



## **CITY COUNCIL WORKSESSION MEETING AGENDA**

**Online via Zoom and In Person at  
Tumwater Fire Department  
Headquarters, EOC Room, 311 Israel  
Rd. SW, Tumwater, WA 98501**

**Monday, November 07, 2022  
5:30 PM**

1. Call to Order
2. Roll Call
- [3.](#) 2021 Green Team Sustainability Report (Alyssa Jones Wood)
- [4.](#) Draft Arts Strategy and Introduction of Arts Specialist Brittany Bowman (Todd Anderson)
- [5.](#) Budget Workshop #4 (Troy Niemeyer)
- [6.](#) City Logo (Ann Cook)
7. Mayor/City Administrator's Report
8. Adjourn

### **Meeting Information**

All Councilmembers will be attending remotely. The public are welcome to attend in person, by telephone or online via Zoom.

### **Watch Online**

<https://us02web.zoom.us/j/86957225209?pwd=Nksvd0R2ZEVxdXRFRMHY0dDBEL0JVQT09>

### **Listen by Telephone**

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 869 5722 5209 and Passcode 279500.

### **Public Comment**

The public may submit comments by sending an email to [council@ci.tumwater.wa.us](mailto:council@ci.tumwater.wa.us), no later than 4:00 p.m. the day of the meeting. Comments are submitted directly to the Councilmembers and will not be read individually into the record of the meeting.

### **Post Meeting**

Video recording of this meeting will be available within 24 hours of the meeting.

<https://tcmedia.org/channels.php>

### **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 Clerk by calling (360)

252-5488 or email [CityClerk@ci.tumwater.wa.us](mailto:CityClerk@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. To contact the City's ADA Coordinator directly, call (360) 754-4128 or email [ADACoordinator@ci.tumwater.wa.us](mailto:ADACoordinator@ci.tumwater.wa.us)

TO: City Council  
FROM: Alyssa Jones Wood, Sustainability Coordinator  
DATE: November 7, 2022  
SUBJECT: 2021 Green Team Sustainability Report

---

1) Recommended Action:

None. This item is for information only.

---

2) Background:

Since 2019, the City's interdepartmental Green Team produces an annual report on sustainability measures. This year's report compares data from 2021 to data from both 2015 and 2019 baselines for sustainability metrics and provides a recommended work plan for implementation by appropriate City departments.

---

3) Policy Support:

2023-2024 Strategic Priority: Be a Leader in Environmental Sustainability.

- Reduce the carbon footprint of the City organization; and
  - Include environmental protection in City projects.
- 

4) Alternatives:

- ☐ No alternatives identified at this time. Staff requests feedback on recommended actions and goals.
- 

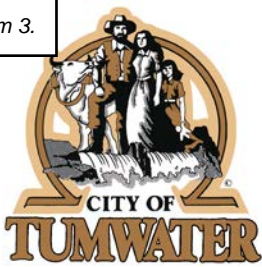
5) Fiscal Notes:

Staff participating on the Green Team collectively spend approximately 200 hours annually to collaborate on the implementation of sustainability measures, developing metrics, and reviewing the program's progress on its goals. Discreet projects with financial impacts are routinely budgeted and reviewed by Council as appropriate.

---

6) Attachments:

A. 2021 Green Team Sustainability Annual Report.



City Hall  
555 Israel Rd SW  
Tumwater, WA 98501-6515  
Phone: 360-754-4140  
Fax: 360-754-4142

## 2021 Green Team Sustainability Report

October 3, 2022

To: Tumwater City Council  
From: City of Tumwater Green Team  
Dan Smith, Alyssa Jones Wood, James Trujillo, Troy Niemeyer, Brad Medrud, Ann Cook, Carrie Gillum, Todd Anderson, Officer Rosco Rollman, Wes Holmgren, Marc Lavack, Matt Ames, and Shane Brady.

