed by its Board of Directors.

3.02. Composition, Appointment, Terms of Office and Vacancies.

(a) Composition. The number of individuals composing the Board of Directors shall be no less than three (3) nor more than fifty (50), as shall be fixed from time to time by resolution of the Board of Directors.

(b) Appointment. The Board of Directors shall normally be elected at the Annual Meeting, but may be elected at any regular meeting or by mail ballot. Candidates may be nominated either by a committee established for such purpose by the Board or by any Director. Election of a Director shall require the affirmative vote of a majority of the entire Board. A Director shall take office at the close of the meeting at which he or she is elected. A majority of the Directors must be private landowners of agricultural or silvicultural lands or private land managers of agricultural or silvicultural lands

(c) Terms of Office. Directors shall be classified with respect to the time for which they shall hold office by dividing them into three (3) classes, so that the three (3) classes consist of, as nearly as possible, an equal number of Directors. Initially, Directors of the first class shall hold office for an initial term of two (2) years, Directors of the second class for an initial term of

three (3) years and Directors of the third class for an initial term of four (4) years At the close of each Annual Meeting of the Board of Directors, the successors to the class of Directors whose terms expire that year shall commence to hold office for a term of three (3) years, or until their successors have been elected and qualified. In the event of an increase in the number of Directors, the remaining Directors shall assign the newly created Directorship(s) to the appropriate class or classes so that the three (3) classes shall continue to consist of, as nearly as possible, an equal number of Directors.

(d) Resignation and Removal. A Director may resign at any time by filing his or her written resignation with the Chair of the Corporation. A Director may be removed from office in accordance with Section 7-128-108(1) of the Act.

(e) Vacancies. A vacancy in any directorship because of death, resignation, removal or otherwise, shall be filled by the Board of Directors for the unexpired portion of the term. Any member of the Board, who is absent for three (3) regular or special Board meetings during any year without notice of extenuating circumstance will be deemed to have resigned from the Board. The Board is authorized to consider extenuating circumstances related to such situations.

3.03. Board of Directors Meetings. The Board of Directors shall provide by resolution the time and place for the holding of the Annual or regular meetings. Special meetings of the Board of Directors may be called by, or at the request of, the Chair, the Vice-Chair or any two Directors. The person or persons calling any special meeting of the Board of Directors may fix any place as the place for holding any special meeting of the Board of Directors.

3.04. Notice; Waiver.

(a) Notice. Notice of the date, time and place of any meeting of the Board shall be given by oral or written notice delivered personally, by hand, telephone, or electronic transmission with receipt acknowledged, to each Director at least twenty-four (24) hours prior thereto, or by written notice mailed to each Director at least seven days prior thereto, unless a different time shall be provided by the Act. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the Director at his or her address as it appears on the records of the Corporation, with postage thereon prepaid. The purpose of and the business to be transacted at any special meeting of the Board of Directors shall be specified in the notice of such meeting.

(b) Waiver of Notice. A Director may waive notice in accordance with Section 7-128-204 of the Act.

3.05. Quorum. Except as otherwise provided by law, by the Articles of Incorporation or these Bylaws, a majority of the Directors then in office shall constitute a quorum for the transaction of business at any meeting of the Board of Directors. When less than a quorum is present at a meeting, the majority of Directors present may adjourn the meeting from time to time without further notice.

3.06. Conduct of Meetings. The Chair, and in his or her absence, the Vice- Chair, and in their absence, any person chosen by the Directors present shall call the meeting of the Directors to order and shall act as chairman of the meeting, and the Secretary of the Corporation shall act as secretary of all meetings of Directors, but, in the absence of the Secretary, the presiding officer may appoint any other person to act as secretary of the meeting.

3.07. Compensation. No compensation shall be paid to any Director for serving as a member of the Board of Directors, except that a Director may be reimbursed for expenses actually incurred by such Director in carrying out any activity of this Corporation which is authorized by the Board.

3.08. Presumption of Assent. A Director of the Corporation who is present at a meeting of the Board of Directors or a committee thereof of which he or she is a member at which corporate action is taken shall be presumed to have assented to all action taken at the meeting except as provided in Section 7-128-205 (5) & (6) of the Act.

3.09 Consent Without Meeting. Any action required or taken at a meeting of the Board of Directors may be taken without a meeting in accordance with the provisions of Section 7-128-202 of the Act.

3.10. Telephonic Meetings. Any action required or permitted by the Articles of Incorporation, Bylaws or any provision of law, to be taken by the Board of Directors or a committee of the Board of Directors at a meeting or by resolution may be taken in a meeting through the use of any means of communication by which: (a) all participating Directors may simultaneously hear each other during the meeting; or (b) all communication during the meeting is immediately transmitted to each participating Director and each participating Director is able to immediately send messages to all other participating Directors.

.

ARTICLE IV
OFFICERS

4.01. Number and Qualifications. The Officers of the Corporation shall consist of four (4) to seven (7) Directors as shall be fixed from time to time by resolution of the Board of Directors. Os of the Corporation shall meet as an Executive Committee. The Officers shall consist of, the following: Chair, Vice-Chair, Treasurer and Secretary and such other Officers as determined by resolution of the Board of Directors.

4.02. Election and Term of Office. The initial Officers shall be elected by a majority vote of the Board of Directors of the Corporation contemporaneously with the adoption of these Bylaws or as soon thereafter as practicable. Successor Officers shall be elected by a majority vote of the Board of Directors of the Corporation at each Annual Meeting. Each Officer shall hold office for a term of one (1) year and until a successor shall have been duly elected and qualified or until his or her prior death, resignation or removal.

4.03. Removal. Any Officer or agent may be removed by the Board of Directors whenever in its judgment the best interests of the Corporation will be served thereby.

4.04. Vacancies. A vacancy in any office because of death, resignation, removal or otherwise, shall be filled by the Board of Directors for the unexpired portion of the term.

4.05. Chair. The Chair shall preside at all meetings of the Board of Directors, shall perform any other duties prescribed in these Bylaws or assigned by the Board of Directors, and

shall coordinate the work of the Officers and committees of the Corporation in order that its purposes be promoted.

4.06. Vice-Chair. The Vice-Chair shall act as an aide to the Chair and shall perform the duties of the Chair when required.

4.07. Secretary. The Secretary shall keep the minutes of all proceedings of the Board of Directors in books provided for that purpose, and shall keep the book of Bylaws, and such other books and papers as the Board of Directors may direct. The Secretary shall attend to the giving and serving of notices of all meetings of the Board of Directors and otherwise. The Secretary shall execute with the Chair, in the name of the Corporation, all contracts and instruments that have been first approved by the Board of Directors. The Secretary shall perform such additional duties connected with the operation of the Corporation customarily pertaining to the office of the secretary and as directed by the Chair or the Board of Directors. The Secretary may be assisted by staff of the Corporation in completion of these duties as directed by the Board of Directors.

4.08. Treasurer. The Treasurer shall receive and deposit all funds of the Corporation in the depository institution or institutions selected by the Board of Directors. Funds shall be withdrawn only by a resolution of the Board of Directors and shall be made by checks or orders executed in the name of the Corporation by the Treasurer and Chair or subordinates under their direction and control, subject to Section 7.03 hereunder. The Treasurer shall also account for all receipts, disbursements and balance on hand and report regarding the same when and as requested by the Board of Directors. The Treasurer shall perform such additional duties connected with the operation of the Corporation customarily pertaining to the office of Treasurer and as directed by the Board of Directors.

4.09. Assistants and Acting Officers. The Board of Directors shall have the power to appoint any person to act as Executive Director or assistant to any Officer, or as agent for the Corporation in his or her stead, or to perform the duties of such Officer whenever for any reason it is impracticable for such Officer to act personally. Such Executive Director or assistant or acting Officer or other agent so appointed by the Board of Directors shall have the power to perform all the duties of the office to which he or she is appointed to be assistant, or as to which he or she is so appointed to act, except as such power may be otherwise defined or restricted by the Board of Directors.

4.10 Regional Representatives. The Board of Directors by resolution may create up to three (3) more Officers known as Regional Representatives whose duties and area of geographic representation may be established and amended from time to time by the Board of Directors.

4.11 Duties of the Executive Committee. The Chair of the Board shall be the Chair of the Executive Committee. The Executive Committee is charged with reviewing the Board's meeting agenda and itinerary, establishing the Board's annual calendar and providing direction and support to all committees. The Executive Committee is also charged with ensuring that the work of the Board moves forward between Board meetings. The Chair will schedule Executive Committee meetings on an as-needed basis but it is expected that the Executive Committee will meet at least once a month. The Executive Committee may take emergency action on behalf of the Board on urgent business, as it determines necessary, to be promptly reported to the Board as soon as practical and confirmed at the next regularly scheduled meeting.

4.12. Compensation. The compensation, if any, of each Officer shall be as determined from time to time by the Board of Directors. To the extent reasonably feasible, the Board shall obtain data on the compensation of Officers holding similar positions of authority within comparable organizations, shall set the compensation based on such data and an evaluation of the Officer's performance and experience as related to the requirements of the position, and shall document the basis for the determination, including the comparison data used, the requirements of the position, and the evaluation of the Officer's performance and experience. No Officer shall be prevented from receiving a salary by reason of the fact that the Officer is also a Director of the Corporation. However, no payment of compensation (or payment or reimbursement of expenses) shall be made in any manner so as to result in the imposition of any liability under either section 4941 or section 4958 of the Internal Revenue Code.

ARTICLE V
COMMITTEES

5.01. Creation; Advisory Purpose. The Corporation shall have Committees in addition to the Executive Committee as the Board of Directors from time to time may establish. With the exception of the Executive Committee, committees shall be advisory only and have no power or authority to bind the Corporation in any manner, nor shall they have any authority of the Board of Directors or to act on behalf of the Board of Directors or the Corporation.

5.02. Number; Qualification. The Committees shall consist of such number of members with such qualifications as determined by the Board of Directors from time to time.

5.03. Appointment; Tenure. All Committee members will be appointed for such period as determined by the Board of Directors. The Board of Directors may remove any Committee member at any time and for any reason. A Committee member may resign at any time by filing his or her written resignation with the Board of Directors.

5.04. Duties. The Committees shall report to the Board of Directors and have such duties as the Board of Directors may designate from time to time.

ARTICLE VI
MEMBERS

The Corporation shall have members. The Corporation may accept individuals, groups or organizations who support its purpose as members on such terms, for such dues, granting such rights and responsibilities as determined by resolution of the Board of Directors.

ARTICLE VII
CONTRACTS; LOANS; CHECKS AND DEPOSITS; SPECIAL CORPORATE ACTS

7.01. Contracts. The Board of Directors may authorize any Officer or Officers, agent or agents, to enter into any contract or execute or deliver any instrument in the name of and on behalf of the Corporation, and such authorization may be general or confined to specific instances. No contract or other transaction between the Corporation and one or more of its

Directors or any other corporation, firm, association, or entity in which one or more of its Directors or Officers are financially interested shall be either void or voidable because of such relationship or interest or because such Director or Directors are present at the meeting of the Board of Directors or a committee thereof which authorizes, approves or ratifies such contract or transaction, if: (1) the fact of such relationship or interest is disclosed or known to the Board of Directors or committee which authorizes, approves or ratifies the contract or transaction by a vote or consent sufficient for that purpose without counting the votes or consents of such interested Directors; or (2) the fact of such relationship or interest is disclosed or known to the Directors entitled to vote and they authorize, approve or ratify such contract or transaction by vote or written consent; or (3) the contract or transaction is fair and reasonable to the Corporation. Common or interested Directors may be counted in determining the presence of a quorum at a meeting of the Board of Directors or a committee thereof which authorizes, approves or ratifies such contract or transactions, but such interested Directors shall abstain from any vote to authorize, approve or ratify such contract or transaction.

7.02. Loans. No indebtedness for borrowed money shall be contracted on behalf of the Corporation and no evidence of such indebtedness shall be issued in its name unless authorized by or under the authority of a resolution of the Board of Directors. Such authorization may be general or confined to specific instances.

7.03. Checks, Drafts and Orders for Payment. In addition to the authority and duty granted to the Treasurer and Chair in Section 4.08 here under, the Board of Directors shall have the authority to appoint an agent of the Corporation, by resolution of the Board of Directors, for the purpose of signing checks, drafts or other orders for the payment of money, notes or other evidence of such indebtedness, approved by the Board of Directors, and issued in the name of the Corporation. Any such resolution authorizing an agent for above said purpose shall specifically define the agent's authority and may limit the authority with respect to time, place and amount.

7.04. Deposits. All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as may be selected by or under the authority of a resolution of the Board of Directors.

ARTICLE VIII
SEAL

The Corporation shall have no seal.

ARTICLE IX
AMENDMENTS

These Bylaws may be altered, amended or repealed, and new Bylaws may be adopted, by a two-thirds (2/3) majority vote of Directors then in office at any annual, regular or special meeting of the Board of Directors of the Corporation, except as otherwise provided under Sections 7-130-201 to 203 of the Act.

ARTICLE X
DISSOLUTION

The Corporation may be dissolved subject to a majority vote of the Board of Directors of the Corporation. Upon the dissolution of the Corporation, the Board of Directors shall after paying or making provision for the payment of all the liabilities of the Corporation, dispose of all the remaining assets of the Corporation as set forth in the Articles of Incorporation.

ARTICLE XI
INDEMNIFICATION

11.01. Mandatory Indemnification. The Corporation shall to the maximum extent permitted under Sections 7-129-102 to 110 of the Act indemnify against liability and allow reasonable expenses of any person who was or is a party or threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason or the fact that he or she is or was a Director, Officer, employee or agent of or volunteered services to the Corporation; or is or was serving at the request of the Corporation as a Director, Officer, employee or agent of any committee or of any other corporation or enterprise.

11.02. Supplemental Benefits. The Corporation may supplement the right of indemnification under Section 11.01 by the purchase of insurance, indemnification agreements, and advances for related expenses of any person indemnified.

ARTICLE XII
CONFLICT OF INTEREST POLICY

12.01. Purpose. The purpose of the conflict of interest policy set forth in this Article XII is to protect the Corporation's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an Officer or Director of the Corporation or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws, including Section 7-128-501 of the Act, governing conflict of interest applicable to nonprofit and charitable organizations. The conflicts of interest policy set forth in this Article XII shall be referred to in this Article XII as the "conflicts of interest policy" or the "policy.

12.02. Definitions.

(a) Interested Person. Any Director, Officer, or member of a committee with Board of Directors delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

(b) Financial Interest. A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

(i) An ownership or investment interest in any entity with which the Corporation has a transaction or arrangement,

(ii) A compensation arrangement with the Corporation or with any entity or individual with which the Corporation has a transaction or arrangement, or

(iii) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Corporation is negotiating a transaction or arrangement. Compensation includes direct and indirect remuneration as well as gifts or

favors that are not insubstantial. A financial interest is not necessarily a conflict of interest. Under Section 12.03(b), a person who has a financial interest may have a conflict of interest only if the Board of Directors or committee decides that a conflict of interest exists.

12.03. Procedures.

(a) Duty to Disclose. In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Directors and members of committees with Board of Directors delegated powers considering the proposed transaction or arrangement.

(b) Determining Whether a Conflict of Interest Exists. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the Board of Directors or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board of Directors or committee members shall decide if a conflict of interest exists.

(c) Procedures for Addressing the Conflict of Interest.

(i) An interested person may make a presentation at the Board of Directors or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

(ii) The Chair or other person presiding over the Board of Directors or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

(iii) After exercising due diligence, the Board of Directors or committee shall determine whether the Corporation can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

(iv) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board of Directors or committee shall determine by a majority vote of the disinterested Directors whether the transaction or arrangement is in the Corporation's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

(d) Violations of the Conflicts of Interest Policy.

(i) If the Board of Directors or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

(ii) If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Board of Directors or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

12.04. Records of Proceedings. The minutes of the Board of Directors and all committees with Board delegated powers shall contain:

(a) The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board of Directors' or committee's decision as to whether a conflict of interest in fact existed.

(b) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

12.05. Compensation.

(a) A voting member of the Board of Directors who receives compensation, directly or indirectly, from the Corporation for services is precluded from voting on matters pertaining to that member's compensation.

(b) A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Corporation for services is precluded from voting on matters pertaining to that member's compensation.

(c) No voting member of the Board of Directors or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Corporation, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

12.06. Annual Statements. Each Director, Officer and member of a committee with Board of Directors delegated powers shall annually sign a statement which affirms such person:

(a) Has received a copy of the conflicts of interest policy,

(b) Has read and understands the policy,

(c) Has agreed to comply with the policy, and

(d) Understands the Corporation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

12.07. Periodic Reviews. To ensure the Corporation operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

(a) Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.

(b) Whether partnerships, joint ventures, and arrangements with management organizations conform to the Corporation's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

12.08. Use of Outside Experts. When conducting the periodic reviews as provided for in Section 12.07, the Corporation may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of Directors of its responsibility for ensuring periodic reviews are conducted.

Dated _____,

_____
_____, Secretary

Lodging Tax Application Form

Lodging Tax Applicant Partnerscapes

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships:		$10,000.00
Admission:		$45,000.00
Reserves:		
Donations/Contributions:		
Grants:		$25,000.00
Program Service Fees:		
In-kind Donations:		$2,000.00
Gift Shop:		
Vendor Fees:		
Fundraising Activities:		
City of Lacey Lodging Tax:		
City of Olympia Lodging Tax:	$15,000 requested	
City of Tumwater Lodging Tax:	$12,000 requested	
Thurston County Lodging Tax:	$18,000 requested	
Other Sources of Revenue: (specify)		
Other Source: Yelm Lodging Tax	$8,000 requested	
Other Source:		
Other Source:		
Total Revenue:		**$82,000.00**

Project Expenses:

Personnel: (salaries and benefits.)		$15,000.00
Adminstration: (utilities, phone, etc.)		$3,000.00
Marketing and Promotion:		$2,500.00

Professional / Consultant Fees:		$7,500.00
Equipment:		
Facility / Event Venue Rental:		$40,000.00
Travel: (reimbursement for landowner travel and dignitaries)		$40,000.00
All Other Expenses: (please specify)	Field trip buss etc	$20,000.00
Other Source:	AV for venue	$7,000.00
Other Source:		
Other Source:		
Total Expenses:		**$135,000.00**
Program Excess Deficit:		**-$53,000.00**

2027 Lodging Tax Application submitted online from Masterworks Choral Ensemble for the amount of $9,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Masterworks Choral Ensemble		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	91-1240717
WEBSITE	mce.org		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

Masterworks Choral Ensemble enriches the cultural life of the South Puget Sound through high-quality choral performances that bring together auditioned volunteer singers, professional musicians, guest artists, collaborative arts organizations, and audiences from throughout the region.

CONTACT PERSON	Rebecca Stephens, Treasurer
EMAIL ADDRESS	treasurer@mce.org
PHONE NUMBER	360-480-2591
STREET ADDRESS	P.O. Box 109
CITY	Olympia
ZIP CODE	98507

REQUEST

PROPOSED ACTIVITY	Masterworks Regional Cultural Tourism Initiative		
APPLICATION TYPE	Tourism Promotion/Marketing	**FUNDING REQUESTED**	9000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME			
EVENT BEGIN DATE		**EVENT END DATE**	
YEARS EVENT HELD			

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

Masterworks Choral Ensemble (MCE) will implement a year-round cultural-tourism initiative around four major 2027 performances at the Washington Center for the Performing Arts. The initiative is designed to attract visitors from outside the immediate area, encourage overnight stays, connect visitors with lodging and other businesses throughout the greater Olympia/Tumwater area, and establish reliable methods for measuring tourism impact. MCE is a regional ensemble. Approximately 110 auditioned volunteer singers live throughout the South Sound and surrounding communities, and MCE performances also bring together professional musicians, guest artists, audience members, and singers' family and friends from throughout the region. MCE also has an established record of attracting out-of-area participants and audiences through its longtime hosting of the Northwest Regional Harmony Sweepstakes A Cappella Festival, part of a national competition. In 2025, all 56 competitors traveled from outside the local area, including Seattle, Oregon, Utah, and Vancouver, British Columbia. Together with their ticket-paying guests, out-of-area participants and attendees were estimated to represent approximately one-third of tickets issued for the event. The 2027 initiative will build upon this existing regional reach through geographically targeted marketing, participant-ambassador outreach, visitor-planning resources, planned lodging-establishment outreach, and tourism tracking.

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

Tumwater Lodging Tax funds will support the portion of MCE's coordinated regional campaign designed to attract traveling audiences and encourage visitor activity benefiting Tumwater. Activities will include geographically targeted digital and regional advertising; contracted professional marketing support; development and distribution of visitor-focused digital and print content; promotion of Tumwater lodging and visitor opportunities; and tourism-related marketing analytics and tracking. MCE's newly formed Hotel/Tourism Committee has identified four Tumwater lodging establishments for planned outreach: Best Western Tumwater Inn, Spark by Hilton Tumwater, Holiday Inn Express & Suites Tumwater, and La Quinta Inn & Suites Tumwater. The committee plans to contact these properties to explore opportunities such as preferred visitor rates or booking links, display of concert information, online and social-media cross-promotion, and post-event reporting of bookings and room nights. No hotel partnerships have yet been established. MCE will also provide its approximately 110 singers with ready-to-share email invitations, social-media content, concert links, and visitor-planning resources so they can invite out-of-area family and friends to attend performances and visit the area.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$40,000
% OF BUDGET REQUESTED FROM TUMWATER	22.50%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

MCE has both volunteer and contracted resources available to implement the Regional Cultural Tourism Initiative. MCE's volunteer Tourism and Marketing committees are expected to contribute up to approximately 20 hours per month, or 240 hours annually, to lodging outreach, tourism relationships, promotional coordination, participant-ambassador support, visitor information, and tourism tracking. MCE also anticipates up to approximately six hours per month, or 72 hours annually, of contracted administrative and grant-management support for the initiative. Approximately $3,000 of the project budget supports this tourism-related administration and coordination. Lodging tax and other project funding will also support contracted professional Marketing Coordinator capacity for geographically targeted advertising, digital promotion, visitor-focused content, marketing analytics, and coordination of tourism-related promotional materials. These resources are strengthened by MCE's approximately 110 auditioned volunteer singers, who live throughout the region and will serve as participant ambassadors by sharing ready-to-use concert invitations, social-media content, and visitor-planning information with their personal networks.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED?
FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

MCE would continue the Regional Cultural Tourism Initiative at a reduced scale. MCE would preserve the core infrastructure already developed, including the Hotel/Tourism Committee, basic visitor-planning information, participant-ambassador tools for approximately 110 singers, outreach to Tumwater lodging establishments, organic digital promotion, and tourism-impact tracking. A reduced award would primarily decrease the scale and geographic reach of paid regional advertising, contracted professional marketing support, creative content development, print materials, and enhanced visitor-focused web content. MCE would seek to leverage other project resources and volunteer capacity while prioritizing activities most directly connected to attracting out-of-area visitors and encouraging overnight stays.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
$4,500 — planned	0	$20,000 — pending	0

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

MCE is seeking complementary lodging-tax support from the City of Olympia and Thurston County as part of one coordinated Regional Cultural Tourism Initiative. Each jurisdiction's funding will support tourism-generating activities intended to benefit that jurisdiction. Tumwater funding will support the portion of the campaign designed specifically to generate visitor activity benefiting Tumwater, including planned outreach to Tumwater lodging establishments; incorporation of Tumwater lodging and visitor information into MCE's visitor resources; geographically targeted promotion that includes Tumwater as part of the visitor experience; potential cross-promotion with willing Tumwater lodging establishments; and tracking of

Tumwater-related lodging inquiries, bookings, rooms, and room nights when available. MCE will separately track each lodging-tax award and related expenditures. No expense will be submitted for reimbursement to more than one jurisdiction.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	2,300
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	225
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	15
ESTIMATED PAID OVERNIGHT STAYS	25
ESTIMATED UNPAID OVERNIGHT STAYS	50

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

MCE will use a combination of Washington Center attendance and ticketing information, available geographic information, participant surveys, lodging-establishment follow-up, and digital marketing analytics. MCE's post-event survey will ask singers and performers about out-of-area travel by themselves and invited family or friends, including whether visitors traveled 50 or more miles, stayed overnight, used paid lodging or stayed with family/friends, and the number of nights when known. The Hotel/Tourism Committee will follow up with lodging establishments that choose to participate after performances to request aggregate information about MCE-related inquiries, bookings, rooms, and room nights without requesting guest names or personal information. MCE has also developed a tourism tracking system to compile attendance, visitor-origin, lodging, promotional, and volunteer information consistently across the four 2027 performances. When exact counts are not practical, MCE will use documented good-faith estimates.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

MCE's Hotel/Tourism Committee has identified four Tumwater lodging establishments for planned outreach in 2027: Best Western Tumwater Inn, Spark by Hilton Tumwater, Holiday Inn Express & Suites Tumwater, and La Quinta Inn & Suites Tumwater. The committee will explore preferred visitor rates, booking links or codes, concert-information displays, digital and social-media cross-promotion, and other mutually beneficial opportunities with interested properties. MCE will incorporate Tumwater lodging options that choose to participate into its visitor-planning communications and make lodging information easy to share through the MCE website, concert communications, social media, regional marketing, and participant-ambassador materials. MCE's approximately 110 singers will receive ready-to-share visitor information they can use

when inviting out-of-area family and friends, providing an additional direct channel for encouraging overnight stays.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

MCE will present its performances as part of a broader South Sound visitor experience rather than as a stand-alone trip to a concert. Visitor-focused communications will connect traveling audiences and performers with lodging, dining, attractions, and other trip-planning opportunities in the greater Olympia/Tumwater area. MCE will incorporate Tumwater lodging, dining, attractions, and visitor experiences into its Plan Your Visit resources, digital communications, participant-ambassador materials, and tourism-related promotions. This approach is particularly appropriate for MCE because the ensemble itself is regional: approximately 110 singers live throughout the South Sound, and performers, guest artists, audience members, and invited family and friends travel across municipal boundaries to participate. MCE's experience with Harmony Sweepstakes demonstrates this potential: the festival has attracted competitors and audiences from Seattle, other parts of Washington, Oregon, Utah, and Canada. MCE's programming also creates opportunities to attract visitors outside the peak tourism season. Harmony Sweepstakes is presented during the lower-tourism season, while MCE's spring orchestral programming occurs during the shoulder season. Encouraging these visitors to stay overnight, dine, explore attractions, and spend additional time in the greater Olympia/Tumwater area can extend the tourism impact beyond attendance at the performance itself. MCE will also connect visitors with established regional destination resources rather than attempting to duplicate them, helping visitors discover additional lodging, dining, attractions, and activities that can turn a concert visit into a longer South Sound stay.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

MCE's established regional partners and collaborators include the Washington Center for the Performing Arts, Olympia Symphony Orchestra, Saint Martin's University, and other local and regional musicians and performing arts organizations. For the 2027 Regional Cultural Tourism Initiative, MCE plans to expand that network through outreach to Tumwater lodging establishments and regional tourism resources. The Hotel/Tourism Committee has identified four Tumwater hotels for outreach; these tourism relationships are planned and have not yet been established.

APPLICANT AGREEMENT

[X] **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

WASHINGTON
Secretary of State
Corporations & Charities Division

Corporations and Charities Division
Mailing address:
PO Box 40234
Olympia, WA 98504-0234
Tel: 360.725.0377
www.sos.wa.gov/corporations

06/03/2026

THE MASTERWORKS CHORAL ENSEMBLE
PO BOX 1091
OLYMPIA WA 98507-1091

Registration Number: 1109157
Organization Name: THE MASTERWORKS CHORAL ENSEMBLE

Greetings THE MASTERWORKS CHORAL ENSEMBLE,

Thank you for your recent submission. This letter is to confirm that the following documents have been received and successfully filed:

CHARITABLE ORGANIZATION RENEWAL

Please note: Per WAC 434-120-035 online filing is mandatory and it is a requirement to report any organization changes within 30 days per WAC 434-120-045 To file online, conduct searches, subscribe to corporations and/or charities and receive filing status updates, please create a user account at www.sos.wa.gov/ccfs If you already have an account created, simply sign in to access these features.

Important information:

- All solicitations must include the required disclosure information as described in the Charitable Solicitations Act, RCW 19.09.100 Sample disclosures can be found at our website.
- If the Charity or Commercial Fundraiser is contracting with a different organization, before fundraising begins a fundraising service contract registration must be submitted. This is a contract between a Charity and Commercial Fundraiser. The contract filing is available online at www.sos.wa.gov/ccfs
- Determine if the organization may need to register in multiple ways with the Charities Program. Additional registration requirements may be needed if the organization meets certain defined under RCW 19.09.020(2) or RCW 11.110.020
- If registered as a Charitable Organization visit the Combined Fund Drive (CFD) www.cfd.wa.gov to complete the registration process if the Charitable Organization wishes to take part in the CFD.

We appreciate your assistance in maintaining current registration information for your organization with the Charities Program. If you have questions please contact the Charities Program by email at charities@sos.wa.gov by phone at 360-725-0377 or visit our website for a chat option with a representative.

Sincerely,
Corporations and Charities Division
Office of the Secretary of State
www.sos.wa.gov/corporations

MCE ATTACHMENT A
Department of the Treasury

Internal Revenue Service
District Director

EP/EO-II(WJ)
Employer Identification Number:
91-1240717
Accounting Period Ending:
June 30
Form 990 Required: ☒ Yes ☐ No

Date: MAY 23 1984

The Masterworks Ensemble
1115 W Fifth
Olympia, WA 98502

Person to Contact:
Ellen Oliver
Contact Telephone Number:
(206) 442-5106

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(2).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act(social security taxes) on remuneration of $100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

The box checked in the heading of this letter shows whether you must file Form 990, Return of Organization Exempt from Income Tax. If Yes is checked, you are required to file Form 990 only if your gross receipts each year are normally more than $25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of $10 a day, up to a maximum of $5,000, when a return is filed late, unless there is reasonable cause for the delay.

(over)

21347

Letter 947(DO) (Rev. 1

MCE 2027 Cultural Tourism Marketing Plan

Masterworks Regional Cultural Tourism Initiative

Purpose. Build on MCE's established regional audience to intentionally attract cultural visitors from outside Thurston County, encourage overnight stays and visitor spending, and develop reliable data about MCE's tourism impact.

2027 Tourism Goals

- Increase awareness of MCE performances among audiences 50+ miles from Olympia.
- Encourage traveling patrons, performers, and friends and family of MCE's approximately 110 singers to stay overnight and explore the South Sound.
- Develop direct relationships with area lodging establishments and visitor-serving businesses.
- Connect visitors with Experience Olympia & Beyond rather than duplicate existing destination resources.
- Establish consistent systems for measuring visitor origin, overnight stays, lodging activity and tourism-marketing results.
- Create tourism infrastructure that volunteers can sustain beyond the grant period.

2027 Tourism-Generating Performances

Performance	Date	Tourism Opportunity
Harmony Sweepstakes A Cappella Festival	March 13	Visiting performers, supporters and regional a cappella audiences; shoulder season
Spring Concert	April 17	Major choral-orchestral repertoire; regional classical audiences; shoulder season
Black Songwriters & Performers Program	June 11	Distinctive programming with potential to reach new and diverse regional audiences
Annual Holiday Concert	December 5	Established seasonal draw; shoulder season and holiday visitation

Target Markets & Audiences

Primary geographic markets: greater Seattle/Puget Sound, communities north of Olympia, Southwest Washington, and the Portland metropolitan area.

Target audiences: cultural and performing-arts travelers; friends and family reached through MCE's approximately 110 singers; guest artists and visiting performers; regional choral and music audiences; and visitors already traveling to the capital region for government, professional, family or leisure activities.

Marketing & Visitor Strategy

Regional promotion. Geographically targeted digital/social advertising, regional arts and event listings, email marketing, social media, print promotion and arts/tourism partner networks will extend MCE's reach beyond Thurston County.

Participant ambassadors. MCE will equip its approximately 110 singers with ready-to-share email invitations, social-media content, concert links and Plan Your Visit resources so they can invite out-of-area friends and family and help extend MCE's regional reach.

Plan Your Visit. MCE will Connect visitors with Experience Olympia & Beyond and develop visitor-focused web content connecting traveling patrons with Concerts & Tickets, Accessibility, Where to Stay, Where to Eat, Things to Do, Getting Here/Parking, and Experience Olympia & Beyond. Trackable links and QR codes will be used where appropriate.

Hotel partnerships. MCE's new volunteer Hotel/Tourism Committee will conduct lodging outreach and explore preferred rates, trackable booking links, courtesy/no-risk blocks, visitor-material placement, social sharing and hotel/MCE cross-promotion.

Visitor messaging. Concert communications will incorporate prompts such as "Coming from out of town?" and "Make a weekend of it," encouraging visitors to combine performances with lodging, dining, shopping and other South Sound experiences.

Concert Marketing Cycle

6–8 weeks before: Confirm hotel partners, rates/links and visitor information; begin regional promotion.
4–6 weeks: Launch geographically targeted digital/regional advertising.
3–4 weeks: Promote Plan Your Visit resources and lodging information through web/social channels.
2–3 weeks: Include out-of-town visitor messaging in email/newsletter communications.
1–2 weeks: Reinforce visitor messaging and hotel/partner cross-promotion.
Within 14 days after: Follow up with hotels, distribute member/performer travel survey, gather marketing analytics and enter tourism results.

Who Does What

Hotel/Tourism Committee: Hotel outreach, partnership development, lodging promotion, hotel follow-up, travel survey and tourism information.

MCE singers: Serve as participant ambassadors by sharing concert and visitor information with friends and family through email, social media and personal networks.

Marketing Coordinator: Integrates tourism marketing into MCE's existing marketing calendar; oversees brand, website, creative materials, advertising and analytics.

Business Manager: Contracts, financial commitments, payments and formal business arrangements.

Lodging Tax Grant Coordinator: Grant strategy, applications, reporting framework and compliance with individual jurisdiction requirements.

Measuring Results

- Total attendance
- Out-of-state/country visitors
- Hotel inquiries and bookings
- Performer origin/travel
- Volunteer tourism-program hours
- Visitors traveling 50+ miles
- Paid and unpaid overnight visitors
- Hotel rooms and paid room nights
- Website and lodging-page traffic
- Digital advertising reach/results

Data sources: Washington Center attendance/ticket information, available ZIP-code data, member/performer surveys, hotel follow-up and digital analytics will be combined in MCE's new tourism tracking system.

2027 = Build, Implement, Measure, Improve

MCE has already established the Hotel/Tourism Committee, Tourism & Hotel Partnership Toolkit and tourism tracking framework. The 2027 season will be the first full implementation of this coordinated approach. The goal is not simply to advertise four concerts; it is to turn MCE's established regional cultural programming into a more intentional, measurable contributor to Olympia and the South Sound visitor economy.

MASTERWORKS CHORAL ENSEMBLE
BEN LUEDCKE, ARTISTIC DIRECTOR

2027 • FOUR REASONS TO VISIT OLYMPIA

Four distinctive performances. One downtown Olympia stage.



MASTERWORKS CHORAL ENSEMBLE AT THE WASHINGTON CENTER FOR THE PERFORMING ARTS

MARCH 13, 2027

Harmony Sweepstakes A Cappella Festival

A high-energy celebration of vocal music featuring a cappella performers and audiences from across the region.

APRIL 17, 2027

Bizet + Brahms

A major choral-orchestral program featuring Bizet's Te Deum and Brahms' Schicksalslied with orchestra.

JUNE 11, 2027

Celebrating Black Songwriters & Performers

A program honoring the music and influence of Black songwriters and performers.

DECEMBER 5, 2027

Holiday Concert

MCE's annual holiday tradition brings singers, musicians, families and visitors together in downtown Olympia.

All performances at the Washington Center for the Performing Arts • Downtown Olympia

MASTERWORKS CHORAL ENSEMBLE
BEN LUEDCKE, ARTISTIC DIRECTOR

MAKE A DAY — OR A WEEKEND — OF IT







Coming from out of town?

Pair your Masterworks performance with an Olympia visit.

WHERE TO STAY

Explore Olympia-area lodging and participating MCE hotel partners.

WHERE TO EAT

Discover downtown dining before or after the performance.

THINGS TO DO

Make time for Olympia's arts, culture, waterfront and visitor attractions.

ACCESSIBILITY

Connect directly with current Washington Center accessibility information.

GETTING HERE

Plan transportation, downtown parking and your arrival at the Washington Center.

PLAN WITH THE EXPERTS

Use Experience Olympia & Beyond's established lodging, dining, attraction and trip-planning resources.

A chorus with a built-in invitation network

Founded in 1981, MCE brings together approximately 110 auditioned volunteer singers with professional musicians, guest artists and artistic collaborators. In 2027, MCE will give singers ready-to-share email invitations, social-media content, concert links and Plan Your Visit resources so they can invite out-of-area friends and family to experience both the performance and Olympia.

MASTERWORKS REGIONAL CULTURAL TOURISM INITIATIVE

Regional marketing • Singer ambassadors • Hotel partnerships • Visitor planning • Tourism measurement

MCE Hotel & Tourism Committee Toolkit

Masterworks Regional Cultural Tourism Initiative • Working Toolkit • 2026–27

CONTACT → PARTNER → PROMOTE → TRACK → THANK → REPEAT

Purpose

The Hotel & Tourism Committee builds ongoing relationships with local lodging partners, helps out-of-region MCE patrons and performers plan their visits, promotes MCE as part of a broader South Sound experience, and documents tourism impact for lodging-tax grants and future marketing.

The goal is not to get every hotel to do everything. A useful partnership may be as simple as a booking link and concert materials, or it may grow into preferred rates, courtesy room blocks, cross-promotion, and measurable room nights.

Your job is simpler than this Toolkit looks! The committee's basic job is to build hotel relationships, make sure lodging partners are included in concert promotion, follow up after each concert, and record what you learn. The grant budgets, application history and final reporting are background infrastructure—you do not need to manage them.

Who Does What

Role	Primary responsibility	Current contact
Hotel/Tourism Committee	Owns hotel outreach, lodging-related promotion, partner activation, post-event follow-up, member survey and tourism tracking.	Morgan O'Connor • oconnor.m2418@gmail.com Ning • beemerlife@gmail.com
Marketing Coordinator	Oversees marketing aspects: brand consistency, graphics/print assets, lodging webpage, specialized website access, and support for paid/regional advertising.	Current person/title to confirm
Business Manager	Administrative backstop for contracts, financial commitments, payments, formal agreements and official MCE business.	Adeline Albert • businessmanager@mce.org
Lodging Tax Grant Coordinator	Maintains the overall lodging-tax grant strategy, applications, grant history and reporting framework; supports the committee when grant requirements or funder questions need clarification.	Kelly Hart • kellykhart13@gmail.com

Committee Quick Start

- 1. Contact your hotels. Divide the master hotel list between committee members and note contacts/results in Hotels & Partners.

- Find the correct hotel contact: General Manager, Director/Manager of Sales, or community/event partnership contact. Email or phone the contact with an introduction and ask to meet—they often enjoy showing community partners their facilities.
- Introduce MCE and ask what type of partnership is easiest for that hotel.
- Record every contact and result—including no response or not interested—in the master tracker.
- Refer any guaranteed room commitment, contract, sponsorship, payment, or other financial obligation to the Business Manager before agreeing.
- 2. Before each concert, confirm participating hotels, rates/links and materials. Gather booking/rate information and promotional assets, then get hotel logos/links/assets to Marketing and/or Adeline as the committee confirms.

30-Second Introduction

Hi, I'm [NAME], a volunteer with Masterworks Choral Ensemble. MCE has been performing in the South Sound for more than 40 years and presents four major performances each year at the Washington Center for the Performing Arts. We're developing a cultural-tourism program because audience members, performers, and their friends and families travel into the area for our concerts. We'd like to make it easier for those visitors to find local lodging while also helping hotel guests discover a great cultural event during their stay. Who would be the best person at your hotel to talk with about event or community partnerships?

Conversation With the Hotel Contact

We're interested in keeping this simple and finding something that works for your property. Possible partnerships include:

- Preferred MCE guest rate or booking code.
- Courtesy/no-risk room block for concert weekends.
- Direct or trackable booking link MCE can share with patrons and performers.
- MCE concert/season information displayed in the lobby or guest-information area.
- Hotel sharing MCE events through social media, guest email, website or event calendar.
- MCE featuring the hotel on its lodging/visitor webpage and in tourism-related social posts.
- Cross-promotion, collaborative advertising, or another approach the hotel already uses with local events.

Ask: "If we use a booking code, link or room block, would you be able to tell us afterward approximately how many bookings, rooms or room nights were associated with MCE? We do not need guest names or personal information."

Finish with: "Is there anything your hotel already does with local events or arts organizations that you think might work well for us?"

What to Collect From a Participating Hotel

- Hotel contact name, title, direct email and phone.
- Preferred MCE rate, booking code, courtesy block details and expiration/cutoff date, if offered.
- Preferred booking URL; use a trackable link when possible.
- Hotel logo, approved promotional description, social handles and approved images/materials.
- What MCE materials the hotel wants: concert graphic, season flyer, poster, rack card, social copy, web link, etc.
- What the hotel has agreed to promote or display.
- Whether the hotel can report MCE-related inquiries, bookings, rooms and room nights after the event.

Concert-by-Concert Tourism Cycle

6–8 Weeks Before

- Committee confirms participating hotels, rates, codes, booking links and room-block details.
- Committee confirms each hotel has current digital AND print promotional materials for the event.
- Committee gets hotel logos, approved descriptions, images, social handles and booking links to the Marketing Coordinator and/or Adeline so they are available for MCE publicity. [ASK COMMITTEE: confirm who should receive and maintain hotel promotional assets.]
- Committee confirms the MCE lodging/visitor webpage is current and features participating lodging options.
- Committee prepares a simple promotion checklist for each concert, including social posts, newsletter content, hotel promotion, regional advertising deadlines and participant ambassador materials.

4–6 Weeks Before

- Begin lodging-related social promotion; feature specific hotel partners when practical.
- Coordinate cross-posting/tagging with participating hotels.
- Prepare regional tourism advertising for selected Seattle, Portland and other 50+ mile markets.
- Committee supplies ad copy, dates, links and partner information; Marketing Coordinator oversees marketing quality and specialized ad/asset needs.

2–4 Weeks Before

- Place a “Coming from out of town?” blurb/ad in the MCE newsletter with the lodging-page link, and provide MCE singers with ready-to-share email invitations, social-media content and Plan Your Visit links for out-of-area friends and family.
- Post again on social media promoting the lodging page and/or an individual hotel partner.
- Confirm hotels still have the materials they agreed to display/share.
- Make sure appropriate MCE print pieces include a lodging-page line and, when feasible, a QR code.

Suggested print line: Coming from out of town? Find lodging and visitor information at mce.org/[LODGING-PAGE].

Within 14 Days After the Event

- 3. After each concert, contact each participating hotel and enter its response in the Hotel Event Results sheet: inquiries/mentions, bookings, rooms, paid room nights and useful comments.
- The workbook automatically tallies the hotel results onto the 2027 Events sheet. Also record useful anecdotes without collecting guest names.
- 4. Send the short MCE member tourism survey.
- Obtain Washington Center attendance totals and available patron ZIP-code information.
- Check lodging-page traffic, hotel click-throughs, QR scans, social results and regional-ad analytics. Record measurable results such as impressions, clicks, responses, inquiries or bookings when available.
- 5. Finish the event tally: add approximate volunteer hours and a few quick notes about what worked, what took extra time and what should change. Kelly/Admin can use the resulting data for grant reporting.
- Thank hotel partners and ask whether they would like to participate in the next performance.

Post-Event Hotel Follow-Up

Hi [NAME], thank you for helping us promote Masterworks Choral Ensemble’s [CONCERT] on [DATE]. We’re compiling our tourism results and would appreciate any information you can share. Did your hotel receive any bookings or guest inquiries that mentioned MCE or the concert? If a rate, code, booking link or room block was used, approximately how many bookings, rooms and room nights resulted? We do not need guest names or personal information. Any

comments from guests or staff are also helpful. Thank you again—we'd love to continue working together for our next performance.

Simple MCE Member Post-Event Survey

Send within a few days after each performance. Keep it short enough to encourage responses.

1. Did you have—or do you know of—friends or family who traveled 50 miles or more to attend this MCE performance? Yes / No
2. If yes, approximately how many people?
3. Did any stay overnight? Yes / No
4. If yes, where did they stay? Hotel/paid lodging / Friends or family/home stay / Other
5. Approximately how many nights?

If they traveled from outside Washington, what state/country did they come from?

6. Optional: What city/state did they travel from?
7. Did you personally travel 50+ miles to participate in this performance? If yes, did you stay overnight, where, and for how many nights?

Do you have any photos from the event that MCE can use for promotional purposes? Yes / No (If yes, please send/share them.)

What Goes in the Tourism Impact Summary

Source / Requirement	Track
Projected vs. actual results	Overall attendance; 50+ mile visitors; out-of-state/country visitors; paid lodging visitors; unpaid/home-stay visitors. Keep the projected figures used in grant applications so final reports can compare them with actual results.
Washington Center	Actual attendance/tickets; available ZIP records; estimated 50+ mile audience; out-of-state/country audience.
MCE member survey	50+ mile guests; out-of-state/country guests; paid lodging guests; unpaid/home-stay guests; nights stayed; traveling performers; optional event photos.
Hotel partners	MCE mentions/inquiries; bookings; rooms; paid room nights; useful comments.
Digital / regional marketing	Target market reached; where/how promotion ran; lodging-page visits; hotel click-throughs; QR scans; social reach/engagement; impressions; regional ad results.
Documentation methods	Keep a short record of how each estimate was produced: attendance/ticket data, ZIP-code sample, member survey, hotel reporting, performer information, web/social analytics, trackable links or QR codes.
Promotion evaluation	Note what worked, what did not, and measurable evidence. Record any marketing changes MCE should make next year.
Grant notes	Interesting distant visitors, successful partnerships, problems, stories, economic-impact examples and lessons for next year.

Volunteer Time & Input

At the end of each event tally in the Tourism Tracking workbook, record approximate volunteer time and a few quick lessons. Keep this simple—this is not a timesheet and rough estimates are fine.

- Morgan hours, Ning hours and other volunteer hours; the workbook totals them automatically.
- What worked well?
- What took more time than expected?
- What should we change for the next event?
- Any other useful committee input or observations.

Why track it? It helps MCE understand whether the system is reasonable for volunteers and documents the in-kind volunteer effort supporting the tourism program.

Year-End Final Report Checklist

The example tourism final report asks for more than attendance totals. Keep brief notes during the year so MCE does not have to reconstruct the answers later.

Target market and reach: Who were we trying to reach, and how/where did we reach them? Note regional markets, visitors already in the area, performers/families, hotel guests, and the advertising/partner channels used.

Documentation methods: Explain how MCE determined its projected and actual attendance/tourism figures. Keep the supporting Washington Center data, ZIP information, survey totals, hotel reports and digital analytics.

Promotion evaluation: Summarize which promotional activities were effective, include measurable results when possible, and note challenges.

Future modifications: Record what MCE should continue, expand, reduce or change in future years based on the results.

Required year-end files: Final detailed activity budget and copies/summary of tourism survey results. Keep supporting attendance, ZIP, hotel and analytics documentation with the grant file as well.

For the Marketing Coordinator: This checklist identifies the tourism-related marketing tasks and approximate deadlines that need to be covered. You do not need to use this checklist as your working system if you already have your own marketing calendar or process. The important thing is that these items are incorporated into that system and completed by the appropriate deadlines.

Marketing Coordinator Handoff Checklist

- Hotel logos, approved descriptions, photos, social handles and booking links received from the committee and provided to Marketing and/or Adeline as the committee confirms.
- Booking/rate links supplied for lodging webpage.
- Lodging webpage updated for current partners and event.
- Digital and print concert assets available to committee/hotels.
- Tourism-related social/newsletter content reviewed as needed for brand consistency.
- Regional print/digital ads delivered to selected Seattle/Portland media by deadline.
- Trackable links/QR codes set up where feasible.
- Post-event website/social/ad analytics supplied to committee for the Tourism Impact Summary.

Marketing Workflow: Keep It Simple

The Hotel/Tourism Committee owns the lodging-related work. The Marketing Coordinator provides oversight, brand/design support, website access, specialized advertising support and analytics. MCE singers support the effort as participant ambassadors by sharing ready-made concert and visitor information with their own networks; they are not expected to create marketing materials themselves.

For each concert, the committee should give Marketing one simple package: hotel partners to feature, booking links/codes, hotel social tags, suggested post/newsletter copy, lodging-page link, needed graphics and the requested posting/ad dates.

Keep one shared asset location for current MCE logos, concert graphics, hotel logos, approved photos, rack-card/print files, QR codes and previous ads. Record where that folder lives in the Lodging Tax Grant Master.

For member-submitted photos, confirm MCE has permission to use the image and record any requested credit before using it in promotion.

Known 2027 dates and working marketing due dates are maintained in the Tourism Tracking workbook: Harmony Sweepstakes — March 13; Spring Concert — April 17; June Concert — June 11. Holiday Concert — December 5.

Recordkeeping Rules

- Do not collect or store hotel guest names or other personal information.
- Document declines and unsuccessful outreach as well as successful partnerships.
- Keep notes concise but specific enough that a new volunteer can continue the relationship next season.
- Save particularly useful comments or examples for lodging-tax grant reports and future applications.

Future Expansion

Once the hotel process is working smoothly, MCE can use the same relationship-building system with restaurants and other visitor-serving businesses. The first priority is to establish a manageable, repeatable lodging program and reliable tourism tracking.

For More Information — The Bigger Picture

This toolkit is intentionally focused on what Hotel/Tourism Committee volunteers and the Marketing Coordinator need to do. MCE's complete lodging-tax strategy, grant history and source documents live in the Lodging Tax Grant Master.

Resource	What It Contains / Where to Look
Lodging Tax Grant Master	The whole picture: MCE tourism strategy, standard grant information, grant history, requested/awarded amounts, annual projections, application/reporting requirements, budgets and links to individual grant files. Includes historical notes such as Lacey 2026 — Did Not Apply. [LINK TO BE ADDED]
Tourism Tracking Workbook	The working record: hotel contacts, Hotel Event Results (post-concert inquiries/bookings/rooms/room nights), event tourism results, promotion log, marketing due dates, annual grant history, annual tourism budget, grant budget detail, volunteer hours/input and final-report notes. [LINK TO BE ADDED]
Individual Grant Files	Final submitted applications, award notices/contracts, reimbursement documents and final reports for Lacey, Olympia, Tumwater and Thurston County. Links will be maintained in the Lodging Tax Grant Master.

If you only need to complete the next task, stay in this Toolkit and the Tracking Workbook. Use the Lodging Tax Grant Master when you want to understand what MCE told the funders, why the tracking matters, or what happened in prior years.

2-319746-0
FILE NUMBER

DOMESTIC

STATE OF WASHINGTON | DEPARTMENT OF STATE

I, **RALPH MUNRO**, Secretary of State of the State of Washington and custodian of its seal, hereby certify that

ARTICLES OF INCORPORATION

of THE MASTERWORKS ENSEMBLE

a domestic corporation of Olympia, Washington,

was filed for record in this office on this date, and I further certify that such Articles remain on file in this office.

Filed at request of
James K. Pharis
416 Carlyon Ave.
Olympia, WA 98501

Filing and recording fee $

License to June 30, 19___ $

___ Excess pages @ 25c $

In witness whereof I have signed and have affixed the seal of the State of Washington to this certificate at Olympia, the State Capitol,

March 30, 1982

Ralph Munro

RALPH MUNRO
SECRETARY OF STATE

Microfilmed, Roll No. 1622

Page 232 -235

SSF-57-B (6-69) -111-

FILED
MAR 30 1982
SECRETARY OF STATE
STATE OF WASHINGTON

ARTICLES OF INCORPORATION

OF

THE MASTERWORKS ENSEMBLE

The undersigned, JAMES K. PHARRIS for the purpose of forming a corporation under the nonprofit laws, RCW 24.03, of the State of Washington, states:

I.

The name of the corporation shall be The Masterworks Ensemble.

II.

The term of existence shall be permanent.

III.

The purposes for which the corporation is organized are as follows: The Masterworks Ensemble is organized for the purpose of learning, performing, and promoting major choral and orchestral works in the area of Olympia, Washington, and elsewhere; and for related educational, civic, and cultural purposes.

IV.

The address of the initial registered office of the corporation shall be at 1115 W. 5th, Olympia, Washington, 98502. The name of the initial registered agent at that same address shall be Barbara Theiss.

V.

The names and addresses of the persons who are to serve as the initial directors are as follows:

Karline Bird
5118 Nettot Ct. N.W.
Olympia, Washington 98502

Errett Deck
6245 Cotton Drive S.E.
Olympia, Washington 98503

Jane Edge
2902 Sherwood Drive
Olympia, Washington 98501

Jon Hubbell
3725 S. Central
Olympia, Washington 98501

Jeanne Leaf
1002 North St.
Tumwater, Washington 98501

Charles Lundberg
1020 Harrison
Olympia, Washington 98502

James Pharris
416 Carlyon
Olympia, Washington 98501

Gary Riley
8020 Greenridge St. S.W.
Olympia, Washington 98502

Stephanie Riley
8020 Greenridge St. S.W.
Olympia, Washington 98502

Barbara Theiss
1115 W. 5th
Olympia, Washington 98502

Vance Yung
3436 Sunset Beach Dr.
Olympia, Washington 98502

VI.

The incorporator is James K. pharris, 416 Carlyon, Olympia, Washington 98501.

VII.

In the event of dissolution of The Masterworks Ensemble, its assets are to be distributed to the Patrons of South Sound Cultural Activities, a Washington nonprofit corporation.

DATED this 2nd day of March, 1982.

JAMES K. PHARRIS

SUBSCRIBED AND SWORN To before me this 2ND day of March, 1982.

NOTARY PUBLIC in and for the State of Washington residing at OLYMPIA.

Bylaws of
Masterworks Choral Ensemble

Adopted May 20, 2008
Amended August 22, 2015

Article 1 - Name and Territory

Section 1.
Name: The name of this organization shall be MASTERWORKS CHORAL ENSEMBLE, a Washington State non-profit 501-C-3 corporation, hereinafter referred to as MCE.

Section 2.
Territory: The territory within which the organization will primarily operate shall be the South Puget Sound area.

Article II - Mission Statement and Purpose

Section 1.
Mission Statement: The Masterworks Choral Ensemble is an adult Southwest Washington chorus dedicated to performance, community service, music education, and leadership in the arts. The mission is to perform sacred and secular choral, orchestral, and newly commissioned works; to participate in community service activities; and to provide a leadership role in developing, sponsoring, and broadening the vocal arts.

Section 2.
Purpose: The purpose of MCE is to learn and perform major choral works, contemporary masterpieces, newly commissioned works and selections from American Pops, American and international popular and folk music, and to promote the opportunity to experience and enjoy such works in the area of Olympia and the South Puget Sound in the State of Washington. To this end, MCE may encourage the formation of subsidiary groups, promote public interest, and obtain funds.

Section 4.
Non-discrimination Statement: Masterworks Choral Ensemble does not advocate, support, or practice discrimination based on race, sex, age, physical ability, sexual orientation, religious or political beliefs, marital or family status, national or ethnic origin. This applies to all of Masterworks programs and activities.

Section 3.
Subsidiary Groups: The Masterworks Singers is a smaller group of the Masterworks Choral Ensemble. The mission of the Masterworks Singers is to perform at concerts, community functions, private gatherings, and fund raising activities while providing its members with a small ensemble experience.

Article III - Membership

Section 1.
Member

1. A member is a returning or new chorister who:
   - Has passed a vocal audition conducted by the Artistic Director and/or the audition committee,
   - Completes the annual membership form by the deadline,
   - Complies with the Membership Policy in the Chorus Handbook,
   - Attends rehearsals in accordance with the Attendance Policy, and
   - Pays membership dues in full, or has initiated a scholarship request, or is up-to-date on a dues payment plan.
2. Each member has a full voice and vote at any meeting of the choral membership.
3. Members do not need to reaudition to continue membership.

Section 2.
Past Member

1. A past member is one who:
   - Has not returned the membership renewal form by the deadline, or
   - Has not paid dues or is in arrears on their payment plan, or
   - Does not comply with the Membership Policy in the Chorus Handbook.
2. A past member is not eligible to vote in any meetings of the general membership
3. A past member must audition to return to rejoin MCE.

Section 3.
Involuntary Termination of Membership: Any member may be terminated from membership upon written notice to the member by the Board of Directors or the Officers acting on their behalf. Cause for termination shall be continued failure to meet the performance, rehearsal, team, and/or attendance standards established by the Board of Directors. Failure to pay the membership dues as prescribed by the Board of Directors and these Bylaws shall also be grounds for termination of membership, and the loss of associated rights and privileges.

Article IV - Meetings of the Choral Membership

Section 1.
Annual Meetings: The active and inactive choral members shall meet annually on or about May 30 for the purpose of receiving reports, electing representatives to the Board of Directors, and conducting other business deemed necessary by the Board of Directors, Officers, or other membership. The time and place of the annual meeting shall be determined by the Board of Directors and announced at least 14 days prior to the meeting. Such notification shall be considered sufficient for all purposes.

Special Meetings: Special meetings of the choral members may be called from time to time to conduct necessary business of MCE. Such a meeting can be called by any three (3) Directors, or upon written request of any fourteen (14) choral members. The time and place for such a special meeting shall be determined by the Board of Directors, and announced along with a statement of purpose of the meeting, at least fourteen (14) days prior to meeting. Such notification shall be considered sufficient for all purposes.

Section 3.
Quorum: The members present at any properly announced meeting of the general choral membership shall constitute a quorum. The act of a majority of voting members present at a meeting of this membership at which a quorum is present, shall be the act of the choral membership.

Article V - Board of Directors

Section 1.
Powers and Duties: The Board of Directors shall have full decision-making authority of the corporation. The needs, desires, wishes, purposes, and mission statement of the organization and its membership shall be considered when establishing or implementing policies and procedures.

Section 2.
Number of Directors: The number of Directors shall be not less than nine (9) nor more than fifteen (15). Of this number, at least one third shall be elected from the choral membership of MCE.

Section 3.
Nomination of Directors: A nominating committee shall be appointed by the Board of Directors to nominate at least one person to run for each available open position on the Board of Directors. The committee will report its nominations for Directors at the annual meeting.

Section 4.
Term of Office: Directors shall serve for a term of three (3) years, commencing on July 1 and terminating June 30 three years thereafter. Each director shall hold office until the expiration of the term for which elected, and until his or her successor has been elected for appointed and approved. Directors may serve successive terms without limit.

Section 5.
Suspension or Removal: A director may be suspended or removed with cause by vote of a majority of the directors then in office. A director may be removed with cause only after reasonable notice and opportunity to be heard. A director who is absent from more than three (3) regularly scheduled meetings during the fiscal year may be automatically removed until, and if, reinstated by Board action.

Section 6.
Vacancies: Vacancies on the Board of Directors may be filled by appointment of the Board of Directors, with such appointed Directors to serve until the next regular election of the Board members.

Section 7.
Compensation: As provided in this document, Directors shall serve without compensation for their services as Directors. Directors may be compensated for services performed on a contracted basis, and the Board may reimburse Directors for their reasonable expenses incurred on MCE business.

Article VI - Officers of the Corporation

Section 1.
Officers: The Officers of the corporation shall be elected by the Board of Directors from their number, and shall be President, Vice President, Secretary, Treasurer and Assistant Treasurer.

Section 2.
President: The President shall be the chief executive officer of MCE, and the primary representative of the membership to the Board of Directors. The President shall preside at all meetings of the membership and the Board of Directors, shall perform such other duties as the Directors may prescribe, and shall be responsible for reporting all activities of the Board to the choral membership. The President shall be authorized by the Board of Directors to sign contractual agreements as the representative of MCE. If the President's final term of office coincides with his/her final year as elected director, s/he may serve one additional year as voting, ex officio director.

Section 3.
Vice President: In the absence or disability of the President, the Vice President shall act as the President and perform such other duties as the Board of Directors may from time to time designate.

Section 4.
Secretary: The Secretary shall keep full and complete records of the proceedings of the Board of Directors and official actions of the membership, shall be responsible for all correspondence of the membership, and shall discharge such other duties as pertain to the office or as prescribed by the Board of Directors.

Section 5.
Treasurer: The Treasurer shall be responsible for all funds of MCE in coordination with the Assistant Treasurer. The Treasurer shall disburse funds as directed by the Board of Directors, shall keep and maintain accurate accounts of disbursements, shall receive and reconcile receipt documents from the Assistant Treasurer, shall prepare tax documents, and shall render reports and accounting as required, and shall discharge such other duties as pertain to the office or as prescribed by the Board of Directors.

Section 6.
Assistant Treasurer: The Assistant Treasurer shall be responsible for all receipt of funds to MCE in coordination with the Treasurer. The Assistant Treasurer shall receive, deposit, and record all receipts; shall keep and maintain accurate accounts of receipt and deposit transactions; shall keep accounting of members' dues status; shall keep accounting of all donations; shall prepare reports as required; and shall discharge such other duties as pertain to the office or as prescribed by the Board of Directors.

Section 7.
Term of Office: All Officers of the Corporation shall serve for one (1) year, and are eligible for reelection. Terms shall commence on July 1 and terminate on June 30.

Section 8.
Compensation: Officers shall serve without compensation; but in accordance with established practices, they may be reimbursed from monies of MCE for expenses incurred by them. Members, Officers, or Directors may be compensated for services performed on a contractual basis, and may be reimbursed for their reasonable expenses incurred on MCE business.

Article VII - Meetings of the Board of Directors

Section 1.
Regular Meetings: The Board of Directors shall meet at least once a month unless a specific monthly meeting is deemed unnecessary by the Board. The time and place of the meetings will be determined by the Board and notice given in a manner as prescribed by the Board of Directors.

Section 2.
Special Meetings: Special meetings of the Board of Directors may be called by the President of the Board or any three (3) Directors upon prior notice of such a special meeting and the purpose of the meeting.

Section 3.
Open Meetings: All meetings of the Board shall be open to members of MCE. Any non-members may be invited to attend in ad advisory capacity. Only Board Members have the power to vote.

Section 4.
Quorum: A majority of the Directors then in office shall constitute a quorum on matters submitted to the Board of Directors for consideration. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for such meeting. Directors may not vote by proxy. The action of a majority of the Directors present at a duly called meeting of Board of Directors at which a quorum is present shall be the act of the Board.

Section 5.
Electronic Meetings and Voting: Under special circumstances, the Board of Directors is permitted to consider and vote on specific items of business by electronic mail. Motions considered for electronic mail voting must have been discussed at a regularly scheduled Board meeting. If the Board determines that the item requires more consideration, but a decision is required prior to the next regularly scheduled board meeting, the Board may choose to circulate a final proposal by electronic mail and vote on that specific item by email. The Secretary will be responsible for circulating materials to Board members and counting electronic votes. A majority of all Board members must vote in favor of a measure submitted for electronic voting to pass.

Article VIII - Committees of the Board of Directors

Section 1.
Executive Committee: The Executive Committee shall be composed of the President, Vice President, Secretary, Treasurer and Assistant Treasurer of the Board of Directors. They may meet from time to time to transact business of the Corporation as directed and authorized by the Board of Directors.

Section 2.
Standing Committees: Standing Committees shall be Budget & Finance, Choral Operations, Community Outreach, Development and Fundraising, Marketing and Public Relations, and Membership. The standing committees shall consist of one or more Board members with other members for the committee recruited and selected by committee chairpersons. The chair of each committee may be a board member or may come from the general membership. The Board members of each committee shall be the liaison between that committee and the Board of Directors.

Section 3.
Ad Hoc Committees: The Board may establish other committees as needed.

Article IX - Contracted Services

Section 1.
Artistic Director: The Artistic Director shall be responsible for the artistic leadership of MCE.

Section 2.
Other Contract Services: The Board of Directors may enter into additional contracts for specific or general services.

Section 3.
Contracts and Agreements*:* All contractors shall be appointed by the Board of Directors, compensated for service under the terms of the contract or agreement, and will serve at the pleasure of the Board of Directors.

Article X - Indemnification

Section 1.
The Directors and Officers shall not be personally liable for any debt, liability, or obligation of MCE. All persons, corporations, or other entities extending credit to, contracting with, or having any claim, or for the payment of any debt, damages, judgment or decree, or of any money that may otherwise become due or payable to them from MCE.

Section 2.
This Article is intended to operate as supplement and additional safeguard to, and not in place of, the immunity granted by any other act or statute.

Article XI - Membership Year

All memberships shall run from July 1 of each year through June 30 of the following year, with the amount of dues to be determined by the Board of Directors.

Article XII - Finances

Section 1.
All funds collected by or on behalf of MCE are funds of MCE. All net funds shall be used to promote and further the purpose and mission statement of MCE.

Section 2.
No part of the net income of MCE shall inure to the benefit of any member or individual. As specified in other Articles of this document, this Article shall not preclude Directors, Officers, or members from being compensated for contractual services or reimbursement of personal expenses.

Section 3.

No substantial part of the activities of MCE shall be devoted to lobbying or otherwise attempting to influence legislation in a manner prescribed by law, which could jeopardize the non-profit status of MCE.

Article XIII - Accounting

Section 1.
Accounting years shall begin on July 1 of each year, and extend until June 30 of the following year, or as so changed by the Board of Directors.

Section 2.
The Board of Directors shall make or have made an annual report to the general membership, as well as the appropriate governmental agencies.

Article XIV - Amendments

These Bylaws may be altered or amended at any regular or special meeting of the membership. Amendments shall be by a two-thirds majority vote of the membership present at any regular or special meeting of the membership, provided that at least ten days notice is given of the intention to alter or amend the Bylaws at such meeting.

Article XV - Termination

MCE shall continue in existence subject to termination in accordance with a requirement of a law or laws of the State of Washington. Upon the dissolution or liquidation of MCE, no member, Officer, or Director shall share or receive any funds or other assets then remaining in its possession. Any such funds or other assets remaining after satisfaction of outstanding obligations shall be contributed to a non-profit organization having the same or similar purpose carrying on the same or similar activities.

Article XVI - Additional Performing Groups

The Board, in consultation with the Artistic Director, may authorize the creation and operation of one or more additional performing groups from among the general membership, which may use the Masterworks Choral Ensemble name. Any revenue derived from the activities of any such groups shall be the funds of Masterworks Choral Ensemble, and no such group may financially obligate Masterworks Choral Ensemble without prior Board approval.

Record of Action and Amendments

May 20, 2008: Bylaws approved by the General Membership of Masterworks Choral Ensemble in Olympia, Washington.

May 18, 2010: Bylaws amended by the General Membership of Masterworks Choral Ensemble.
Article VI, Section 1 was amended to add the Assistant Treasurer as an officer of the Corporation.
Article VI, Section 5 was amended to change duties of the Treasurer.
Article VI, Section 6 was added to enumerate the duties of the Assistant Treasurer.
Remaining sections of Article VI were renumbered.
Article VIII Section 1 was amended to add the Assistant Treasurer to the Executive Committee.

October 19, 2010: Bylaws amended by the General Membership of the Masterworks Choral Ensemble.

Article III, Sections 1, 2, 3, & 4 defining membership levels were replaced by Sections 1 & 2, which reduced the levels of membership to Active and Inactive Members. Section 5 was administratively renumbered to Section 3.

August 27, 2011: Bylaws amended by the General Membership of the Masterworks Choral Ensemble.
Article III, Section 1 was replaced with new definitions and requirements for Members. Section 2 was replaced to rename Inactive Members to Past Members and redefine them. Section 3 was amended to clean up grammar.
Article IV was amended to align membership categories with Article III and to clean up grammar.
Article VII, Section 5 was added allowing the Board of Directors to make some decisions via email and electronic voting.

August 22, 2015: Bylaws amended by the General Members of the Masterworks Choral Ensemble.
Article II Section 2 was amended to broaden the types of music performed by the choir to include American and international popular and folk music.
Article V Section 5 was amended to state that a director who is absent from more than 3 regularly scheduled meetings may be removed, instead of will be removed.
Article VIII Section 2 was amended to add two standing committees: 1) Development, and 2) Membership; to change the name of an existing committee from Marketing to Marketing and Public Relations and delete an obsolete committee, Masterworks Singers Administration.

Certified: Marla Skelley, President, MCE Board of Directors

Lodging Tax Application Form

Lodging Tax Applicant: Masterwo Masterworks Choral Ensemble

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships:		
Admission:		
Reserves:		
Donations/Contributions:		
Grants:		
Program Service Fees:		
In-kind Donations:		
Gift Shop:		
Vendor Fees:		
Fundraising Activities:		
City of Lacey Lodging Tax:		
City of Olympia Lodging Tax:		$20,000.00
City of Tumwater Lodging Tax:		$9,000.00
Thurston County Lodging Tax:		$4,500.00
Other Sources of Revenue: (specify)		
MCE Existing Operating Resources:		$6,500.00
Other Source:		
Other Source:		
Total Revenue:		**$40,000.00**

Project Expenses:

Personnel: (salaries and benefits.)		
Adminstration: (utilities, phone, etc.)		$3,000.00
Marketing and Promotion:		$21,000.00
Professional / Consultant Fees:		$10,000.00
Equipment:		
Facility / Event Venue Rental:		$6,000.00
Travel: (please specify)		
All Other Expenses: (please specify)		
Other Source:		
Other Source:		
Other Source:		
Total Expenses:		**$40,000.00**
Program Excess Deficit:		**$0.00**

2027 Lodging Tax Application submitted online from Capital Lakefair for the amount of $20,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Capital Lakefair		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	23-6131672
WEBSITE	www.lakefair.org		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

Capital Lakefair's mission is to bring our community together through an annual, family-friendly festival held each July while celebrating youth, supporting local nonprofit organizations, honoring our Armed Forces and their families, and strengthening relationships throughout the South Sound region.
We are committed to:

- We, as Capital Lakefair, provide a family-friendly community festival annually in the 3rd week of July:
- To celebrate our area youth by offering scholarship programs and activities that highlight their academic, artistic talents and community spirit;
- To offer our non-profit organizations the opportunity for fundraising for their local charities through the annual Capital Lakefair Festival;
- To celebrate and recognize the Armed Forces and their families in the South Sound area;
- To promote, recognize and maintain a positive business relationship, year round, between communities and organizations throughout the South Sound Region of Puget Sound;
- To act as a professional goodwill ambassador organization both during the Capital Lakefair Festival celebration and throughout the year.

For nearly 70 years, Capital Lakefair has brought people together in celebration of community, service, youth, and tradition. In 2027, we proudly celebrate our 70th year, continuing our commitment to creating a welcoming festival that strengthens community connections and showcases the South Sound region.

CONTACT PERSON	Chris E Rea
EMAIL ADDRESS	office@lakefair.org
PHONE NUMBER	360.943.7344
STREET ADDRESS	627 Durell Rd SE Ste A102
CITY	Tumwater
ZIP CODE	98501

REQUEST

PROPOSED ACTIVITY	Capital Lakefair 2027		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	20000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	Capital Lakefair 2027		
EVENT BEGIN DATE	7/14/2027	**EVENT END DATE**	7/18/2027
YEARS EVENT HELD	0		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

The purpose of Capital Lakefair is to host our annual five-day, family-friendly community festival that celebrates the residents, businesses, and communities of Thurston County and the surrounding region. In 2027, Capital Lakefair will proudly celebrate its 70th year of bringing our community together. The festival features a wide variety of activities and attractions, including a carnival, food and retail vendors, the Lakefair Grand Parade, Senior Day, a car show, live entertainment, community activities, and a spectacular fireworks display. These events attract local residents as well as visitors, vendors, festival representatives, and participants from throughout Washington, Oregon, British Columbia, and beyond. Capital Lakefair also has a strong charitable and community service mission. Proceeds from our annual car show benefit a local charitable organization, and Lakefair awards up to $17,000 in scholarships each year to qualifying youth. The festival also provides local nonprofit organizations with valuable opportunities to raise funds and increase awareness for their programs and services. In addition to its community benefits, Capital Lakefair generates tourism and economic activity by bringing visitors to the area who utilize local hotels, restaurants, retail businesses, and other services. Our goal is to create a welcoming community celebration while supporting local youth, nonprofit organizations, businesses, and the overall vitality of Thurston County.

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

Tumwater LTAC funds would support Capital Lakefair's promotional travel and float expenses, as well as our Tumwater office, facility rental, and storage costs. Capital Lakefair's promotional travel extends throughout the Pacific Northwest, from Oregon to British Columbia. Each year, our representatives, royalty, float, and volunteers travel to more than 14 festivals, building relationships with other festival organizations and promoting Capital Lakefair and the Tumwater area. These reciprocal relationships help bring festival leaders, royalty, float crews, volunteers, and their families to our community during Capital Lakefair. Many of these visitors travel from outside the city, state, and even the country, generating overnight stays and spending on lodging, restaurants, fuel, shopping, and other local services. This directly supports our goal of

generating tourism and putting “heads in beds” in the Tumwater and greater Thurston County area. Our tourism-generating activities also include promoting the City of Tumwater through recognition on the Capital Lakefair website with the City’s logo and link, social media promotion, recognition in our annual program and event signage, and visibility during our promotional travel throughout the Pacific Northwest. 2027 will mark Capital Lakefair’s 70th year in operation, making this an especially significant year for our organization and our community. For seven decades, Capital Lakefair has brought residents and visitors together while creating opportunities to showcase our region and support local tourism and businesses. We look forward to celebrating this milestone while continuing to expand Lakefair’s reach throughout the Pacific Northwest. While there are no major changes to the overall festival format for 2027, new volunteers are leading several committees, including our entertainment stage and car show. These changes have already contributed to significant increases in attendance and participation. Capital Lakefair also enters its 70th year with an entirely new officer team, including a new President, Vice-President, Secretary, and Treasurer. This leadership team is committed to honoring Lakefair’s 70-year history while building for the future by expanding attendance, strengthening regional partnerships, increasing tourism, and continuing to make Capital Lakefair a destination event that draws visitors from throughout Washington, Oregon, British Columbia, and beyond.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$299,000
% OF BUDGET REQUESTED FROM TUMWATER	6.70%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

Capital Lakefair’s greatest resource is our dedicated network of volunteers, who contribute more than 3,000 volunteer hours each year to support our festival and year-round tourism-generating activities. Our organization currently has more than 20 active voting members, along with a much larger network of community volunteers, friends, businesses, service groups, and partner organizations that assist throughout the year. These volunteers provide the workforce necessary to successfully produce our annual five-day Capital Lakefair festival and support our promotional travel throughout Washington, Oregon, and British Columbia. Volunteer responsibilities include serving on festival committees, building and maintaining our traveling float, maintaining vehicles and equipment, coordinating and chaperoning our scholarship royalty during promotional travel, assisting with community and festival appearances, and managing the extensive set-up and take-down required during Lakefair Week. Volunteers also support events such as the parade, car show, entertainment, hospitality, vendors, and other festival activities. In addition to volunteer resources, Capital Lakefair benefits from strong relationships with local businesses, community organizations, sponsors, and other Pacific Northwest festivals. These partnerships, combined with more than 3,000 annual volunteer hours, allow our organization to promote the greater Thurston County area, welcome visitors to our community, and successfully carry out tourism-generating activities throughout the year.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED?
FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

If our proposal is only partially funded, Capital Lakefair will continue to produce our annual festival; however, we would need to reduce several activities that directly support tourism and bring visitors to the area. One of the most significant reductions would be our promotional travel. Capital Lakefair currently travels to 14+ festivals throughout Washington, Oregon, and British Columbia to promote our festival and the greater Thurston County area. With reduced funding, we would have to attend fewer festivals, limiting our ability to reach potential visitors and encourage festival organizations, royalty, float crews, families, and spectators to travel to our area. This could result in fewer overnight stays, restaurant visits, shopping, and other tourism-related spending. We would also evaluate additional reductions to festival programming. We have already reduced the number of scholarship recipients in 2026 and shortened our fireworks show because of increasing costs. With partial funding, further reductions may be necessary. These changes could affect the overall visitor experience and our ability to continue growing Lakefair as a regional tourism draw. Capital Lakefair does have other funding sources, including carnival and vendor proceeds, sponsorships, grants, fundraising, and LTAC funding from other jurisdictions. We would continue pursuing these resources and seeking additional community partnerships. However, since the pandemic, costs have increased substantially, particularly for travel, transportation, lodging, insurance, entertainment, and festival operations. Partial funding would not eliminate Capital Lakefair, but it would reduce our ability to market the festival outside the area and could limit some of the attractions and programs that encourage visitors to come to our community and stay longer. Full funding would allow us to maintain a stronger regional promotional presence and maximize the economic and tourism impact of Capital Lakefair.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
0 - last year we were awarded zero dollars	$15,000 - pending - last year we were awarded zero dollars	$20,000 - pending	0

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

Tumwater LTAC funds are used in ways that are unique from other lodging tax funds we may receive. A key distinction is that Tumwater funding helps support our office, storage, and facility rental expenses located within the City of Tumwater. Whenever possible, we also use these funds to purchase services from Tumwater businesses, including Tomato Properties, American Boat & RV Storage, Les Schwab, American Fencing, and other local businesses and service providers. This allows Tumwater’s investment in Capital Lakefair to directly support businesses within the community. Additionally, Tumwater LTAC funds help us specifically promote Tumwater through our year-round tourism and promotional activities. This includes promotional travel, float building and displays, signage and banners, media and articles, social media, and recognition in our annual official Capital Lakefair program. One of our strongest opportunities for face-to-face tourism promotion occurs during our promotional travel to 14+ festivals and community events

throughout Washington, Oregon, and British Columbia. During these visits, our representatives and royalty serve as goodwill ambassadors for the South Sound and actively promote Tumwater and the greater Thurston County area as a destination to visit, stay, dine, shop, and attend Capital Lakefair. By dedicating Tumwater LTAC funding to Tumwater-based facilities, local businesses, and tourism promotion, we can clearly distinguish these dollars from other lodging tax funds while ensuring they directly support and promote the Tumwater community.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	200,000 over 5 days
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	5,000 over 5 days
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	500 over 5 days
ESTIMATED PAID OVERNIGHT STAYS	1600 over 5 days
ESTIMATED UNPAID OVERNIGHT STAYS	35,000 per day

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

We use multiple methods and data sources to collect and estimate attendance throughout Capital Lakefair. Because Lakefair is a free, open community festival held across a large outdoor area, there is no single entrance where every attendee can be counted. Our attendance estimates are developed using information from Intercity Transit ridership, Washington State Department of Enterprise Services (DES), vendor surveys, Washington State Patrol, Olympia Police Department, carnival attendance and sales, portable restroom usage, and estimates based on the square footage and capacity of festival areas. We also track attendance at specific events and activities, including the Capital Lakefair Parade, Car Show, fireworks show, carnival, entertainment, and other Lakefair Week activities. Information collected through vendor, parade, car show, and other registrations also helps us identify participants and visitors traveling from outside the area. To better understand overnight stays and tourism impact, we ask visiting festival participants about their lodging use and provide local lodging information through our website, social media, applications, registrations, and event communications. We also utilize tourism and visitor data provided by Experience Olympia & Beyond. By combining these different sources, we can develop a well-supported estimate of overall attendance, out-of-area visitation, overnight stays, and the economic impact Capital Lakefair brings to Tumwater and the greater Thurston County region.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

Capital Lakefair actively promotes overnight stays in Tumwater lodging establishments to our participants, vendors, entertainers, visiting festival organizations, and guests traveling from outside the area. We provide

lodging information and encourage visitors to stay locally through our website, social media, applications, registrations, contracts, and both printed and digital event materials. We also share information about local restaurants, attractions, shopping, and other activities to encourage visitors to spend additional time and tourism dollars in Tumwater. Our year-round promotional travel plays an important role in generating overnight stays. Capital Lakefair representatives travel throughout Washington, Oregon, and British Columbia promoting our festival and the greater Thurston County area. Many of these festivals reciprocate by sending their festival representatives, royalty, float crews, families, and supporters to Capital Lakefair. These visitors often require overnight lodging, meals, fuel, and other services during their stay. Our arts and crafts vendors, food vendors, carnival workers, entertainment performers, parade participants, and other out-of-area visitors also create demand for lodging. We know that a number of these visitors choose Tumwater hotels because they can offer convenient and affordable lodging options while remaining close to Lakefair activities. We estimate that Capital Lakefair generates more than $25,000 annually in lodging, dining, fuel, and other visitor spending within the City of Tumwater. In addition, Capital Lakefair itself spends more than $35,000 with Tumwater businesses for facilities, storage, supplies, services, and festival operations. Across the greater Thurston County region, we estimate Capital Lakefair generates approximately $500,000 in tourism-related economic activity. By directly promoting Tumwater lodging and businesses to our out-of-area participants and visitors, we work to ensure that Tumwater benefits from the economic activity generated by Capital Lakefair.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

Capital Lakefair will actively promote Tumwater as a place for visitors to stay, dine, shop, and explore before, during, and after our five-day festival. We provide both printed and online information encouraging everyone associated with Lakefair to utilize local lodging establishments and explore nearby restaurants, businesses, parks, attractions, and other activities throughout the Tumwater area. This information is shared through our website, social media, applications, promotional materials, and other printed and digital communications. Our outreach reaches entertainment performers, food vendors, arts and crafts vendors, parade participants, car show participants, visiting festival organizations, royalty, families, volunteers, and guests attending our hospitality events. Capital Lakefair creates an increased demand for visitor services throughout our five-day festival. Because lodging near the primary festival location can become limited or more expensive during Lakefair Week, we have an excellent opportunity to specifically encourage visitors to stay in Tumwater and spend additional time exploring the community. We will promote Tumwater lodging, dining, shopping, recreation, and attractions as convenient options for visitors, helping turn a trip to Lakefair into a broader tourism experience. Our year-round promotional travel throughout Washington, Oregon, and British Columbia also provides opportunities to promote Tumwater directly to individuals and organizations planning their trips to Capital Lakefair. Experience Olympia & Beyond has provided us with attendance and visitor data that further demonstrates Lakefair's regional tourism reach and impact. We will include this

report with our supporting documentation and use this information to continue strengthening our efforts to encourage overnight stays and additional visitor spending in Tumwater.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

We have partnered with so many wonderful organizations: Experience Olympia & Beyond, The Cities of Lacey and Olympia, Thurston County, for-profit and non-profit food vendors, KGY/KAYO, Les Schwab, OlyArts, FastSigns, Thurston Talk, local school districts, FESS, Red Wind, Olympia Fraternity of Eagles, OlyFed, Heritage Bank, IBEW 76, Jacknut Apparel, Olympia Yacht Club, WFEA, ArtsWa, and the Washington State Lottery.

APPLICANT AGREEMENT

[X] **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

WASHINGTON
Secretary of State
Corporations & Charities Division

Filed
Secretary of State
State of Washington
Date Filed: 08/31/2026
Effective Date: 08/31/2026
Registration No: 1121920

Charity Renewal

ORGANIZATION INFORMATION

Organization Name:
CAPITAL LAKEFAIR, INC.
Registration Number :
1121920
Purpose/Mission of the Organization:
TO PROVIDE OUR COMMUNITY WITH AN ANNUAL SUMMER FESTIVAL, WHILE PROVIDING SCHOLARSHIP MONEY TO L OCAL HIGH SCHOOL STUDENTS, AND A RESOURCE FOR LOCAL SERVICE CLUBS (NON-PROFITS) TO RAISE MONEY.
FEIN Number:
23-7131672
Federal Tax-Exempt Status:
Yes
Federal Status Type:
501(c)(3)
UBI Number:
601 318 258
Is this Charitable Organization associated with any Corporation or LLC?-
Yes
Organizational Structure:
Jurisdiction:
WASHINGTON

CONTACT INFORMATION

Organization Email:
office@lakefair.org
Confirm Organization Email:
office@lakefair.org
Organization Website:
www.lakefair.org
Is Foreign Contact:
No
Country Code:
1
Phone Number:
3609437344
Ext:
Mailing Address:
PO Box 2569, OLYMPIA, WA, 98507, USA
Street Address:
627 DURELL RD SE, STE A102, THURSTON COUNTY, TUMWATER, WA, 98501-5890, USA
Do you use any other addresses for Solicitation -
No

FINANCIAL INFORMATION

Accounting year beginning date:
10/01/2024
Accounting year ending date:
09/30/2025
Beginning Gross Assets:
$144,331.00
Ending Gross Assets:
$279,985.00
Revenue
Gross Contributions from Solicitations:
$55,203.00
Gross Revenue from All Other sources:
$334,244.00
Total Dollar Value of Gross Receipts:
$389,447.00
Expenses
Gross Expenditures from Program Services:
$140,741.00
Total Gross from All Expenditures:
$291,231.00
Percent to Program Services:
48%

FINANCIAL HISTORY

Fiscal Begin Date	Fiscal End Date	Begin Assets	Revenue	Program Services	Expenses	End Assets	% To Program Services
10/01/2023	09/30/2024	$196,217.00	$340,548.00	$155,596.00	$325,238.00	$144,331.00	48%
10/01/2022	09/30/2023	$359,033.00	$282,700.00	$124,384.00	$286,570.00	$196,217.00	43%
10/01/2021	09/30/2022	$35,030.00	$359,033.00	$124,718.00	$193,712.00	$359,033.00	64%
10/01/2020	09/30/2021	$82,836.00	$39,982.00	$79,592.00	$79,592.00	$35,030.00	100%
10/01/2019	09/30/2020	$182,971.00	$36,777.00	$137,310.00	$153,655.00	$82,836.00	89%
10/01/2018	09/30/2019	$152,437.00	$325,300.00	$197,422.00	$294,766.00	$182,971.00	67%
10/01/2017	09/30/2018	$171,015.00	$325,528.00	$258,913.00	$344,106.00	$152,437.00	75%
10/01/2016	09/30/2017	$170,734.00	$299,403.00	$217,531.00	$290,072.00	$171,015.00	75%
10/01/2015	09/30/2016	$207,511.00	$280,965.00	$246,029.00	$312,364.00	$170,734.00	79%
10/01/2014	09/30/2015	$284,875.00	$278,842.00	$259,957.00	$354,470.00	$209,247.00	73%
10/01/2013	09/30/2014	$286,586.00	$296,357.00	$208,363.00	$298,068.00	$284,875.00	70%
10/01/2012	09/30/2013	$289,342.00	$301,997.00	$219,953.00	$304,753.00	$286,586.00	72%
10/01/2011	09/30/2012	$297,782.00	$286,966.00	$212,423.00	$219,778.00	$289,342.00	97%
10/01/2010	09/30/2011	$305,867.00	$272,304.00	$46,450.00	$263,593.00	$314,579.00	18%
10/01/2009	09/30/2010	$280,843.00	$303,883.00	$183,651.00	$275,900.00	$305,867.00	67%
10/01/2008	09/30/2009	$217,422.00	$307,053.00	$166,651.00	$233,632.00	$280,843.00	71%
10/01/2007	09/30/2008	$173,532.00	$310,311.00	$153,746.00	$261,595.00	$217,422.00	59%
10/01/2006	09/30/2007	$234,234.00	$243,757.00	$239,613.00	$304,971.00	$173,532.00	79%
10/01/2005	09/30/2006	$219,020.00	$286,171.00	$211,616.00	$265,005.00	$234,234.00	80%

This document is a public record. For more information visit www.sos.wa.gov/corporations

Work Order #: 2026083100681539 - 1
Received Date: 08/31/2026
Amount Received: $40.00

10/01/2004	09/30/2005	$177,741.00	$290,204.00	$215,425.00	$256,177.00	$219,020.00	85%
10/01/2003	09/30/2004	$142,980.00	$253,982.00	$160,637.00	$205,543.00	$177,741.00	79%

Solicitation Comments:
SPONSORSHIPS, SPONSOR VENDERS, GRANTS, FUNDRAISING, LODGING TAX DOLLARS
Did the Organization solicit or collect contributions in WA during the accounting year reported?- **Yes**

- Direct Mail
- Internet
- Personal Contact
- Telephone
- Email

Is the Organization registered to solicit outside of WA?- **No**
Does the Organization pay any of its officers or employees?- **Yes**

First Name	Last Name
CHRIS E	REA

PERSONS ACCEPTING RESPONSIBILITY

Current Officers or Persons Accepting Responsibility for the Organization

First Name	Last Name	Title	Phone #	Address
KELLI	MORGAN-AYRES	SECRETARY	3609437344	PO Box 2569, OLYMPIA, WA, 98507, UNITED STATES
KAREN	ADAMS-GRIGGS	PRESIDENT	3609437344	PO BOX 2569, OLYMPIA, WA, 98507, UNITED STATES
JAMES NEIL	TURNER	VICE-PRESIDENT	3609437344	PO BOX 2569, OLYMPIA, WA, 98507-2569, UNITED STATES
CHRIS E	REA	OFFICE MANAGER	3609437344	PO Box 2569, OLYMPIA, WA, 98507, UNITED STATES
TYLER	ADAMS	TREASURER	3609437344	PO Box 2569, OLYMPIA, WA, 98507, UNITED STATES
LARREL	O'KEEFE	CO-PRESIDENT	3609437344	PO Box 2569, OLYMPIA, WA, 98507, UNITED STATES

FINANCIAL PREPARER

Person or Business that Prepares, Reviews or Audits Financial Information:
Type:
INDIVIDUAL
First Name:
CHRIS E
Last Name:
REA
Title:
OFFICE MANAGER
Address:
PO BOX 2569, STE A102, OLYMPIA, WA, 98507-5820, USA

LEGAL INFORMATION

Do you have any Legal Actions? - **No**

COMMERCIAL FUNDRAISERS

Does the Organization use one or more Commercial Fundraisers to solicit contributions in WA?- **No**

RETURN ADDRESS FOR THIS FILING

Attention:
CHRIS E REA
Email:
OFFICE@LAKEFAIR.ORG
Address:

PO BOX 2569, OLYMPIA, WA, 98507-2569, USA

UPLOAD ADDITIONAL DOCUMENTS

Do you have additional documents to upload? **No**

SIGNATURE/ ATTESTATION

First Name:
CHRIS E
Last Name:
REA
Date:
08/31/2026
Phone Number:
360-943-7344

WASHINGTON
Secretary of State
Corporations & Charities Division

Filed
Secretary of State
State of Washington
Date Filed: 07/23/2026
Effective Date: 07/23/2026
UBI #: 601 318 258

Annual Report

BUSINESS INFORMATION

Business Name:
CAPITAL LAKEFAIR, INC.