### Purpose

This report evaluates the City's current practices related to climate, water, energy, transportation, and solid waste. This is the third consecutive Green Team Sustainability Report for the City of Tumwater. For all but two metrics (waste and greenhouse gas emissions) a baseline year of 2019 is utilized. A Greenhouse Gas Emission baseline year of 2015 was established by resolution by the City Council and is reported as such. A Solid Waste baseline had not been available in prior years and thus 2021 is established as the baseline year. This report compares 2021 data to each metric's established baseline year, goal, and past data wherever data was available.

### Climate

#### Greenhouse Gas Emissions

This year's reporting on greenhouse gas emissions refers to our emissions in two ways: *total annual emissions* and *net emissions*. Emissions had previously only referred to total annual emissions in past Green Team Sustainability Reports, which is the sum of estimated emissions caused by City Operations. Net emissions refer to the total annual emissions minus carbon credits or renewable energy certificates.

City Operations of the City of Tumwater produced an estimated total annual emissions of 3,938 metric tons of CO<sub>2e</sub> in 2021. Total emissions in 2021 are about 3% higher than the 2015 baseline. Emissions from the City's water and sewer infrastructure and vehicle fleet increased by 19.4% and 12% respectively between 2015 and 2021. However, Tumwater's population grew by about 36% between 2015 and 2021. Emissions associated with lighting, heating, and cooling the City's buildings and facilities fell by almost 17% between 2015 and 2021.

The City of Tumwater participates in Puget Sound Energy's Green Direct program and received certificates for 5,580,000 kWh generated at the Skookumchuck Wind Facility during the 2021 calendar year. Because of this, the net emissions of City Operations of the City of Tumwater in 2021 are estimated to be 1,100 metric tons of CO<sub>2e</sub>.