UBI Number:
601 318 258

Business Type:
WA NONPROFIT CORPORATION

Business Status:
ACTIVE

Principal Office Street Address:
627 DURELL RD SE STE A102, TUMWATER, WA, 98501-5890, UNITED STATES

Principal Office Mailing Address:
PO BOX 2569, OLYMPIA, WA, 98507-2569, UNITED STATES

Expiration Date:
07/31/2027

Jurisdiction:
UNITED STATES, WASHINGTON

Formation/Registration Date:
07/29/1957

Period of Duration:
PERPETUAL

Inactive Date:

Nature of Business:
TO PROVIDE OUR COMMUNITY WITH A LOCAL SUMMER FESTIVAL WHILE PROVIDING SCHOLARSHIP MONEY TO LOCAL HIGH SCHOOL STUDENTS, AND A RESOURCE FOR LOCAL SERVICE CLUBS TO RAISE MONEY.

NONPROFIT GROSS REVENUE CERTIFICATION

Per RCW 24.03A.960 does the Nonprofit certify that its total gross revenue in the most recent fiscal year was less than $500,000? **- Yes**

NONPROFIT CORPORATION'S EIN

Nonprofit EIN: **23-7131672**

REGISTERED AGENT RCW 23.95.410

Registered Agent	Street Address	Mailing Address

Name		
CAPITAL LAKEFAIR INC	627 DURELL RD SE STE A102, TUMWATER, WA, 98501-5890, UNITED STATES	PO BOX 2569, OLYMPIA, WA, 98507-2569, UNITED STATES

PRINCIPAL OFFICE

Phone:
3609437344

Email:
OFFICE@LAKEFAIR.ORG

Street Address:
627 DURELL RD SE STE A102, TUMWATER, WA, 98501-5890, USA

Mailing Address:
PO BOX 2569, OLYMPIA, WA, 98507-2569, USA

GOVERNORS

Title	Type	Entity Name	First Name	Last Name
GOVERNOR	INDIVIDUAL		KELLI	MORGAN-AYRES
GOVERNOR	INDIVIDUAL		NEIL	TURNER
GOVERNOR	INDIVIDUAL		TYLER	ADAMS
GOVERNOR	INDIVIDUAL		DEBBI	BOYD

NATURE OF BUSINESS

- TO PROVIDE OUR COMMUNITY WITH A LOCAL SUMMER FESTIVAL WHILE PROVIDING SCHOLARSHIP MONEY TO LOCAL HIGH SCHOOL STUDENTS, AND A RESOURCE FOR LOCAL SERVICE CLUBS TO RAISE MONEY.

REPORTING CHANGES FOR THE CHARITABLE NONPROFIT CORPORATION

Does the Nonprofit Corporation meet exemptions of reporting as outlined in RCW 24.03A.075? **- Yes**

CONTROLLING INTEREST

State law requires the following information to be collected for the Department of Revenue. Answer the Real Estate Excise Tax (REET) questions accordingly.

All answers are initially defaulted to "No". Review for accuracy and change the answers to "Yes" if applicable.

- If the answers to questions 1 and 2a are "Yes" you must report a **Controlling Interest Transfer** to Department of Revenue per RCW 82.45.220
- Indicate by checking "Yes" or "No" to question 3 if the documentation has been filed with the Department of Revenue.

For more information about Controlling Interest, contact Department of Revenue by visiting www.dor.wa.gov/REET

1. Does this entity own (hold title) real property in Washington, such as land or buildings, including leasehold improvements?
- No
2. In the **past 12 months**, has there been a transfer of at least 16-2/3 percent of the ownership, stock, or other financial interest in the entity?
- No
   a. If "Yes", in the **past 36 months**, has there been a transfer of controlling interest (50 percent or greater) of the ownership, stock, or other financial interest in the entity?
- No
3. If you answered "Yes" to question 2a, has a controlling interest transfer return been filed with the Department of Revenue?
- No

RETURN ADDRESS FOR THIS FILING

Attention:
CHRIS E REA
Email:
OFFICE@LAKEFAIR.ORG
Address:
PO BOX 2569, OLYMPIA, WA, 98507-2569, USA

UPLOAD ADDITIONAL DOCUMENTS

Do you have additional documents to upload? **- No**

AUTHORIZED PERSON

☑ I am an authorized person.

Person Type:
ENTITY

First Name:
CHRIS

Last Name:
REA

Entity Name:
CAPITAL LAKEFAIR INC

Title:
OFFICE MANAGER

☑ This document is hereby executed under penalty of law and is to the best of my knowledge, true and correct.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 26 2004

CAPITAL LAKEFAIR INC
C/O THEODORE D SCHULTZ
206 11TH AVE SE SUITE 1
OLYMPIA, WA 98501

Employer Identification Number:
23-7131672
DLN:
17053329078013
Contact Person:
THOMAS K SHU ID# 52391
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
September 30
Foundation Status Classification:
509(a)(1)
Advance Ruling Period Begins:
November 21, 2003
Advance Ruling Period Ends:
September 30, 2008
Addendum Applies:
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make

a final determination of your foundation status.

If we publish a notice in the Internal Revenue Bulletin stating that we will no longer treat you as a publicly supported organization, grantors and contributors may not rely on this determination after the date we publish the notice. In addition, if you lose your status as a publicly supported organization, and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that we had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date he or she acquired such knowledge.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on your exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know all changes in your name or address.

As of January 1, 1984, you are liable for social security taxes under the Federal Insurance Contributions Act on amounts of $100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Internal Revenue Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Internal Revenue Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Donors may deduct contributions to you only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, gives guidelines regarding when taxpayers may deduct payments for admission to, or other participation in, fundraising activities for charity.

Contributions to you are deductible by donors beginning November 21, 2003.

You are not required to file Form 990, Return of Organization Exempt From Income Tax, if your gross receipts each year are normally $25,000 or less. If you receive a Form 990 package in the mail, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally $25,000 or less, and sign the return. Because you will be treated as

a public charity for return filing purposes during your entire advance ruling period, you should file Form 990 for each year in your advance ruling period that you exceed the $25,000 filing threshold even if your sources of support do not satisfy the public support test specified in the heading of this letter.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of $20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed $10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding $1,000,000 in any year, the penalty is $100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding $1,000,000 shall not exceed $50,000. This penalty may also be charged if a return is not complete. So, please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, we will assign a number to you and advise you of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Section 508(a)(2) of the Internal Revenue Code states we will not treat an organization organized after October 9, 1969, as an organization described in section 501(c)(3) for any period before it gives notice that it is applying for recognition of exempt status, if it gives such notice after the time prescribed in the regulations.

Section 1.508-1(a)(2)(i) of the Income Tax Regulations states that an organization seeking exemption under section 501(c)(3) must file the notice

described in section 508(a) within 15 months from the end of the month in which it was organized. The notice is filed by submitting a properly completed Form 1023, exemption application, with the key district director.

Our records show that your notice was postmarked November 21, 2003, which is more than 15 months from the end of the month in which you were organized. Since the provisions of section 508(a)(2) apply to you, the effective date of your exemption is November 21, 2003. Contributions made to you on or after this date are tax deductible.

Revenue Ruling 77-208, published in Cumulative Bulletin 1977-1, on page 153, states that if an organization does not apply within 15 months of its formation, we will not consider financial information for the period prior to the application date in determining an organization's private foundation status. Accordingly, your advance ruling covers the period beginning and ending on the advance ruling period dates shown in the heading of this letter. Contributions by donors would be deductible beginning November 21, 2003.

You may also seek relief from federal income tax for the period before the effective date of this exemption by filing Form 1024, requesting recognition of exemption under section 501(c)(4) for that period. Contributions to organizations exempt under section 501(c)(4) are not deductible.

If you elect to file Form 1024, be sure to indicate that it is intended only to cover the period during which you could not qualify under section 501(c)(3) of the Code.

You have agreed on your application for exemption under section 501(c)(3) of the Code that your exemption is effective November 21, 2003, the date your completed application was filed.

This determination is based on evidence that your funds are dedicated to the purposes listed in section 501(c)(3) of the Code. To assure your continued exemption, you should keep records to show that funds are spent only for those purposes. If you distribute funds to other organizations, your records should show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence that the funds will remain dedicated to the required purposes and that the recipient will use the funds for those purposes.

If we said in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help us resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

CAPITAL LAKEFAIR INC

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

Lois G. Lerner

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosure(s):
Form 872-C

Letter 1045 (DO/CG)

Charitable Contributions - Substantiation and Disclosure Requirements

UNDER THE NEW LAW, CHARITIES WILL NEED TO PROVIDE NEW KINDS OF INFORMATION TO DONORS. Failure to do so may result in denial of deductions to donors and the imposition of penalties on charities.

Legislation signed into law by the President on August 10, 1993, contains a number of significant provisions affecting tax-exempt charitable organizations described in section 501(c)(3) of the Internal Revenue Code. These provisions include: (1) new substantiation requirements for donors, and (2) new public disclosure requirements for charities (with potential penalties for failing to comply). Additionally, charities should note that donors could be penalized by loss of the deduction if they fail to substantiate. **THE SUBSTANTIATION AND DISCLOSURE PROVISIONS APPLY TO CONTRIBUTIONS MADE AFTER DECEMBER 31, 1993.**

Charities need to familiarize themselves with these tax law changes in order to bring themselves into compliance. This Publication alerts you to the new provisions affecting tax-exempt charitable organizations. Set forth below are brief descriptions of the new law's key provisions. The Internal Revenue Service plans to provide further guidance in the near future.

Donor's Substantiation Requirements

Documenting Certain Charitable Contributions. — Beginning January 1, 1994, no deduction will be allowed under section 170 of the Internal Revenue Code for any charitable contribution of $250 or more unless the donor has contemporaneous written substantiation from the charity. In cases where the charity has provided goods or services to the donor in exchange for making the contribution, this contemporaneous written acknowledgement must include a good faith estimate of the value of such goods or services. Thus, taxpayers may no longer rely solely on a cancelled check to substantiate a cash contribution of $250 or more.

The substantiation must be "contemporaneous." That is, it must be obtained by the donor no later than the date the donor actually files a return for the tax year in which the contribution was made. If the return is filed after the due date or extended due date, then the substantiation must have been obtained by the due date or extended due date.

The responsibility for obtaining this substantiation lies with the donor, who must request it from the charity. The charity is not required to record or report this information to the IRS on behalf of donors.

The legislation provides that substantiation will not be required if, in accordance with regulations prescribed by the Secretary, the charity reports directly to the IRS the information required to be provided in the written substantiation. At present, there are no regulations establishing procedures for direct reporting by charities to the IRS of charitable contributions made in 1994. Consequently, charities and donors should be prepared to provide/obtain the described substantiation for 1994 contributions of $250 or more.

There is no prescribed format for the written acknowledgement. For example, letters, postcards or computer-generated forms may be acceptable. The acknowledgement does not have to include the donor's social security or tax identification number. It must, however, provide sufficient information to substantiate the amount of the deductible contribution. The acknowledgement should note the amount of any cash contribution. However, if the donation is in the form of property, then the acknowledgement must describe, but need not value, such property. Valuation of the donated property is the responsibility of the donor.

The written substantiation should also note whether the donee organization provided any goods or services in consideration, in whole or in part, for the contribution and, if so, must provide a description and good-faith estimate of the value of the goods or services. In the new law these are referred to as "quid pro quo contributions."

Please note that there is a new law requiring charities to furnish disclosure statements to donors for such quid pro quo donations in excess of $75. This is addressed in the next section regarding Disclosure By Charity.

If the goods or services consist entirely of intangible religious benefits, the statement should indicate this, but the statement need not describe or provide an estimate of the value of these benefits. "Intangible religious benefits" are also discussed in the following section on Disclosure By Charity. If, on the other hand, the donor received nothing in return for the contribution, the written substantiation must so state.

The present law remains in effect that, generally, if the value of an item or group of like items exceeds $5,000, the donor must obtain a qualified appraisal and submit an appraisal summary with the return claiming the deduction.

The organization may either provide separate statements for each contribution of $250 or more from a taxpayer, or furnish periodic statements substantiating contributions of $250 or more.

Separate payments are regarded as independent contributions and are not aggregated for purposes of measuring the $250 threshold. However, the Service is authorized to establish anti-abuse rules to prevent avoidance of the substantiation requirement by taxpayers writing separate smaller checks on the same date.

If donations are made through payroll deductions, the deduction from each paycheck is regarded as a separate payment.

A charity that knowingly provides false written substantiation to a donor may be subject to the penalties for aiding and abetting an understatement of tax liability under section 6701 of the Code.

Disclosure by Charity of Receipt of Quid Pro Quo Contribution

Beginning January 1, 1994, under new section 6115 of the Internal Revenue Code, a charitable organization must provide a written disclosure statement to donors who make a payment, described as a "quid pro quo contribution," in excess of $75. This requirement is separate from the written substantiation required for deductibility purposes as discussed above. While, in certain circumstances, an organization may be able to meet both requirements with the same written document, an organization must be careful to satisfy the section 6115 written disclosure statement requirement in a timely manner because of the penalties involved.

A quid pro quo contribution is a payment made partly as a contribution and partly for goods or services provided to the donor by the charity. An example of a quid pro quo contribution is where the donor gives a charity $100 in consideration for a concert ticket valued at $40. In this example, $60 would be deductible. Because the donor's payment (quid pro quo contribution) exceeds $75, the disclosure statement must be furnished, even though the deductible amount does not exceed $75.

Separate payments of $75 or less made at different times of the year for separate fundraising events will not be aggregated for purposes of the $75 threshold. However, the Service is authorized to develop anti-abuse rules to prevent avoidance of this disclosure requirement in situations such as the writing of multiple checks for the same transaction.

The required written disclosure statement must:

(1) inform the donor that the amount of the contribution that is de-

Lakefair's Program Cover and 2026 Theme Logo



frequently asked questions

What other activities and lodging are available in the area?

There are a wide variety of opportunities to explore including local cuisine, activities, sightseeing, lodging and more while spending time in the South Sound! Learn more about cities of Lacey, Olympia and Tumwater, and plan your trip to Thurston County by visiting Experience Olympia & Beyond.

Tumwater has the Brewery Park at Tumwater Falls, the old Brewery, the Centennial Rose Garden at the historic Schmidt House, several craft breweries to try, the Olympic Flight Museum, Overlook Pointe Park, Tumwater Farmers Market, hiking/walking trails, and several excellent restaurants (don't miss the classic Eagan's/Big Tom's diner!).

Lacey has the Lacey Museum, a variety of events at Huntamer Park, swimming pools at three Lacey high schools (for those hot July days), wineries, walking/bike trails, and their fantastic Regional Athletic Complex.

While in Olympia, you can also visit the Capitol building and grounds, Capitol Lake, the Farmers Market, Hands on Children's Museum, Squaxin Park, Percival Landing Park and more.

Lakefair's contracts, applications and registrations have this info for heads in beds:

LODGING, EATING, & ACTIVITIES IN THE AREA:
Lakefair encourages vendors to check with our website FAQs for:

- Information on lodging options in the local area
- Information on food establishments in the local area
- Information on things to do while in the local area

Lakefair encourages vendors to check with our main page website to access Experience Olympia & Beyond information
Lakefair posts links to supporting cities on our main page website – the cities of Olympia, Tumwater, and Lacey

Lakefair float & royalty at Tumwater Independence Parade!!



Capital Lakefair
July 4 ·

We have a delightful time at the Tumwater Independence Day parade. The crowd was amazing, lots of colorful costumes we loved celebrating with you.



Capital Lakefair
July 1 ·

The Tumwater Independence Day Parade may be one of our local parades, but this year it is going to be EXTRA special as we celebrate the 250th anniversary of the signing of the Declaration of Independence. 🇺🇸✨ You can expect huge crowds, patriotic spirit everywhere, and enough red, white, and blue to make Uncle Sam proud.

This parade is always a hometown favorite, but with such a historic milestone, it is shaping up to be one giant celebration for the community. And of course, keep an eye out for Donna the Dragon as she proudly struts her stuff down the parade route in full celebratory style. Honestly, if dragons could sparkle with patriotism, Donna would probably be visible from space. 🐉💖

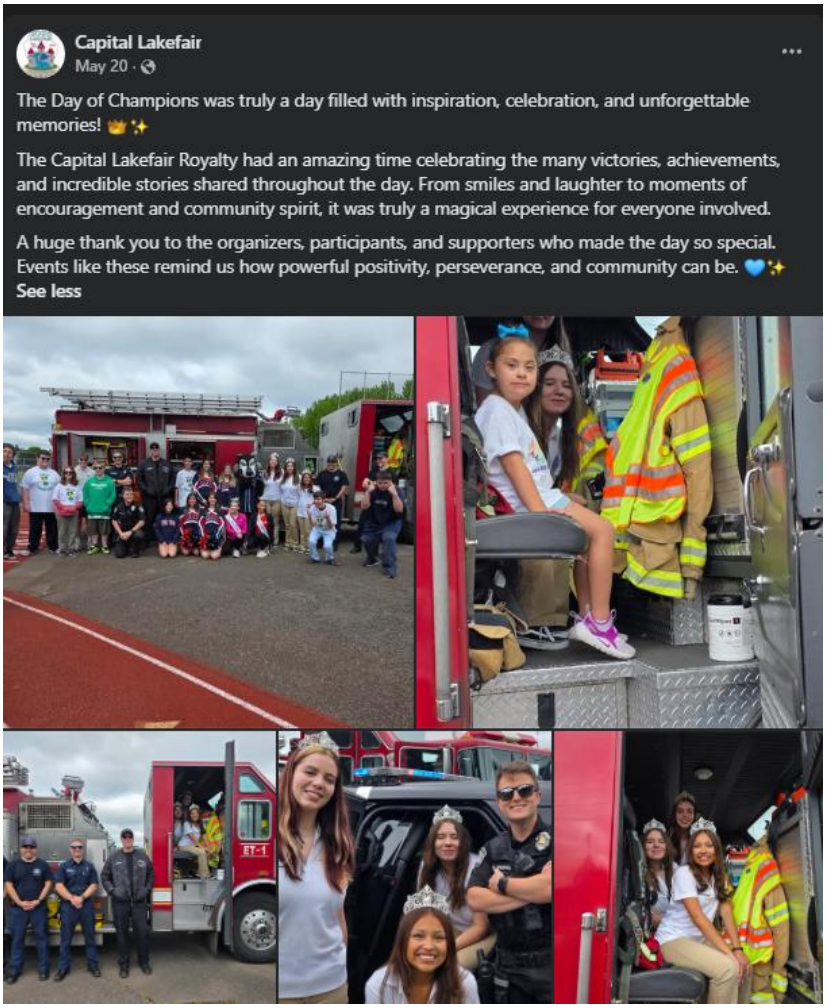
Celebrate the 4th of July in Tumwater!

📅 Saturday, July 4, 2026
🕚 11:00 a.m.
📍 Capitol Boulevard to Israel Road SW

Bring your flags, your parade cheers, and possibly sunscreen.
https://www.ci.tumwater.wa.us/.../tumwater-4th-of-july... See less



Lakefair Royalty at Tumwater District Stadium's Day of Champions



Lakefair Royalty at Tumwater Rotary Club



Lakefair's Traveling Float Signage



Lakefair's Float Signage on the back of the Float



Advertising/Marketing will continue to consist of:

- Hosting/Hospitality Events for other festival heads/VIPs
- Hosting hotel and other local venues (Tumwater)
- Signage
    - New Float Sign with NEW theme EVERY year
    - Signage on float trailer
- Print and/or Online Articles/Ads/Press Releases
    - OlyArts
    - New Neighbors Guide
    - Experience Olympia & Beyond
    - Distribution of Print Publications
- Radio Campaigns
    - KGY/KAYO
- Official Lakefair Program
- Logo placement on banners and signage
- Banners w/logos hung by DES by the Capitol Building
- Banners w/logos hung by the City of Olympia in downtown Olympia
- Street Pole Banners w/logos hung on Capitol Way and 5th Avenue
- Promotional materials including themed t-shirts, themed pins, etc.
- Promotional travel from Oregon to British Columbia
- Giving/Charities which include The Strophy Foundation
- Sponsorships
- Website Content
    - Sponsors/Partners
    - Applications
    - Entry Forms
    - Information Sheets
    - FAQs
- Social Media Campaigns
    - Carnival
    - Vendors
    - 50+ at the Park
    - Car Show
    - Parade
    - Fireworks
    - Sponsors
    - Entertainers
    - Note that our festival is a social media influencer

We will add email marketing and contact other publications, radio, and local news.

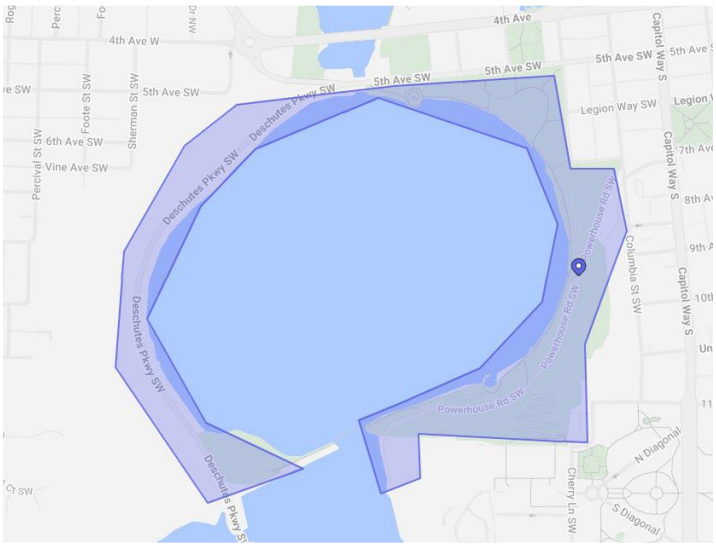
We will work more closely with Experience Olympia & Beyond with their excellent resources.

Thank you, Tumwater, for your years of Support!!!

2026 Capital Lakefair

This report has been prepared for the exclusive use and benefit of the addressee(s) and solely for the purpose for which it is provided. At our discretion, this report may also be shared with municipalities upon request. We do not accept any liability if this report is misrepresented or used for an alternative purpose from which it is intended nor liability to any third party.

POI – July 15 – 19, 2026



Unique Attendees Estimates

Total Attendees (local & out of area)	55,070
Local Attendees	50,686
Visitors (50+ miles away)	4,384

Source: Placer.ai

Unique Visitors (50+miles away) Estimates

Visitors 50+ miles away may represent various groups including general attendees attending for personal enjoyment or to learn a new skill as well as industry professionals like retailers, distributors, vendors, speakers, government representatives, and media.

In-State vs. Out-of-State Visitors	
In-State Visitors (50+ miles away)	2,669

Out-of-State Visitors (50+ miles away)	1,715
Visitors (50+ miles away) spending at least 1 night in Thurston County who stayed in **paid** lodging*	44

Source: Placer.ai

**This is measured by mobile device data and does not represent room nights.*

Top 3 Out of Area Origin Markets (50+ miles away)

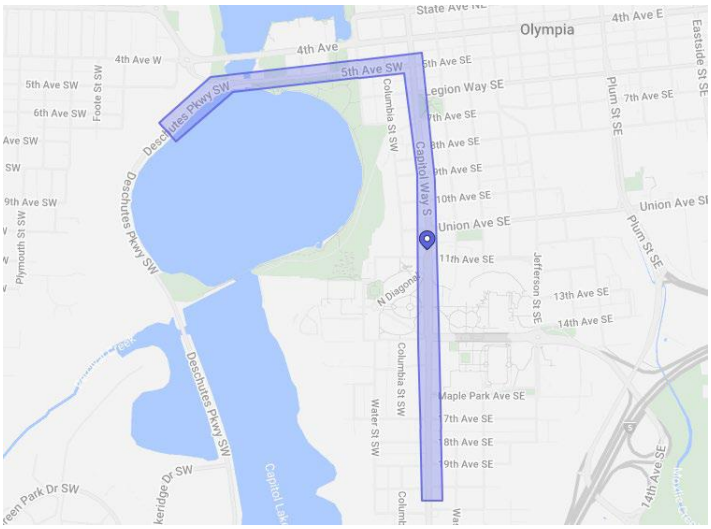
Hoqium
Tucson Area, AZ
Bellevue

Source: Placer.ai

2026 Capital Lakefair Parade

This report has been prepared for the exclusive use and benefit of the addressee(s) and solely for the purpose for which it is provided. At our discretion, this report may also be shared with municipalities upon request. We do not accept any liability if this report is misrepresented or used for an alternative purpose from which it is intended nor liability to any third party.

POI – July 18, 2026



Unique Attendees Estimates

Total Attendees (local & out of area)	10,983
Local Attendees	9,784
Visitors (50+ miles away)	1,199

Source: Placer.ai

Unique Visitors (50+miles away) Estimates

Visitors 50+ miles away may represent various groups including general attendees attending for personal enjoyment or to learn a new skill as well as industry professionals like retailers, distributors, vendors, speakers, government representatives, and media.

In-State vs. Out-of-State Visitors	
In-State Visitors (50+ miles away)	950
Out-of-State Visitors (50+ miles away)	249
Visitors (50+ miles away) spending at least 1 night in Thurston County who stayed in **paid** lodging*	11

Source: Placer.ai

**This is measured by mobile device data and does not represent room nights.*

Top 3 Out of Area Origin Markets (50+ miles away)

Seattle
Ellensburg
Kent

Source: Placer.ai

APP

APPROVED AND FILED
JUL 29 1957
VICTOR A. MEYERS
SECRETARY OF STATE
BY Paul Neiman
ASSISTANT SECRETARY OF STATE

ARTICLES OF INCORPORATION

OF

CAPITAL LAKEFAIR, INC.

KNOW ALL MEN BY THESE PRESENTS; That we, the undersigned, residents and citizens of the State of Washington and of the United States of America, do hereby certify that we do, by these presents, associate ourselves together for the purpose of forming a corporation under and by virtue of the laws of the State of Washington, particularly Chapter 24.08 of the Revised Code of Washington, and for that purpose do hereby make, subscribe and acknowledge in triplicate the following Articles of Incorporation:

ARTICLE I.

The corporate name of this corporation shall be "Capital Lakefair, Inc." and its principal office and chief place of business shall be c/o Olympia Chamber of Commerce, Olympia, Washington.

ARTICLE II.

This corporation shall have no capital stock and any person who conforms to the terms and by-laws of the corporation may become a member.

ARTICLE III.

The objects for which the corporation is formed are as follows:

(a) To establish annually a festival for the citizens of the area to be centered around Capital Lake located in the City of Olympia, Washington, with provisions to be made for various kinds of sporting events on and around the lake and in the vicinity, and also for the erection of booths to provide for

concessions, including vending stands, display exhibits, and commercial devices for pleasure and enjoyment, to be conducted over a period of one day or more, and such other celebrations as is deemed advisable by the directors.

(b) To provide for dramatic presentations, pageants, parades, musical concerts, displays, and other fitting ceremonies and services and activities in which the general public may participate through this corporation and find wholesome enjoyment through the media outlined, and conduct any and all other activities consistent with the purposes outlined herein.

(c) To purchase, buy, have and otherwise acquire, own and hold property, real and personal, such as will permit the carrying out of the general intents and purposes of this organization.

(d) To have all powers and privileges conferred by law upon corporations of this character.

ARTICLE IV.

This corporation is not founded for pecuniary profit nor for the purpose of carrying on any business, trade, vocation or profession for profit.

ARTICLE V.

The affairs of this corporation shall be managed by a board of five or more trustees which may be changed at any time by the trustees at a regular meeting or at a special meeting called for that purpose, but shall never be less than two. The names of those who shall serve as trustees for the first six months, or until their successors are duly elected and qualified, shall be: Charles Afdem, President; Michael J. Contris, Vice President; Hartly H. Kruger, Secretary-treasurer; Milton Bosell

and Eldon Marshall, Directors; each of whom is a citizen of the United States and a resident of the State of Washington.

IN WITNESS WHEREOF, we, the said incorporators, have hereunto set our hands and seals this 25th day of July, 1957.

Charles Afdem

Michael J. Contris

Hartly H. Kruger

Milton Bosell

Eldon Marshall

STATE OF WASHINGTON)
) ss.
County of Thurston)

This is to certify that on the 25th day of July, 1957, before me the undersigned, a notary public, came Charles Afdem, Michael J. Contris, Hartly H. Kruger, Milton Bosell, and Eldon Marshall, the incorporators named, to me known to be the individuals described in and who acknowledged, each for himself, and not one for the other, that he signed said instrument as his free and voluntary act and deed.

WITNESS my hand and seal this 25th day of July, 1957.

Notary Public in and for the State of Washington, residing at Olympia

Item 5.

No 137537

Articles of Incorporation

OF THE

Capital Lakefair, Inc.

Place of business Olympia

Time of existence - - - *years*

Capital stock, $ None

STATE OF WASHINGTON, *ss.*

Filed for record in the office of the Secretary of State July 29, 1957

at 10:00 *o'clock* A. *M.*

Microfilmed, Roll No. 151

Page 229

Domestic Corporations

Secretary of State.

Filed at request of

Ralph R. Gilby, Attorney

202 First National Bank Bldg.

Olympia, Washington

Filing and recording fee, $ 5.00

License to June 30, 19....., $.....

Certificate mailed AUG 20 1957

.....*to above address*

Indexed **Photographed**

S. F. No. 1108—12-56—5M. 47385.

3

336

BY-LAWS OF CAPITAL LAKEFAIR:

ARTICLE I

ORGANIZATION, COMPOSITION, AND GENERAL POWERS

SECTION 1: NAME AND GEOGRAPHIC AREA:

A. The name of the organization is Capital Lakefair, Incorporated, here-in after known as Lakefair.

B. The geographic area of Lakefair includes Thurston County.

SECTION 2: PURPOSE:

The purpose of Lakefair shall be:

A. To provide several days of recreation, fun, and fellowship the third week in July.

B. To bring attention to our beautiful Capitol city.

C. To ensure that the Lakefair Float(s) participate in as many community festivals as economically feasible within the parameters of maximum exposure per event.

D. To provide educational opportunities through annual Scholarships to our royalty court.

E. Produce and promote educational and scientific events for children.

SECTION 3: ENDORSEMENTS:

Neither Capitalarian or Lakefair employees, in official capacity as such, shall approve, sponsor, or endorse, either directly or indirectly, any public or private enterprise operated for profit, any political party or candidate, or any other organization except as specifically approved by Lakefair.

ARTICLE II

MEMBERSHIP

SECTION 1: MEMBERS; GENERAL PROVISIONS

A. Lakefair membership is open to individuals who will endorse the purposes of Capital Lakefair.

B. Capitalarians who are active and in good standing are eligible to vote on matters affecting Lakefair.

SECTION 2: CANDIDATE AND TRANSFER CANDIDATE CAPITALARIAN GENERAL PROVISIONS

A. Any person twenty-one years of age or older who desires to become a Capitalarian must first complete an application that must be signed by his or her Sponsoring Capitalarian.

B. After completing an application, a Candidate Capitalarian must:

1. Actively work on one or more committees for three months, and at that time they would be considered by the Membership & Nominating Committee.

2. Commit to attending not less than three regular meetings during the year. If a Candidate Capitalarian is unable to attend the required number of meetings, this requirement may be fulfilled by additional participation in other official Lakefair activities or services.

3. Applicant shall complete a background check.

C. After completing an application, a transfer Candidate Capitalarian (member of another festival) must:

1. Work on one or more committees for not less than three months.

2. Attend not less than three regular meetings in a year.

D. After serving and providing evidence of meeting the required commitments as a Candidate Capitalarian, or a Transfer Candidate Capitalarian, such persons must be recommended in writing for membership to the Board of Directors by the Sponsor or Chair of a committee on which the Candidate or Transfer has served.

E. The letter or recommendation from the Sponsor or committee chair should state, in general, the areas in which the Candidate has worked with Lakefair and the reasons why the Sponsor or Chair feels the Candidate would make an acceptable Capitalarian.

F. Capitalarians are responsible for purchase of their uniform.

G. Candidate Capitalarian and Transfer Candidates Acceptance.

1. The letter (D above) of recommendation shall be submitted to the Membership and Nominating Committee Chair.

2. The Membership and Nominating Committee, after reviewing the letter, shall submit to the Board of Directors a recommendation regarding each Candidate or Transfer Candidate Capitalarian.

3. The Board of Directors shall, after considering the recommendation of the Membership and Nominating Committee, submit the name or names of Candidates or Transfer Candidates nominated at the next general meeting.

4. Opposition to a Candidate or Transfer Candidate becoming a Capitalarian should take the form of a letter to the President. Such letters of opposition from Capitalarians will be accepted by the President for fifteen days following the date of the meeting at which the nominations were read. If no letters recommending rejection are received, the President shall notify the Candidate's Sponsor that the Candidate has been accepted and will be introduced at the next meeting as a new Capitalarian and will receive the dress blazer, name tag, and Membership Certificate.

SECTION 3: CAPITALARIANS: GENERAL PROVISIONS

A. A Capitalarian is a person twenty-one years of age or older who, by virtue of his or her work and service to Lakefair, has been accepted as a "Capitalarian."

B. Capitalarians are encouraged to serve on at least one committee of their choice and participate in *at least one out-of-town festival*.

C. Capitalarians shall be distinguishable by wearing identical uniforms during the festival days and other appropriate times or at the request of the President to promote Lakefair. The Lakefair emblem shall always be worn on the left breast pocket, and the nameplate shall always be worn on the right lapel of the dress blazer.

D. A Capitalarian may submit a request for a Leave of Absence to the Board or Directors.

E. Any Capitalarian who has been inactive for one full year may be requested by the Board of Directors to come before the Membership and Nominating Committee to determine the Capitalarians future interest in Lakefair.

As a result of this meeting the Membership and Nominating Committee shall make a recommendation to the Board of Directors as to the future membership status of this Capitalarian.

F. A Capitalarian remains a Capitalarian until he or she chooses to resign, become an Honorary Capitalarian, or is removed from Capitalarian status by action of the Board or Directors.

SECTION 4: HONORARY CAPITALARIANS: GENERAL PROVISIONS

A. A Capitalarian who by virtue of his or her work and service to Lakefair may elect to become an Honorary Capitalarian through the following procedure:

1. Have had ten years continuous service as a Capitalarian.

2. Request Honorary Capitalarian status in writing to the Board of Directors.

B. An Honorary Capitalarian may return to active status upon submission of a written request to the Membership and Nominating Committee for recommendation to the Board and Membership.

C. An Honorary Capitalarian may attend meetings, take part in discussions, and participate in all activities, but will have no voting privileges. Uniforms for Honorary Capitalarians shall be the same as for Capitalarians.

ARTICLE III

MEETINGS

SECTION 1: ANNUAL MEETING

A. Lakefair shall hold an annual meeting in September for the purpose of electing Officers, Board of Directors, and adoption of the annual financial resolution, and other business as may be transacted, as appropriate.

B. Thirty-three percent of the Capitalarians shall constitute a quorum.

SECTION 2: REGULAR MEETINGS

A. The schedule of regular meetings will be established by the Board or Directors and held each month January through October.

B. The Capitalarians present shall constitute a quorum for the transaction of business.

SECTION 3: SPECIAL MEETINGS

A. A Special meeting of Lakefair may be called by the President, or by the Board, or by a written petition to the Board signed by not less than thirty-three percent of the Capitalarians, provided that the purpose of such meeting is set forth in the meeting notice.

B. Only the business stated in the written notice or call shall be transacted. All rules and procedures at the meeting shall be the same as those for a regular meeting.

SECTION 4: BOARD MEETINGS

A. Board of Director Meetings will be held each month January through October.

B. The Board of Directors must meet in a regular or special meeting in order to transact business.

C. A special meeting of the Board of Directors shall be held, if requested in writing, by a majority of the members of the Board of Directors, or at the call of the President. The Secretary shall issue a written notice stating the

time, place, and purpose of the meeting and the business to transacted. Only the business stated in the written notice or call shall be transacted.

D. A simple majority of the members of the Board of Directors shall constitute a quorum for the transaction of its business.

SECTION 5: GENERAL

A. The notice of each meeting and the agenda of Lakefair, stating the time and location, shall be provided to every member. The notice of each regular meeting shall be issued at least seven calendar days before the date of the meeting.

B. The Board will submit any issue for action to the membership.

C. No new budget items will be voted upon at a regular Lakefair meeting unless previously considered by the Board.

D. All recommendations by the Board of Directors shall be voted upon by the Capitalarians at a regularly scheduled Lakefair meeting.

E. The Sponsor and the presiding officer shall be responsible for ensuring that Candidate Capitalarians are properly introduced at all meetings.

ARTICLE IV

OFFICERS

SECTION 1: OFFICER TITLES

The Officers of Lakefair shall consist of President, First Vice President, Second Vice President, Secretary, and Treasurer.

SECTION 2: DUTIES

1. The officers' duties shall be in accordance with the rules, policies and procedures adopted by the Capitalarians.
2. The President, Vice President, Treasurer, and immediate past President shall be the signers on the Capital Lakefair bank account. This shall be updated with the bank each year when there are any changes to the Officers.

SECTION 3: VACANCIES

If a vacancy should occur among the officers, the Membership and Nominating Committee shall select a name to fill the existing office and a special election shall be held within thirty days to fill said vacancy.

ARTICLE V

BOARD OF DIRECTORS

SECTION 1: COMPOSITION

The Board of Directors shall consist of:

A. The officers for their term of office.

B. Six Board Members.

SECTION 2: TERMS OF OFFICE

A. Officers' terms shall be for one year.

B. Directors' terms of office shall be three years. Terms shall be staggered such that one-third of the Directors is serving for one year, one-third serving two years and one-third serving three years.

SECTION 3: VACANCIES

If a vacancy should occur among the Directors, the President shall recommend a Capitalarian to serve as Director until the next annual election meeting and said Capitalarian shall be approved by the Board of Directors, at which time nominations will be made to fill the un-expired term.

SECTION 4: DECISIONS AND MINUTES

A. Every decision of the Board of Directors shall be by a simple majority vote, unless otherwise required by these By-Laws.

B. Written minutes of every meeting of the Board of Directors, recording the members in attendance, the matters before the meeting and every action taken shall be kept by the Secretary in the Book of Minutes of Lakefair. The minutes of each meeting shall be signed by the President or other officer who presided at the meeting.

C. The Secretary shall provide minutes that will include decisions and recommendations to the membership for action at each regular meeting of Lakefair. Minutes will be distributed with the upcoming agenda.

SECTION 5: BOARD SPECIFIC POWERS

The Board shall:

A. Adopt and present a final Annual Budget to the General Membership at the February General Meeting.

B. Authorize the transfer of funds within the constraints of the budget and allocate unanticipated revenues.

C. Employ and direct the Executive Director and any other staff.

D. Interpret the By-Laws and policies and procedures.

E. Executive Search & Compensation shall be conducted by the Board of Directors.

SECTION 6: REMOVAL FROM THE BOARD

Any Board Member who has been absent from two regularly scheduled meetings of the board within a twelve-month period, unless such absence is specifically excused by the President, may be removed by majority vote of the Board.

ARTICLE VI

ELECTIONS

SECTION 1: NOMINATIONS OF OFFICERS, DIRECTORS, AND MEMBERSHIP AND NOMINATING COMMITTEE.

A. The Membership and Nominating Committee shall select one name for each Officer and open Director Position annually.

B. The Membership and Nominating Committee shall select one name for a three-year term for a Capitalarian position on the Membership and Nominating Committee annually.

C. The report of the Membership and nominating Committee shall be submitted to the Board Secretary not later than the First Thursday in August. The report of the Membership and Nominating Committee shall be distributed to Capitalarians no later than September 1st.

D. Election of Officers and Directors will be held at the Annual Meeting in September. Nominations from the floor will be accepted for open Director positions only.

SECTION 2: ELECTIONS

A. Ballots shall be prepared for candidates nominated. Those receiving the highest number of votes from all Capitalarians present shall be declared elected.

B. Newly elected Officers and Directors shall take office at the October meeting.

ARTICLE VII

COMMITTEES

SECTION 1: COMMITTEE GENERAL AUTHORITY

A. Committees are authorized to carry out their duties as prescribed by the policies and procedures of Lakefair.

B. No committee shall exceed its budget amount without prior approval of the Board of Directors.

C. No committee shall commit Lakefair to any matter without specific prior approval by the Board of Directors.

D. Any expense over $100 shall be approved by committee chair, Executive Director, or Board, prior to purchase, and supply receipt.

SECTION 2: COMMITTEE CHAIRS

A. Upon being elected, the President will make appointments of Committee Chairs.

B. In the event of a vacancy, the President shall appoint a replacement.

C. All Committee Chairs shall serve for one year.

SECTION 3: STANDING COMMITTEES

A. Allied Events

B. Budget & Finance

C. Car Show

D. Concessions

E. Fair Facilities

F. Family Events

G. Float

H. Hospitality

I. Marketing

J. Parade

K. Royalty

SECTION 4: ELECTED COMMITTEES

Membership and Nominating:

A. The Committee shall consist of four Capitalarians, one of which shall be the immediate Past President.

B. Terms for the elected Capitalarians shall be for three years and shall be staggered.

SECTION 5: APPOINTED COMMITTEES

A. Audit – The Committee shall consist of not less than three Capitalarians who shall all be appointed by the President.

B. Policy Review / By-Laws – The Committee shall consist of not less than five members including the Chair who will be appointed by the President.

C. Sunshine

SECTION 6: SPECIAL COMMITTEE AUTHORIZATION

A. Special committees may be authorized by the President and the Board of Directors; and shall be abolished by the authorizing body.

ARTICLE VIII

PERSONNEL

SECTION 1: GENERAL

A. The Board of Directors may hire such personnel as necessary and assign their duties and salaries.

B. All personnel matters will be handled by the Board of Directors.

SECTION 2: EXECUTIVE DIRECTOR

A. The Board shall be authorized to employ an Executive Director who shall be the operating administrator of Lakefair and / or Administrative Coordinator who shall assist in the administration of Lakefair.

B. The Executive Director shall be responsible to the Board of Directors. The Staff shall be responsible to the Executive Director or President in the absence of an Executive Director.

SECTION 3: OFFICE STAFF

A. The Board shall be authorized to employ Office Staff who shall assist the Executive Director and / or Office Manager of Lakefair.

B. The Office Staff shall be responsible to the Executive Director and/or the Board of Directors.

ARTICLE IX

GENERAL FINANCES

SECTION 1: FISCAL YEAR

The Fiscal Year of Lakefair shall begin October 1, and end on September 30.

SECTION 2: ANNUAL BUDGET

A. The Budget and Finance Committee, with the assistance of the Executive Director and Committee Chairs, shall prepare a Budget for presentation to the Board of Directors at the September meeting. The Budget will then be considered and voted upon by the Capitalarians at the October meeting.

B. The adopted Annual Budget may be adjusted, as necessary, during the fiscal year, by the Capitalarians upon recommendation of the Board of Directors within the constraints of the approved Budget and any unanticipated additional revenues.

ARTICLE X

AMENDMENTS TO BY-LAWS

SECTION 1: GENERAL

A. Written notice and copies of the Proposed Amendments shall be filed with the Board of Directors at least fifteen days before the meeting at which the amendment(s) will be considered.

B. Written notice and a copy of the Proposed Amendment(s) shall be given to the Capitalarians at least seven days before the meeting at which the amendments(s) will be considered.

C. The by-laws may be amended at any Regular or Annual Meeting by an affirmative two-thirds vote.

Lodging Tax Application Form

Lodging Tax Applicant	Capital Lakefair

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:		
Source		**Amount**
Sponsorships:		$20,000.00
Admission:		$2,200.00
Reserves:		$2,500.00
Donations/Contributions:		$700.00
Grants:		$2,500.00
Program Service Fees:		$4,000.00
In-kind Donations:		$500.00
Gift Shop:		$10,000.00
Vendor Fees:		$85,000.00
Fundraising Activities:		$11,000.00
City of Lacey Lodging Tax:		$0.00
City of Olympia Lodging Tax:		$20,000.00
City of Tumwater Lodging Tax:		$10,000.00
Thurston County Lodging Tax:		$0.00
Other Sources of Revenue: (specify)	Car Show	$6,000.00
Other Source:	Carnival Proceeds	$190,000.00
Other Source:		
Other Source:		
Total Revenue:		**$364,400.00**

Project Expenses:		
Personnel: (salaries and benefits.)		$30,000.00
Adminstration: (utilities, phone, etc.)		$6,000.00
Marketing and Promotion:		$29,000.00
Professional / Consultant Fees:		$11,000.00
Equipment:		$62,000.00
Facility / Event Venue Rental:		$130,000.00
Travel: (please specify)		$18,000.00
All Other Expenses: (please specify)	Hospitality	$11,000.00
Other Source:	Entertainment	$52,000.00
Other Source:	Scholarships	$17,000.00
Other Source:	Charity	$7,000.00
Total Expenses:		**$373,000.00**
Program Excess Deficit:		**-$8,600.00**

Lodging Tax Final Report Form

WHO SHOULD FILL OUT THIS FORM?

Sponsors or operators of special events, festivals, or tourism promotion agencies that use lodging tax funds for part or their entire budget during the past year, or operators of tourism-related facilities that are 501(c)3 or 501(c)6 non-profit organizations. Use a separate form for each event or facility.

WHAT IS THIS INFORMATION USED FOR:

Each jurisdiction in Washington that provides lodging tax funds for local events, festivals, tourism promotion agencies, or non-profit operations of tourism-related facilities is required to report how these funds are used and list the economic benefits to the Legislature. Each jurisdiction is responsible for collecting information and reporting on the total lodging tax revenue. The jurisdiction staff prepares the remainder of the report from the information collected from each recipient of these funds.

INSTRUCTIONS FOR FILLING OUT THIS FORM:

If you received lodging tax funds to support an event, festival, marketing, tourism promotion agencies, or tourism facility, you must complete the attached form to be eligible for future lodging tax funds. Failure to comply with this requirement will eliminate your organization from future funding opportunities. The report will be considered incomplete if information is not provided for each item. The Joint Legislative Audit and Review Committee states: although the law uses the term "actual" attendance, in instances where obtaining an actual attendance count by attendee category is impractical, a good faith best estimate will suffice.

Special Event or Festival: This report must be completed within 30 days immediately following the completion of the special event or festival (or within 30 days at the end of the calendar year - whichever occurs first). Use a separate form for each special event or festival.

Marketing/Tourism Promotion Agencies: This report must be completed and returned to the City no later than 30 days at the end of the calendar year in which the organization advertised and promoted the City of Tumwater, providing information that covers the entire year.

Facility: This report must be completed and returned to the City no later than 30 days at the end of the calendar year in which the facility operated, providing information that covers the entire year. Facility encompasses activities related to facility acquisition, upkeep, and renovation.

Send the completed form by U.S. Mail to The Executive Department, City of Tumwater, 555 Israel Road SW, Tumwater, WA 98501; or via email.

Lodging Tax Final Report Form

Organization's Name: Capital Lakefair Inc

Submitted By: Chris E Rea x Date: 8.17.26

Email Address: office@lakefair.org Phone: 360.943.7344

This Report Covers:

Activity Name: Lakefair 2026

Activity Type: X Special Event/Festival X Marketing/Tourism X Facility Promotion Agency

Activity Start Date: 7.15.26 Activity End Date: 7.19.26

Total Activity Cost: 304000

Total amount of Tumwater lodging tax funds requested: 20000

Total amount of Tumwater lodging tax funds expended: 9125

Total amount of lodging tax funds expended from all jurisdictions: 29125

DEFINITIONS OF METHODOLOGY FOR QUESTIONS

This methodology is defined by the Joint Legislative Audit and Review Committee and is used for reporting to the Legislature about the use of lodging tax for each jurisdiction.

- **Direct Count:** Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts, or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides likely to be affected by an event.
- **Indirect Count:** Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.
- **Representative Survey:** Information collected directly from individual visitors / participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

- **Informal Survey:** Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.
- **Estimate:** Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (three (3) sq. ft.).
- **Other:** (please describe) Please see description of other types of methodologies used

Overall Attendance: Enter the total number of people predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who attended this activity; and the method used to determine attendance.

Predicted: 180k over 5 days Actual (Estimated): 200k over 5 days

Methodology (definitions provided above): all & other

Explain Tracking Method: Estimates from DES, WSP, OPD, Vendors, Carnival Sales, InterCity Transit, etc.

50+ Miles – Attendance: Enter the total number of people who travelled greater than 50 miles predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who travelled more than 50 miles to attend this activity; and the method used to determine attendance.

Predicted: 5k over 5 days Actual (Estimated): 5k over 5 days

Methodology (definitions provided above): all & other

Explain Tracking Method: Estimates from DES, WSP, OPD, Vendors, Carnival Sales, InterCity Transit, etc.

Out Of State / Country – Attendance: Enter the total number of people from outside the state and country predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people from outside the state and country who attended this activity; and the method used to determine attendance.

Predicted: 400 over 5 days Actual (Estimated): 500 over 5 days

Methodology (definitions provided above): all & other

Explain Tracking Method: Estimates from DES, WSP, OPD, Vendors, Carnival Sales, InterCity Transit, etc.

Paid For Overnight Lodging – Attendance: Enter the total number of people predicted to pay for overnight lodging in Tumwater to attend this activity (this number would have been submitted on your application for funds); the actual number of people who paid for overnight

lodging and attended this activity; and the method used to determine attendance.
Predicted: 200 Actual (Estimated): 250

Methodology (definitions provided above): all & other

Explain Tracking Method: Estimates from DES, WSP, OPD, Vendors, Carnival Sales, InterCity Transit, etc.

Did Not Pay For Overnight Lodging – Attendance: Enter the total number of people predicted to attend this event without paying for overnight lodging in Tumwater (you would have submitted this number on your application for funds); the actual number of people who attended without paying for overnight lodging; and the method used to determine attendance.

Predicted: 35k per day Actual (Estimated): 35k per day

Methodology (definitions provided above): all & other

Explain Tracking Method: Estimates from DES, WSP, OPD, Vendors, Carnival Sales, InterCity Transit, etc.

Paid Lodging Nights: Enter total predicted lodging nights in Tumwater (this number would have been submitted on your application for funds); and actual number of paid lodging nights. (One lodging night = one or more persons occupying one room for one night); and the method used to determine attendance.

Predicted: 200 Actual (Estimated): 250

Methodology (definitions provided above): all & other

Explain Tracking Method: Estimates from DES, WSP, OPD, Vendors, Carnival Sales, InterCity Transit, etc.

Please describe any other information that demonstrates the impact of increased tourism attributable to the Special Event, Festival, or Tourism-Related Facility.

We receive estimates from InterCity Transit, WA DES, WSP, OPD, vendors, carnival sales, gatekeepers, and we also estimate based on square footage of area for daily and specific events (car show, parade, fireworks, etc.). We talk to invited festival heads from other festivals about their lodging. We're still waiting on the visitor counts report from Experience Olympia & Beyond to get their attendance data.

TUMWATER SPECIFIC QUESTIONS:

Did you experience a higher number of tourists this year? If not, what do you think was a contributing factor?

Our number of tourists tends to stay about the same every year, unless there is a weather event (too hot, rainy, windy, etc.). Lakefair is a treasured tradition for current residents, past residents, and the people they bring to Olympia with them.

Did you complete all the items on your Scope of Work consistent with your application submitted to the Lodging Tax Advisory Committee? If not, which items do you still need tocomplete? Do you plan on completing those items with your own resources? If so, when?

Yes, we completed all the items on our Scope of Work consistent with the Tumwater application we submitted.

Do you plan to do anything differently next year to expand your event, increase tourism to Tumwater, or increase visitors to your facility?

Yes. We have a new Capitalarian who has come into the president's role and she has so much to contribute to Lakefair. There will be changes. Not sure what yet. Better website, better recognition of sponsors and supporters like the City of Tumwater. We finally started advertising on our float truck but it's still being tweaked so that we can promote Tumwater on our promotional float trips. We would like for the City of Tumwater to provide signage for our float truck.

2027 Lodging Tax Application submitted online from Tumwater Soccer Club for the amount of $15,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Tumwater Soccer Club		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	03-0509999
WEBSITE	https://www.tumwatersoccerclub.org/		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

The Tumwater Soccer Club is a volunteer organization and is always looking for people interested in being Board Members or Coaches. The emphasis of our program is to:
Teach and promote the game of soccer
Encourage courtesy, proper conduct, and respect for authority by players, officials, and spectators.
Promote sportsmanship, leadership, and teamwork while developing physical fitness and mental alertness.

CONTACT PERSON	Blaine McGuire
EMAIL ADDRESS	tsckitgdirector@gmail.com
PHONE NUMBER	360-490-8273
STREET ADDRESS	410 grant ave
CITY	shelton
ZIP CODE	98584

REQUEST

PROPOSED ACTIVITY	2027 Kick In The Grass		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	15000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	2027 Kick In The Grass		
EVENT BEGIN DATE	7/16/2027	**EVENT END DATE**	7/18/2027
YEARS EVENT HELD	47		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

Youth Soccer Tournament

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

no major changes since last funding cycle

BUDGET

TOTAL PROJECT/EVENT BUDGET	$50,000
% OF BUDGET REQUESTED FROM TUMWATER	30%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

40 volunteer hours, our 8 board members will volunteer throughout the tournament, and we will need 15-20 more

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED? FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

services will still happen just at a lesser capacity, all the funds we use go directly towards financial aid, referee fees, field rentals, and registration costs for the following year.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
na	na	na	na

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

na

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	8500
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	5500
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	200
ESTIMATED PAID OVERNIGHT STAYS	2
ESTIMATED UNPAID OVERNIGHT STAYS	0

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

estimate based off of the number of teams, players, coaches, and spectators

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

all teams will receive an information packet that will have Tumwater lodging info after registering, all info will also be posted on our website

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

info packets will be sent out with partnering businesses, signs and promotions will also be posted with local partnering businesses

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

Wembley Soccer Shop, Select

APPLICANT AGREEMENT

☒ **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

WASHINGTON
Secretary of State
Corporations & Charities Division

Filed
Secretary of State
State of Washington
Date Filed: 02/01/2026
Effective Date: 02/01/2026
UBI #: 602 275 169

Annual Report

BUSINESS INFORMATION

Business Name:
TUMWATER SOCCER CLUB

UBI Number:
602 275 169

Business Type:
WA NONPROFIT CORPORATION

Business Status:
ACTIVE

Principal Office Street Address:
4237 WALDRICK RD SE, OLYMPIA, WA, 98501-9537, UNITED STATES

Principal Office Mailing Address:
PO BOX 14304, TUMWATER, WA, 98511-4304, UNITED STATES

Expiration Date:
02/28/2027

Jurisdiction:
UNITED STATES, WASHINGTON

Formation/Registration Date:
02/28/2003

Period of Duration:
PERPETUAL

Inactive Date:

Nature of Business:
CHARITABLE, EDUCATIONAL

NONPROFIT GROSS REVENUE CERTIFICATION

Per RCW 24.03A.960 does the Nonprofit certify that its total gross revenue in the most recent fiscal year was less than $500,000? **- Yes**

NONPROFIT CORPORATION'S EIN

Nonprofit EIN: **03-0509999**

REGISTERED AGENT RCW 23.95.410

Registered Agent Name	Street Address	Mailing Address

THE 47th ANNUAL

KICK IN THE GRASS TOURNAMENT

JULY 17-19



TOURNAMENT INFO

Brought to you by:

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

WELCOME!

Welcome Coaches, Players, and Parents:

On behalf of the Tumwater Community, Tumwater Soccer Club, and the Kick In The Grass volunteers, please let me extend a warm welcome to you. We would like to offer you words of thanks because without you there would be no tournament. We hope this year's 47th Annual Kick In The Grass tournament is something you will enjoy and remember.

As the longest running soccer tournament in the State of Washington, many teams continue to return year after year to experience a weekend of soccer games and build team unity through competition.

One of the most treasured aspects of the Kick In The Grass tournament is the recognition of sportsmanship. We honor teams who exhibit and show true sportsmanship in the sport of soccer.

The sportsmanship of players, coaches and spectators will be observed by our volunteers who will assess each team's conduct. Four awards will be given to teams that exhibit the best sportsmanship.

To bring a soccer tournament together requires many volunteers. A very special thanks to the following Kick In The Grass volunteers: Meagan Edwards, Kurt Gress, Duwan Tyson, Jacob Pope, Corey Burres, Deb Vuong, Tiffany Leone, and Summer Meadows for working behind the scenes to make this a great experience for all.

I would also like to thank our referee assignor Matt Johns as well as all the referees, without whom the tournament could not happen.

Also, a huge thanks to the City of Tumwater, Capital Soccer Fields, and the Tumwater School District for allowing us to use their facilities. Finally, a big thank you to the Thurston County Youth Soccer Association and Washington Youth Soccer for their support.

Enjoy your time at the tournament and have fun making new friends and memories. Best of luck to all the teams!

In Sport,
Blaine McGuire
Tumwater Soccer Club
Kick In The Grass Tournament Director

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

A BIG THANK YOU TO OUR SPONSORS & VENDORS

Food Vendors

- Mi Pueblo
- Kona Ice
- Sweetlee's Ice Cream
- Travelin' Tom's Coffee Truck
- Maggie's Lumpia LLC
- Pearl Coffee & Snacks
- OlyRoots Acai Bowls

Other Vendors

- TAC Printing & Marketing Services, LLC
- Wembley Soccer Shop — Where Do you get your kicks? — www.wembleysoccer.com

PLEASE JOIN US IN SUPPORTING THESE SPONSORS BY UTILIZING THEIR SERVICES DURING THE TOURNAMENT.

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

COACHES INFORMATION

CHECK-IN PROCESS
Tournament Headquarters is located at Capital Soccer Fields Complex (2832 93rd Ave. SW, Olympia, WA 98512). When you arrive for your first game, check in a minimum of 30 minutes before the scheduled start time. Be prepared to submit a signed player roster from your Club Registrar/Club Manager or your Association. Rosters not submitted on a Club/Association generated signed roster will not be accepted.

*If checking in let the parking lot attendant that you are checking in and you will not have to pay for a pass.

GAME SCHEDULES AND STANDINGS
Game schedules and standings can be found at the Tumwater Soccer Club website at www.tumwatersoccerclub.org

GAME CONDUCT
Teams are to sit on opposite sides of the field unless directed otherwise by the referee. Spectators are to sit on the same sideline as their team. Coaches are responsible for the conduct of their sidelines, including players and spectators. The home team, as listed on the schedule, gets to choose their sideline. During play, coaches, players who aren't on the field, and spectators are to remain behind the spectator line.

AWARDS PRESENTATION
Awards will be presented at the venue where the Championship game is held. Awards will be presented near the Tumwater Soccer Club tent following the Championship game. Each player and coach from the first and second-place teams will receive a medal. Sportsmanship awards will be presented to each winning team after the tournament, at a time and location that is agreed to by the team.

PROHIBITIONS
THERE IS TO BE ABSOLUTELY NO SMOKING, ALCOHOL, DRUGS, OR FIREARMS AT ANY VENUE. Pets are prohibited unless approved by the venue field marshal, this includes mascots. **THESE PROHIBITIONS WILL BE STRICTLY ENFORCED AND THE OFFENDER(S) WILL BE ASKED TO LEAVE THE FACILITY IMMEDIATELY.**

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

PARKING INFORMATION

PARKING AT PIONEER PARK
Parking at Pioneer park is free and does not require a parking pass. The park is open during the tournament to non-tournament attendees and can fill up quickly.

Do not park in handicapped spaces unless you have a handicap parking placard visible. Do not park in reserved spots that, such as coned off parking spots.

PARKING AT CAPITAL SOCCER FIELDS
Capital Soccer Fields requires a parking pass for all attendees. These can be purchased upon entry for $10 for the entirety of the tournament. If you already have an annual parking pass, you may enter but the pass must be visible to the gate attendant.

Parking fees and management is handled by Capital Soccer Fields. Any questions can be directed towards them at the entrance gate.

Do not park in handicapped spaces unless you have a handicap parking placard visible. Do not park in reserved spots that, such as coned off parking spots.

TEAM CHECK-IN PARKING
When you arrive to check in for the tournament at Capital Soccer Fields (CSF), you may be stopped by the CSF attendant requesting payment for a parking pass. Inform the attendant that you are coach checking in and you should be allowed to pass to finalize registration.

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

TOURNAMENT RULES

Tournament Headquarters and Tournament Contact:

Tournament Headquarters are located at Capital Soccer Fields (2832 93rd Ave. SW, Olympia, WA 98512)

KITG Director: Blaine McGuire
Phone Number: (360) 490-8273
Email: tsckitgdirector@gmail.com

Tournament Rules:

All games will be played under "WYSA Rules of Competition" and the "FIFA Laws of the Game", except as otherwise modified by these "Tournament Rules" as stated within. Players' ages are defined by where their birth date falls between August 1st and July 31st, not the calendar year.

IGNORANCE OF THESE RULES WILL NOT BE AN EXCUSE OR CONSIDERED TO BE GROUNDS FOR ANY PROTEST.

Player Registration – Team Eligibility:

All players must be registered in a USYSA or USSF affiliated organization within their state.

The Kick in the Grass Tournament shall be open to youth teams in the U-10 through U-19 age groups as classified by WYSA for 2026-2027 with the following exception:

- **Teams playing in the Washington Youth Soccer Regional Club League (Division 1 or Division 2) who are in the top two tiers for their age group or are playing up an age group are not allowed to participate in the Kick in the Grass Tournament.**

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

TOURNAMENT RULES

Player limits are as shown in the table below. Exceptions to the maximum roster size may be granted by the tournament director prior to the tournament. Requests for maximum roster size exceptions must be made in writing. Limits on the number of players suited up still apply, even if an exception to the maximum roster size is granted.

	Maximum Number of Players		
	On The Roster	**Suited Up For A Game**	**On The Field**
U10	14	14	7
U11 & U12	18	18	9
U13 & U14	18	18	11
U15 Thru U19	22	22	11

Team Competition Level:

Teams are required to register for tournament competition at their current competition classification level or the competition classification level that will be obtained prior to competing in the tournament. If the competition classification level has not been determined, teams should register at the level that they anticipate playing at during the 2026-2027 soccer year.

Team Registration:

Each coach must submit a valid team roster during check-in at Tournament Headquarters at least 30 minutes prior to the team's first scheduled match. Rosters will be accepted on WYSA, Association, Club, or official Kick in the Grass registration forms only. All rosters must contain player first and last names, date of birth, player status, primary and alternate jersey color and number, and must be signed by an Association, League, or Club Registrar. NO EXCEPTIONS. Rosters submitted without a registrar's signature, or that are incomplete, or on unapproved forms will be rejected. Once check-in has been completed, NO PLAYERS WILL THEREAFTER BE ADDED FOR THE DURATION OF THE TOURNAMENT.

At check-in, coaches should be prepared to present proof of age either through player cards or birth certificates. Teams from outside the State of Washington must also submit an appropriate permission to travel form from their home state association.

No player may compete for more than one team during the tournament. Players will be allowed to "play up" in age and competition classification level, but not allowed to "play down" in age and competition classification level as defined by the 2026-2027 soccer year. The KITG tournament is adopting the US Soccer Federation mandated Age Group Formation chart for player development for the 2026 KITG Tournament (players age group based on school year). **Teams should pay special attention to the attached age chart to ensure that they are registering correctly.**

Teams will be bracketed to play against teams at the same competition level whenever possible.

Teams that cannot be accepted because of a surplus or deficit of teams in an age division or competition level will be refunded their full entry fee. **Teams dropping out after the registration deadline (July 3, 2026) will receive no refund of their entry fee.**

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

TOURNAMENT RULES

Returned Checks: Teams whose check has been returned for insufficient funds will not be allowed to take the field until the registration fee has been paid in full (including bank charges incurred by the Tumwater Soccer Club) by either cash or money order.

Tournament Format:
The format of play will be four, five, six, or eight-team brackets depending on the number of teams entered into each age division. **All teams are guaranteed a minimum of three games.**

Entries	Competition Format
4 Teams	Three-game round-robin preliminary round and the two teams with the highest point totals play for the championship.
5 Teams	Each team plays four games round-robin. The two teams with the highest point totals play for the championship.
6 Teams	Two three-team brackets with round-robin play within each bracket. Semifinal game #1 consists of 1st place Bracket A vs. 2nd place Bracket B and semifinal game #2 consists of 2nd place Bracket A vs. 1st place Bracket B. Winners of semifinal games advance to final. Third place teams in each bracket play a consolation game against each other.
7 Teams	One three-team bracket (A) and one four-team bracket (B), each with round-robin play within the bracket. Final consists of 1st place Bracket A vs. 1st place Bracket B. The 2nd place teams in each bracket play a consolation game against each other. The 3rd place teams in each bracket play a consolation game against each other. The 4th place team from Bracket B does not play a consolation game.
8 Teams	Two four-team brackets with round-robin play within each bracket. Final consists of 1stplace Bracket A vs. 1st place Bracket B (no semi-final game).

Age Brackets and Match Duration:

Age	*Birth Date On/AfterAug. 1st	Preliminary	Finals	Overtime (Semi Finals and Championship Only)	Tie After Overtime
U-10	2016	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark
U-11	2015	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark
U-12	2014	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark
U-13	2013	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark
U-14	2012	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark
U-15	2011	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark
U16	2010	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark
U-17	2009	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark
U-18	2008	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark
U-19	2007	60 Minutes	60 Minutes	(2) 10-Minute Periods	Kicks from the mark

*Note: Age brackets are determined by the school year.

TOURNAMENT RULES

All games shall consist of two, 30-minute halves with a 5-minute halftime period between halves. Preliminary games will not go into overtime periods - a tie will stand. Overtime periods apply only to semi-final and championship matches. The full overtime period shall be played, there is no Golden goal. Should a semi-final or championship match still be tied after 2, 10-minute overtime periods, the outcome shall be decided by kicks from the mark, per FIFA Laws of the Game.

Game Ball:

Game balls will be provided at the tournament. Size 4 balls will be used for the U10 through U12 age divisions and size 5 balls will be used for U13 through U19 age divisions.

Game Start:

A team not able to field the minimum number of players at the scheduled game time shall forfeit the match. For U10 teams the minimum number of players required to start play is five (5), for U11 and U12 teams the minimum number of players required to start play is six (6), and for U13 to U19 teams, the minimum number of players required to start play is seven (7). There is NO GRACE PERIOD.

Teams should be at their assigned field no less than thirty (30) minutes prior to the scheduled start time.

Playing Rules:

Each team must provide alternate contrasting jerseys. In case of color conflicts as determined by the referee, the home team as indicated on the tournament schedule shall change to the alternate jerseys.

All players on a team will have a unique jersey number. The number should be at least six (6) inches high and a contrasting color.

The home team as indicated on the tournament schedule gets the choice of sidelines. Team supporters are required to stay on the side of the field assigned to their team.

The team with the higher preliminary round point total will be the home team in championship matches.

Substitutions:

Free substitution is allowed. A player may be substituted at any stoppage of play with the permission of the referee.

The coach of the winning team will sign the official game scorecard with the Head Referee immediately following the match. In the case of a tie game, the coach of the team designated as the Home team will sign the official game score card. The Head Referee will report the score and turn in the game score card to the KITG Field Marshall at the venue. The Field Marshall will report the score to Tournament Headquarters immediately following the match and return the score card to Tournament Headquarters as soon as possible.

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

TOURNAMENT RULES

Tournament Scoring System:

WIN	Six points, plus one point per goal up to three, plus one point for a shutout (MAX = 10 POINTS FOR A WIN)
TIE	Three points, plus one point per goal up to three (MAX = 6 POINTS FOR A TIE) (0-0 TIE GAME = 4 POINTS, INCLUDING 1 FOR A SHUTOUT)
LOSS	One point per goal up to three (MAX = 3 POINTS FOR A LOSS)
FORFEIT	Score recorded as 1-0, score 6 for win, plus 1 point for goal, plus 1 point for shutout (MAX = 8 POINTS)

Bracket Ties:

Bracket ties in the preliminary round will be broken as follows:

1ST	Least number of goals conceded
2ND	Highest number of goals scored
3RD	Coin Toss

Forfeitures:

A match may be declared a forfeit for the following events:

- Using ineligible players
  - Having more players suited out for a game than is allowed for the age division.
  - Playing a player that is serving a yellow or red card suspension.
  - Playing unregistered or improperly registered players.
  - Playing a player that is playing for more than one team in the tournament
- A team cannot field the minimum number of eligible players.
- The referee abandons a game.
- No registered assistant coach is present to assume coaching responsibilities if the head coach is ejected. No team will be allowed to participate without a properly registered coach in attendance.

A team which forfeits its first scheduled match may be removed from the tournament. A team which forfeits any game shall automatically become ineligible for the age bracket championship. A forfeited match stands as a played match. The score will be recorded as 1-0. The Kick in the Grass Tournament Judiciary Committee will take further action as it deems appropriate.

Misconduct:

Coaches will be held responsible for the conduct of their players, parents, and spectators for their respective teams. At no time shall foul or abusive language be permitted on any field.

The referee shall send off players or coaches receiving two (2) yellow cards, or one (1) red card in a match from the field area. A player or coach receiving two (2) yellow cards during the tournament or a player or coach receiving one (1) red card or two (2) yellow cards during a match will automatically be disallowed from participation in their next scheduled match. Any player or coach issued a red card for violent behavior will be immediately suspended from further tournament participation by removal from the field of play and will not be allowed to be within 500 yards of any on-going game for the duration of the tournament. Further penalties may be levied at the discretion of the Tournament Judiciary Committee during a hearing held at Tournament Headquarters sixty (60) minutes after completion of the match in which the offense occurred. A full report regarding any card issuance will immediately be filed with WSYSA.

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

TOURNAMENT RULES

Appeals:
Any coach wishing to appeal a red card must do so in writing to the Tournament Judiciary Committee at Tournament Headquarters within sixty (60) minutes of the conclusion of the match. The Tournament Judiciary Committee will make a ruling in writing on the appeal within two (2) hours of acceptance and prior to the team's next scheduled match. Judicial appeals on yellow cards will not be heard. The Tournament Judiciary Committee reserves the right to increase or decrease the penalties for any misconduct.

Protests:
NO PROTESTS OF REFEREE JUDGMENT OR DISCRETION CALLS WILL BE ACCEPTED.
For protests to be considered, the following steps must be followed:

- Verbal notification of intent to protest must be given to the game referee immediately following the game and noted in the game report.
- Team protests must be submitted by the coach/manager in writing on an official Tournament Protest Form to the Tournament Judiciary Committee Chairman or Tournament Director at Tournament Headquarters within sixty (60) minutes after match completion accompanied by a cash fee of $50. (Refundable if the protest is upheld.)

The Tournament Judiciary Committee will consider tournament protests promptly and a ruling will be issued within two (2) hours of consideration. NO FURTHER APPEAL OF THEIR RULING WILL BE ALLOWED.

Penalties:
Any infraction or violation of the Kick in the Grass Tournament rules may result in any of the following penalties by the Tournament Judiciary Committee:

- Ineligibility of a player, coach, or team for additional match play for the remainder of tournament play.
- Forfeiture of game(s).
- Return of tournament awards.
- Revocation of standing, including "champion" title.

Sideline Conduct:
Supporters of a team are required to sit on the same side of the playing field as their team's bench.
Spectators and supporters are expected to exhibit good sportsmanship towards both teams and the game referees. Abusive behavior by a spectator will not be tolerated and tournament officials can require an unruly spectator to leave the tournament site.

TOURNAMENT RULES

Awards:

Individual medals will be awarded to players and up to (2) two coaches from the first and second place teams.

Sportsmanship Awards:

The Tumwater Soccer Club and Thurston County Youth Soccer Association believe that Sportsmanship in youth sports is very important. It is our view that above all we should maintain a respect for our competition, our players, the referees, and for the game. Furthermore, we believe that exemplary Sportsmanship should be recognized and awarded. Sportsmanship trophies will be awarded to one team in each of the following groups: Girls U-10 through U-14; Girls U-15 through U-19; Boys U-10 through U-14; and Boys U-15 through U-19.

Teams will be evaluated by tournament officials for sportsmanship. Teams will be evaluated based on the following criteria.

1. Does the Coach provide appropriate direction and treat his/her players with respect during the game? Does the coach provide positive encouragement to his/her players? Are the players allowed to play without constant direction from the coach(s)?

2. Does the Coach treat the Referee with respect during the game?
   Did the Coach continually question Referee's calls? Did the Coach interact with the Referee in a positive manner?

3. Does the Coach encourage good Sportsmanship by his/her players during the game and address undesirable behavior by his/her players on the field?
   Did the Coach take steps to correct undesirable behavior (if any) by his/her players?

4. Did the Team play in a manner that follows the Laws of the Game and adheres to the spirit of the game?

5. Did the Players exhibit good Sportsmanship during the game?
   Did the players respect the calls made by the referee.

6. Did the Team's Sideline (Spectators and Players) exhibit good Sportsmanship during the game?
   Were the parents and other spectators respectful of the players on the field and the Referee? Was the sideline encouraging to the players of both teams? Did the sideline cheer and not coach from the sidelines?

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

TOURNAMENT RULES

Facility Use:
All games scheduled for the Kick in the Grass Tournament will be played at Tumwater School District, Capital Soccer Fields Complex, or City of Tumwater facilities. THE USE OF TOBACCO, SMOKING, DRUGS, ALCOHOL OR THE POSSESSION OF FIREARMS OR OTHER WEAPONS BY TEAM COACHES, MANAGERS, PLAYERS, PARENTS OR SPECTATORS IS STRICTLY PROHIBITED AT ALL FACILITIES. CAMPING OR OVERNIGHT PARKING IS STRICKLY PROHIBITED AT ALL FACILITIES. PETS OF ALL TYPES ARE STRICTLY PROHIBITED AT ALL FACILITIES. All teams are asked to properly dispose of their litter immediately upon exiting the field. Use of other facilities within the Tumwater/Olympia/Lacey area will be considered based on field availability.

Association Approval Kyle Jones (Name) PRESIDENT (Title) 1/27/26 (Date)

THANK YOU FOR ATTENDING THE
2026 KICK IN THE GRASS SOCCER TOURNAMENT

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

Age Group Definitions

Use the birth date of your oldest player to determine the correct age group to register your team.

WYSA PLAYER AGE GROUP DEFINITIONS FOR 2026-2027 SEASON
Based on School Year

BIRTH YEAR	26/27 SEASONAL YEAR AGE CHART											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2007								U19	U19	U19	U19	U19
2008	U19	U19	U19	U19	U19	U19	U19	U18	U18	U18	U18	U18
2009	U18	U18	U18	U18	U18	U18	U18	U17	U17	U17	U17	U17
2010	U17	U17	U17	U17	U17	U17	U17	U16	U16	U16	U16	U16
2011	U16	U16	U16	U16	U16	U16	U16	U15	U15	U15	U15	U15
2012	U15	U15	U15	U15	U15	U15	U15	U14	U14	U14	U14	U14
2013	U14	U14	U14	U14	U14	U14	U14	U13	U13	U13	U13	U13
2014	U13	U13	U13	U13	U13	U13	U13	U12	U12	U12	U12	U12
2015	U12	U12	U12	U12	U12	U12	U12	U11	U11	U11	U11	U11
2016	U11	U11	U11	U11	U11	U11	U11	U10	U10	U10	U10	U10
2017	U10	U10	U10	U10	U10	U10	U10	U9	U9	U9	U9	U9
2018	U9	U9	U9	U9	U9	U9	U9	U8	U8	U8	U8	U8
2019	U8	U8	U8	U8	U8	U8	U8	U7	U7	U7	U7	U7
2020	U7	U7	U7	U7	U7	U7	U7	U6	U6	U6	U6	U6
2021	U6	U6	U6	U6	U6	U6	U6	U5	U5	U5	U5	U5
2022	U5	U5	U5	U5	U5	U5	U5	U4	U4	U4	U4	U4
2023	U4	U4	U4	U4	U4	U4	U4					

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

Hotel Offerings

The following partnered hotels offer special rates for travelling teams and their families.

La Quinta Inn & Suites Tumwater
4600 Capitol Blvd SE, Tumwater, WA 98501
5-10 minutes from soccer fields

Room Offers
20 rooms held
- 2 Queen Standard: $179/night before tax

Additional Info
- Breakfast included
- Booking code expires June 19th, 2026
- Cancellation Policy: 48 hours before arrival

Booking
Book directly using this link and use the Group Code 071626KIC

Best Western Plus Lacey
8326 Quinault Dr NE, Lacey, WA 98516
15-20 minutes from soccer fields

Room Offers
20 rooms held
- Single Queen Standard: $145/night before tax
- 1 Queen Suite (includes double-size sofa bed): $149/night before tax
- 2 Double Bed Standard: $155/night before tax
- 1 King Junior Suite (includes double-size sofa bed): $164/night before tax

Additional Info
- Breakfast included
- Booking link expires June 16, 2026
- Cancellations must be made at least 7 days prior to arrival, by July 9, 2026, before 4:00 PM.
- Rates are based on a minimum of 20 rooms per night; if the group falls below this threshold, adjusted rates may apply.

Booking
Book directly using this link

Hilton Garden Inn Olympia
2101 Henderson Park Ln SE, Olympia
10 minutes from soccer fields

Room Offers
15% discount on best available rate at the time of booking
- Standard Rooms: King, 2 Queen, including mobility and hearing accessible rooms
- Suites: King

Additional Info
- Breakfast not included but available for purchase

Booking
Book directly using this link

Holiday Inn Express & Suites Lacey
4460 3rd Ave SE, Lacey
10-15 minutes from soccer fields

Room offers
Best available rate at the time of booking
- Standard Rooms: King or 2 Queen
- Suites: 2 Queen or King Suite (Bed(s) + sofa bed)•

Amenities
complimentary breakfast, laundry, pool

Additional Info
- Breakfast included
- Cutoff date for room rates: July 1st

Booking
Book directly using this link

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

Hotel Offerings

The following partnered hotels offer special rates for travelling teams and their families.

Ramada by Wyndam, Lacey
4520 Martin Way E, Lacey
10-15 minutes from soccer fields

Room offers
30 rooms held
- 2 Queen Standard: $159/night

Additional Info
- Currently under renovation, but expect to be finished in early June.
- Breakfast Included
- Cutoff date for room rate: June 17th

Booking
Call 360-459-8866 and let them know you're with Kick in the Grass

Fairfield Inn Grand Mound
6223 197th Way SW, Rochester, WA 98579
15-20 minutes from soccer fields

Room Offers
20 rooms held
- 2 Queen Standard: best available rate at the time of booking

Additional Info:
- Breakfast included
- Rooms held until June 2, 2026
-

Booking
Book directly using this link

Great Wolf Lodge Grand Mound
20500 Old Hwy 99 SW, Centralia, WA 98531
15-20 minutes from soccer fields
:
Room Offers
10 rooms held.
- Standard Family Suites: 2 queen beds, full size sofa bed. Sleeps 6.
  - Friday Night: $240
  - Saturday Night: $325

Additional Info
- Waterpark passes included
- Rooms held until June 17, 2026

Booking
Book directly at this link and use the code 2607TUMW

Hampton Inn & Suites Lacey
4301 Martin Way E, Olympia, WA 98516
15 minutes from soccer fields

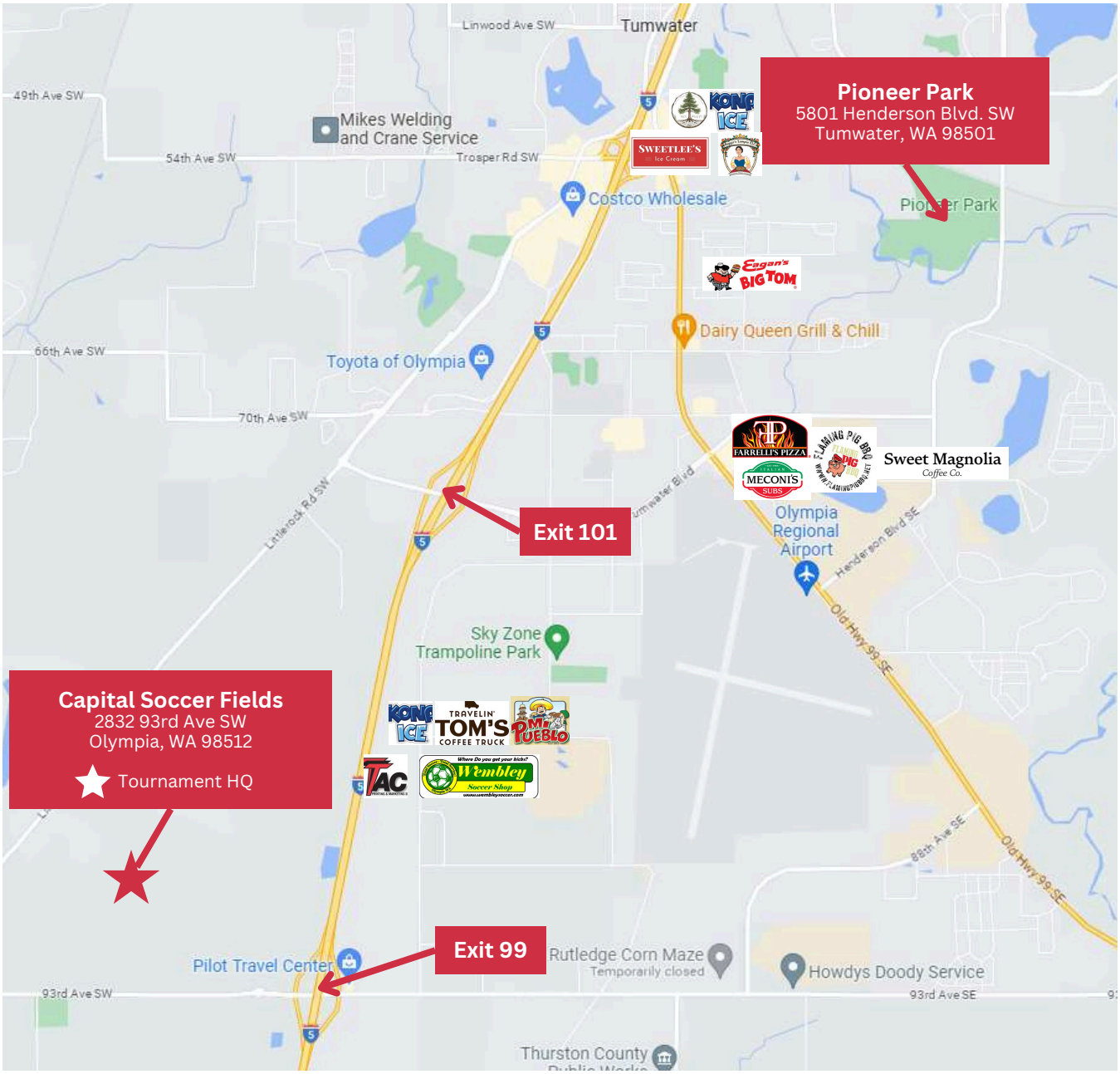
Room Offers
Best available rate at the time of booking
- 2 Queen Standard (property info sheet attached)

Additional Info
- Breakfast included
- Booking link expires June 17, 2026
-

Booking
Book directly using this link

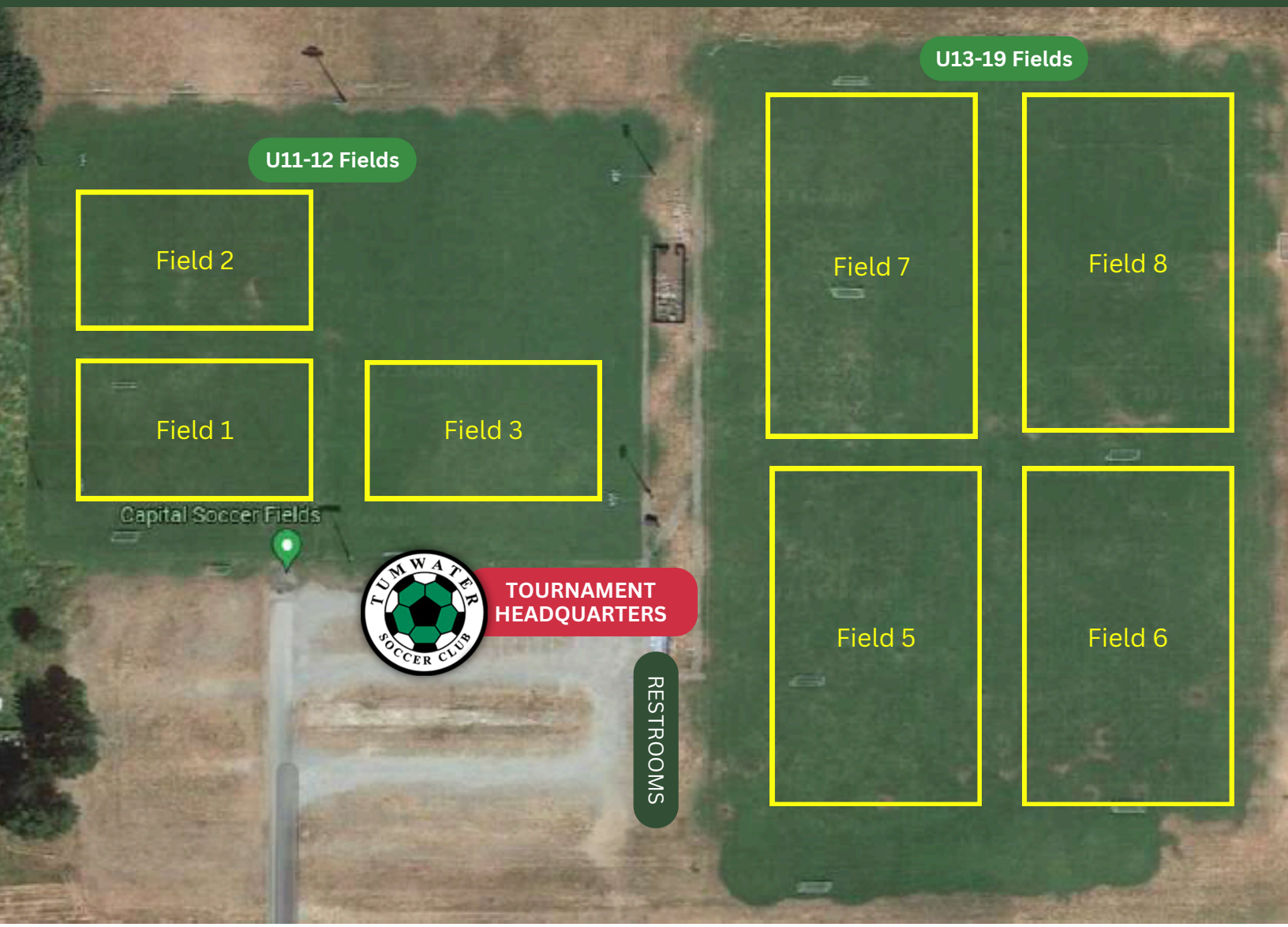
THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