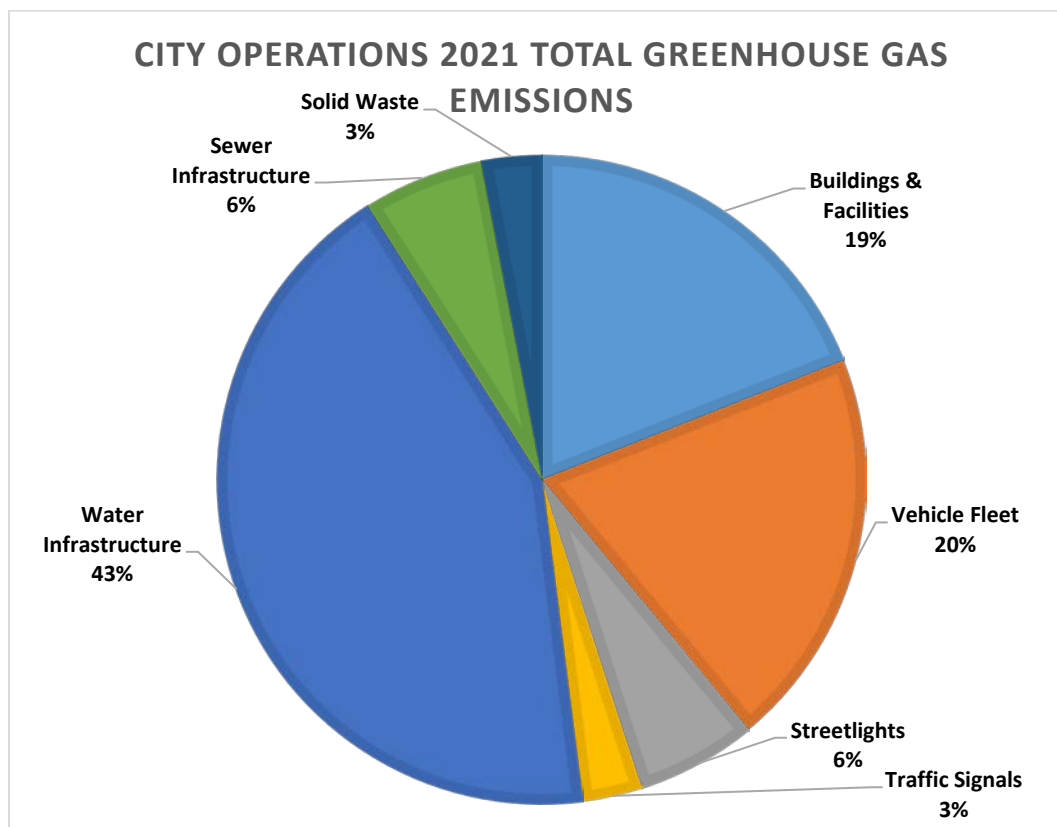


Figure 1. Sources of City GHG Emissions in 2021

Summary of Total Annual GHG Emissions from Tumwater City Operations (MTCO <sub>2</sub> e)			
	2015	2021	% Change
<b>Buildings and Facilities</b>	904	755	-16.5
Electricity	692	549	-20.7
Natural Gas	212	206	-2.8
<b>Vehicle Fleet</b>	691	773	12
Gasoline	481	564	17.3
Diesel	210	210	-
EV Charging	0	0	NA
<b>Streetlights/Traffic Signals</b>	451	352	-22
Streetlights	329	239	-27.4
Traffic Signals	123	113	-7.7
<b>Water/Wastewater Services</b>	1625	1939	19.4
Water Infrastructure	1417	1680	18.5
Sewer Infrastructure	207	260	25.4
<b>Solid Waste</b>	179	119	-33.6
<b>Total Operational Emissions</b>	3848	26050	2.4

Table 1. Summary of Total Annual GHG Emissions from Tumwater City Operations

### City Fleet

The vast majority of City vehicles use gasoline or diesel fuel. In 2021, vehicles used 64,208 gallons of gasoline and 20,437 gallons of diesel. Figures 2 and 3 show the percentage of fuel consumed by each department. In 2021 the City was able to secure and consume 175 gallons of renewable diesel. Between the 2019 baseline and 2021, there was a 6% decrease in fuel consumption (gasoline and diesel combined).