LOCATION MAP



THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

CAPITAL SOCCER FIELD MAP
Subject to change



VENDORS AT THIS LOCATION

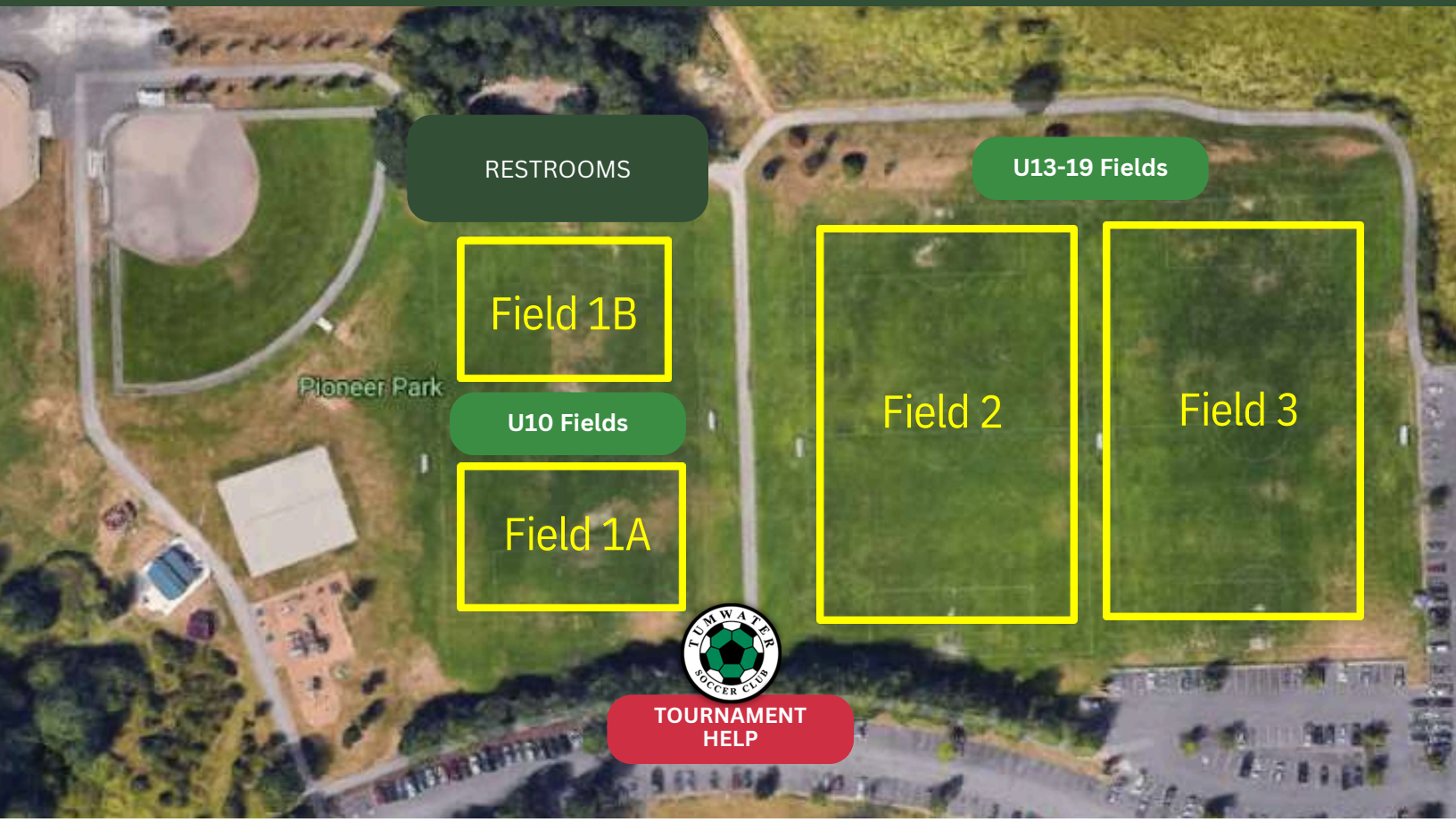
KONA ICE
TRAVELIN' TOM'S COFFEE TRUCK
MI PUEBLO
TAC PRINTING & MARKETING
Where Do you get your kicks? Wembley Soccer Shop www.wembleysoccer.com
SWEETLEE'S Ice Cream

TUMWATER SOCCER CLUB

tumwatersoccerclub.org

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

PIONEER PARK MAP
Subject to change



VENDORS AT THIS LOCATION

KONA ICE

OLY ROOTS

Meggie's Lumpia LLC

jean-pierre's three16

TAC PRINTING & MARKETING

Pearl Coffee & Snacks

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

BOYS TEAMS

LEVEL	DIVISION	BIRTH YEAR	TEAM	COACH	CLUB AFFILIATION	HOMETOWN
BU10	GREEN	2017	Cysa Timber barons **	Fransisco Meza	Cowlitz Youth Soccer Association	Kelso
		2017	The Beasts	Shad Buck	Tumwater Soccer Club	Tumwater
		2017	PacFW-Select BU10	Christian Valencia	Federal Way Soccer Association	Federal Way
		2017	Pacific FC 16b Blast *	Ann Walkins	Pacific Soccer Club	Vancouver
BU11-BU12	GREEN	2016	TSC Chaos	Blaine McGuire	Tumwater Soccer Club	Tumwater
		2016	Atletico Jrs **	Javier Valez	Centralia Soccer Club	Centralia
		2016	Irish Lions - Ortiz *	Everado Ortiz	North County Youth Soccer Association	Everett
		2015	RSA Elite	Safron Rudkovskiy	RSA	Puyallup
		2015	Huskies FC	Chris Calvert	Chinqually Booters Soccer Club	Olympia
	BLUE	2016	Raptors **	Sara Tonda	Rochester Youth Soccer Club	Rochester
		2016	Viper	Peter Neven	Olympia United Soccer Club	Olympia
		2015	WUFC-Wolfe	Steven Wolfe	Washington United South	Tacoma
		2015	Nido Aguila GH ** *	Christian Molina	Nido Aguila Seattle	Seattle
		2015	CBSC Strykers	Anthony Woodley	Chinqually Booters Soccer Club	Olympia
		2015	SFC Hooligans	Jonathan Remillard	South Mason Youth Soccer Club	Shelton
		2014	Atletico Jrs - Pineda **	Javier Valez	Centralia Soccer Club	Centralia
		2014	Yelm United	Camille Merth	Prairie Soccer Club	Yelm
		2014	Wolves	Connor Riley	Chinqually Booters Soccer Club	Olympia
		2014	CBSC Inferno	Daniel Maricle	Chinqually Booters Soccer Club	Olympia
BU13-BU14	BLUE	2013	Timberbarons	Jordan Burns	Cowlitz Youth Soccer Association	Long View
		2014	TC B13/14 White	Randal Keller	TC United	Olympia
		2013	TC B12/13 Silver	Randal Keller	TC United	Olympia
		2013	Timberbarons	Jordan Burns	Cowlitz Youth Soccer Association	Long View
BU15-BU16	BLUE	2011	TSC Mustangs	Duc Vong	Tumwater Soccer Club	Tumwater
		2010	OUSC Thundercats	James Colyar	Olympia United Soccer Club	Olympia
		2011	TC B11/12 Silver	Randal Keller	TC United	Olympia
		2010	UPSC Falcons	Tricia DeOme	University Placse Soccer Club	University Place
		2012	Eloro	Humberto Ramierex	Centralia Soccer Club	Centralia
BU17-BU19	BLUE	2009	Juventus	Manuelito Leal	Centralia Soccer Club	Centralia
		2007	Galaxy- Azul **	Daniel Arevalo	Olympia United Soccer Club	Olympia
		2007	PacFW-Select BU19	Nicole Holtman	Federal Way Soccer Association	Federal Way
		2008	Hilanders**	Fransisco Meza	Cowlitz Youth Soccer Association	Long View
		2009	Galaxy **	Daniel Arevalo	Olympia United Soccer Club	Olympia

THE 47th ANNUAL

KICK IN THE GRASS TOURNAMENT

GIRLS TEAMS

LEVEL	DIVISION	BIRTH YEAR	TEAM	COACH	CLUB AFFILIATION	HOMETOWN
GU11-GU12	BLUE	2016	Nido Aguila Grays Harbor **	Christian Molina	Nido Aguila Grays Harbor	Aberdeen
		2016	TC United G15/16 Navy	Jasmine Sundvik	TC United	Olympia
		2015	Golden Cheetahs *	Travis Brock	Chinqually Booters Soccer Club	Lacey
		2015	Nido Ã□guila Lewis County	Rosemarie Downey	Nido Aguila Lewis County	Centralia
		2015	Kick Chicks	Courtney Johnson	Tenino Youth Soccer	Tenino
GU13-GU14	GREEN	2014 (GU11)	Black Tigers	Rosemarie Downey-McCarthy	Centralia Yourh Soccer	Centralia
		2014 (GU11)	SFC Stars	Chris Pierson	South Mason Youth Soccer Club	Shelton
		2013	Lions **	Sarah Tonda	Rochester Youth Soccer Clu	Rochester
		2014	SFC STARS	Chris Pierson	South Mason Youth Soccer Club	Shelton
	BLUE	2012	Eagles **	Keneth Dietrich	EMYSC	Elma
		2012	Sparta Tacoma G12/13 Silver	Susan Anderson	Sparta Tacoma	Tacoma
		2012	Sozo Fc	Kassandra	SOZO FC	Yakima
		2012	Twin City Union FC *	Duwan Tyson	Twin City Union	Tumwater
		2012	Ladybugs	Michelle Wells	TeYSC	Tenino
GU15-GU16	GREEN	2011	PSC Vipers	Lindsey Mathis	Prarie Sccer Club	Yelm
		2010	Tenino Beavers FC **	Dave Montgomery	TeYSC	Te.
		2011	Centralia FC Snakes	Dave Stezaker	Centralia Soccer Club	Centralia
		2011	Tracyton SC GU15	Jon Buholz	WYS	Silverdale
		2012	Sparta Tacoma	Susan Anderson	Sparta Tacoma	Tacoma
		2010	Storm King OP Flash g10-13 **	Robert Walton	Storm King FC	Port Angeles
		2010	RSA U16	Patrick Bakke	RSA	Puyallup
GU17/18/19	GREEN	2009	Timber Barons	Daniel Merchant	Cowlitz Youth Soccer Association	Longview
		2008	elma eagles **	Valentine	EMYSC	Elma
		2008	Storm King FC **	Robert Walton	Storm King FC	Port Angeles
		2008	Climbers	Bradley Hanson	South Mason Youth Soccer Club	Shelton
		2009	Tenino Beavers FC **	Dave Montgomery	TeYSC	Tenino

THE 47th ANNUAL
KICK IN THE GRASS TOURNAMENT

REFEREE LIST

2026 Kick in the Grass Referees		
Jayden Alguire	Jaylee Hartloff	Emil Parke-Fagerness
Ian Allsup	Robert Hurley	Garrett Peach
Kelly Allsup	Chase Hyer-Long	Avaiyah Reed
William Alvarado Young	Natalie Jarmin	Nickolai Risser
Alissa Alvarado-Young	Tallas Jez	Byron Rock
Kai Barenberg	Osvaldo Jimenez	Isaac Rock
Emma Barnes	Brady Johnson	Isaiah Rock
James Bremner	Adeline Kane	Kasen Sarber
Josephine Bremner	Samuel Kikta	Kevin Schultz
Myles Bremner	Ethan Latimer	Henry Schumacher
Anjee Brooks	Evynn Linton	Mia Scott
Gary Burris	Nathan Lokos	Joshua Seamons
Tosh Cari	Addison Mandeville	Cora Severson
Jennifer Cariasini	Connor Marsh	Coltin Shankster
Luke Carnahan	Leonel Martinez	Levi Shankster
Jason Castro	Michael Maye	Nicholas Silveira
Scott Chapman	Makayla McGilvrey	James Smith
Fisher Cornwall	Keoni McLernan	Thomas Smith
Brian Cregg	Adam Miller	Richard Venesky
Simon Cregg	Josiah Miller	Malachi Vuong
Malia Eggers	Kenneth Minton	Jordan Walters
Oliver Ellsworth	Abigail Moldenhauer	Zachary Welch
Alana English	Robin Moore	Ella Wickham
Anderson Ernst	Cody Morrison	Luke Wickham
Matthew Frank	Amelia Murphy	Bristie Wilson
Samuel Freire	Quoc-Binh Nguyen	Bryce Winkelman
Charles Gavigan	Nycadan Nielsen Jr	Claire Winkelman
Drew Goodwin	Sophia Norton	Marco Villa-Cervantes
William Gruginski	Charles O'Friel	Kendrick Trubia
Emma Grunenfelder	Michael O'Friel	

TUMWATER KICK IN THE GRASS 47TH ANNUAL 2026

THANK YOU.

WE HOPE YOU ENJOY THE TOURNAMENT!

TUMWATER SOCCER CLUB

APP

UNITED STATES OF AMERICA

The State of Washington

Secretary of State

I, SAM REED, Secretary of State of the State of Washington and custodian of its seal, hereby issue this

CERTIFICATE OF INCORPORATION

to

TUMWATER SOCCER CLUB

A Washington Non-Profit Corporation. Articles of Incorporation were filed for record in this office on the date indicated below

UBI Number: 602 275 169

Date: February 28, 2003

Given under my hand and the Seal of the State of Washington at Olympia, the State Capital

Sam Reed
Secretary of State

062-2134. 0
2003

Validation
Val: 02/28/2003 - 242175
$50.00 on 02/28/2003
Check - 02/28/2003 - 2017

602275169

FILED
SECRETARY OF STATE
FEB 28 2003
STATE OF WASHINGTON

ARTICLES OF INCORPORATION
Of
Tumwater Soccer Club

KNOW ALL MEN BY THESE PRESENTS:

That We, the undersigned, desiring to form a Non-Profit Corporation under and pursuant to the laws of the State of Washington, and for that purpose, do hereby adopt the following Articles of Incorporation.

ARTICLE 1

NAME: The name of the corporation is Tumwater Soccer Club.

ARTICLE 2

PRINCIPAL (REGISTERED) OFFICE: The principal (registered) office of this corporation is to be located at 10205 Coachman Lane SE, in the city of Tumwater, County of Thurston, State of Washington, 98501 and may transact its business and maintain offices for such purposes at such other places either within or without this State.

ARTICLE 3

PURPOSE: The purpose for which this corporation is organized is the transaction of any and all business for which non-profit corporations may be incorporated under the laws of this State, as then may be amended from time to time, except that said corporation is, organized exclusively for providing an educational recreational soccer venue for youth and young adults, within the meaning of Section 501(c)(3) of the internal Revenue Code of 1886, or the corresponding provisions of any future United States Internal Revenue Laws.

ARTICLE 4

SPECIFIC PURPOSE: The specific purpose for which this corporation is organized and intends actually to engage in this State, which shall not limit the character of the exempt activities which this corporation may ultimately conduct are as follows:

The purpose of Tumwater Soccer Club shall be to

1. Govern, organize, facilitate and promote all aspects of the game of soccer for youth under 19 years of age, residing in the Tumwater School District, or areas within WSYSA District 7 not affiliated with another club.
2. Provide a well organized, competitive athletics program helping to develop the physical, emotional, and social stability of it's members, and to encourage volunteers to share their time and effort on behalf of the Tumwater Soccer Club

030620152

3. Assist with the identification and promotion of players with intermediate and higher skills to affiliated organizations that are dedicated to a level of competition greater than which Tumwater Soccer Club can provide.
4. The acquisition, distribution, and management of: playing fields; equipment; supplies; and other material items, on behalf of registered teams.
5. The registration of players and teams, and scheduling of league games.
6. Tumwater Soccer Club, being a member of Thurston County Youth Soccer Association, District 7 and Washington State Youth Soccer Association, will abide by and incorporate all directives, policies, rules and procedures applied by these governing bodies.
7. The raising of funds needed to achieve the Tumwater Soccer objectives.
8. The sponsorship, organization and running of tournaments.

The educational purposes of Tumwater Soccer Club shall be to:

1. The education and training of players, coaches, and referees in the game of soccer.
2. Teach through the game of soccer, sportsmanship, fair play, physical health and mental alertness.

Within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under said Section 501 (c) (3), or the corresponding provisions of any future United States Internal Revenue Laws.

ARTICLE 5

INCORPORATOR(S): The name and address of the incorporator of this corporation is:

Ken Phillipson
10205 Coachman Lane SE
Tumwater, WA 98501

ARTICLE 6

BOARD OF DIRECTORS: The business and affairs of this corporation shall be conducted by a Board of Directors who shall number not less than 7, nor more than 12 members. Said directors shall have the authority and power to increase or decrease the number of serving directors within the limits above provided. The Board may fill any vacancy that may occur on the Board pending the next annual meeting of the members. The person(s) appointed to serve on the Board of Directors may be appointed to serve as directors for any term of years, as stated in the By-Laws, which said term shall commence the date of appointment unless otherwise designated by the Board of Directors. The By-Laws shall specify the number of directors necessary to constitute a lawful quorum. The Board is authorized to make, adopt, alter or repeal the By-Laws of this corporation, or any article therein, provided that the Board of Directors follow the By-Laws of the corporation. The names and addresses of the persons who are

062-2134. 2
2003

appointed to serve as Directors of this corporation until the First Annual Meeting of the Board of Directors, or until their successors are elected and qualified, are:

Names	Address	City	State	Zip
Ken Phillipson	10205 Coachman Ln SE	Tumwater	WA	98501
Tony West	301 T Street	Tumwater	WA	98501
Joe Eads	1114 Central Street SE	Olympia	WA	98501
Gregory Hinkle	1598 Dahlia Ln #44-202	Tumwater	WA	98501
Bob Wohlers	1534 Vista Loop SW #303	Tumwater	WA	98501
Scott Rehm	7134 105th Ave SW	Olympia	WA	98512
Greg Bargmann	7421 Lords Ln SW	Olympia	WA	98512
Julie Hinkle	1598 Dahlia Ln #44-202	Tumwater	WA	98501

ARTICLE 7

LIMITATIONS: No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in the furtherance of the purposes set forth in Article 4 hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaigns on behalf of any candidate for public office. Notwithstanding any other provisions of these Articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in the furtherance of the purpose of this corporation.

ARTICLE 8

DISSOLUTION: In the event of a dissolution of this corporation, any assets remaining after payment to creditors shall be turned over to Thurston County Youth Soccer Association for disbursement to other Clubs which absorb former member teams of the dissolved Club, or other appropriate action. Physical assets of the Club shall be placed in trust with Thurston County Youth Soccer Association to be apportioned to other Clubs which absorb former member teams, for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code, or corresponding Section of any future Federal Code, or shall be distributed to the Federal Government for public purposes. Any such assets not so disposed of shall be disposed of by a Court of competent jurisdiction in the County where the principal office of the corporation is then located, exclusively for such purposes or to such organizations as said Court shall determine, which are organized and operated exclusively for such purposes.

062-2134. 3
2003

ARTICLE 9

PRIVATE PROPERTY: The private property of the directors, members (if any), officers, employees and agents of the corporation shall be forever exempt from any and all debts of every kind and nature incurred by the corporation and as authorized by the laws of this State.

ARTCLE 10

INDEMNIFICATION: The corporation shall indemnify every director, officer, employee and agent, or his or her heirs, executors and administrators against expenses reasonably incurred by him or her in connection with any action, suit or proceedings to which he or she may be a party by reason of his or her being, or have been a director, officer, employee or agent of the corporation, except in relation to those matters which he or she shall be adjudicated to be liable for negligence or misconduct. In the event of a settlement, indemnification shall be provided only in connection with such matter covered by the settlement as to which the indemnification shall not be exclusive of other rights to which he or she may be entitled. As used in this Article, expenses shall include amounts of judgments, penalties or fines rendered or levied against such director, officer, employee or agent, and the amounts paid in settlement by him or her shall have been first approved by the directors of this corporation.

ARTICLE 11

DIRECTOR'S LIABILITY: No director of this corporation shall be personally liable to the corporation for monetary damages for breach of fiduciary duty as a director, provided, however, that this Article shall not be construed as eliminating or limiting the liability of a director for one or more of the following acts namely: (1) A breach of duty of loyalty to the corporation, (2) Any acts or omissions which are not in good faith or which involve intentional misconduct or a knowing violation of the law, (3) The authorizing of an unlawful payment or distribution out of the corporate assets, (4) Any transaction made in the furtherance of the exempt purposes of the corporation which the director derived an improper personal benefit, or (5) Any act or acts that can be defined under the laws of this State as "Director Conflicts of Interest".

ARTICLE 12

ANNUAL MEETING: The annual meeting of the Board of Directors is to be held at a place within this State as fixed by the By-Laws.

ARTICLE 13

DURATION: The existence of this corporation shall be perpetual unless sooner terminated as provided for by law.

062-2134. 4
2003

ARTICLE 14

MEMBERSHIP PROVISIONS: The Corporation shall have one class of members. The designation of the class of members, all rights, privileges and voting powers shall be fixed by the By-Laws. The power to adopt, alter, amend or repeal the By-Laws shall be reserved to the voting members and the Board of Directors as stated in the By-Laws. The right of members to vote, may be limited, enlarged or denied to the extent provided in the By-Laws. Each voting member is entitled to one vote on each matter submitted to a vote of the members and the Board of Directors. A member entitled to vote may vote in person, or unless otherwise prohibited by the By-Laws, vote by proxy duly executed by the member or his or her duly authorized attorney-in-fact. Meetings of members shall be held at such place within the State in accordance with the By-Laws, or if such place is not provided, then all such meetings shall be held at the principal office of this corporation. An annual meeting of the voting members shall be held at such time and place as fixed by the By-Laws. At such meeting, the members shall elect directors to replace those directors whose terms expire on the date of such annual meeting, and conduct any other business that may lawfully come before the members for a vote. Such directors shall be elected by a simple majority of all members entitled to vote. Special meetings of the members may be called either by one-third (1/3) of the Board of Directors, or by at least one-tenth (1/10) of the voting members.

ARTICLE 15

FISCAL YEAR: The fiscal year of the corporation shall end on December 31st, of each year.

ARTICLE 16

STATUTORY (RESIDENT) (REGISTERED) AGENT: The name and address of the initial Statutory (Resident) (Registered) Agent of this corporation is:

Scott Rehm
7134 105th Ave SW
Tumwater WA, 98512

062-2134. 5
2003

ACKNOWLEDGMENT

State of Washington

County of Thurston

On this 13 day of FEB, 2003, before me, the undersigned, A Notary Public in and for the County of THURSTON, State of WASHINGTON, personally appeared Ken PHILLIPSON & SCOTT REHM known to me to be the person whose name is subscribed to the foregoing ARTICLES OF INCORPORATION, and acknowledge to me that he/she executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official Seal.

MY COMMISSION EXPIRES: June 1, 05

Notary Public

CONSENT
OF
STATUTORY (REGISTERED) AGENT
For
Tumwater Soccer Club

~~X Individual~~ *I, Scott Rehm, the undersigned, whose address is 7134 105th Ave SW, Olympia, WA, 98512, having been appointed to act as Statutory (Registered) (Resident) Agent for Tumwater Soccer Club, a Washington Corporation, by these presents, hereby consent to act in that capacity until removal or resignation is submitted in accordance with the laws of the State of Washington.*

Date 2/13/03

Ken Phillipson
Signature of Incorporator

By: Scott E Rehm
Signature of Registered Agent

7134 105th Ave SW
Address

Olympia WA 98512
City / State / Zip Code

GREGORY D. HINKLE
NOTARY PUBLIC
STATE OF WASHINGTON
COMMISSION EXPIRES
6-1-05

OFFICIAL BYLAWS OF THE TUMWATER SOCCER CLUB

(Amended and adopted November 15, 2005, amended Nov. 2013, amended Nov. 2014, March 2017, October 2019, January 2021, February 2023)

Article 1: Name

This organization shall be known as the Tumwater Soccer Club herein after referred to as TSC. TSC is a non-profit organization established and existing under the laws of the State of Washington and shall not conduct any activities not permitted by an organization exempt from Federal income tax under Section 501(c)3 of the Internal Revenue Code.

Article 2: Affiliation

The Tumwater Soccer Club is a member of the Washington State Youth Soccer Association (hereafter referred to as Washington Youth Soccer), which in turn is a member of the United States Soccer Federation (USSF) and its affiliated entity, the United States Youth Soccer Association (hereafter referred to as US Youth Soccer). To the extent allowed under applicable Washington law, the articles of incorporation, bylaws, policies, and requirements of the USSF, US Youth Soccer, and Washington Youth Soccer shall prevail over any contrary provision in these Bylaws or TSC policy.

Article 3: Purpose and Objectives

The purpose of the Tumwater Soccer Club is exclusively charitable and educational. Further, the purpose of TSC shall be to teach the game of soccer as defined in these Bylaws. The objectives of the TSC program are to:

1. Govern, organize, facilitate and promote all aspects of the game of soccer for youth under 19 years old, residing in the Tumwater School District, or areas within TCYSA not affiliated with another club.
2. Provide a program of well-organized, competitive athletics helping to develop the physical, emotional, and social stability of its members, and encourage volunteers to share their time and effort on behalf of TSC.
3. Assist with the identification and promotion of players with intermediate and higher skills to affiliated organizations that are dedicated to a level of competition greater than which TSC can provide.
4. Encourage academic excellence and promote continuing education through the TSC post-high school Scholarship Program.
5. Facilitate and promote the following activities:
    1. The education and training of players, coaches, and referees in the game of soccer.
    2. The acquisition, distribution, and management of: playing fields; equipment; supplies; and other material items, on behalf of registered teams.
    3. The registration of players and teams.
    4. The scheduling of league games.

5. The coordination of TSC rules, regulations, and activities with affiliated organizations.
6. The raising of funds needed to achieve the TSC objectives.
7. The sponsoring and holding of tournaments.

Article 4: Members

6. The membership of the Tumwater Soccer Club shall consist of:
    1. Members of the TSC Executive Board.
    2. Players, coaches, and parents of teams registered under TSC.
    3. Sponsors of a TSC registered team. Sponsors provide support for a specific team.
    4. TSC Boosters. Boosters support the activities of TSC but are not affiliated with a specific team.
7. All TSC members are required to abide by TSC Bylaws and Rules and Regulations. Failure to do so will be grounds for revocation of membership privileges by the Executive Board.
8. No group or individual shall be denied membership to TSC because of sex, race, color, ethnicity, creed, sexual orientation, national origin, socioeconomic status, veteran status, or disability.

Article 5: Control and Authority

1. TSC shall be an affiliated club of the Thurston County Youth Soccer Association (TCYSA).
2. TSC shall abide by and follow the Bylaws and Rules and Regulations of TCYSA, and Washington Youth Soccer.
3. Administration of TSC shall be vested in a body consisting of an Executive Board as described in Article 6.

Article 6: Officers

1. The officers of the Executive Board of TSC shall be (1) President, (2) First Vice President, (3) Second Vice President of Administration, (4) Second Vice President of Property, (5) Second Vice President of Fields (6) Director of Development and Competition, (7) Secretary, (8) Treasurer, (9) Registrar, and (10) Kick-in-the-Grass (KITG) Tournament Director. These officers shall be members of the Executive Board and perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by TSC.
2. The positions of President, First Vice President, Second Vice President of Administration, Second Vice President of Property, Director of Development and Competition, Secretary, Treasurer, Club Manager and Kick-in-the-Grass (KITG) Tournament Director on the Executive Board shall be elected every two years at the Annual General Meeting as follows:
    - Even Number Years: President, Second Vice President of Administration, Director of Development and Competition, Treasurer, and KITG Director
    - Odd Numbered Years: First Vice President, Second Vice President of Property, Secretary, and Club Manager.
3. The duties and responsibilities of the officers are as follows:

    1. **President**
        - Coordinate and supervise all activities of TSC and preside over all Executive Board meetings.
        - Develop an agenda for every Executive Board meeting.

- Represent TSC in a liaison capacity in all matters related to public relations.
- Appoint chairpersons of all committees.
- Appoint people to fill vacant officer positions contingent on majority approval by the Executive Board.
- Sign orders on the treasury.
- Prepare, with the help of the TSC Treasurer and Finance Committee, and present the annual fiscal budget for the Tumwater Soccer Club.

2. **First Vice President**
   - Assume the President's duties in his/her absence.
   - Represent the Tumwater Soccer Club at TCYSA and Washington Youth Soccer meetings.
   - Assist the President as needed.
   - Supervise the activities of the second vice presidents of TSC.
   - Sign orders on the treasury in the absence of the President.

3. **Second Vice President of Administration**
   - Chair the Auditing Committee.
   - Coordinate and performs special projects.
   - Administers the Annual Scholarship Program

4. **Second Vice President of Property**
   - Allocate, check out, track, and check-in equipment, and other items provided to teams.
   - Recommend equipment purchases needed to conduct the activities of TSC.
   - Coordinate the marking and maintenance of fields used by TSC teams for practices, games, and club tournaments.
   - Manage storage facilities and all TSC owned items not checked out to teams.
   - Report on equipment owned by TSC.

6. **Director of Development and Competition**
   - Organize and coordinate coaches' and players' training with TCYSA's director of development as well as review and promote any age/ability appropriate coaching education promoted by WYS.
   - Plan, prepare, and coordinate with the club manager and the club president the preseason coaches meetings (3 per year, spring, summer & fall) and be present at all three.
   - At each coach's meeting, cover specific topics for coaches to be ready for the upcoming season:
     1. Remind coaches of their positions as the leader of the team and sideline
     2. Provide instruction on how to coordinate parent meeting, establish a chain of communication and establish an acceptable social media policy
     3. Remind coaches of the responsibility needed to manager their sideline behavior during games
     4. Provide insight to help coaches deal with any possible rule changes from TCYSA, WYS, or US Youth Soccer
     5. Review the TSC and WYS coach's code of conduct
     6. Review Risk Management and Safe Sports policies and procedures

7. Review TCYSA "Zero-Tolerance" policy toward treatment of referee and opponents
    - Be available to meet any coach at their practice or game to offer support and guidance for any soccer issue (on or off the field) that needs to be addressed.
    - Be responsible for the Junior Soccer Program (JSP), 6 week spring session and 5 week fall session and all that is involved in organizing and running the program:
        1. Update curriculum with latest age appropriate training information from WYS and US Soccer
        2. Coordinate with Club Manager for JSP time and location reservations of fields
        3. Coordinate with Club Manager to recruit parent volunteer coaches
        4. Coordinate with Club Manager to organize and schedule the volunteer coaches meeting prior to JSP starting
        5. Train parent volunteer coaches
        6. Be responsible for all equipment assigned/allocated for JSP
        7. Be responsible for set up all equipment at all JSP activates
    - Acquire and manage coaching and training manuals, videos, and other training aids.

7. **Secretary**
- Record, prepare, and distribute minutes for all TSC meetings.
- Maintain a record of all TSC correspondence issued under official TSC letterhead.
- Provide notification of all Executive Board meetings.
- Maintain TSC Bylaws, Rules and Regulations, and other documents.
- Maintain TSC Website and Facebook page for content, redesign suggestions on all outward facing communications.

8. **Treasurer**
- Chair the Finance Committee
- Deposit all monies into a chartered bank account in the name of the Tumwater Soccer Club.
- Sign orders on the treasury in the absence of the President.
- Keep financial records of all monetary transactions, including incoming and outgoing funds.
- Maintain a checking account with signature authority with the President, First Vice President, KITG Tournament Director, and Treasurer.
- Report TSC financial status at each Executive Board meeting.
- Assist on audits of TSC records.

9. **Club Manager**
   - Register and maintain records of teams, players, and coaches as per the guidelines established by TSC and TCYSA.
   - Coordinate registration activities with TCYSA and Washington Youth Soccer as required.
   - Maintain record of Risk Management status for all registered volunteers as required by TCYSA and Washington Youth Soccer. Including all Board Members, Coaches, Assistant Coaches, Manager, or any other individual over 18 years old who has or may have routine direct or indirect contact or influence on a youth player.
   - Register all participating teams in TSC sponsored tournaments and events.
   - Coordinate with the School District, Parks Department, and Capital Soccer Fields to reserve fields to be used by TSC teams for practices and games.
   - Assign fields to TSC teams for practices.
   - Coordinate with TCYSA for assignment of fields for TSC home games.
   - Actively manage field reservations during each season to optimize field usage and rental charges.
   - Assist in the marking and maintenance of fields used by TSC teams for practices and games.

10. **KITG Tournament Director**
   - Organize and coordinate all aspects of the annual Kick-in-the-Grass Tournament sponsored by TSC.
   - Sign orders on the treasury in the absence of the President.

4. The term of office for elected officers of the TSC Executive Board shall commence immediately upon election, and shall continue until the Annual General Meeting two years hence. Outgoing officers shall assist the successors for a period not to exceed two succeeding Executive Board meetings, in order to assure a smooth transition. All TSC officers are eligible for re-election to the same office at succeeding elections.
5. With the exception of the President of the Executive Board, vacancies occurring subsequent to the annual election shall be filled by a majority vote of a quorum of the Executive Board at a regular meeting or special meeting. In the event of the President's position becoming vacant, the First Vice President will fill the President's position if the First Vice President so desires the position. If the First Vice President does not desire the position, then it shall be filled as provided above for the other Executive Board positions. The term of office for officers elected by such election is the unexpired term of the vacated office.
6. Any member of the Board of Directors being absent from three (3) consecutive Board meetings, or being negligent in his/her responsibilities, or being in violation of the Washington Youth Soccer Code of Ethics, or combination thereof, may be subject to suspension or removal by a majority vote of the Executive Board.

Article 7: Executive Board

1. The officers of TSC and one representative of each TSC registered team shall constitute the Executive Board.
2. The President shall be the chairperson of the Executive Board.
3. The Executive Board shall have general supervision of the affairs of TSC, set the hour and place of meetings, and shall perform such duties as are specified in these Bylaws. None of the acts of the Executive Board shall conflict with the objectives of TSC.
4. Each person on the Executive Board shall have one vote on any matter brought forth during an Executive Board Meeting. The President shall cast a vote only in the event of a tie.
5. Each team shall provide a Team Representative for Executive Board Meetings. The Team Representative shall be the coach of the team or someone appointed by the coach. Any appointment by the coach must be in writing or verified by an officer of the Executive Board. Written notice or verification can take place at a meeting. Team Representatives are encouraged to attend all Executive Board and other meetings during the time the team is active.
6. Conflict of Interest: No elected member of the Executive Board of the Tumwater Soccer Club can receive monetary compensation, other than re-imbursement for out-of-pocket expenses, from the Club for duties related to their Board position or any other activities associated with the Club (e.g., coaching or training teams). Any potential conflict of interest by a Board member, or a family member of a Board member, shall be declared in a written disclosure statement to the Board of Directors, either voluntarily or upon the request to the Board. If a conflict of interest is evident, the Board shall disqualify that member's vote in all matters relating to the position or may require the resignation of the person from the Board of Directors contingent on a majority vote of the Board.

Article 8: Committees

1. A Finance Committee composed of the Treasurer and at least one other Executive Board Member that shall be appointed by the President promptly after conclusion of the fall season including Recreational Cup Play. It shall be the duty of the committee to prepare a budget for the next fiscal year and to submit it to the TSC Executive Board for approval prior to the start of any organized league play during the fiscal year.
2. An Auditing Committee of three Executive Board members Chaired by the Second Vice President of Administration shall:
    1. Audit the Treasurer's accounts at the close of the fiscal year and provide a report of its findings at the annual meeting.
    2. Audit the equipment and supplies inventory at the close of the fiscal year and provide a report of its findings at the annual meeting.
    3. Audit to ensure the existence of all records required by these Bylaws.
3. A Tournament Committee shall organize all aspects of the annual TSC "Kick-In-The-Grass" tournament under the direction of the KITG Tournament Director.
4. Such other committees, standing or special, as deemed necessary to carry on the work of TSC shall be appointed by the President or the Executive Board. The President shall be an ex officio member of all committees.

Article 9: Meetings

1. Annual General Meeting

- An annual meeting shall be held in February or March each year before the start of spring season games. The AGM shall coincide with the spring coaches meeting to ensure adequate participation by the club members. Notification of the time and place of the annual meeting shall be provided to all Executive Board members, coaches, and committee chairs at least 30 days prior to the meeting.
- A quorum shall consist of *at least 50% of the filled positions of the Executive Board members, that minimum number must be current TSC officers*. In the event of a quorum failure, the meeting shall be rescheduled at a time and place designated by the President.
- The annual meeting is open to all TSC members and visitors. Minutes from the annual general meeting shall be reviewed and approved at the first monthly executive board meeting following the annual general meeting.
- The order of business for the annual meeting shall be as follows:
    1. Roll Call
    2. Officer and Committee reports
    3. Unfinished business
    4. Proposals
    5. Bylaw changes
    6. Summary of changes to TSC Rules and Regulations
    7. Election of Officers
    8. New business
    9. Adjournment

2. Monthly Executive Board Meetings

- Unless otherwise ordered by the Executive Board, a monthly meeting of the Executive Board shall be held from January through November inclusive except March due to the annual general meeting.
- The order of business for the monthly Executive Board meetings shall be set by the President. A quorum shall consist of *at least 50% of the filled positions of the officers of the Executive Board.*
- Executive Board Meetings are open to all TSC members and visitors.
    - Special Executive Board meetings may be called by the President or shall be called upon the written request of three (3) members of the Executive Board.
    - The purpose of the meeting shall be stated in the call. Timely notice of any Special Session shall be provided to all Executive Board officers and TSC coaches. Except in cases of emergency, at least three days' notice shall be given.
    - Special Sessions are used for planning (e.g., setting agendas for subsequent meetings) and for the conduct of TSC business, which cannot be deferred until a Monthly or an Annual General Meeting can be held.
    - Special Executive Board meetings are not open to non-members of Tumwater Soccer Club, except by invitation of the Executive Board. Results of these sessions shall be presented to TSC and its membership at the monthly Executive Board meeting and/or at the TSC Annual General Meeting if determined pertinent to the agenda.

- A quorum shall consist of *at least 50% of the filled positions of the officers of the Executive Board.*

Article 10: Rules and Regulations

1. The Executive Board may make temporary rules or regulations governing specific cases or occasions not provided for in these Bylaws, but which may be necessary for achieving the objectives or conducting the business of TSC. Temporary rules or regulations so adopted will be put before the membership of TSC for approval or disapproval at the next scheduled Annual General Meeting or meeting of the Executive Board.
2. TSC shall follow the Rules and Regulations and other governing documents that are specified by TCYSA and Washington Youth Soccer. In areas of conflict, Washington Youth Soccer shall supersede TCYSA and TCYSA shall supersede the TSC.
3. TSC shall be authorized to create, modify, and remove rules and regulations that are needed to conduct its business and that are not specified by TCYSA or Washington Youth Soccer.
4. Each executive board member shall have one vote each on all decisions regarding changes to TSC Rules and Regulations. Rules and Regulations can be changed by a simple majority vote during any Executive Board meeting.
5. A summary of Rules and Regulation changes made during a fiscal year must be provided to the Executive Board at the Annual General Meeting.

Article 11: Background Checks

1. All TSC coaches, volunteers, Executive Board Officers, and Committee Chairpersons must receive clearance from the Washington Youth Soccer Risk Management Program.
2. All TSC Coaches, volunteers, Executive Board Officers and Committee Chairpersons must have their RMA Certification and background checks completed one week prior to the start of spring season. If not complete the team will be assigned to another coach.
3. The election or appointment of any TSC officer, chairperson, or coach will be official once there is on file with the TSC Secretary a completed Washington Youth Soccer Risk Management Clearance form.
4. Proof of risk management clearance will be provided at the request of any TSC, TCYSA, or Washington Youth Soccer official.

Article 12: Disciplinary Actions

Each member must agree to be bound by the bylaws, procedures and rules of Washington Youth Soccer and TSC. All Executive Officers and Board Members shall support and promote the mission, purpose, and activities of the Tumwater Soccer Club.

1. Upon any failure to comply with the TSC bylaw requirements, at the discretion of TSC, be placed on probation for a period not less than 30 days and not longer than 12 months. In the event any member is placed on probation, the member may request a hearing within 14 days of the notice of probation to appeal the specifics of the terms of probation. If requested, TSC will schedule the hearing within a reasonable amount of time. In the event said member fails to come into compliance within the probationary period, TSC may extend the probationary period or take action to suspend the members' privileges.
2. Members failing or refusing to follow the TSC bylaws, policies, procedures, or rules or attempting to circumvent a decision rendered by TSC, or seriously damaging the interest of TSC, may be placed on probation, and be suspended or be expelled. TSC may determine the

appropriate remedies given the seriousness of the non-compliance, with the ultimate goal of bringing members back into compliance in lieu of suspension or expulsion.

Article 13: Fiscal Year and Records

1. The fiscal year of the Tumwater Soccer Club shall run from January 1 through December 31 of any given year.
2. TSC shall keep complete and accurate records of its meetings, financial status, and bank records.
3. TSC shall comply with all TCYSA, Washington Youth Soccer, City, State, and Federal reporting and record keeping requirements.
4. TSC shall keep and make available upon request the name, telephone number, and email address of all Executive Board Members, Coaches, Team Representatives, and Committee Members.
5. TSC shall keep and make available an inventory of all equipment and supplies.

Article 14: Paid Positions

1. TSC has the right to establish paid positions to meet the needs of TSC in accomplishing its goals and objectives. This includes, but is not limited to, a Club Manager. The Executive Board must approve the establishment of each paid position and a description of the duties and responsibilities of the position.
2. Any paid independent contractor of TSC cannot be a voting member of TSC.
3. An officer of the Executive Board shall be appointed as the supervisor of each paid independent contractor as determined by the Executive Board.
4. All paid positions must undergo an open recruitment process for hiring. The Executive Board has final approval of the hiring of the person to fill a position.
5. A contract specifying the duties and responsibilities of the position, and the level of compensation, must be developed for any paid position. Any contract cannot exceed a period of two (2) years.

Article 15: Fund Raising

The organizers of all fund raising activities, where TSC is represented, must obtain prior written approval signed by two Executive Board officers at least 14 days prior to the event.

Article 16: Parliamentary Authority

1. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern TSC in all cases in which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order TSC may adopt.

Article 17: Amendments of Bylaws

1. These Bylaws may be amended during the Annual General Meeting by a two-thirds majority vote of the Executive Board present at said Annual General Meeting, provided that the amendment has been submitted in writing at the previous regular meeting and a quorum of Executive Board officers is present.