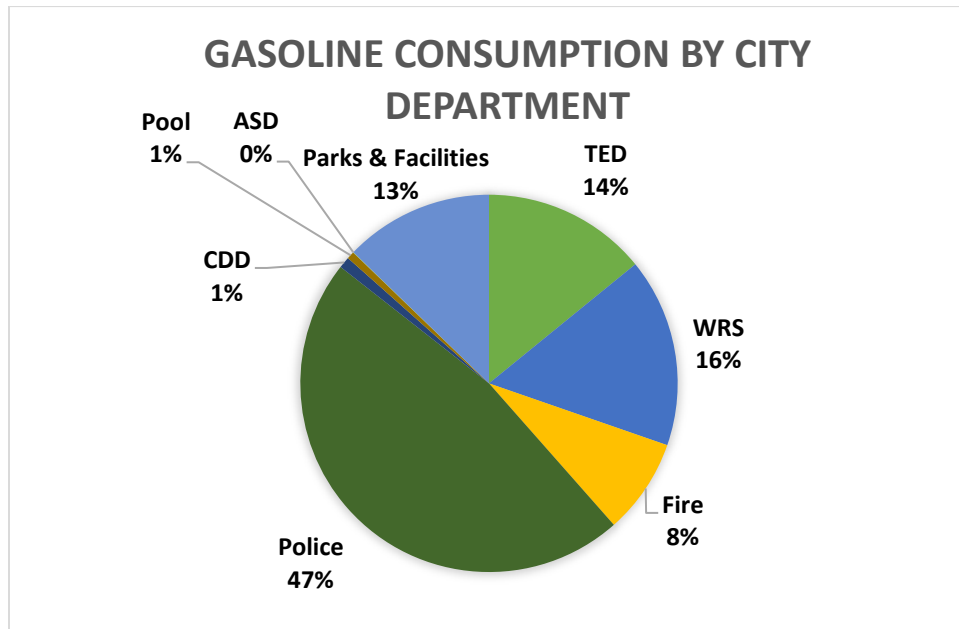


Figure 2. Gasoline Consumption by City Departments in 2021

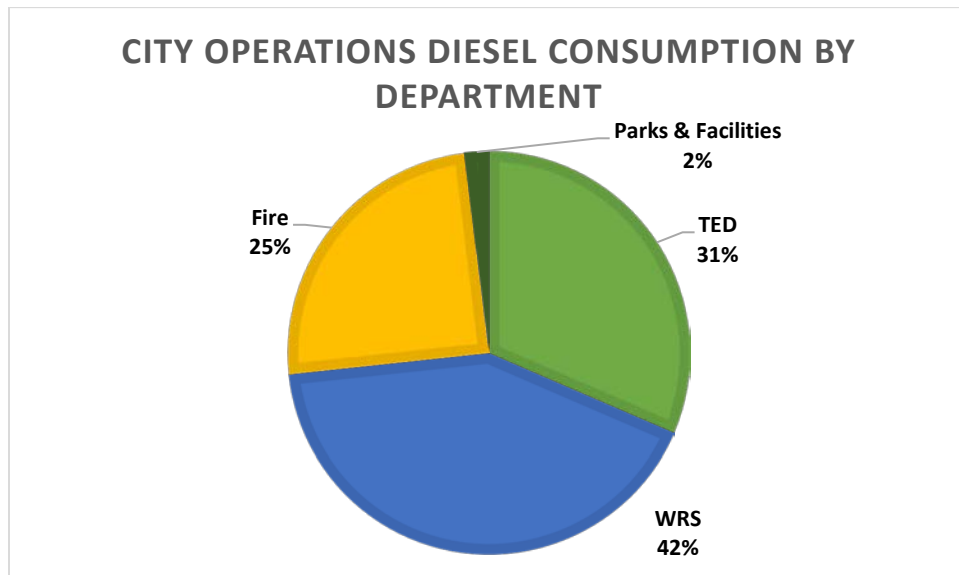


Figure 3. Diesel Consumption by City Departments in 2021

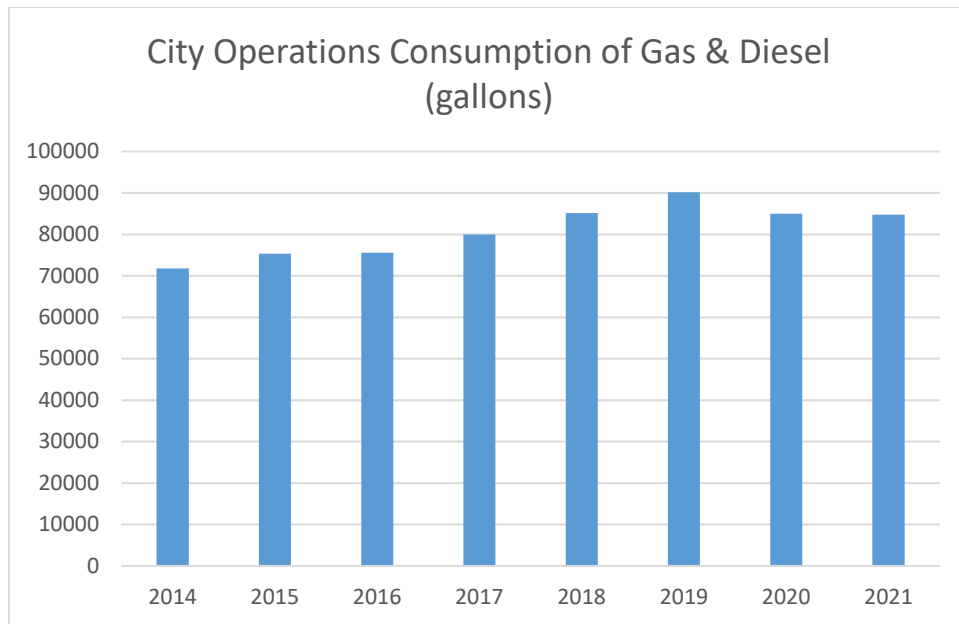


Figure 4. City Operations Consumption of Gas & Diesel since 2014

The City has taken steps to increase the number of electric vehicles in the fleet and functions under an “EV or Hybrid First” purchase method for replacement and new vehicles. As of 2021 the City currently has one (1) battery-electric vehicle, thirteen (13) hybrids (both plug-in and non-plug-in hybrids), 121 gasoline-powered vehicles, and 32 diesel-powered vehicles on-site. In 2021 three new vehicles were ordered for our Police fleet, two of which are gasoline-powered and one is hybrid.