Article 18: Dissolution

1. Should the Tumwater Soccer Club be dissolved, all monetary assets, equipment and supplies shall be turned over to the Thurston County Youth Soccer Association. In the event that both organizations no longer exist or do not qualify as 501(c)3 organizations, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)3 of the Internal Revenue Code, or corresponding section of any future tax code. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of Thurston County exclusively for such purposes or to such organizations as said Court shall determine which are organized and operated exclusively for such purposes.
2. The dissolution of the Tumwater Soccer Club shall be performed upon a two-thirds vote by a quorum of the Executive Board. Written notification of the intent to dissolve the Tumwater Soccer Club must be made to TCYSA and to TSC Executive Board members, coaches, and committee chairs 90 days in advance of the action. TSC will also attempt to notify as many other current TSC members as possible 90 days in advance of the action.

Lodging Tax Application Form

Lodging Tax Applicant Tumwater Soccer Club

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships:		$500.00
Admission:		$48,000.00
Reserves:		$0.00
Donations/Contributions:		$0.00
Grants:		$0.00
Program Service Fees:		$0.00
In-kind Donations:		$0.00
Gift Shop:		$0.00
Vendor Fees:		$5,000.00
Fundraising Activities:		$0.00
City of Lacey Lodging Tax:		$0.00
City of Olympia Lodging Tax:		$0.00
City of Tumwater Lodging Tax:		$18,000.00
Thurston County Lodging Tax:		$0.00
Other Sources of Revenue: (specify)		$0.00
Other Source:		$0.00
Other Source:		$0.00
Other Source:		$0.00
Total Revenue:		**$71,500.00**

Project Expenses:

Personnel: (salaries and benefits.)		$4,000.00
Adminstration: (utilities, phone, etc.)		$2,000.00
Marketing and Promotion:		$500.00
Professional / Consultant Fees:		$16,000.00
Equipment:		$5,000.00
Facility / Event Venue Rental:		$8,000.00
Travel: (please specify)		$0.00
All Other Expenses: (please specify)	Awards	$10,000.00
Other Source:	Portable Toilets	$2,500.00
Other Source:	Garbage	$500.00
Other Source:	Traffic Control	$1,500.00
Total Expenses:		**$50,000.00**
Program Excess Deficit:		**$21,500.00**

Lodging Tax Final Report Form

Organization's Name: Tumwater Soccer Club

Submitted By: Blaine McGuire Date: 8/25/26

Email Address: *Kitgdirector@gmail.com Phone: 360-490-8273

This Report Covers:

Activity Name: 47th Annual Kick In The Grass

Activity Type: X Special Event/Festival __ Marketing/Tourism __ Facility Promotion Agency

Activity Start Date: 7/17/26 Activity End Date: 7/19/26

Total Activity Cost: 35,835.00

Total amount of Tumwater lodging tax funds requested: $15,000

Total amount of Tumwater lodging tax funds expended: $15,000

Total amount of lodging tax funds expended from all jurisdictions: _____

DEFINITIONS OF METHODOLOGY FOR QUESTIONS

This methodology is defined by the Joint Legislative Audit and Review Committee and is used for reporting to the Legislature about the use of lodging tax for each jurisdiction.

- **Direct Count:** Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts, or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides likely to be affected by an event.
- **Indirect Count:** Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.
- **Representative Survey:** Information collected directly from individual visitors / participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Tumwater City Hall
555 Israel Road SW
Tumwater WA 98501

www.ci.tumwater.wa.us

- **Informal Survey:** Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.
- **Estimate:** Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (three (3) sq. ft.).
- **Other:** (please describe) _____

Overall Attendance: Enter the total number of people predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who attended this activity; and the method used to determine attendance.

Predicted: 6,500 Actual (Estimated): 5,962

Methodology (definitions provided above): Estimate

Explain Tracking Method: Player numbers an coaches + spectator/family

50+ Miles – Attendance: Enter the total number of people who travelled greater than 50 miles predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who travelled more than 50 miles to attend this activity; and the method used to determine attendance.

Predicted: 800 Actual (Estimated): 550

Methodology (definitions provided above): Estimate

Explain Tracking Method: Number of Players, Coaches, and family

Out Of State / Country – Attendance: Enter the total number of people from outside the state and country predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people from outside the state and country who attended this activity; and the method used to determine attendance.

Predicted: 100 Actual (Estimated): 40

Methodology (definitions provided above): Estimate

Explain Tracking Method: Number of Player + Coaches and family

Paid For Overnight Lodging – Attendance: Enter the total number of people predicted to pay for overnight lodging in Tumwater to attend this activity (this number would have been submitted on your application for funds); the actual number of people who paid for overnight

lodging and attended this activity; and the method used to determine attendance.

Predicted: 2,000 Actual (Estimated): 360

Methodology (definitions provided above): Estimate

Explain Tracking Method: number of Players + coaches and family

Did Not Pay For Overnight Lodging – Attendance: Enter the total number of people predicted to attend this event without paying for overnight lodging in Tumwater (you would have submitted this number on your application for funds); the actual number of people who attended without paying for overnight lodging; and the method used to determine attendance.

Predicted: 4500 Actual (Estimated): 1800

Methodology (definitions provided above): Estimate

Explain Tracking Method: number of Players, coaches and family

Paid Lodging Nights: Enter total predicted lodging nights in Tumwater (this number would have been submitted on your application for funds); and actual number of paid lodging nights. (One lodging night = one or more persons occupying one room for one night); and the method used to determine attendance.

Predicted: 1200 Actual (Estimated): 576

Methodology (definitions provided above): Esimate

Explain Tracking Method: two nights for each Player and Coach

Please describe any other information that demonstrates the impact of increased tourism attributable to the Special Event, Festival, or Tourism-Related Facility.

Local businesses were in comunication with us Prior to the weekend. Locals do know this event brings in tourism numbers

TUMWATER SPECIFIC QUESTIONS:

Did you experience a higher number of tourists this year? If not, what do you think was a contributing factor? no we did not. There are many tournaments that happened this specific weekend. Also US Soccer impimented a new age grouping which affected all teams and how the form teams so Washington teams were still forming and new together.

Did you complete all the items on your Scope of Work consistent with your application submitted to the Lodging Tax Advisory Committee? If not, which items do you still need tocomplete? Do you plan on completing those items with your own resources? If so, when?

Yes all Items completed

Do you plan to do anything differently next year to expand your event, increase tourism to Tumwater, or increase visitors to your facility?

We will continue to bring an enjoyable event to all participants to ensure a return and a spreadable word about the tournament.

Some examples include:

- Adding more vendors and new ones
- Providing Quality fields
- ensuring Proper scheduling and bracketing
- Continue comunity partnerships

2027 Lodging Tax Application submitted online from Olympic Flight Museum for the amount of $55,500

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Olympic Flight Museum		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	91-1899948
WEBSITE	www.olympicflightmuseum.com and www.olympicairshow.com		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

The Olympic Flight Museum and the Olympic Air Show's mission is to explore, preserve, educate and promote the history of aviation and the role it has played in world history.

CONTACT PERSON	Teri Thorning
EMAIL ADDRESS	oas@olympicflightmuseum.com
PHONE NUMBER	(360) 451-0721
STREET ADDRESS	7637-A Old Highway 99 SE
CITY	Olympia
ZIP CODE	98501

REQUEST

PROPOSED ACTIVITY	Olympic Air Show		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	55500

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	Olympic Air Show		
EVENT BEGIN DATE	6/19/2027	**EVENT END DATE**	6/20/2027
YEARS EVENT HELD	26		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

The Olympic Air Show features flight demonstrations and ground displays to support our mission of historic aviation and preservation of related aerospace technologies. The event serves as the museum's primary fundraising activity and raises revenue to fund the year-round operations of the museum. Because of this event, the museum can provide a year-round attraction and place to visit when tourists are seeking activities in every season.

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

The Olympic Flight Museum's lodging tax funds will be exclusively for the promotion and operation of the 2027 Olympic Air Show, and for the procurement of aerobatic demonstrations and related expenses.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$210,925
% OF BUDGET REQUESTED FROM TUMWATER	26%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

Financial resources include visitor admission fees, facility rentals, and membership donations collected by the museum throughout the year. The event attracts sponsors who make modest financial or in-kind donations. Other resources include vendor fees, an event planning committee, staff and volunteers. Total number of volunteer hours exceed 1,550. Supporting partners include local businesses and service organizations.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED? FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

Partial funding would result in a reduction in the number of performers and featured guests, as well as in promotion and advertising. A decrease would result in a consequential reduction in the museum's ability to reach tourists and thus their tourism related spending.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
6,720		25,000	

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

Tumwater's lodging tax funds are applied separately for the purpose of performer fees and incentive to include lodging, rental vehicles, marketing and promotion, and operational costs.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	10,500
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	4,000
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	150
ESTIMATED PAID OVERNIGHT STAYS	1,200
ESTIMATED UNPAID OVERNIGHT STAYS	3,000

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

Visitor demographic data is collected and compiled from electronic ticket analysis. We also utilize Direct count of patrons at Admissions gate; Indirect count of viewers outside of airport premises; and tracking of room inventories of lodging partners.

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

Visitors are encouraged to stay in Tumwater hotels, as well as supporting community partners, city attractions, dining establishments and retailers. We direct our performers and special guests to stay in Tumwater hotels. In 2026, the Olympic Air Show spent $12,000 in lodging costs for performers and crew personnel.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

For six months prior to the event, the museum and airshow websites experience a significant increase in viewer traffic. Both websites link to several Tumwater lodging facilities and campgrounds. In addition, we purposely reserve pilot and crew rooms in Tumwater for convenient access to and from the airport. The

airshow's event program features content specifically for the visitor to include neighboring attractions and restaurants, and includes a brief calendar of regional events to entice the visitor to return to the area.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

The Olympic Air Show's organizational and heritage partners include: Civil Air Patrol (South Sound Squadron), EAA Cascade Warbirds, Olympia Robotics Federation, Hand's On Children's Museum, local food vendors, two living history museums, three aviation museums, several Thurston County service groups, airport businesses, and all military branch recruiters. In addition we feature a demonstration by the Dept. of Natural Resources Aerial Firefighting Team, and feature an Open House by the Washington State Patrol's Aviation Division.

APPLICANT AGREEMENT

☒ **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

BUSINESS INFORMATION

Business Name:
OLYMPIC FLIGHT MUSEUM

UBI Number:
601 867 218

Business Type:
WA NONPROFIT CORPORATION

Business Status:
ACTIVE

Principal Office Street Address:
7637A OLD HWY 99 SE, OLYMPIA, WA, 98501, UNITED STATES

Principal Office Mailing Address:
1000 85TH AVE SE, OLYMPIA, WA, 98501, UNITED STATES

Expiration Date:
04/30/2027

Jurisdiction:
UNITED STATES, WASHINGTON

Formation/ Registration Date:
04/06/1998

Period of Duration:
PERPETUAL

Inactive Date:

Nature of Business:
CHARITABLE

Charitable Corporation:
☑

Nonprofit EIN:
91-1899948

Most Recent Gross Revenue is less than $500,000:
☑

Has Members:
☐

Public Benefit Designation:
☐

Host Home:
☐

REGISTERED AGENT INFORMATION

Registered Agent Name:
BRIAN REYNOLDS

Street Address:
8105 DESCHUTES CT SE, TUMWATER, WA, 98501-6864, UNITED STATES

Mailing Address:
1000 85TH AVE SE, TUMWATER, WA, 98501-5707, UNITED STATES

GOVERNORS

Title	Governors Type	Entity Name	First Name	Last Name
GOVERNOR	INDIVIDUAL		JIM	GIBSON
GOVERNOR	INDIVIDUAL		BRIAN	REYNOLDS
GOVERNOR	INDIVIDUAL		ROBYN	REYNOLDS
GOVERNOR	INDIVIDUAL		BRAD	PILGRIM


OLYMPIC AIRSHOW
FATHER'S DAY WEEKEND
JUNE 20-21, 2026
OLYMPIA REGIONAL AIRPORT
$20 Online
$25 At the Door
$30 Weekend Pass
AGE 6 & UNDER FREE
Gates open at 9:00 a.m.
Warbird Rides!
To view this program online scan the QR Code
YOUTH ACTIVITIES • MILITARY DISPLAYS • BEER GARDEN • FOOD, GIFTS & MORE!

SPONSORS AND CONTRIBUTORS

The Olympic Flight Museum is grateful for the generous support from our sponsors and contributors. Please show your appreciation to the following businesses and organizations that make our success possible.

MASON FAMILY CHARITABLE FOUNDATION

KAUFMAN CONSTRUCTION & DEVELOPMENT, INC.

PORT of OLYMPIA

Safety In Motion FLIGHT CENTER

BANK OF AMERICA

Hands On Children's Museum
INSPIRED LEARNING FOR ALL
WSECU

Timberland Bank

AIRLIFT NORTHWEST
UW Medicine

Columbia distributing

NORTHWEST YMCA

Northwest SIGNWORKS

PRIMO BRANDS

Lisa Wenham
Graphic Design

PEPSI
L&E BOTTLING CO.

INTERcity TRANSIT

STAR RENTALS
Preferred Supplier
to the West's Best Contractors

L.G. Isaacson Co.

CITY OF TUMWATER

City of OLYMPIA

THURSTON COUNTY
WASHINGTON
SINCE 1852

WELCOME TO THE SHOW!

OLYMPIC AIRSHOW

Since 1999, the Olympic Flight Museum has exhibited the finest aircraft in aviation history. From fabric covered bi-planes to combat fighters, trainers to helicopters, jets to gyrocopters, the museum's Olympic Air Show celebrates man's greatest achievement in aviation history and technology.

Thank you for your support of our mission to "keep 'em flying!"

OLYMPIC Flight MUSEUM

Gates are open from
9:00 a.m. to 5:00 p.m. both days

SERVICE DOGS ONLY – Credentials Required

NO SMOKING

NO GLASS CONTAINERS

ALL BAGS ARE SUBJECT TO SEARCH

Spectator areas are clearly marked –
Do Not Enter Restricted Areas

DAILY SCHEDULE

9:00 Gates Open
12:00 Posting of the Colors
12:30 Aircraft Performances
5:00 Gates Close

The 2026 Olympic Air Show includes the following aircraft performances

AH-1 Cobra
Alpha Jet
B-17G Flying Fortress
DNR Fire Suppression Demo
EAA Cascade Warbird Squadron
Giles 200
Grumman TBM 3-E Avenger
Kaman HH-43 Huskie
L-39 Albatros
P-51 Mustang
PBY-5A Catalina
Siai Marchetti SF-250C
Smoke & Thunder Jet Car
Super Decathlon
Sukhoi-29
UH-1 Huey
West Coast Ravens
Yak-3
Yak-18T



Performers are not listed in order and are subject to change

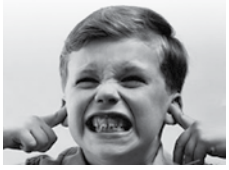
AFTER THE SHOW ON SATURDAY THE BEER GARDEN WILL **STAY OPEN FOR SERVICE UNTIL 6:00 PM.**
THE MUSEUM WILL BE CLOSED TO THE PUBLIC AT 6:00 PM.



KEEP COOL! Bagged Ice is available for purchase at the museum's gift store for $2.50 each. Stay hydrated! Bottled Water is available to purchase from several food vendors.



ENJOY RESPONSIBLY! The Beer Garden is located inside the museum hangar, and serves cold beverages to patrons age 21 and older. ID is required. Non-alcoholic beverages are also available.



DON'T GET BURNED!
Packets of Sunscreen are available at the museum's gift store for 50¢.



HEAR SAFELY!
Foam earplugs are available at the museum's Membership Desk in the hangar. One per person please, with priority given to children. Special thanks to L.G. Isaacson Industrial Supply as our hearing protection provider.

Smoke & Thunder Jet Car



Out on the taxiway you can hear the deafening roar of an engine and see billowing clouds of smoke. You can feel the reverberations of mini sonic booms. You look up and realize it's not an aircraft. In front of you is the Smoke-n-Thunder Jet Car preparing to accelerate!

The vehicle taxis to the runway and prepares to engage the afterburner which shoots 20-foot flames, produces billowing smoke, and mini sonic booms.

At the end of the runway, the jet car comes to a standstill. An aircraft above has challenged the driver to a race. Jaws drop as the aircraft approaches. The driver can see that the aircraft is directly overhead. He kicks in the afterburner and accelerates the jet car—he races at speeds approaching 400 mph and overtakes the aircraft in seconds. The driver is pulling 4.5 G's. As he deploys the parachute to bring the car to a stop, he experiences 11 Gs of negative force. Eyes blinking, the crowd is astonished at what it just witnessed.

He waves to the on-lookers as he is towed back to the taxiway and display area, where the crew are available to sign autographs and talk with the crowd.

After more than 4,000 performances, Smoke-n-Thunder still thrills the crowds at events all over the United States.

The Jet CAR

Engine: Westinghouse J34-48. Originally used in the North American Buckeye T-2A aircraft.

Horsepower: 10,000

Thrust: 6,000 pounds with afterburner

Chassis: 4130 Chrome-moly construction, 240-inch wheelbase

Front: Wheels 15-inch diameter, 5-inches wide

Rear: Wheels 15-inch diameter, 10-inches wide

Body: Aluminum and magnesium

Cockpit: Custom-built single seat designed and built to fit the driver

Weight: 2,300 pounds

Length: 26 feet

Fuel: Two 20-gallon fuel cells; 40 gallons of diesel fuel used each performance

Acceleration Speeds: Approaching 400 mph

Safety Equipment: Two ring-slot parachutes (one 14 1/2 ft. and one 16 ft.); one on-board fire extinguisher system

Truck and Trailer: A 80-foot truck and trailer transports the JetCar and are part of the display. Additionally, the truck is equipped with a power unit that is used to start the JetCar.

Mark Peterson of Mustang High Flight LLC & The Alpha Jet



Mark started flying at the age of six in a Piper Cherokee Arrow. The aviation bug bit early and bit hard. Mark's father Ed was a B-24 Liberator pilot during World War II and flew 29 missions for the Army Air Corps in the European Theater. After returning to civilian life, Ed found ways to keep aviation in his business and personal life. As a result, Mark grew up surrounded by aviation.

Mark soloed at age 16 and received his private pilot's license at 17. Since then, he has flown over 35 different types of aircraft and accumulated over 4500 hours of flight time and an ATP Certificate.

Owning and flying P-51 Mustangs and Classic Jets has been a dream of Mark's since he was a child. Like many children with the aviation bug, Mark built P-51 models and dreamed of flying the Mustang one day. In November of 2005, Mark was fortunate to acquire a P-51 Mustang. Since then, Mark has accumulated over 500 hours in the P-51 and strengthened his love and admiration for the aircraft.

Alpha Jet

Manufacturer: Dassault Aviation (France) and Dornier Flugzeugwerke (Germany)

Type: Two-seat advanced trainer and light attack aircraft (A-model variant)

Crew: 2 (Pilot and Instructor/Passenger)

Powerplant: 2 × SNECMA Turbomeca Larzac 04-C5 turbofans, producing 2,976 lbf thrust each.

Length: 43 feet, 5 inches

Wingspan: 29 feet, 11 inches

Height: 13 feet ,9 inches

Empty Weight: 7,745 lbs

Max Speed: 621 mph (Mach 0.85) at altitude

Cruise Speed: 444 mph

Armament: One 27mm Mauser BK-27 cannon (in under-fuselage pod); 5 hardpoints with a 5,500 lb. capacity for bombs, rockets, or fuel tanks.

External: Typically flown "clean" for airshows, though it can carry external drop tanks for cross-country ferry flights.

In 2007, Mark acquired a Dornier Alpha Jet and has worked to refine his skills in high performance jet fighters.

Someone once told Mark that you don't ever really "own" a Mustang or any warbird. You are just lucky enough to take care of one for the next generation. He was also told that flying a P-51 was like flying a National Monument. Great care and absolute dedication are required. Mark has taken this responsibility to heart and cares for the Mustang with all the honor and dedication she deserves.

For more information,
please visit www.mustanghighflight.com



B-17G Flying Fortress



B-17G Flying Fortress

Status: Flyable

First Flight: July 28th, 1935

Wing Span: 103 feet, 9 inches

Length: 74 feet, 4 inches

Weight:
Empty: 36,135 Pounds
Normal Load: 55,000 Pounds
Max Load: 72,000 Pounds

Maximum Speed: 287 MPH
at 25,000 feet

Maximum Distance: 2,000 Miles

Ceiling: 35,600 Feet

The B-17 was employed by the United States Army Air Forces (USAAF) in the daylight precision strategic bombing campaign of World War II against German industrial and military targets. The United States Eighth Air Force, based at many airfields in southern England, and the Fifteenth Air Force, based in Italy, complemented the RAF Bomber Command's nighttime area bombing in the Combined Bomber Offensive to help secure air superiority over the cities, factories and battlefields of Western Europe in preparation for the invasion of France in 1944. The B-17 also participated to a lesser extent in the War in the Pacific, early in World War II, where it conducted raids against Japanese shipping and airfields. From its pre-war inception, the USAAC (later USAAF) touted the B-17 as a strategic weapon; it was a potent, high-flying, long-range bomber that was able to defend itself, and to return home despite extensive battle damage. It quickly took on mythic proportions, and widely circulated stories and photos of B-17s surviving battle damage increased its iconic status. With a service ceiling greater than any of its Allied contemporaries, the B-17 established itself as an effective weapons system, dropping more bombs than any other U.S. aircraft in World War II.

SPECIFIC HISTORY

The Museum's B-17G Bomber was manufactured by Lockheed-Vega and delivered to the U.S.A.A.F. on October 16, 1944. It was modified to be a "Pathfinder" B-17, equipped with the latest ground scanning H2X radar for nighttime bombing. It was used purely stateside in a training role during WW II before being dropped from the U.S.A.F. inventory in May 1959. In 1961, Albany Building Corporation purchased the B-17 and used it for hauling freight, before selling it in 1963 to Donthan Aviation Corp. who used the airplane as an agriculture sprayer. In 1979, Doc Hospers of Fort Worth, Texas purchased the airplane and restored it to flying condition. The airplane was then sold to Jerry Yagen at the Military Aviation Museum in 2009 before being purchased by Erickson in 2013. Of the B-17 "Pathfinders" that were built, it is the only one left in existence.

HISTORY OF YE OLDE PUB

In January 2019, the aircraft was repainted to "YE OLDE PUB" in honor of the men who flew it in the skies of Germany.

Once in a while, you hear an old war story that restores your faith in humanity. Usually it involves a moment of quiet in mid air.

On December 20, 1943, two enemy pilots met in the skies over Germany - an American, Charlie Brown - and a German, Franz Stigler. What transpired would be called: "WWII's most incredible aerial encounter." The unlikely encounter between one of German's leading fighter aces and the rookie crew of an American bomber in the frigid skies of Germany in December 1943 - upon engaging the already damaged American Plane, Stigler had mercy on his enemies and escorted them to safety.

The Erickson Aircraft Collection proudly displays a vintage aircraft collection started by Jack Erickson in 1983. The collection features over twenty rare aircraft, most of which are still in flying condition. The newly named Collection will feature rare aircraft that are still in flying condition such as the P-38 Lightning, P-51 Mustang, Ki43 Hayabusa, F4U Corsair, SBD Dauntless, Grumman Duck and B-17 Flying Fortress.

Grumman TBM-3E Avenger



The TBF/TBM Avenger was designed to replace the Douglas Devastator as the U.S. Navy's primary torpedo attack aircraft. The prototype was first tested in August of 1941 and planes began to come off Grumman's Bethpage, Long Island production line the following January. In September 1942, due to an increasing wartime demand, the Eastern Aircraft Division of General Motors also began producing the Avenger, designated the "TBM," and most of the Avengers built during WW II rolled out of Eastern's Trenton, New Jersey facility. A total of 9,839 aircraft were constructed, 2,293 by Grumman and 7,546 by General Motors. The Avenger had folding wings for easier stowage aboard aircraft carriers and was the first U.S. warplane to carry a 22-inch torpedo internally. Heavy defensive armament was provided for the three man crew. This consisted of three forward firing machine guns and two similar weapons firing to the rear, one in a power operated turret and one in a ventral position. Bombs, depth-charges, or sea-mines could replace the torpedo if required, and air-to-surface rockets were often hung on wing mountings in later versions. In June 1942, the Avenger made its combat debut in the Battle of Midway. Throughout the remaining years of the War, the aircraft played a key role in ending Japanese naval power in the Pacific Theater. It operated from island bases and also formed an integral part of the U.S. Navy's fast carrier strike force. The plane also saw wartime duty with the Royal Navy in the Pacific and European Theaters as the Martlet. After the end of World War II, the TBF/TBM performed in the military forces of the United States as well as those of allied nations. The last operational Avenger retired from Japanese service in 1962, a successful 20-year career for a rugged, reliable, and versatile aircraft.

SPECIFIC HISTORY

The museum's Avenger is a General Motors built TBM-3E. This aircraft was restored by Pacific Fighters in Idaho Falls, Idaho. Pacific Fighters has returned this TBM back to its original condition. It wears the markings if a VT-40 Avenger based off the USS Suwannee in 1945. Also notice the paint is flat. Drab paint is period correct for this TBM.

Grumman TBM-3E Avenger

Manufacturer: Eastern Aircraft Division of General Motors (under license from Grumman)

Type: Carrier-based Torpedo Bomber

Crew: 3 (Pilot, Radioman/ Bombardier, and Turret Gunner).

Powerplant: 1 × Wright R-2600-20 Cyclone 14-cylinder radial engine, producing 1,900 hp.

Length: 40 feet, 11 inches

Wingspan: 54 feet, 2 inches

Height: 16 feet, 5 inches

Empty Weight: 10,545 lbs.

Max Speed: 276 mph

Cruise Speed: 147 mph.

Armament: Two fixed forward-firing .50-cal. wing guns; one .50-cal. dorsal turret gun; one .30-cal. ventral tunnel gun; 2,000 lb. internal bomb bay for one Mark 13 torpedo or bombs/depth charges

External: Under-wing rails for up to eight 5-inch High Velocity Aerial Rockets (HVARs).

AIRCRAFT Erickson COLLECTION

FOR MORE INFORMATION ABOUT THE ERICKSON AIRCRAFT COLLECTION PLEASE VISIT:
www.ericksoncollection.com

FEATURED GUESTS

PBY-5A Catalina "Princess of the Stars"



GENERAL PBY HISTORY

The Consolidated PBY Catalina is a flying boat and amphibious aircraft that was produced in the 1930s and 1940s. In Canadian service it was known as the Canso. It was one of the most widely used seaplanes of World War II. Catalinas served with every branch of the United States Armed Forces and in the air forces and navies of many other nations. The last military PBYs served until the 1980s. As of 2014, nearly 80 years after its first flight, the aircraft continues to fly as a waterbomber (or airtanker) in aerial firefighting operations in some parts of the world. None remain in military service.

The PBY was originally designed to be a patrol bomber, an aircraft with a long operational range intended to locate and attack enemy transport ships at sea in order to disrupt enemy supply lines. With a mind to a potential conflict in the Pacific Ocean, where troops would require resupply over great distances, the U.S. Navy in the 1930s invested millions of dollars in developing long-range flying boats for this purpose. Flying boats had the advantage of not requiring runways, in effect having the entire ocean available.

AIRCRAFT DESIGNATION AND NAME

The designation "PBY" was determined in accordance with the U.S. Navy aircraft designation system of 1922; PB representing "Patrol Bomber" and Y being the code assigned to Consolidated Aircraft as its manufacturer. Catalinas built by other manufacturers for the U.S. Navy were designated according to different manufacturer codes, thus Canadian Vickers-built examples were designated PBV, Boeing Canada examples PB2B (there already being a Boeing PBB) and Naval Aircraft Factory examples were designated PBN. In accordance with contemporary British naming practice of naming seaplanes after coastal port towns, Royal Canadian Air Force examples were named Canso, for the town of that name in Nova Scotia. The Royal Air Force used the name Catalina and the U.S. Navy adopted this name in 1942. The United States Army Air Forces and later the United States Air Force used the designation OA-10. U.S. Navy Catalinas used in the Pacific against the Japanese for night operations were painted black overall; as a result these aircraft were sometimes referred to locally as "Black Cats".

The PBY was the most numerous aircraft of its kind, with around 3,300 aircraft built. During World War II, PBYs were used in anti-submarine warfare, patrol bombing, convoy escort, search and rescue missions (especially air-sea rescue), and cargo transport. The type operated in nearly all operational theatres of World War II. The Catalina served with distinction and played a prominent and invaluable role in the war against the Japanese.

PBY-5A Catalina

Manufacturer: Consolidated

Country: United States of America

First flight: 1941

Production ended: 1945

Propulsion: 2 piston engines

Maximum number of passengers: 22

Maximum take-off mass: 16066 kg

SOARING BY THE SEA FOUNDATION

29030 Hollis Lane • Eugene, Oregon 97402
Email: soaringbytheseafoundation@gmail.com
Phone: 541-579-8994 (PST)

Family owned and operated, Soaring by the Sea Foundation is headquartered in Eugene, Oregon, and is a 501(c)(3) non-profit organization. Founded in January of 2020, the foundation is dedicated to preserving our military heritage, honoring our veterans' services, sharing their stories, and educating our younger generations, while supporting the local and aviation communities.
*All donations are Tax-Deductible

Anna Serbinenko "Sky Dancing"





Anna is a class 1 aerobatic instructor. She trains aerobatic pilots and aerobatic instructors. Anna flies airshows and trains Canadian Flight Centre's aerobatic team for competitions. Anna was born in Ukraine and after several years of living in Switzerland, Germany and Brazil, she moved to Canada 5 years ago to make it her home. In her other life, Anna has a PhD in financial mathematics, speaks fluently six languages and is running multiple businesses. But her passion for flying lifts her away from the daily routine into the sky with a three-dimensional freedom. The one she calls "Sky Dancing".

Anna is flying Canadian Flight Centre's Super Decathlon, a plane built by American Champion Aircraft for the purpose of aerobatic training. It has inverted fuel and oil systems for upside down flight and can handle severe g-forces typical for aerobatics.

You can meet Anna and her Decathlon later after the flight on Sunday only.

For more information visit:
www.annaskydancer.com

Super Decathlon

- **G limits:** +6 / -5
- **Purpose built:** aerobatic aircraft
- Inverted fuel and oil systems for sustained inverted flight
- **2-seater:** ideal trainer for aerobatic flying
- **Engine:** 180 hp, Lycoming AEIO-360
- **Built by:** American Champion
- **Year:** 2009

Friends of Willie & Joe

The only WWII U.S. Living History Group Officially Sponsored by Bill Mauldin.
"Friends of Willie & Joe" is a living history group that mostly depicts the regular "dog face" infantryman of WWII, usually as members of Bill Mauldin's 45th Division but also as various other units including the 101st and 82nd Airborne. We participate in parades, air shows and military vehicle meets in the Washington and Oregon area and such veteran related events as the reunions of local Battle of the Bulge survivors. Our group has also created impressions of US infantrymen depicting every conflict from the Spanish American War all the way to Desert Storm for official functions at local military bases. The group leader and founder was Stephen Gay who met Mr. Mauldin through his father, a WWII vet and noted newspaper editor.





FEATURED GUESTS





Ross Granley
from Granley Family Air Shows



The third of six children, Ross showed an early love of flying and a strong desire to make it his life's ambition. Ross joined the Canadian Air Force in 1985. He received his wings in 1987, then instructed in the Canadair CT-114 Tutor aircraft in Moose Jaw, Saskatchewan. This aircraft is still used by the Snowbirds. He earned his A2 Instructor's rating, then was selected to fly as #2 with the Snowbird's 1990 and 1991 teams. After his tour of duty with the Snowbirds, he moved on to fighters at Cold Lake, Alberta. He underwent basic and advanced fighter pilot training in the CF-5 and CF-18. He earned top honors in both courses then flew the CF-18 with 416 Tactical Fighter Squadron for three years. In 1996 Ross was selected as a team member for Canada's participation in the William Tell air combat competition. This included teams from all commands in the US Air Force. Canada swept the competition in nearly all categories including the top team.

In 1997 with 3,100 hours of military flight time, Ross, his wife Shari and son Gregory transitioned to life as civilians. They moved to Everett, Washington where Ross lives while working as a pilot with United Air Lines, based in SFO.

Ross purchased a Yak-18T in Moscow which he flies in a formation aerobatic routine. The Yak-55, flown by his dad Bud, and the Yak-18T make an unlikely and unbelievably entertaining act.

West Coast Ravens

The Ravens are a group of pilots from our nation's western states who fly their RV airplanes in formation at air shows and various other aviation events. Adhering to strict formation flying standards that were originally developed by the military, they fly with a high degree of discipline and precision that rivals any other realm of civilian aviation. You will agree that their performance is a demonstration of skill and dedication to the art of formation flying.



The Ravens fly custom-built "RV" airplanes, such as the RV-4, RV-6, RV-7, and RV-8. These aircraft are powerful and highly maneuverable, which lends themselves well to formation flying. Many of the pilots built their own planes in garages and hangars, creating a tremendous sense of pride. In all of their routines, you will see symmetry, precision and grace.

The West Coast Ravens have flown formation demonstrations at various aviation events, such as the world record-setting 50-ship formation over the 2016 NASCAR Phoenix 50th Anniversary race, a 49-ship formation over Kansas City Chiefs/49ers game in 2013, and the 50th Anniversary of Vans Aircraft at EAA AirVenture at Oshkosh. They were also featured in the 2011 season finale of the television show "Mythbusters."

FEATURED GUESTS

Aviation Section Open House

The Washington State Patrol Aviation Section is happy to participate in the 2026 Olympic Airshow. Established in January 1959, the WSP Aviation Section continues to provide air transportation, traffic law enforcement and many other missions, utilizing aerial technology such as infrared cameras and HD video. The section has flown more than 50,000 hours in the last 20 years alone, making a long tradition of professional excellence in aviation.

There will be examples of WSP aircraft and patrol vehicles on display at the historical hangar. Built in the late 1930's, the hangar has served as the base for WSP Aviation's operations since the 1960's.









- Cessna 206 - Equipped with IR camera and other mission equipment, all missions
- Cessna 182 - Aerial traffic enforcement
- Patrol vehicles - classic Crown Victoria and SWAT vehicle (unless on call)

Aviation section personnel and WSP recruiters will be on hand to answer questions and provide information on opportunities with the Washington State Patrol in the sky and on the roads.

Washington State DNR Aerial Firefighting

presented by the

Wildland Fire Management Division (WFMD) Aviation Team

DNR is Washington State's wildland firefighting force, with more than 1,300 employees trained to fight fires within the state or nationally as needed. The primary bases are located in Olympia and Yakima; during the fire season, there are an additional seven bases strategically placed throughout the state. The Wildland Aviation Team is a highly trained air-ground firefighting unit available for Initial Attack (IA) rapid response to wildland fires. Wildfire aviation is comprised of 10 UH-1H(M) Huey helicopters modified for water/suppressant delivery in remote locations with the capability to deliver Helitack crews into otherwise unreachable terrain. Additionally, WFMD Aviation operates a Bell 206L4 type III helicopter and 2 Kodiak 100 airplanes in a reconnaissance, detection, fire mapping and command/control role. Aircraft and Helitack crews attempt to respond to emerging fires within five minutes. Planning is conducted in the air using satellite imagery and mobile devices. Crews are staged in multiple locations statewide during the fire season, and respond to threats to human life, property, and natural resources. This specialized team will demonstrate a mock fire-fighting mission, utilizing modified UH-1H Huey helicopters using both the belly tank and longline water (bambi) bucket methods of fire suppression.





Interested in a meaningful and rewarding summer job? Apply to be a firefighter! Each year, DNR seeks hundreds of dedicated individuals to help protect more than 13 million acres of Washington wildlands from wildfire. Applications are accepted each year beginning in November.

For more information,
please visit www.dnr.wa.gov/jobs.

FEATURED GUESTS



Renny Price
Hammerhead Aerobatics



Renny Price is a retired airline captain and has logged over 23,000 hours since his first flight in 1969. He holds FAA ratings of Airline Transport Pilot, Flight Engineer, Multi-engine instrument flight instructor, Aerobatic competency evaluator, and FAA safety counselor. When he is not performing air shows, he flies an Astra private jet.

World class aerobatics are a spectacle, but almost nothing comes close to the performance of the Russian designed and built Sukhoi-29. The Sukhoi is considered to be the very best two-place unlimited competition aircraft in the world today.

Renny and his SU-29 are based just south of Portland, Oregon at the Aurora State Airport. Renny's other interests are hunting, fishing, guitars, baseball, and of course, teaching, talking and learning about flying aerobatics.

The Sukhoi-29 has a 9 cylinder radial, 360 horse powered engine. The normal climb rate is 3,150 feet per minute at 1 G. The vertical speed indicator can't keep up when Renny pulls the stick back to 9 G's.

Today you will see him perform all the graceful classic maneuvers, plus loops with snaps on top, inside-outside snaps, torque rolls, tumbles, and just to keep it interesting, a few flat spins.

Greg Howard
G200





Greg started flying in 1974, doing odd jobs at the airport to pay for flying lessons. He got his private pilot's license and eventually was able to afford his own plane – a 1947 Luscombe. He used the Luscombe to commute to work every day the Northwest weather would allow it. Like any commute, it quickly became boring. To combat the boredom, Greg started doing basic aerobatics on his way to and from work.

After the Luscombe and a few Pitts', Greg now flies the G-200. At 900 pounds with 200 HP this carbon fiber aircraft is high energy and high performance.

Greg has been performing precision aerobatics in the Northwest since 1980 and has over 3,800 aerobatic hours logged. He is 5 time Northwest Regional Aerobatic Champion in the Unlimited category and is a former member of the US national aerobatic team. Greg's sequence is constantly moving and virtually all the action is tightly packed towards show center.

The G200

Construction: carbon fiber
Wing span: 20 ft.
Length: 18.5 ft.
Empty weight: 910 lbs
Engine: Lycoming AEIO 360X
Horsepower: 180+
Never-exceed speed (Vne): 220 kts (253 mph)
Stall speed: 55 kts (64 mph)
Maximum rate of climb: 3500'/min
Roll rate: > 420°/sec
G limits: ±10 operational

Ken Collins Mini Mustang



The Mini Mustang was originally designed in 1948 by Dave Long who was an aeronautical engineer working for the Piper Company. It competed in the Goodyear Trophy Class at the 1948 Cleveland Air Races where it finished in second place, and has been a favorite for homebuilders ever since.

With 175 mph cruise speed and all metal construction, its popularity is not surprising. There have been four Mini Mustang Grand Champion aircraft at the Oshkosh EAA Fly-In since they were first introduced, and it gained a loyal following which it still enjoys today.

This particular airplane was completed in 1999, and was the last of five Mini Mustangs built by Jim Browning of Evansville, Indiana, serial number JB5. It has had four owners, each giving it the utmost attention to detail. (Mini Mustang can be seen in the static display area.)

Cascade Warbird Squadron



The EAA Cascade Warbird Squadron has been a significant, consistent, and growing influence for warbird fans in the Pacific Northwest. A qualified non-profit organization, the organization has grown to 220 members, who own and fly the whole gamut of ex-military aircraft, from the old bi-planes, trainers, fighters, bombers, and liaisons of World War II and the Korean War era—to the aircraft of the Vietnam War. Even foreign aircraft are not left out, as former adversary's warbirds are now highly prized. The organization's purpose is to promote and encourage the preservation and operation of WWII and other such aircraft representative of military operations, and to educate interested persons in methods of safe operation and maintenance.

With 135 member aircraft of 35 different types, Cascade Warbird Squadron succeeds in their objective, providing a valuable presence of historic aviation to many Northwest events. Watch this group of skilled pilots fly in formation at the end of the aerobatic show.

For more information visit:
www.cascadewarbirds.org

Rainier Squadron of the CAF

Piper L-4H Grasshopper



This aircraft with WWII combat history was built April 6, 1944 at Lock Haven, PA. She arrived in England via ship in May and was with the 9th Air Force as a liaison aircraft and for training during D-Day. In the Fall she was transferred to Army Ground Forces, was flown to France and was part of the Ninth Army, 30th Infantry Division. In December 1944, the 30th ID was northwest of Bastogne near the town of Malmedy, Belgium when the German 1st SS Panzier Division attacked on December 16 - the Battle of the Bulge. The 6 weeks of the battle cost over 89,500 US casualties. 330430 was used for reconnaissance and directing artillery fire. After a month of repairs in February 1945 she returned to the 30th Infantry Division as they crossed the Rhine River into Germany. She continued with them through war's end. After the war, remaining in France, she was purchased by an Army Sgt. for $300 and was ultimately shipped to the US in 1946.



The Yak-3

The Yak-3, owned by Bill Shepherd, arrived in a shipping container in late 2019, and required some changes and upgrades as it last flew in Australia. It now has U.S. tires, wheels, brakes, and comm radio, with other instruments converted from the metric system. It is one of the "new built" Yaks, coming out of the Yakovlev Design Bureau in 1993. It has an Allison V-1710 U.S. engine and Hamilton Standard prop. The Yak-3 design was the last series propeller fighter to come out of Russia, even after the Yak-9. The Yak-3 resides in Sequim, Washington.



Drew Blase &
Siai Marchetti SF-260C

Drew was bitten early on by the aviation bug thanks to a CAF squadron at his local airport in Lancaster, TX and later joined the Air Force where he flew the B-52H, B-2A, T-38A, MC-12W and finally the U-2S Dragonlady in his 20 year career. It was during a non-flying assignment that he started to get into aerobatic flying and sharing that with friends and family. Now retired from the Air Force, Drew flies the SF-260C, an aerobatic military trainer designed and exported by the Italians across the globe and known for its sleek looks and all around great performance and versatility. This is only his second airshow season and he's excited to share his love of flying with the crowd.

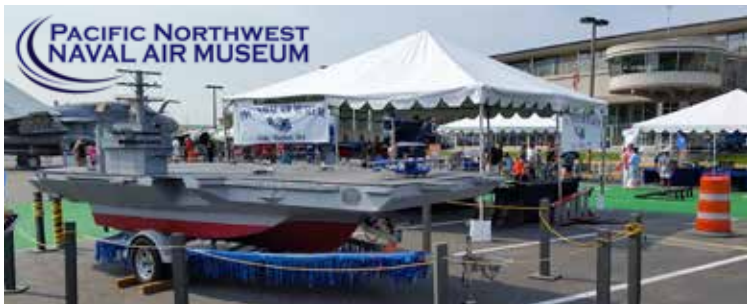


FEATURED GUESTS

PACIFIC NORTHWEST NAVAL AIR MUSEUM

The inspiration for the Pacific Northwest Naval Air Museum began in the late 1990s, as a way to help preserve the legacy and contributions of those who served their country during one of our nation's darkest hours. Formed by a group of former servicemen and their spouses, the original vision was to commemorate the important role the PBY played in protecting the Pacific Coast during WWII.

Since that time, the museum has been devoted to the preservation of Naval Aviation heritage on Whidbey Island, and to the military culture that has inhabited this island for generations. The Pacific Northwest Naval Air Museum is devoted to ensuring the legacy of these brave aviators is never forgotten.

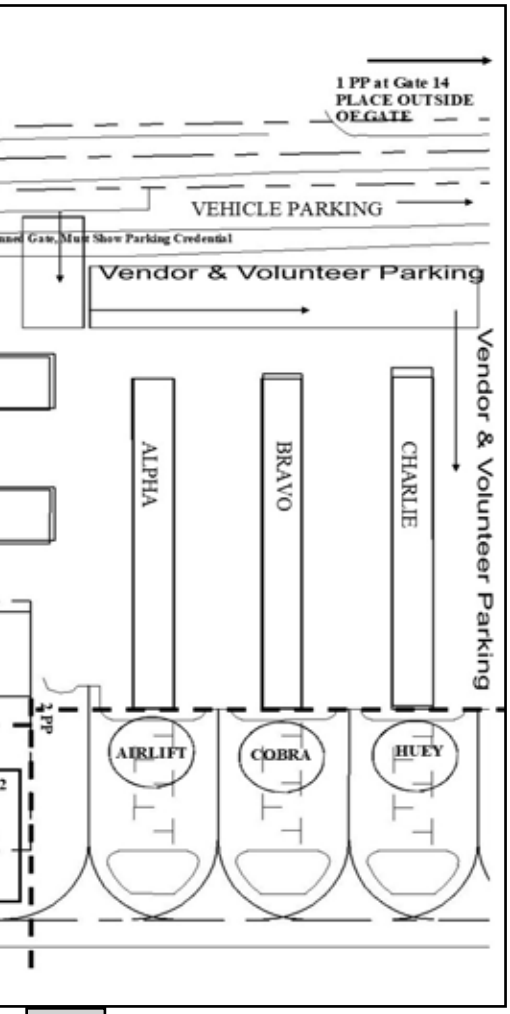


For More Information please visit: pnwnam.org



ENTER....OPERATION SHOCKWAVE!

Operation Shockwave puts people in the middle of a high-stakes Air Force rescue mission. Featuring a 3D film, motion theater seats, sensory effects and 360-degree surround sound, this mobile tour is more than a ride; it's an immersive experience from start to finish! Brought to you by the United States Air Force mobile recruitment tours.





KAUFMAN
CONSTRUCTION & DEVELOPMENT, INC.
DESIGN / BUILD / LEASE
COMMERCIAL CONSTRUCTION & DEVELOPMENT
7908 Sweet Iron Court SE
Tumwater, WA 98501
(360) 491-5230
www.kaufmancd.com



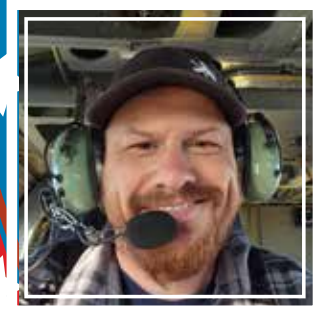
MEET THE OLYMPIC F



PRESIDENT

Brian Reynolds

brian@olympicflightmuseum.com



MANAGER

Kyle Baxter

kbaxter@nwhelicopters.com



Museum Mechanic

Warren Harris

OLYMPIC Flight MUSEUM

LOCATION
7637 A Old Hwy 99 SE
Olympia, WA 98501
Northeast corner of Olympia Regional Airport (OLM)
Exit 101 from Interstate 5

EXHIBIT HOURS
Summer Months:
Wednesday-Sunday 10:00 am - 4:00 pm
Closed Thanksgiving, Christmas & July 4

GENERAL ADMISSION
Museum members free
Adults $7.00
Youths (7-12) $5.00
Children 6 and under are free

Discount for AAA Members, First Responders & Military.

Persons under age 16 must be accompanied by an adult.

FACILITY RENTAL
Space is available for meetings, receptions and banquets.

T-28 & UH-1 EXHIBIT RENTAL
The museum's T-28 airframe and UH-1 cockpit exhibits are available for rent at events. Call 360-705-3925 for details.

Need a place to hold a private event? The Olympic Flight Museum is available as a rental facility.



Museum Memberships
are available in a variety of levels. Your support to our mission of keeping aviation history alive is appreciated. See the membership desk for information.

For more information, contact us at:
info@olympicflightmuseum.com
Tel: 360-705-3925
Fax: 360-236-9839
Web: www.olympicflightmuseum.com
www.olympicairshow.com

LIGHT MUSEUM STAFF

Brian Reynolds

Olympic Flight Museum Founder, President and Chief Pilot



Brian Reynolds has been a pilot for over 42 years and has accumulated over 12,000 flying hours, he holds nearly every pilot rating there is in both airplanes and helicopters. His day job is managing Northwest Helicopters LLC. He is also a Hollywood Stunt pilot and you can see his performances in Movies such as King Kong, X-men, and Fast and Furious Hobbs and Shaw to name a few. In his off time, you will find him racing GT Sports cars. You have seen Brian perform at this Airshow since 1997 in over 20 different models of aircraft. He hopes to inspire young people to follow into the aviation profession by demonstrating aircraft at airshows. This weekend you will see him Flying the L-39 in its new Ukrainian markings along with multiple helicopters including the H-43 Huskie and also Flying the Bell AH-1 Cobra both solo and formation with the UH-1H Huey. He follows the same Motto of airshow Legend, Bud Granley "make the difficult look easy and never attempt the impossible".

Jim Gibson

Olympic Airshow Air Boss



Jim is a highly trained Air Boss, with extensive knowledge and experience in both ground and air operations. He has served as Air Boss of the Olympic Air Show since its inception in 2000, providing professional, effective and efficient communication with the airport tower control, the FAA, airport management, and air show performers. With notable clients such as Oregon International Airshow, California International Airshow, Warriors Over Wasatch (Hill AFB) and many Air Force Bases across the country. Jim's experience in providing quality technical services to the air show industry are highly regarded and in demand.

Scott Lewis

Olympic Airshow Master of Ceremonies



Scott Lewis has been in and around Aviation and Space for the last 16 years where he supported the Army, Air Force and Space Force. He currently works at the Cobra Dane Radar site in Alaska. Scott began working with the military by working on the Counter Rocket Artillery Mortar, CRAM program in Afghanistan and Iraq. His experience was in battlefield operation and staging resources provided a deep respect for our service men and women.

Prior to his work with the military, Scott provided technical and customer service support for tech giants like Microsoft, Apple, HP and Dell.



Scott's home is the Pacific Northwest, and he enjoys the opportunity to share his enthusiasm for careers in the tech sector.

You can find him at FlyByCommentary.com

Shane Gibson

Olympic Airshow Audio Engineer



Shane Gibson is a locally grown product of the western Washington area. Graduated from Shelton High School and attending Centralia Community College while studying to be a High School Educator and sports coach.

Shane's experience in Audio System's has been through various air shows around the northwest. This year Gibson Audio is expanding to provide audio services nationally.

NATIONAL ANTHEM



The Olympic Air Show is proud to feature Jaiden Doyle as our National Anthem singer. Jaiden is a Washington-based vocalist who enjoys country music, horses, fishing, and spending time outdoors. She is honored to have performed the National Anthem at PBR events, rodeos, and Portland Winterhawks hockey games. Please join us in giving Jaiden Doyle a warm welcome and a big round of applause as she performs our Nation's Anthem.

AH-1 Cobra & UH-1 Huey Demonstration

The AH-1 Cobra / UH-1H Huey demonstration has become an icon in the Pacific Northwest having been exhibited at many regional aviation events. Meticulously restored to original condition and markings, this dynamic helicopter duo from the Olympic Flight Museum will demonstrate authentic maneuvers as they were utilized in military service, and are techniques all Army aviators must master. Speeds and altitudes of these precision maneuvers range from zero miles per hour at ground level, to 140 miles per hour at 1,000 feet. This demonstration contributes to the public understanding of the role of Army aircraft by demonstrating proficiency and versatility in the performance of precision helicopter flight. You will see formation photo ops and solo demonstrations form these vintage warrior helicopters made famous by the Vietnam War.



P-51D Mustang

The Olympic Flight Museum's North American P-51D Mustang captures the hearts of the young and old alike. Gaining fame during the WWII-era, this fighter aircraft is fast, well-made and highly durable. A supercharged Rolls Royce Merlin engine creates the recognizable sound of power and speed. It has a maximum speed of 437 mph, a cruising speed of 362 mph, and a service ceiling of 41,900 ft. Piloted by Bud Granley, the performance you see today is only one of a few low-level P-51 Mustang demonstration exhibited in the Pacific Northwest. This historic aircraft calls the Olympic Flight Museum home where it remains a favorite for museum members and visitors.

Kaman HH-43 Huskie

Designed primarily for close-in firefighting and rescue duties at military bases, the Huskie was occasionally used for short-range search-and-rescue missions during the Vietnam War. When responding to aircraft accidents, it was often equipped with a 950-pound (430-kilogram) fire suppression kit (FSK) — a suspended unit that held 78 gallons of water with a separate container that had five gallons of concentrated foam. When the water and concentrate combined, the FSK could generate 690 gallons of aerated foam.

The extremely powerful downwash from the Huskie's rotor system could be used to help suppress flames and spread the foam over the fire. The rotors could also be used to direct the fire away from ground personnel. Once the flames were held at bay, the airborne firefighters could move in to extricate the crew of the wrecked airplane. After ending their military careers, many Huskies found a living in the timber industry.



OLYMPIC FLIGHT MUSEUM AIRCRAFT



Sikorsky UH-60A Blackhawk



Named after the Native American war leader Black Hawk, the UH-60A entered service with the U.S. Army in 1979, to replace the Bell UH-1 Iroquois as the Army's tactical transport helicopter. This was followed by the fielding of electronic warfare and special operations variants of the Black Hawk. Improved UH-60L and UH-60M utility variants have also been developed. More than 4,000 Black Hawk aircraft of all types are in service worldwide today. The U.S. Army is the largest operator with 2,135 H-60 designated aircraft. The same aircraft sold internationally direct from Sikorsky acquired the S-70 designation. Modified versions have also been developed for the U.S. Navy, Air Force, and Coast Guard. In addition to U.S. Army use, the UH-60 family has been exported to several nations.

Aero Vodochody L-39 Albatros



The Czechoslovakian-built Aero Vodochody L-39ZO Albatross was built as a successor to their earlier trainer, the L-29 Delfin. Design work began in 1966, with the first prototype flown in 1968. The design idea was to marry an efficient, powerful turbofan engine to a sleek, streamlined fuselage, resulting in a strong economical performer which would become the next standard jet trainer for the Warsaw Pact. Production was temporarily delayed until 1972 due to issues with air intakes, but difficulties were overcome and the aircraft went on to be a great success with the Soviet, Czech, and East German air forces, among others. The practical suitability of the L-39 for training tasks is demonstrated daily in military service of more than 30 air forces in Europe, Asia, Africa and America.

SPECIAL THANKS!

South Sound Composite Squadron

Civil Air Patrol

Cadet Programs

While there are many youth oriented programs in America today, CAP's cadet program is unique in that it uses aviation as a cornerstone. Thousands of young people from 12 years through age 21 are introduced to aviation through CAP's cadet program. The program allows young people to progress at their own pace through a 16-step program including aerospace education, leadership training, physical fitness and moral leadership. Cadets compete for academic scholarships to further their studies in fields such as engineering, science, aircraft mechanics, aerospace medicine, meteorology, as well as many others. Those cadets who earn cadet officer status may enter the Air Force as an E3 (airman first class) rather than an E1 (airman basic).

Whatever your interests-survival training, flight training, photography, astronomy-there's a place for you in CAP's cadet program. Each year, cadets have the opportunity to participate in special activities at the local, state, regional or national level. Many cadets will have the opportunity to solo fly an airplane for the first time through a flight encampment or academy. Others will enjoy traveling abroad through the International Air Cadet Exchange Program. Still others assist at major air shows throughout the nation.

Aerospace Education

CAP's aerospace education efforts focus on two different audiences: volunteer CAP members and the general public. The programs ensure that all CAP members (seniors and cadets) have an appreciation for and knowledge of aerospace issues. To advance within the organization, members are required to participate in the educational program. Aerospace educators at CAP's National Headquarters at Maxwell Air Force Base, Ala., provide current materials that reflect the highest standards of educational excellence. Aerospace education is divided into two parts: internal and external.

The internal aerospace education program has two parts as well: cadet and senior. Cadets complete aerospace education as one of the requirements to progress through the achievement levels of the cadet program. Senior members have a responsibility to become knowledgeable of aerospace issues and the AE program that CAP provides. They are further encouraged to share the information obtained with their local communities and school systems.

CAP's external aerospace programs are conducted through our nation's educational system. Each year, CAP sponsors many workshops in states across the nation, reaching hundreds of educators and thereby thousands of young people. These workshops highlight basic aerospace knowledge and focus on advances in aerospace technology. CAP's aerospace education members receive more than 20 free aerospace education classroom materials.

Emergency Services

Growing from its World War II experience, the Civil Air Patrol has continued to save lives and alleviate human suffering through a myriad of emergency-services and operational missions.

Search and Rescue: Perhaps best known for its search-and-rescue efforts, CAP flies more than 85 percent of all federal inland search-and-rescue missions directed by the Air Force Rescue Coordination Center at Langley Air Force Base, Va. Outside the continental United States, CAP supports the Joint Rescue Coordination Centers in Alaska, Hawaii and Puerto Rico. Just how effective are the CAP missions? Nearly 100 people are saved each year by CAP members!

Disaster Relief: Another important service CAP performs is disaster-relief operations. CAP provides air and ground transportation and an extensive communications network. Volunteer members fly disaster-relief officials to remote locations and provide manpower and leadership to local, state and national disaster-relief organizations. CAP has formal agreements with many government and humanitarian relief agencies including the American Red Cross, Federal Emergency Management Agency, Federal Aviation Administration, National Transportation Safety Board and the U.S. Coast Guard.

Humanitarian Services: CAP flies humanitarian missions-usually in support of the Red Cross-transporting time-sensitive medical materials including blood and human tissue, in situations where other means of transportation are not available.

Air Force Support: It's hardly surprising that CAP performs several missions in direct support of the U.S. Air Force. Specifically, CAP conducts light transport, communications support, and low-altitude route surveys. CAP also provides orientation flights for AFROTC cadets. Joint U.S. Air Force and CAP search-and-rescue exercises provide realistic training for missions.

Counterdrug: CAP joined the "war on drugs" in 1986 when, pursuant to congressional authorization, CAP signed an agreement with the U.S. Air Force and U.S. Customs Service offering CAP resources to help stem the flow of drugs into and within the United States.



History of Civil Air Patrol

In the late 1930s, more than 150,000 volunteers with a love for aviation argued for an organization to put their planes and flying skills to use in defense of their country. As a result, the Civil Air Patrol was born one week prior to the Japanese attack on Pearl Harbor. Thousands of volunteer members answered America's call to national service and sacrifice by accepting and performing critical wartime missions. Assigned to the War Department under the jurisdiction of the Army Air Corps, the contributions of Civil Air Patrol, including logging more than 500,000 flying hours, sinking two enemy submarines, and saving hundreds of crash victims during World War II, are well documented.

After the war, a thankful nation understood that Civil Air Patrol could continue providing valuable services to both local and national agencies. On July 1, 1946, President Harry Truman signed Public Law 476 incorporating Civil Air Patrol as a benevolent, nonprofit organization. On May 26, 1948, Congress passed Public Law 557 permanently establishing Civil Air Patrol as the auxiliary of the new U.S. Air Force. Three primary mission areas were set forth at that time: aerospace education, cadet programs, and emergency services.

ENJOY THE SHOW!

The Olympic Air Show's Beer Garden has been enhanced to include some noteworthy selections for discriminating consumers.

PREMIUM QUALITY BEST
BEER GARDEN
Featuring LOCAL DRAFTERS

We have an assortment of craft brews, refreshing flavored seltzers, and a domestic beer from which to choose.

MODELO ESPECIAL
A benchmark of Cervesa's deep brewing heritage, this rich and full-flavored Pilsner-style Mexican lager showcases their commitment to quality in every pour.

BLUE MOON BELGIAN WHITE
A favorite of beer connoisseurs since 1995, this wheat beer is brewed with Valencia orange peel and coriander for a subtle sweetness and bright, citrus aroma.

GEORGETOWN BODHIZAFA:
This IPA gets its light silky texture from rolled oats. The flavor and aroma both express mandarin and citrus all around. Over five pounds of hops per barrel makes this IPA truly Bodhilicious!

WHITE CLAW SELTZER
Black Cherry or Mango
Crafted with quality ingredients, White Claw Hard Seltzer is made from a blend of seltzer water, our gluten-free alcohol base, and a hint of fruit flavor. The most popular of flavors, Black Cherry balances the tartness and sweetness of a ripe summer cherry. The refreshing Mango flavor presents a sweet summer fruit flavor.

COORS LIGHT
Great beer happens when you combine superior ingredients with a time-tested process. Every brew of Coors Light is made with traditional two-row lager malt which is made from our unique high country barley and four hop varieties.

TWISTED TEA
Hard iced tea made from real brewed black tea and natural lemon flavor, Twisted Tea Original is refreshing, smooth, and of course a little twisted. This non-carbonated malt beverage brewed like a beer is delicious!

Please enjoy responsibly.
Beer
21 And Over

AFTER THE SHOW ON SATURDAY THE BEER GARDEN WILL
STAY OPEN FOR SERVICE UNTIL 6:00 PM.
THE MUSEUM WILL BE CLOSED TO THE PUBLIC AT 6:00 PM.

Enjoy tasty delectables from a variety of vendors in our Food Court!

Our 2026 Olympic Air Show vendors are

Boogie Beans Coffee
Egg Roll Hut & Lumpia
Flaming Pig BBQ
Grandad's Kettle Corn
Hungarian Kitchen
NunSuchy's Specialty Hot Dogs
Olympia Host Lions Burger Den
Sugar Canvas Bakery
(located in hangar)
Sweetlee's Ice Cream
Taqueria La Esquinita
The NomNom Stop
Tony's Y-Not Italian Ice

AIRLIFT NORTHWEST
UW Medicine
Critical care in the air since 1982
206.326.2569

Columbia distributing

Safety In Motion FLIGHT CENTER

Safety in Motion Flight Center is recognized as the Pacific Northwest's leader in providing safe, professional, and comprehensive aviation services.

Located at the Pierce County Airport/Thun Field (KPLU) and the Olympia Regional Airport (KOLM)

Our services include:
Full-service FBO: Aircraft Fueling and Personalized Aircraft Concierge Services
Comprehensive Recreational and Professional Flight Training
Charter and Scenic Flight Services
Avionic Sales and Installation



Hands On SUMMER SPLASH!
SUMMER FESTIVAL OF FUN
Proudly Presented by WSECU

All Summer Long!
Themed Adventures • Special Guests
Animal Encounters • Visiting Artists



Don't miss!
Fire Rescue Spectacular
July 11!

414 Jefferson St. NE, Olympia, WA 98501
(360) 956-0818 • hocm.org

WELCOME TO THURSTON COUNTY!

Thurston County, Washington, is located at the southern end of Puget Sound in the beautiful Pacific Northwest. Majestic Mount Rainier and the rugged Cascade Mountains are nearby to the east, while the Pacific Coast is just an hour's drive to the west. Home to more than 290,000 residents, Thurston County is 60 miles south of Seattle and 100 miles north of Portland, Oregon.

Beautiful Thurston County is home to Olympia, Tumwater, Lacey, Yelm, Rainier, Rochester, Tenino, Bucoda and Grand Mound. We offer a rich variety of great places to see, restaurants to dine, and lodging facilities to stay. With plenty of activities for families and kids, trails for the outdoor enthusiasts, water for boaters, and attractions and events for experiences, our goal is to ensure your visit will be enjoyable and memorable.

VISIT WWW.EXPERIENCEOLYMPIA.COM FOR INFORMATION.

For an extraordinary Thurston County driving experience please visit
https://www.experienceolympia.com/thurston-bountiful-byway/

Questions about your stay? Looking for recommendations or planning tools?
Call the Visitor Hotline at (360) 763-5656, Monday-Friday, 10-5

For much more information, brochures and maps, please visit the following Chambers of Commerce:

LODGING SUGGESTIONS:

Best Western Tumwater
5188 Capitol Blvd. SE
Tumwater
(360) 956-1235

Red Lion Inn & Suites - The Governor
621 Capitol Way S
Olympia
(360) 352-7700

Doubletree Hilton Hotel
415 Capitol Way N
Olympia
(360) 570-0555

La Quinta Inn & Suites
4600 Capitol Blvd. SE
Tumwater
(360) 352-5433

Best Western Plus Lacey Inn & Suites
8326 Quinault Dr. NE
Lacey
(360) 456-5655

RESTAURANT SUGGESTIONS:

River's Edge Restaurant
4611 Tumwater
Valley Dr. SE
(360) 753-5100

Budd Bay Café
525 Columbia St. NW
Olympia
(360) 357-6963

Anthony's Homeport
704 Columbia St. NW
Olympia
(360) 357-9700

Tugboat Annie's
2100 W Bay Dr
Olympia
(360) 943-1850

Ram Restaurant & Brewery
8100 Freedom Ln NE
Ste. C
Lacey
(360) 923-5900

THINGS TO DO:

Hands On Children's Museum
414 Jefferson St. NE
Olympia
(360) 956-0818

Brewery Park at Tumwater Falls
110 Deschutes Way SW
Tumwater
(360) 943-2550

Tumwater Valley Golf Course
4611 Tumwater Valley Dr. SE
Tumwater
(360) 943-9500

Billy Frank Jr. Nisqually National Wildlife Refuge
100 Brown Farm Rd,
Olympia
(360) 753-9467

Olympia Farmer's Market
700 Capitol Way N
Olympia
(360) 352-9096

Washington State Capitol Tours
14 Capitol Way S
Olympia
(360) 902-8880

Great Wolf Lodge
20500 Old Hwy. 99 SW
Grand Mound
(800) 640-9653

Cabela's
1600 Gateway Blvd. NE
Lacey
(360) 252-3500

Regional Athletic Complex
8345 Steilacoom Road SE
Lacey
(360) 491-0857

Swantown Marina & Boatworks
1022 Marine Dr NE
Olympia
(360) 528-8049

Mima Mounds Natural Area Preserve
Waddle Creek Road
Littlerock
(360) 577-2025



July 4, 2026
Tumwater's 38th Annual Independence Day Parade & Fireworks
11:00 am – 1:00 pm; Fireworks 6:00 pm • ci.tumwater.wa.us

July 11, 2026
Olympia Dragon Boat Festival • Port Plaza Downtown Olympia
Olympiadragonboat.org

July 15-19, 2026
Capital Lakefair • Lakefair.org

July 24-26, 2026
Tenino Oregon Trail Days • Teninoacc.org

July 30 through August 2, 2026
Thurston County Fair • Thurston County Fairgrounds & Event Center
thurstoncountywa.gov/fairgroundseventcenter

August 28-29, 2026
South Sound Block Party Music Festival
Southsoundblockparty.com

September 7, 2026
Summer Splash Festival of Fun
Hands On Children's Museum • Hocm.org

THANK YOU FOR YOUR SUPPORT!

Airlift Northwest
America's Team Museum
Bank of America
Best Western Tumwater-Olympia Inn
Drew Blase
Bill Braack Smoke 'N Thunder Jet Shows
City of Tumwater
City of Olympia
Columbia Distributing
Commemorative Air Force Rainier Squadron
Leatta Dahlhoff, Mayor City of Tumwater
Jaiden Doyle
EAA Cascade Warbird Squadron #2
Enterprise Rent-A-Car
Erickson Aircraft Collection
Experience Olympia & Beyond
Friends of Willie & Joe
Gamewardens Association
Jim Gibson, Air Boss 360
Shane Gibson, Audio Engineer
Glacier Aviation Inc.
Ross Granley Granley Family Airshows
Hands On Children's Museum
Joel Hanson, Commissioner Port of Olympia
Johnson's Smokehouse and Country Store
Greg Howard
Intercity Transit
Kaufman Construction & Development
La Quinta Inn & Suites - Tumwater
Scott Lewis, Emcee
L&E Bottling
L.G. Isaacson Industrial Supply
Mason Family Charitable Foundation
Northwest Helicopters
Northwest Signworks
Olympia Regional Airport Staff
Pacific Northwest Naval Air Museum
Chris Paolini, Senior Manager Olympia Regional Airport
Mark Peterson Mustang High Flight
Port of Olympia
Renny Price Hammerhead Aerobatics
Primo Brands Water
Safety In Motion Flight Center
Anna Serbinenko
Bill Shepherd
Soaring By The Sea Foundation
Spanaflight Aviation
Star Rentals
Superheroes At The Airshow
Thurston County
Thurston County Medic One
Thurston County Sheriffs Office
Timberland Bank
Tumwater Fire Department
U.S. Air Force Shockwave Exhibit
Olympic Flight Museum and Air Show Volunteers
Lisa Wenham Graphic Design
WA State Dept. of Natural Resources
WA State Patrol Aviation Section
West Coast Ravens

Thank you to our VOLUNTEERS

OLYMPIC Flight MUSEUM

The Olympic Flight Museum Board of Directors and Staff wish to thank all the Olympic Air Show Volunteers!

Thank you for generously giving your time and talents on the museum's behalf. We couldn't do it without our first-rate volunteer crew!

OLYMPIC AIRSHOW

HAPPY FATHER'S Day

OLYMPIC Flight MUSEUM

Thanks for sharing this special day with us!

Northwest SIGNWORKS

(360) 786-1617

Lisa Wenham
Graphic Design

360-701-5707
lisawenham@comcast.net

DESIGN & PHOTOGRAPHY FOR PRINT, BANNERS, SIGNS, GARMENTS AND MORE.

FOX 13

PRINT NW

EXPERIENCE Olympia & Beyond

TUMWATER FIRE DEPT

BUTCHER SHOP • SMOKED MEAT • FRESH PRODUCE
EATERY • COLD BEER • MARKET PLACE • PATIO





JOHNSON'S
SMOKEHOUSE
COUNTRY STORE

BUTCHER SHOP • PRODUCE • EATERY • SPECIALTY FOODS

Stop in and See Us!

We are a few miles down the road:
8312 Diagonal Rd SE, Olympia

Open Monday-Saturday 9-7, closed Sunday

johnsonsmokehouse.com | 360.459.8169





ARTICLES OF INCORPORATION
OF
OLYMPIC Flight Museum

The undersigned, desiring to form a charitable corporation under the Washington Nonprofit Corporation Act (RCW 24.03), adopts the following Articles of Incorporation for such corporation.

ARTICLE I

The name of the corporation shall be ***Olympic*** Flight ***Musuem*** (hereinafter the "Corporation").

ARTICLE II

The period of duration of the Corporation shall be perpetual.

ARTICLE III

The purpose for which the Corporation is organized is to receive, administer and distribute funds and other assets exclusively for charitable, religious, educational and scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (hereinafter the "Code") or the corresponding provision of any future United States Internal Revenue Law.

Solely for the above purposes, the Corporation is empowered to exercise all rights and powers conferred by the laws of the State of Washington upon nonprofit corporations, including, but not without limitation thereon, to receive gifts, devises, bequests and contributions in any form, and to use, apply, invest and reinvest the principal and/or income therefrom or distribute the same for the above purposes; except to the extent such rights and powers are expressly denied or limited in these Articles.

ARTICLE IV

No part of the assets or of the net earnings of the Corporation shall inure to the benefit of or be distributable to the Corporation's members, directors, officers or other private individuals, but the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered, to reimburse for reasonable expenses incurred, and to make payments and distributions in furtherance of the purposes set forth in Article III hereof.

ARTICLE V

It is intended that this Corporation shall have the status of a corporation which is exempt from federal income taxation under Section 501(a) of the Code as an organization described in Section 501(c)(3) of the Code. These Articles shall be construed accordingly, and all powers and activities of the Corporation shall be limited accordingly. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and in the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these Articles, the Corporation shall not carry on any other activities not permitted to be carried on (1) by a corporation exempt from Federal Income Tax under Section 501(c)(3) of the Code (or the corresponding provision of any future United States Internal Revenue law), or (2) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Code (or the corresponding provisions of any future United States Internal Revenue law).

ARTICLE VI

The Corporation shall have one class of members. The members shall be BRIAN REYNOLDS, RICHARD POTTS and STEPHANIE JOHNSON. Members shall be elected by existing members at a meeting of the members. No member shall be elected unless he or she receives a majority vote of all members.

ARTICLE VII

Upon the dissolution of the Corporation and after paying or making provision for the payment of all of the liabilities of the Corporation, the Board of Directors shall dispose of all of the assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Code (or the corresponding provision in any future United States Internal Revenue law), as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the Superior Court of the State of Washington for King County, exclusively for such purposes, to such organization or organizations as said Court shall determine, which are organized and operated exclusively for such purposes and qualify as exempt organizations under Section 501(c)(3) of the Code (or the corresponding provisions in any future United States Internal Revenue law).

ARTICLE VIII

The number of directors constituting the initial Board of Directors shall be eight directors. Thereafter, the number of directors shall be as may from time to time be set forth in the Bylaws of the Corporation. The names and addresses of the persons who shall serve the Corporation as directors until the first annual meeting, or other meeting called to elect directors are:

1. Brian Reynolds
2. Clayton Ashley
3. Greg Cass
4. Dan Clark
5. Stephanie Johnson
6. Kevin McKee
7. Richard Potts
8. John Klenke

ARTICLE IX

The address of the initial registered office of the Corporation shall be 1420 Fifth Avenue, Suite 4100, Seattle, Washington 98101-2338. The name of the initial registered agent of the Corporation at such address shall be LPSL Corporate Services, Inc.

ARTICLE X

All references in these Articles to Sections of the Internal Revenue Code shall be considered references to the Internal Revenue Code of 1986, as from time to time amended, and to the corresponding provisions of any similar law subsequently enacted.

ARTICLE XI

The name and address of the incorporator of the Corporation is George Mastrodonato, 1420 Fifth Avenue, Suite 4100, Seattle, Washington 98101-2338.

Executed in duplicate at Seattle, Washington, this _____ day of _____, 1997.

_____
George Mastrodonato, Incorporator

REGISTERED AGENT CONSENT:

The undersigned consents to appointment as registered agent of the corporation named above.

DATED: _____, 1997.

LPSL Corporate Services, Inc.

By_____
George Mastrodonato
Vice President

1420 Fifth Avenue, Suite 4100
Seattle, Washington 98101-2338

BYLAWS
OF
OLYMPIC FLIGHT MUSEUM

ARTICLE I

Membership

Section 1. Members. The members of the Corporation shall be Brian Reynolds, Richard Potts and Stephanie Johnson, and such other person or persons as the members may elect, by a vote of a majority of all of the members of the corporation, at any annual or special meeting of the members. The right of a member to vote and all his or her right, title, and interest in or to the Corporation shall cease on the termination of his or her membership. No member shall be entitled to share in the distribution of the corporate assets upon the dissolution of the Corporation. Any member may resign from the Corporation by delivering a written resignation to the President or Secretary of the Corporation. Any member may be removed as a member of the Corporation by a majority vote of the members (excluding the member to be removed) at a duly called Annual Meeting or Special Meeting of the members. Removal may be made for any reason, with or without cause.

Section 2. Meetings. The Annual Meeting of members shall be held at such date, time and place within the first six (6) months following the end of the fiscal year of the Corporation as may be fixed by the Board of Directors, or by an officer of the Corporation authorized by the Board, and as stated in the notice of the meeting. Special Meetings of members may be called by the President, or in the case of the President's absence, death or disability, by the Vice-president; by the Directors by action at a meeting; or by a majority of the Directors acting without a meeting; or by any member.

Section 3. Notice of Meetings. Written notice of each Annual Meeting of members or Special Meeting stating the date, time and place thereof shall be given by the Secretary to the person or persons calling the meeting by personal delivery or by mail, telegram or other written media to each member entitled to notice of the meeting, not more than fifty (50) days nor less than ten (10) days before any such meeting. Except as provided in paragraph C of Section I of Article II, such notice need not specify the purposes of the meeting. If mailed, such notice shall be directed to the member at the member's address as the same appears upon the records of the Corporation. The giving of notice shall be deemed to be waived by any member who shall attend and participate in such meeting without protesting, prior to or at the commencement of such meeting, the lack of proper notice, and may be waived, in a writing, by any member either before, at or after such meeting.

EXHIBIT A
PAGE 1 OF 7 PAGES

Section 4. Place of Meetings. Meetings of members shall be held at the principal office of the Corporation unless the Board of Directors determines that a meeting shall be held at some other place, within or without the State of Washington, and causes the notice thereof to so state.

Section 5. Voting. For purposes of any vote of members, each member shall have one vote. Any member may be represented and considered present at any meeting of members or vote thereat and exercise any other rights by proxy or proxies appointed by a writing signed by such member.

Section 6. Quorum. At any meeting of members of the Corporation the presence of a majority of the members in person or by proxy shall be necessary to constitute a quorum for the transaction of business to be considered at such meeting; provided, however, that no action required to be authorized or taken by a designated proportion or number of members may be authorized or taken by a lesser proportion or number.

Section 7. Action Without a Meeting. Any action which might be taken at any meeting of the members may be taken without such meeting by a writing or writings signed by all of the members. The writing or writings evidencing such action without a meeting shall be filed with the Secretary of the Corporation and inserted in the permanent records relating to meetings of the members.

ARTICLE II

Directors

Section 1. Number, Election and Term of Office.

The number of directors shall be eight (8), but such number may be increased or decreased by amendment to these Bylaws; provided the number of directors shall not be less than the number required by law. When the number of directors is decreased by amendment adopted by the Board of Directors, each director in office shall serve until his term expires, or until his resignation or removal as herein provided.

Each director shall hold office for a term of one (1) year and until his or her successor is duly elected and qualified or until his or her earlier resignation, removal from office or death. Directors shall be elected by the members at each Annual Meeting of the members, or if such meeting is not held or directors are not elected thereat, at a Special Meeting of members called for that purpose. Each director shall be considered for quorum purposes and shall be entitled to vote at any meeting of the directors.

Section 2. Resignation or Removal. Any director, by notice in writing to the Board of Directors, may resign at any time. Any director may be removed from office without assigning any cause at a meeting of members by a majority vote of the members.

EXHIBIT A
PAGE 2 OF 7 PAGES

Section 3. Directors' Vacancies. Any vacancy in the Board of Directors may be temporarily filled at a meeting of the directors by a majority vote of the remaining directors and a director so elected shall hold office until a director is elected by the members. The members shall have the right to fill such vacancy (whether or not the vacancy has been temporarily filed by the remaining directors) at any meeting of the members, and a director so elected shall hold office until the next Annual Meeting of members and until his or her successor is duly elected and qualified.

Section 4. Quorum. Except with respect to the filling of a vacancy in the Board, a majority of the whole authorized number of directors shall constitute a quorum for the transaction of business at any meeting of the directors.

Section 5. Meetings of Directors. The Annual Meeting of the Board of Directors shall be held immediately following the Annual Meeting of members or as soon thereafter as is practicable. Special Meetings of the board may be called by the President, the Vice-President or any director.

Section 6. Notice of Meetings of Board of Directors. Written notice of the time and place of each meeting of the directors shall be given by the Secretary or the person or persons calling the meeting not more than fifty (50) days nor less than ten (10) days before the date of such meeting to each director. Such notice need not specify the purposes of the meeting. Notice of any meeting shall be considered given if mailed or otherwise sent or delivered in writing to the director at his or her address specified in the records of the Corporation. The giving of notice shall be deemed to be waived by any director who shall attend and participate in such meeting without protesting, prior to or at the commencement of such meeting, the lack of proper notice, and may be waived in a writing, by any director either before, at or after such meeting.

Section 7. Powers. The Board of Directors shall have general charge of the affairs, property and assets of the Corporation. It shall be the duty of the directors to carry out the aims and purposes of the Corporation and, to this end, to manage and control all its property and assets.

Section 8. Committees. The Board of Directors may, from time to time, create an executive committee of the Board and other committees. The Board of Directors may delegate to any such committee which consists solely of Board members any of the authority of the Board, other than the authority to fill vacancies under Section 3 of this Article. Each such committee shall serve at the pleasure of the Board, shall act only in the intervals between meetings of the Board, and shall be subject to the control and direction of the Board; provided, however, that any third party shall not be adversely affected by relying upon any act by any such committee within the authority delegated to it. Each such committee shall act by not less than a majority of the whole authorized number of its members.

Section 9. Action without a Meeting. Any action which might be taken at any meeting of the directors or of any committee thereof may be taken without such meeting by a writing or

EXHIBIT A
PAGE 3 OF 7 PAGES

writings signed by all of the directors or all of the members of such committee, as the case may be. The writing or writings evidencing such action taken without a meeting shall be filed with the Secretary of the Corporation and inserted in the permanent records relating to meetings of the directors.

Section 10. Meetings Held through Communication Equipment. Meetings of the Board of Directors or any committee of the Board may be held through communications equipment if all persons participating can hear each other and such participation shall constitute presence at such a meeting.

Section 11. Contracts and Services. The directors and officers of the Corporation may be interested directly or indirectly in any contract relating to or incidental to the operations conducted by the Corporation, and may freely make contracts, enter into transactions, or otherwise act for and on behalf of the Corporation, notwithstanding that they may also be acting as individuals, or as trustees of trusts, or as agents for other persons or corporations, or may be interested in the same matters as shareholders, directors, or otherwise; provided, however, that any contract, transaction, or act on behalf of the Corporation in a matter in which the directors or officers are personally interested as shareholders, directors, or otherwise shall be at arm's length and not violative of the proscriptions in the Corporation's Articles of Incorporation against the Corporation's use or application of its funds for private benefit; and provided further that no contract, transaction, or act shall be taken on behalf of the Corporation if such contract, transaction, or act is a prohibited transaction or would result in the denial of the tax exemption under Section 503 or Section 507 of the Internal Revenue Code and its Regulations as they now exist or as they may hereafter be amended. In no event, however, shall any person or other entity dealing with the directors of officers be obligated to inquire into the authority of the directors and officers to enter into and consummate any contract, transaction, or other action.

ARTICLE III

Officers

Section 1. Election. The officers of the Corporation shall be elected solely by the Board of Directors and consist of a President, Vice-President, Secretary and Treasurer. The President and Vice-President shall also serve as the Chairman and Vice-Chairman, respectively, of the Board of Directors. Officers shall hold office until the date fixed in accordance with these Bylaws for the Annual Meeting of the directors next following the election of such officers and until their successors are elected and qualified; provided, however, that any officer may be removed with or without cause by the Board of Directors. Any two or more offices may be held by the same person, except the offices of President and Secretary.

Section 2. Duties. The officers shall have such authority and shall perform such duties as are customarily incident to their respective offices and such other and further duties as are prescribed in these Bylaws and as may from time to time be required of them by the directors.

EXHIBIT A
PAGE 4 OF 7 PAGES

ARTICLE IV

Indemnification

Section 1. Authorization.

A. In the event that any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, seeks indemnification from the Corporation against expenses (including attorney fees) and in the case of actions other than those by or in the right of the Corporation, judgments, fines and amounts paid in settlement, incurred by such person in connection with such action, suit or proceeding by reason of the fact that such person is or was a director, officer, employee or agent of the Corporation or is or was serving at the request of the Corporation as a trustee, director, officer, employee or agent of another corporation (domestic or foreign, nonprofit or for profit), partnership, joint venture, trust or other enterprise, then, unless such indemnification is ordered by a court, the Corporation shall determine or cause to be determined in the manner provided in RCW 24.03, whether or not indemnification is proper in the circumstances because the person claiming such indemnification has met the applicable standards of conduct set forth in RCW 24.03 and, to the extent that it is so determined that such indemnification is proper, the person claiming such indemnification shall be indemnified.

B. Expenses, including attorney's fees, incurred in defending any action, suit or proceeding referred to in paragraph A of this Section may be paid by the Corporation in advance of the final disposition of such action, suit or proceeding as authorized by the directors in the specific case upon receipt of an undertaking by or on behalf of the director, officer, employee or agent to repay such amount unless it shall ultimately be determined that such person is entitled to be indemnified by the Corporation as authorized in this Article.

C. The indemnification provided by paragraph A of this Section shall not be deemed exclusive of any other rights to which those seeking indemnification may be entitled under the law or any agreement, vote of members or of disinterested directors, or otherwise, both as to action in such person's official capacity and as to action in another capacity while holding such office, and shall continue as to a person who has ceased to be a director, officer, employee or agent and shall inure to the benefit of the heirs, executors and administrator of such person.

Section 2. Insurance. The Corporation, to the extent permitted by RCW 24.03, may purchase and maintain insurance on behalf of any person who is or was a director or officer of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another corporation (domestic or foreign, nonprofit or for profit), partnership, joint venture, trust or other enterprise.

EXHIBIT A
PAGE 5 OF 7 PAGES

ARTICLE V

Fiscal Year

The fiscal year of the Corporation shall be fixed, from time to time, by the Board of Directors.

ARTICLE VI

Record of Members and Directors

The Secretary of the Corporation shall keep or cause to be kept a book, which may be included in and be a part of the book containing the minutes of the meetings of the members and of the directors, in which shall be written in ink or typed the names of all members and directors, together with the last known address of each member and director. There shall also be stated therein the date upon which each member or director became such, and upon termination of any membership or directorship for any cause, the facts relating thereto shall be recorded in said book, together with the date of such termination. It shall be the duty of every member and director, upon becoming such member or director, forthwith to furnish to the Secretary of the Corporation, for inclusion in such record, his or her then address and likewise promptly to report to the Secretary for inclusion in such record any change in any such address.

ARTICLE VII

Contracts

The Board of Directors, except as in these Bylaws otherwise provided, may authorize any officer or agent to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to a specific instance; and unless so authorized by the Board of Directors, no officer, agent, or employee shall have any power or authority to bind the Corporation by any contract or engagement, or to pledge its credit, or render it liable pecuniarily for any purposes or to any amount.

ARTICLE VIII

Prohibition Against Sharing in Corporate Earnings

No member, director, officer, or employee of or member of a committee of or person connected with the Corporation, or any other private individual shall receive at any time any of the net earnings or pecuniary profit from the operations of the Corporation, provided that this shall not prevent the payment to any such person of such reasonable compensation for services rendered to or for the Corporation in effecting any of its purposes as shall be fixed by the Board of Directors; and no such person or persons shall be entitled to share in the distribution of any of the corporate assets upon the dissolution of the Corporation.

EXHIBIT A
PAGE 6 OF 7 PAGES

ARTICLE IX

Investments

The Corporation shall have the right to retain all or any part of any securities or property acquired by it in whatever manner, and to invest and reinvest any funds held by it, according to the judgment of the Board of Directors, without being restricted to the class of investments which a director is or may hereafter be permitted by law to make or any similar restriction; provided, however, that no action shall be taken by or on behalf of the Corporation if such action is a prohibited transaction or would result in the denial of the tax exemption under Section 503 or Section 507 of the Internal Revenue Code and its Regulations as they now exist or as they may hereafter be amended.

ARTICLE X

Amendments

The Bylaws may be altered, amended, or repealed at any meeting of members of the Corporation by a majority vote of all the members, represented either in person or by proxy. The Board of Directors shall also have the power to alter, amend, or repeal the Bylaws by a majority vote of all the directors.

ARTICLE XI

Exempt Activities

Notwithstanding any other provision of these Bylaws, no member, director, officer, employee, or representative of this Corporation shall take any action or carry on any activity by or on behalf of the Corporation not permitted to be taken or carried on by an organization exempt under Section 501(c)(3) of the Internal Revenue Code and its Regulations as they now exist or as they may hereafter be amended, or by an organization contributions to which are deductible under Section 170(c)(2) of such Code and Regulations as they now exist or as they may hereafter be amended.

BYLAWS ADOPTED on July 2, 1998.

Daniel Clark

Daniel Clark, Secretary
(Print Name)

EXHIBIT A
PAGE 7 OF 7 PAGES

Lodging Tax Application Form

Lodging Tax Applicant OLYMPIC FLIGHT MUSEUM

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		Amount
Sponsorships:		$8,000.00
Admission:		$103,000.00
Reserves:		$10,193.51
Donations/Contributions:		$1,000.00
Grants:		
Program Service Fees:		
In-kind Donations:		$1,000.00
Gift Shop:		$6,290.00
Vendor Fees:		$8,000.00
Fundraising Activities:		
City of Lacey Lodging Tax:		
City of Olympia Lodging Tax:		$25,000.00
City of Tumwater Lodging Tax:		$55,500.00
Thurston County Lodging Tax:		$6,720.00
Other Sources of Revenue: (specify)	Port of Olympia	$1,500.00
Other Source:	Beer Garden	$4,951.00
Other Source:		
Other Source:		
Total Revenue:		**$231,154.51**

Project Expenses:

Personnel: (salaries and benefits.)		$55,000.00
Adminstration: (utilities, phone, etc.)		$4,000.00
Marketing and Promotion:		$29,985.00
Professional / Consultant Fees:		$50,000.00
Equipment:		$22,590.00
~~Facility / Event Venue Rental:~~ Licensing, Contract Labor, Vol. Meals		$1,800.00
~~Travel: (please specify)~~ Eventbrite/Square Process. Fees		$7,350.00
All Other Expenses: (please specify)	Pfrmr Lodg & Meals	$15,600.00
Other Source:	Aviation Fuel	$14,500.00
Other Source:	Security Svcs.	$2,600.00
Other Source:	IT Bus Rental	$7,500.00
Total Expenses:		**$210,925.00**
Program Excess Deficit:		**$20,229.51**

CITY OF TUMWATER

Lodging Tax Final Report Form

Organization's Name: Olympic Flight Museum

Submitted By: Teri Thorning Date: July 24, 2026

Email Address: oas@olympicflightmuseum.com Phone: (360) 705-3925

This Report Covers:

Activity Name: Olympic Air Show

Activity Type: X Special Event/Festival ___ Marketing/Tourism ___ Facility Promotion Agency

Activity Start Date: June 20, 2026 Activity End Date: June 21, 2026

Total Activity Cost: 180,150

Total amount of Tumwater lodging tax funds requested: 48,500

Total amount of Tumwater lodging tax funds expended: 46,833

Total amount of lodging tax funds expended from all jurisdictions: 78,553

DEFINITIONS OF METHODOLOGY FOR QUESTIONS

This methodology is defined by the Joint Legislative Audit and Review Committee and is used for reporting to the Legislature about the use of lodging tax for each jurisdiction.