In 2021 the City had two (2) Level 2 Electric Vehicle Charge ports to support our Electric and Plug-In Hybrid vehicles. Figure 4 shows the Energy Consumption of those chargers throughout 2021. All energy used to charge the City’s Electric and Plug-In Hybrids is enrolled in PSE’s Green Direct Program. The utilization of 320.31 kWh to charge our electrified fleet vehicles avoided the combustion of 64.06 gallons of fuel and an estimated 0.569 metric tons of carbon dioxide equivalent emissions. According to the EPA, this is the equivalent of 9.4 tree seedlings grown for 10 years.

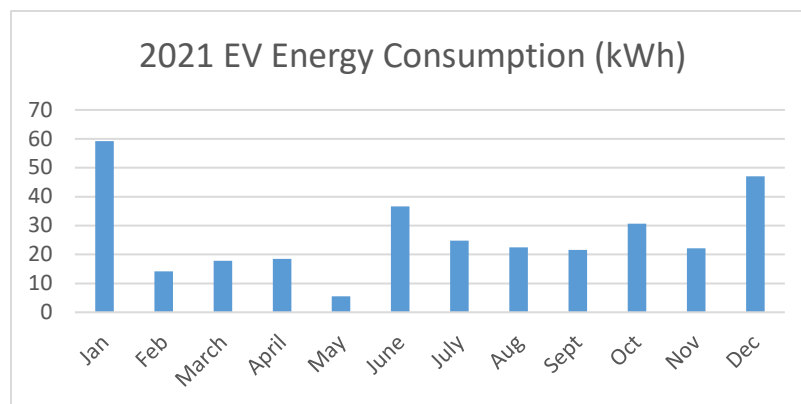


Figure 5. Electric Vehicle Energy Consumption for 2021.

Vehicle Type	2019 Baseline	2021
% of gas-fueled vehicles	85%	72%
% of diesel-fueled vehicles	9%	19%
% of hybrid vehicles	5%	8%
% of electric vehicles	1%	1%