- **Direct Count:** Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts, or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides likely to be affected by an event.
- **Indirect Count:** Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.
- **Representative Survey:** Information collected directly from individual visitors / participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Tumwater City Hall
555 Israel Road SW
Tumwater WA 98501

www.ci.tumwater.wa.us

- **Informal Survey:** Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.
- **Estimate:** Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (three (3) sq. ft.).
- **Other:** (please describe) _____

Overall Attendance: Enter the total number of people predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who attended this activity; and the method used to determine attendance.

Predicted: 10,000 Actual (Estimated): 10,467

Methodology (definitions provided above): Direct Count and Indirect Count

Explain Tracking Method: Manual count at Admissions gate, and estimated viewers outside of airport premises.

50+ Miles – Attendance: Enter the total number of people who travelled greater than 50 miles predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who travelled more than 50 miles to attend this activity; and the method used to determine attendance.

Predicted: 2,675 Actual (Estimated): 5,133

Methodology (definitions provided above): Structured Estimate

Explain Tracking Method: 49.04% of total visitors who traveled 50+ miles as reflected in electronic ticket analysis: 49.04%x10,467=5,133

Out Of State / Country – Attendance: Enter the total number of people from outside the state and country predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people from outside the state and country who attended this activity; and the method used to determine attendance.

Predicted: 165 Actual (Estimated): 136

Methodology (definitions provided above): Direct Count

Explain Tracking Method: Out of state/country attendance as determined by electronic ticket analysis as well as direct count of performers and crews.

Paid For Overnight Lodging – Attendance: Enter the total number of people predicted to pay for overnight lodging in Tumwater to attend this activity (this number would have been submitted on your application for funds); the actual number of people who paid for overnight

lodging and attended this activity; and the method used to determine attendance.
Predicted: 800 Actual (Estimated): 1,283

Methodology (definitions provided above): Structured Estimate

Explain Tracking Method: Estimate of 25% of 5,133 tourists staying in paid accommodations = 1,283

Did Not Pay For Overnight Lodging – Attendance: Enter the total number of people predicted to attend this event without paying for overnight lodging in Tumwater (you would have submitted this number on your application for funds); the actual number of people who attended without paying for overnight lodging; and the method used to determine attendance.

Predicted: 1,700 Actual (Estimated): 3,336

Methodology (definitions provided above): Structured Estimate

Explain Tracking Method: Estimate 65% of 5,133 tourists staying in unpaid accommodations = 3,336

Paid Lodging Nights: Enter total predicted lodging nights in Tumwater (this number would have been submitted on your application for funds); and actual number of paid lodging nights. (One lodging night = one or more persons occupying one room for one night); and the method used to determine attendance.

Predicted: 250 Actual (Estimated): 491

Methodology (definitions provided above): Structured Estimate

Explain Tracking Method: Of the 1,283 tourists staying in paid accommodations, est a family unit of 3.13 is 409; add 82 performers (2nights) = 491

Please describe any other information that demonstrates the impact of increased tourism attributable to the Special Event, Festival, or Tourism-Related Facility.

The Olympic Air Show total attendance was 10,467; the tourism percentage was 49.04% as reflected in electronic ticket purchasers. 136 visitors came from 12 states outside of Washington, and 8 visitors from 3 countries (Canada, Singapore and Germany)

TUMWATER SPECIFIC QUESTIONS:

Did you experience a higher number of tourists this year? If not, what do you think was a contributing factor?

The Olympic Air Show experienced excellent weather for the weekend, and our attendance was slightly higher than in 2025. There is a noticeable increase in viewers from outside the airport premises, specifically: in vehicles along Old Hwy. 99; a tenant Open House at Tumwater Town Center; parked vehicles at the ball field; private parties hosted by airport tenants; and, an Open House at a new event center in Tumwater. Additionally, the increase in tourism percentage is likely due to the reduction of airshow events regionally as well as nationally. The few airshows that exist tend to draw patrons from long distances to experience the rarity of aerobatic displays of historical and distinctive aircraft.

Did you complete all the items on your Scope of Work consistent with your application submitted to the Lodging Tax Advisory Committee? If not, which items do you still need tocomplete? Do you plan on completing those items with your own resources? If so, when?

Yes.

Do you plan to do anything differently next year to expand your event, increase tourism to Tumwater, or increase visitors to your facility?

The Olympic Flight Museum will continue to apply for U.S. military assets to feature, as well as contract with aerobatic performers to enhance the event with new and exciting aerial and ground displays.

2027 Lodging Tax Application submitted online from Washington State Senior Games for the amount of $12,000

ABOUT THE ORGANIZATION

ORGANIZATION NAME	Washington State Senior Games		
ORGANIZATION TYPE	Non-Profit	**TAX ID NUMBER**	91-2073918
WEBSITE	https://washingtonstateseniorgames.com/		

WHAT IS THE MISSION OF YOUR ORGANIZATION?

Our mission is to promote health and fitness throughout the year for people from 50 years of age to 100+ through participation, competition and education.

CONTACT PERSON	Dianne Foster
EMAIL ADDRESS	dianne@wasenior.games
PHONE NUMBER	360-701-8129
STREET ADDRESS	PO Box 14547
CITY	Tumwater
ZIP CODE	0

REQUEST

PROPOSED ACTIVITY	Washington State Senior Games		
APPLICATION TYPE	Special Event/Festival	**FUNDING REQUESTED**	12000

EVENT DETAILS FOR SPECIAL EVENT/FESTIVAL APPLICATIONS

EVENT NAME	Washington State Senior Games		
EVENT BEGIN DATE	6/19/2027	**EVENT END DATE**	9/12/2027
YEARS EVENT HELD	30		

WHAT IS THE PURPOSE OF YOUR SPECIAL EVENT, FESTIVAL, PROMOTION, OR TOURISM-RELATED FACILITY?

The purpose of the Washington State Senior Games is to help keep seniors healthy and productive by providing them an opportunity to participate in athletic competitions in the South Sound area. The Washington State Senior Games continue to attract competitors to the Tumwater area because of the great feeling of accomplishment that is the outcome of their preparation and participation, win or lose.

WHAT SPECIFIC TOURISM-GENERATING ACTIVITIES WILL YOU USE CITY OF TUMWATER LODGING TAX FUNDS FOR? RETURNING APPLICANTS: INCLUDE MAJOR CHANGES IN THE ACTIVITY OR ORGANIZATION SINCE THE LAST FUNDING CYCLE.

The specific tourism-generating activity is the 2027 Washington State Senior Games with 25 different sport competitions held in venues throughout the South Sound. There aren't any major changes in the activity or organization since the last funding cycle.

BUDGET

TOTAL PROJECT/EVENT BUDGET	$148000
% OF BUDGET REQUESTED FROM TUMWATER	8%

DESCRIBE THE RESOURCES AVAILABLE TO YOUR ORGANIZATION FOR THE PROPOSED TOURISM-GENERATING ACTIVITIES. INCLUDE THE TOTAL NUMBER OF VOLUNTEERS AND VOLUNTEER HOURS.

WSSG is a volunteer-based organization; there is no paid staff. We rely totally on volunteers & paid officials to run each of the 25 different sports for the Senior Games. The number of volunteers is approximately 200, representing approximately 1,000 hours for our events held from June to September. Most of our venues are connected with parks and recreation departments within the cities and counties or with local schools.

WHAT TOURISM OUTCOME SHOULD THE CITY EXPECT IF YOUR PROPOSAL IS ONLY PARTIALLY FUNDED?
FOR EXAMPLE: HOW WILL THE PROGRAM BE ALTERNATIVELY FUNDED? WHICH SERVICES WILL NOT HAPPEN?

The outcome of our proposal only being partially funded would be to increase the registration fees and cut costs in the promotional and marketing area. Most of our costs are fixed, primarily for venue rental, officials, insurance, along with supplies, t-shirts and medals. An outcome of needing to increase the fees could be a reduction in the number of participants and the decreased promotional/marketing funding could reduce the number of people who hear about the Senior Games and travel to the Tumwater area to participate in the events.

OTHER GRANT REQUESTS

CURRENT LODGING TAX AWARDS OR PENDING REQUESTS FOR THIS ACTIVITY

THURSTON COUNTY	CITY OF LACEY	CITY OF OLYMPIA	CITY OF YELM
5000	13000	20000	0

IF OTHER FUNDS ARE AWARDED OR REQUESTED, HOW WILL YOU USE TUMWATER'S FUNDS UNIQUELY FROM OTHER LODGING TAX FUNDS YOU MAY RECEIVE?

The majority of the funds received from the Tumwater LTAC will be used specifically for events in the City of Tumwater (the 5k/10k road races for example), The Valley Athletic Club, Tumwater Valley Golf Course, or receipts to businesses in Tumwater.

PARTICIPANT ESTIMATES

LODGING TAX RECIPIENTS ARE REQUIRED BY WASHINGTON STATE TO REPORT ANNUALLY ON THE ESTIMATED NUMBER OF PARTICIPANTS IN THESE CATEGORIES.

ESTIMATED ATTENDEES/PARTICIPANTS	1800
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL 50 MILES OR MORE	1044
ESTIMATED ATTENDEES/PARTICIPANTS WHO WILL TRAVEL FROM OUT-OF-STATE OR COUNTRY	285
ESTIMATED PAID OVERNIGHT STAYS	360
ESTIMATED UNPAID OVERNIGHT STAYS	270

HOW WILL YOU COLLECT AND/OR TRACK ATTENDANCE DATA?

Direct count, representative survey

HOW WILL YOU PROMOTE OVERNIGHT STAYS IN TUMWATER LODGING ESTABLISHMENTS?

Tumwater lodging establishments will be listed on our website (and linked to the hotel websites), in our e-newsletters, and in other promotional materials such as our event guide. When participants call or email with questions on where to stay, we will suggest lodging establishments in Tumwater.

HOW WILL YOU PROMOTE TUMWATER AND OTHER ATTRACTIONS IN THE TUMWATER AREA TO ENTICE TOURISTS TO EXTEND THEIR VISIT BEYOND ATTENDANCE TO YOUR EVENT, FESTIVAL, OR FACILITY?

At each of our venues, we will have an event guide with links to the Experience Olympia & Beyond website to help athletes find places to eat, stay, and visit in the area. This helps them not only for their current visit, but

for helping to plan their return next year. The home page of our website also has a link to the Experience Olympia website to provide current resources for any trips they might be planning to this area. The Senior Games attracts senior participants, age 50 and above, who tend to have higher than average disposable income and will spend those resources in local motels, restaurants and business establishments. Lodging establishments in and around Tumwater will be listed on our website (and linked to the hotel websites), in our e-newsletters that are published prior to the Games, and in other promotional materials such as our event guide.

LIST OTHER ORGANIZATIONS THAT YOU ARE PARTNERED WITH FOR THIS SPECIAL EVENT, FESTIVAL, OR TOURISM-RELATED FACILITY.

WSSG partners with organizations and staff associated with the venues for our events to help make the events successful. We have also partnered with Experience Olympia and Beyond and with members of their staff helping to produce the WSSG Event Guide. Many of the commissioners for our sports stay connected with clubs, fitness centers, and city parks/recreation activities throughout the year and help promote our event through their activities. We work with a local business for our medals, athlete t-shirts, banners, and other promotional materials. We also partner with school districts for many of our events, donating to the corresponding ASB for their teams who volunteer.

APPLICANT AGREEMENT

☒ **BY SUBMITTING THIS APPLICATION ONLINE, THE APPLICANT AGREED TO THE FOLLOWING CONDITIONS:**

- The applicant has, or can procure, general liability insurance covering no less than $2,000,000 combined single limit per occurrence and $2,000,000 aggregate for personal injury, bodily injury and property damage.
- This is an application for a contract with the City of Tumwater, which, if awarded, will only be paid after the service(s) is rendered - on a reimbursement basis, and a signed Lodging Tax Invoice is submitted including proof of payment documentation.
- The applicant has accounting/record-keeping systems which must:
  - show the purposes for which City of Tumwater funds have been spent; and
  - be open to inspection by the City of Tumwater or its agents; and
  - be maintained for at least six (6) years following the end of contract.
- The applicant understands that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater and its Lodging Tax Advisory Committee.
- The information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization submitting this application.
- The person completing this application is duly authorized to execute this document on behalf of the applicant entity.

WASHINGTON
Secretary of State
Corporations & Charities Division

Filed
Secretary of State
State of Washington
Date Filed: 08/01/2026
Effective Date: 08/01/2026
UBI #: 601 816 978

Annual Report

BUSINESS INFORMATION

Business Name:
WASHINGTON STATE SENIOR GAMES

UBI Number:
601 816 978

Business Type:
WA NONPROFIT CORPORATION

Business Status:
ACTIVE

Principal Office Street Address:
7243 TWIN CEDAR LN SE, TUMWATER, WA, 98501-5677, UNITED STATES

Principal Office Mailing Address:
PO BOX 14547, TUMWATER, WA, 98511-4547, UNITED STATES

Expiration Date:
09/30/2027

Jurisdiction:
UNITED STATES, WASHINGTON

Formation/Registration Date:
09/10/1997

Period of Duration:
PERPETUAL

Inactive Date:

Nature of Business:
ATHLETIC, PRESENTATION OF ATHLETIC COMPETITION FOR SENIORS 50 AND OVER

NONPROFIT GROSS REVENUE CERTIFICATION

Per RCW 24.03A.960 does the Nonprofit certify that its total gross revenue in the most recent fiscal year was less than $500,000? **- Yes**

NONPROFIT CORPORATION'S EIN

Nonprofit EIN: **91-2073918**

REGISTERED AGENT RCW 23.95.410

Registered Agent Name	Street Address	Mailing Address

DIANNE FOSTER	7243 TWIN CEDAR LN SE, TUMWATER, WA, 98501-5677, UNITED STATES	7243 TWIN CEDAR LN SE, TUMWATER, WA, 98501-5677, UNITED STATES

PRINCIPAL OFFICE

Phone:
3604130148

Email:
DIANNE@WASENIOR.GAMES

Street Address:
7243 TWIN CEDAR LN SE, TUMWATER, WA, 98501-5677, USA

Mailing Address:
PO BOX 14547, TUMWATER, WA, 98511-4547, USA

GOVERNORS

Title	Type	Entity Name	First Name	Last Name
GOVERNOR	INDIVIDUAL		NANCY	MOSS
GOVERNOR	INDIVIDUAL		FRANCIA	REYNOLDS
GOVERNOR	INDIVIDUAL		DIANNE	FOSTER
GOVERNOR	INDIVIDUAL		BETH	KEMPH

NATURE OF BUSINESS

- ATHLETIC, PRESENTATION OF ATHLETIC COMPETITION FOR SENIORS 50 AND OVER

REPORTING CHANGES FOR THE CHARITABLE NONPROFIT CORPORATION

Does the Nonprofit Corporation meet exemptions of reporting as outlined in RCW 24.03A.075? **- Yes**

CONTROLLING INTEREST

State law requires the following information to be collected for the Department of Revenue. Answer the Real Estate Excise Tax (REET) questions accordingly.

All answers are initially defaulted to "No". Review for accuracy and change the answers to "Yes" if applicable.

- If the answers to questions 1 and 2a are "Yes" you must report a **Controlling Interest Transfer** to Department of Revenue per RCW 82.45.220
- Indicate by checking "Yes" or "No" to question 3 if the documentation has been filed with the Department of Revenue.

For more information about Controlling Interest, contact Department of Revenue by visiting www.dor.wa.gov/REET

1. Does this entity own (hold title) real property in Washington, such as land or buildings, including leasehold improvements?
- No
2. In the **past 12 months**, has there been a transfer of at least 16-2/3 percent of the ownership, stock, or other financial interest in the entity?
- No
a. If "Yes", in the **past 36 months**, has there been a transfer of controlling interest (50 percent or greater) of the ownership, stock, or other financial interest in the entity?
- No
3. If you answered "Yes" to question 2a, has a controlling interest transfer return been filed with the Department of Revenue?
- No

RETURN ADDRESS FOR THIS FILING

Attention:
Email:
Address:

UPLOAD ADDITIONAL DOCUMENTS

Do you have additional documents to upload? **- No**

AUTHORIZED PERSON

☑ I am an authorized person.

Person Type:
ENTITY

First Name:
DIANNE

Last Name:
FOSTER

Entity Name:
WASHINGTON STATE SENIOR GAMES

Title:
PRESIDENT

☑ This document is hereby executed under penalty of law and is to the best of my knowledge, true and correct.



WSSG

www.washingtonstateseniorgames.com
(360) 413-0148

Thank you to athletes, volunteers, sponsors, and fans for your continued support of the Washington State Senior Games.

EXPERIENCE Olympia & Beyond

For more information on places to eat and things to do visit
www.experienceolympia.com

SPONSORS

City of Lacey (Lodging Tax)
City of Olympia (Lodging Tax)
City of Tumwater (Lodging Tax)
Delta Dental of Washington
Humana
Kiley-Juergens Wealth Management
Lewis-Mason-Thurston Area Agency on Aging
Olympia Orthopaedic Associates
Thurston County ARES (TCARES)
Thurston County (Lodging Tax)
R.L. Angeline & Associates
Bemer Group - Linda Watermeyer
Lucky Eagle Casino & Hotel
Thurston Mason County Medical Society
Valley Athletic Club
Wembley Soccer





WSSG

EVENTS FOR 2026

- Archery
- Badminton
- Ballroom Dance
- Basketball
- Beach Volleyball
- Bowling
- Cowboy Action Shooting
- Cycling
- Disc Golf
- Golf
- Pickleball
- Power Walking
- Race Walking
- Racquetball
- Road Runs: 5K and 10K
- Rock Climbing
- Shuffleboard
- Soccer
- Softball
- Swimming
- Table Tennis
- Tennis
- Track and Field
- Trap Shooting
- Volleyball



WA State Senior Games
June 21 to Sept. 13, 2026

National Senior Games Association
PROUD MEMBER

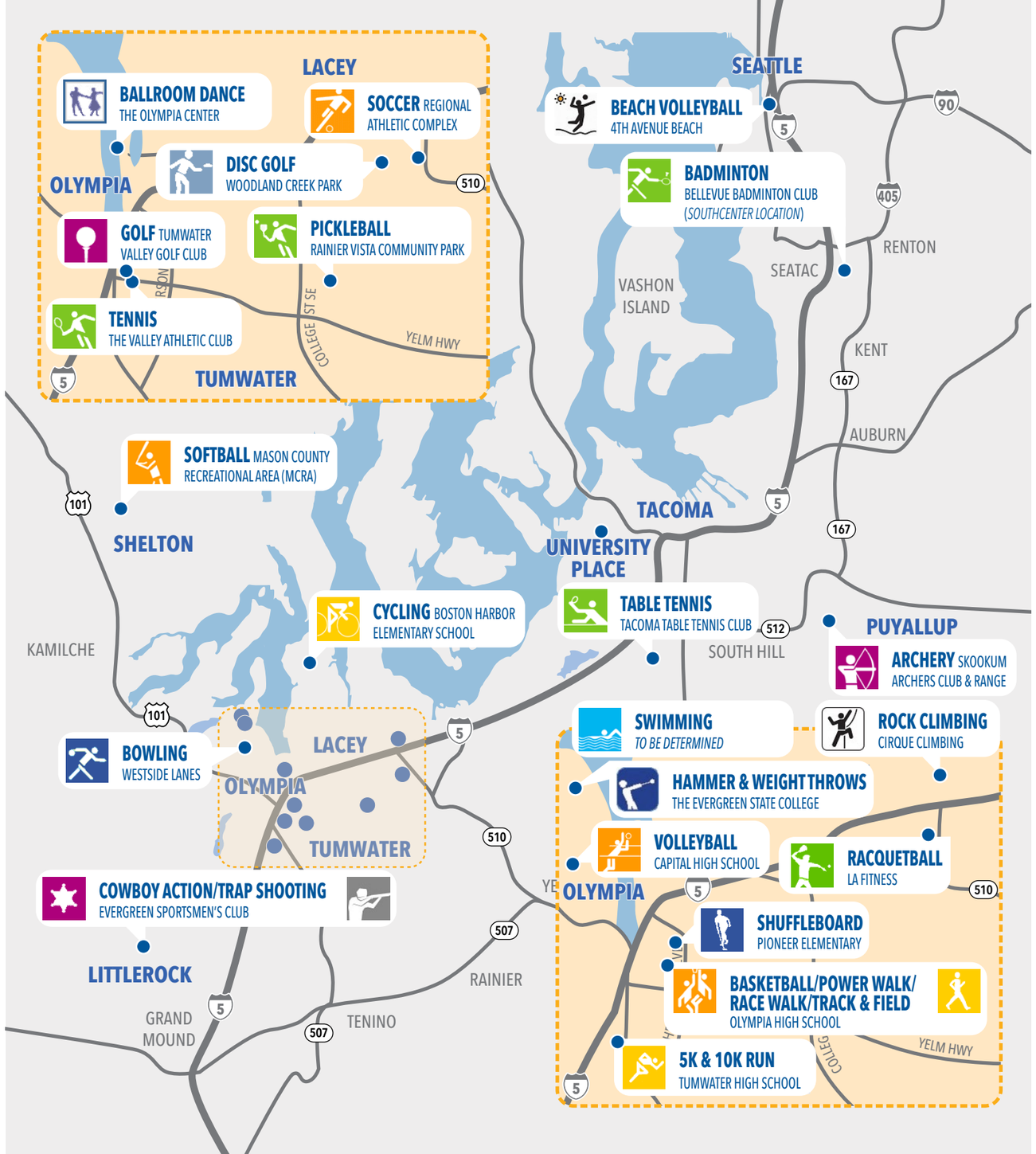
Now in its **29th year**, the largest Olympic-style multi-sport event in Washington will be held at various sites throughout the South Sound. ***1,800*** participants joined the 2025 WA State Senior Games. ***Come join the fun!***

www.washingtonstateseniorgames.com



Event Schedule & Regional Map
Your Full Guide to the Games!

ENT	DATE	LOCATION
Archery	June 21	Skookum Archers Club & Range
Badminton	August 8	Bellevue Badminton Club (Southcenter)
Ballroom Dance	July 11	The Olympia Center
Basketball	July 18	Olympia High School
Beach Volleyball	September 12-13	4th Avenue Beach
Bowling	July 11-12	Westside Lanes
Cowboy Action Shooting	July 12	Evergreen Sportsman Club (Littlerock)
Cycling	August 2	Boston Harbor Elementary School
Disc Golf	June 27	Woodland Creek Community Park
Golf	July 28	Tumwater Valley Golf Club
Hammer Throws	July 26	Evergreen State College
Pickleball	August 6-9	Rainier Vista Community Park (Lacey)
Power Walk	July 25	Olympia High School
Race Walk	July 25	Olympia High School
Racquetball	July 11	LA Fitness (Lacey)
Road Runs: 5 & 10k	July 26	Tumwater High School
Rock Climbing	July 24	Cirque Climbing
Shuffleboard	July 20-22	Pioneer Elementary School
Soccer	August 1-2	Regional Athletic Complex (Lacey)
Softball 50-60 & Women	September 12-13	Mason County Recreation Area (Shelton)
Softball 65 & up	September 10-11	Mason County Recreation Area (Shelton)
Swimming	July 26	*To Be Determined*
Table Tennis	June 27-28	Tacoma Table Tennis Club
Tennis	July 24-26	The Valley Athletic Club
Track & Field	July 25	Olympia High School
Trap Shooting	July 6	Evergreen Sportsman Club (Littlerock)
yball	July 25	Capital High School



TRACK & FIELD EVENTS - SAT. JULY 25

9:00 AM	Discus	Women
	Shot Put	Men
9:30 AM	1500M Power Walk	All
	Long Jump Flight 1	Open pit (up to 2.50 meters)
10:00 AM	5K Race Walk	All
	High Jump	Women
	Pole Vault	Men
	Discus	Men
10:30 AM	Long Jump Flight 2	Open pit (over 2.50 meters)
11:00 AM	200 Meter Dash	Women, Men
	High Jump	Men
	Pole Vault	Women
	Javelin	Women
11:30 AM	800 Meter run	Women, Men
	Triple Jump	Open pit
12:00 PM	50 Meter Dash	Women, Men
	Shot Put	Women
	Javelin	Men
12:30 PM	1500M Race Walk	All
1:00 PM	100 Meter Dash	Women, Men
1:30 PM	400 Meter Dash	Women, Men
2:15 PM	1500 Meter Run	Women, Men

SWIMMING EVENTS - SUN. JULY 26

8:30 am to 9:20 am	Warm-up
9:30 am	500 yd Freestyle
	20 minute cool-down, warm-up
Remaining events are listed in the order they will be held.	
100 yd Breaststroke	400 yd IM (deck entries allowed)
25 yd Butterfly	100 yd Medley Relay (mixed)
200 yd Freestyle	100 yd Butterfly
25 yd Backstroke	25 yd Breaststroke
200 yd Freestyle Relay (mixed)	50 yd Butterfly
50 yd Freestyle	100 yd Backstroke
200 yd Individual Medley	200 yd Breaststroke
50 yd Breaststroke	100 yd Individual Medley
200 yd Backstroke	25 yd Freestyle
100 yd Freestyle	50 yd Backstroke
20 Minute break	200 yd Butterfly

Mark Your Calendar



It's time to get ready for the
2026 Washington State Senior Games

Individual & team registration forms are posted on our website.

If you have questions or would like to have a printed copy of the entry form mailed to you, please call 360-413-0148.

Archery June 21	**Cycling** August 2	**Road Run 5k/10k** July 26	**Swimming** July 26
Badminton August 8	**Disc Golf** June 27	**Rock Climbing** July 24	**Table Tennis** June 27 - 28
Ballroom Dance July 11	**Golf** July 28	**Shuffleboard** July 20 - 22	**Tennis** July 24 - 26
Basketball July 18	**Pickleball** August 6 - 9	**Soccer** August 1- 2	**Track & Field** July 25
Beach Volleyball September 12 -13	**Power Walk** July 25	**Softball** September 10-11 65s and up	**Hammer Throws** July 26
Bowling July 11 - 12	**Race Walk** July 25	**Softball** September 12-13 50s, 55s, 65s, & Women	**Trap Shooting** July 6
Cowboy Action July 12	**Racquetball** July 11		**Volleyball** July 25



Save $10 by registering on or before May 19, 2026

Registration deadlines for specific sports are listed on the entry form and posted on our website.

Day of event registration is available for Archery, Cycling, Power Walk, Road Run 5k/10k, Rock Climbing, and Table Tennis.

WSSG

National Senior Games Association

WSSG
WASHINGTON STATE SENIOR GAMES
WASHINGTON STATE SENIOR GAMES
PO BOX 14547
TUMWATER, WA 98511-4547

FIRST CLASS MAIL
US POSTAGE
P A I D
APEX MAILING
SERVICES INC



Thank you to our sponsors for 2026

City of Lacey • City of Olympia • City of Tumwater
Thurston County • Delta Dental of Washington • Humana
Kiley-Juergens Wealth Management
Lewis-Mason-Thurston Area Agency on Aging
Olympia Orthopaedic Associates
Thurston County Amateur Radio Emergency Service
R.L. Angeline & Associates • Bemer Group: Linda Watermeyer
Lucky Eagle • Thurston Mason County Medical Society
Valley Athletic Club • Wembley Soccer

APP

STATE of WASHINGTON

SECRETARY of STATE

I, RALPH MUNRO, *Secretary of State of the State of Washington and custodian of its seal,* hereby issue this

CERTIFICATE OF INCORPORATION

to

WASHINGTON STATE SENIOR GAMES

a Washington Non Profit corporation. Articles of Incorporation were filed for record in this office on the date indicated below.

UBI Number: 601 816 978

Date: September 10, 1997

Given under my hand and the Seal of the State of Washington at Olympia, the State Capital

RALPH MUNRO

Ralph Munro, Secretary of State

2-562738-1

1997 3295 9426 001-003

Item 5. 2

STATE OF WASHINGTON
SECRETARY OF STATE

Ralph Munro, Secretary of State

APPLICATION FOR A NONPROFIT CORPORATION

(Per Chapter 24.03 RCW)

FEE: $30

EXPEDITED (24-HOUR) SERVICE AVAILABLE – $20 PER ENTITY
INCLUDE FEE AND WRITE "EXPEDITE" IN BOLD LETTERS ON OUTSIDE OF ENVELOPE

- Please PRINT or TYPE in black ink
- Sign, date and return original and one copy to:

FILED
STATE OF WASHINGTON
SEP 1997

CORPORATIONS DIVISION
505 E. UNION • PO BOX 40234
OLYMPIA, WA 98504-0234

- **Be sure to include filing fee.** Checks should be made payable to "Secretary of State"

RALPH MUNRO
SECRETARY OF STATE

FOR OFFICE USE ONLY

FILED: 09 / 10 / 1997 UBI: 601 816 978

CORPORATION NUMBER: 2562 7381

IMPORTANT! Person to contact about this filing	Daytime Phone Number (with area code)
DAVID NABER	(360) 438-5458

ARTICLES OF INCORPORATION

NAME OF CORPORATION *(May contain designations such as "Association" "Services" or "Committee." May **not** contain a corporate designation such as "Corporation" "Incorporated" or "Limited" or the abbreviation "Corp." "Inc." "Co." or "Ltd.")*

WASHINGTON STATE SENIOR GAMES

EFFECTIVE DATE OF INCORPORATION *(Specified effective date may be up to 30 days after receipt of the document by the Secretary of State)*

☐ Specific Date: _____ ☑ Upon filing by the Secretary of State

TERM OF EXISTENCE *(Check one box only)*

☑ Perpetual ☐ _____ Years *(Please indicate number of years)*

PURPOSE FOR WHICH THE NONPROFIT CORPORATION IS ORGANIZED: *(If necessary, attach additional information)*

TO PROVIDE SENIOR ATHLETIC COMPETITION FOR THE STATE OF WA.

IN THE EVENT OF A VOLUNTARY DISSOLUTION, THE NET ASSETS WILL BE DISTRIBUTED AS FOLLOWS: *(If necessary, attach additional information)*

TO (A) SIMILAR NON-PROFIT ORGANIZATION(S)

NAME AND ADDRESS OF WASHINGTON STATE REGISTERED AGENT

Name DAVID KAYNOR

Street Address *(Required)* 510 FRANKLIN ST. SE City OLYMPIA State WA ZIP 98501

PO Box *(Optional – Must be in same city as street address)* _____ ZIP *(If different than street ZIP)* _____

I consent to serve as Registered Agent in the State of Washington for the above named corporation. I understand it will be my responsibility to accept Service of Process on behalf of the corporation; to forward mail to the corporation; and to immediately notify the Office of the Secretary of State if I resign or change the Registered Office Address.

Signature of Agent | David Kaynor *Printed Name* | 9/8/97 *Date*

NAMES AND ADDRESSES OF EACH INITIAL BOARD DIRECTOR *(If necessary, attach additional names and addresses)*

Name BILL CHILDS

Address 11909 N. WHITEHOUSE ST City SPOKANE State WA ZIP 99218

NAMES AND ADDRESSES OF EACH INCORPORATOR *(If necessary, attach names, addresses and signatures of each additional incorporator)*

Name BILL CHILDS

Address 11909 N WHITEHOUSE ST City SPOKANE State WA ZIP 99218

SIGNATURE OF INCORPORATOR

This document is hereby executed under penalties of perjury, and is, to the best of my knowledge, true and correct.

Signature of Incorporator | David Kaynor *Printed Name* | Acting President *Title* | 9/8/97 *Date*

FOR OFFICE USE ONLY

FOR OFFICE USE ONLY

FOR OFFICE USE ONLY

Val: 09/10/1997 - 61068
$30.00 on 09/10/1997
Check - 09/09/1997 - 1067

461

CORPORATIONS INFORMATION AND ASSISTANCE – 360/753-7115 (TDD – 360/753-1485)

1997 3295 9426 002

005-004 (6/97)

WASHINGTON STATE SENIOR GAMES

BOARD OF DIRECTORS

September 9, 1997

President:	David Kaynor,	510 Franklin Street SE, Olympia, WA 98501 (360) 357-6609
Vice President:	Bill Childs,	11909 N. Whitehouse St., Spokane, WA 99218 (509) 467-7242
Treasurer:	David Naber,	2313 Sleater-Kinney Rd. SE, Lacey, WA 98503 (360) 438-5458
Secretary:	Lisbeth Naber,	2313 Sleater-Kinney Rd. SE, Lacey, WA 98503 (360) 438-5458

A012.VRI

1997 3295 9426 003

Lodging Tax Application Form

Lodging Tax Applicant Washington State Senior Games

Specific to your Tourism-Related Facililty, Tourism Promotion activity, Special Event, or Festival, list the amount and status of funding for all sources from which you have already or intend toreceive funds. Please included in-kind donations and funs received from admission fees if applicable.

Projected Revenue:

Source		**Amount**
Sponsorships:		$6,750.00
Admission:		
Reserves:		
Donations/Contributions:		
Grants:		
Program Service Fees:		$92,500.00
In-kind Donations:		
Gift Shop:		
Vendor Fees:		
Fundraising Activities:		
City of Lacey Lodging Tax:		$13,000.00
City of Olympia Lodging Tax:		$20,000.00
City of Tumwater Lodging Tax:		$12,000.00
Thurston County Lodging Tax:		$5,000.00
Other Sources of Revenue: (specify)		
Other Source:		
Other Source:		
Other Source:		
Total Revenue:		**$149,250.00**

Project Expenses:

Personnel: (salaries and benefits.)		
Adminstration: (utilities, phone, etc.)		$20,000.00
Marketing and Promotion:		$12,000.00
Professional / Consultant Fees:		$10,000.00
Equipment:		$21,000.00
Facility / Event Venue Rental:		$24,000.00
Travel: (please specify)		
All Other Expenses: (please specify)		
Other Source:	Insurance	$4,000.00
Other Source:	Operations	$34,000.00
Other Source:	Officials/Results	$23,000.00
Total Expenses:		**$148,000.00**
Program Excess Deficit:		**$1,250.00**

Lodging Tax Final Report Form

Organization's Name: Washington State Senior Games

Submitted By: Dianne Foster Date: 9/23/2026

Email Address: dianne@wasenior.games Phone: 360-701-8129

This Report Covers:

Activity Name: Washington State Senior Games

Activity Type: X Special Event/Festival ___ Marketing/Tourism ___ Facility Promotion Agency

Activity Start Date: 1/1/2026 Activity End Date: 12/31/2026

Total Activity Cost: 148,000

Total amount of Tumwater lodging tax funds requested: 13,000

Total amount of Tumwater lodging tax funds expended: 11,993.47

Total amount of lodging tax funds expended from all jurisdictions: 48,275

DEFINITIONS OF METHODOLOGY FOR QUESTIONS

This methodology is defined by the Joint Legislative Audit and Review Committee and is used for reporting to the Legislature about the use of lodging tax for each jurisdiction.

- **Direct Count:** Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts, or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides likely to be affected by an event.
- **Indirect Count:** Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.
- **Representative Survey:** Information collected directly from individual visitors / participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Tumwater City Hall
555 Israel Road SW
Tumwater WA 98501

www.ci.tumwater.wa.us

- **Informal Survey:** Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.
- **Estimate:** Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (three (3) sq. ft.).
- **Other:** (please describe) _____

Overall Attendance: Enter the total number of people predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who attended this activity; and the method used to determine attendance.

Predicted: 1800 Actual (Estimated): 2293

Methodology (definitions provided above): Direct count

Explain Tracking Method: Each participant registers for the event. The count for the actual attendance of competitors was calculated using a query in the database of the registered athletes. Actual attendance and coun

50+ Miles – Attendance: Enter the total number of people who travelled greater than 50 miles predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people who travelled more than 50 miles to attend this activity; and the method used to determine attendance.

Predicted: 1134 Actual (Estimated): 1367

Methodology (definitions provided above): Direct count

Explain Tracking Method: The count for the actual number of people who traveled over 50 miles was calculated using a query in the database of the registered athletes.

Out Of State / Country – Attendance: Enter the total number of people from outside the state and country predicted to attend this activity (this number would have been submitted on your application for funds); the actual number of people from outside the state and country who attended this activity; and the method used to determine attendance.

Predicted: 180 Actual (Estimated): 372

Methodology (definitions provided above): Direct count

Explain Tracking Method: The count for the actual number of people from outside the state and country was calculated using a query in the database of the registered athletes.

Paid For Overnight Lodging – Attendance: Enter the total number of people predicted to pay for overnight lodging in Tumwater to attend this activity (this number would have been submitted on your application for funds); the actual number of people who paid for overnight

lodging and attended this activity; and the method used to determine attendance.
Predicted: 360 Actual (Estimated): 459

Methodology (definitions provided above): Informal survey

Explain Tracking Method: The count is based on results from an informal survey, past statistics that were collected, email responses, and conversations with various competitors.

Did Not Pay For Overnight Lodging – Attendance: Enter the total number of people predicted to attend this event without paying for overnight lodging in Tumwater (you would have submitted this number on your application for funds); the actual number of people who attended without paying for overnight lodging; and the method used to determine attendance.

Predicted: 270 Actual (Estimated): 344

Methodology (definitions provided above): Informal survey

Explain Tracking Method: The count is based on results from an informal survey, past statistics that were collected, email responses, and conversations with various competitors.

Paid Lodging Nights: Enter total predicted lodging nights in Tumwater (this number would have been submitted on your application for funds); and actual number of paid lodging nights. (One lodging night = one or more persons occupying one room for one night); and the method used to determine attendance.

Predicted: 540 Actual (Estimated): 688

Methodology (definitions provided above): Informal survey

Explain Tracking Method: The count is based on results from an informal survey, past statistics that were collected, email responses, and conversations with various competitors.

Please describe any other information that demonstrates the impact of increased tourism attributable to the Special Event, Festival, or Tourism-Related Facility.

The 2026 Washington State Senior Games was successful, achieving its goal of promoting health, physical fitness, competition, and companionship. Athletes are already planning and preparing for their travel plans to the Tumwater area for the 2027 competition.

TUMWATER SPECIFIC QUESTIONS:

Did you experience a higher number of tourists this year? If not, what do you think was a contributing factor?

We had 500 more athletes competing in this year's Washington State Senior Games. One factor is that it is a national qualifying year and we typically see more athletes. The other factor is that the Oregon Senior Games were canceled and many of the competitors came to the Washington Games. Many of them said they will be back next year because they loved our competition and well organized events.

Did you complete all the items on your Scope of Work consistent with your application submitted to the Lodging Tax Advisory Committee? If not, which items do you still need tocomplete? Do you plan on completing those items with your own resources? If so, when?

Yes, we completed the items in the Scope of Work that were consistent with our application.

Do you plan to do anything differently next year to expand your event, increase tourism to Tumwater, or increase visitors to your facility?

We continue to look at new ways to advertise and promote the Washington State Senior Games in order to encourage more competitors and spectators to travel to Tumwater for the various events. 2027 is our 30th year so we will make this a bigger celebration.

TO: Lodging Tax Advisory Committee (LTAC)

FROM: Chuck Denney, Parks and Recreation Director

DATE: October 14, 2026

SUBJECT: Lodging Tax Historic and Cultural Funding for 2027

---

1) Recommended Action:

Make a motion to approve $225,000 of 2027 Lodging Tax funds for the Historic and Cultural facilities and programs. Lodging Tax Advisory Committee (LTAC) funding recommendations are tentatively scheduled before the Tumwater City Council on November 2, 2026.

---

2) Background:

Pursuant to RCW 67.28.180, the City of Tumwater collects a 4% lodging tax on hotel and motel stays within the City. The City allocates one-half of that amount (2%) each year to fund historic preservation activities. Allocation of funds pursuant to this process must be consistent with TMC 3.12 and RCW 67.28.1816. The Tumwater City Council passed Resolution No. R2016-006 which created a policy to guide the City's investment of Lodging Tax in tourism related activities, facilities, and programs.

The attached memo briefs the Committee on the Lodging Tax historic and cultural funding activities. Staff will be present to answer any questions.

---

3) Alternatives:

- ❑ Some other course of action

---

4) Attachments:

A. Lodging Tax Historic and Cultural Funding for 2027 Memo

MEMO

Date: October 14, 2026
To: Lodging Tax Advisory Committee
From: Chuck Denney, Parks and Recreation Director

CITY OF TUMWATER

Proposed Action

This memo outlines the distribution of Lodging Tax funds for tourism-related historic and cultural events and activities in Tumwater.

Background

Based on the imposed 4% Lodging Tax, the City receives two allocations of revenue. The first 2% funds are designated by City Council (Resolution No. R2016-006) for tourism-related historic and cultural programs. The second 2% funds are for tourism-generating events and marketing. This memo addresses the use of the first 2% historic and cultural program funds.

In 2026, funding was distributed as follows:

Historic/Cultural	2026
Historic Buildings (City)	$ 70,000
Historic Programs (OTF)	$110,000
Historic Old Brewhouse Tower (City)	$ 30,000

In 2024, the City maintained the City's historic house inventory (Brewmaster's House and Crosby House) and the historic cemetery with minor improvements, utilities, security, repairs, pest control, landscaping and insurance. The City has partnered with additional community groups for volunteer work at the historic cemetery and this significant work will continue into 2027. The City's Volunteer Program also dedicated hours to a number of major maintenance improvements to the cemetery. The Parks Department has continued to work with Mills & Mills, the adjacent private cemetery and funeral home, to help maintain and improve the cemetery property.

The City continued to contract with the Olympia Tumwater Foundation for provision of historic programming and services. This included the Heritage Builders Program, a rotating historical display at City Hall, research regarding the historic home registry and process, event participation, support of the historic home program, and adapting historical district walking tours. Public access and events are planned in the historical district in 2027.

Work to preserve and restore this iconic old brewhouse structure is scaled back. The brick replacement and masonry

repair project is complete and engineering for seismic stabilization is in the draft phase. The Brewhouse Tower is closed to visitors. It is not anticipated that construction work will take place in 2027, but the City does plan to improve site security, fencing and window protections for the facility.

Lodging tax funds are an important part of the project viability as they provide a source of cash for improvements outside of the grant that can be used for capital improvements and marketing.

2027 Proposal

Based on the prior City Council direction and the City's inventory of historic assets, the funds for 2027 are planned to be expended in the following fashion:

Historic/Cultural	2027
Historic Buildings (City)	$ 155,000
Historic Programs (OTF)	$ 60,000
Historic Old Brewhouse Tower (City)	$ 10,000

Funds will be spent similar to prior years. The building portion pays for operational costs for the Crosby and Brewmaster houses and the historic cemetery. In 2027, we will be replacing the cedar shake roof and installing gutters at the Crosby House. We will continue to work with volunteers to do minor maintenance of the cemetery.

The City is continuing to contract with the Olympia Tumwater Foundation for historic programs and services. The City has found this partnership to be an effective and efficient means of providing quality programming to the community and as a valuable resource for City and other historic projects in Tumwater. The presentation and interpretation of Tumwater's history is an important aspect to the overall "Tumwater Craft" initiative that celebrates and builds upon the community's legacy around brewing.

To meet JLARC's reporting requirements, we will need a motion from the Committee to approve the $225,000 for the Historic and Cultural Program funds as described above for 2027.