*Table 2. Percentage of Vehicle Types 2019 baseline compared to 2021*

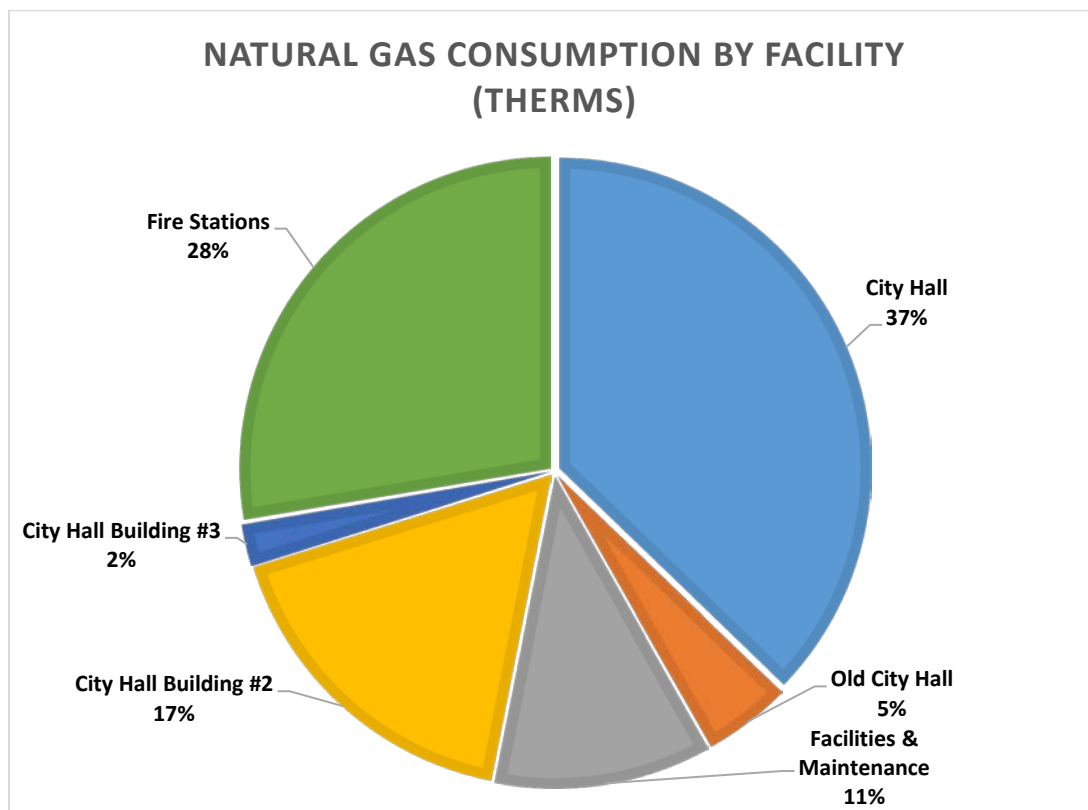
City staff has also made progress in phasing out two-stroke motors used in our equipment and plans to continue electrifying small machinery and tools wherever possible.

There is no current established goal for decreased fuel (diesel nor gasoline) consumption. Additionally, there is no current established goal for increased percentage of electric vehicles in our City fleet.

## Buildings

### Natural Gas

Natural gas is a fossil fuel that emits greenhouse gasses including methane during its combustion and production. In 2021, the City consumed 30,636 therms of natural gas. The majority of the natural gas was used in City Hall, Fire Stations, and the Operations building (Figure 6). Between the 2019 baseline year and 2021 there was a 4% decrease (Figure 7). In general natural gas use peaks during the colder winters months to help heat buildings and facilities.



*Figure 6. Natural Gas Consumption by Facility in 2021*



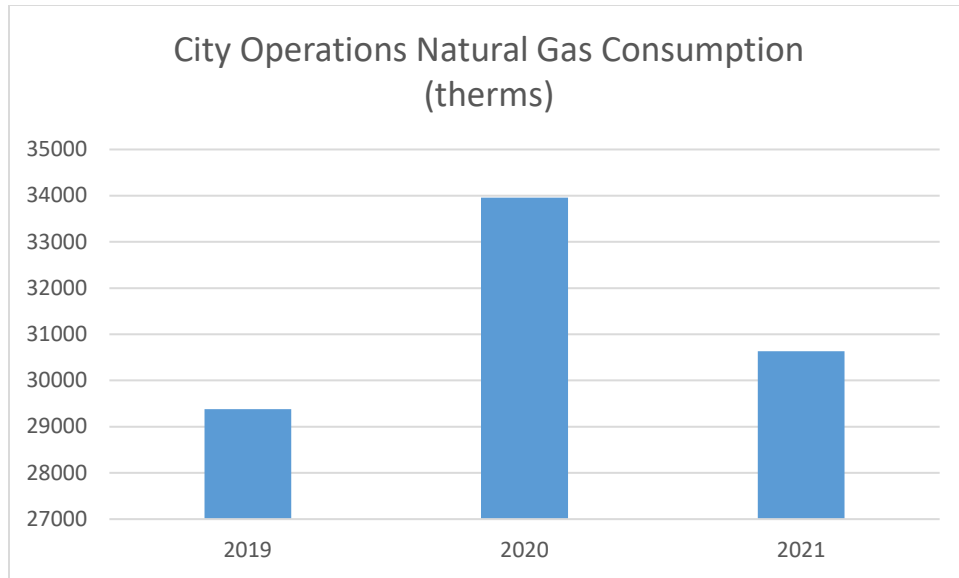


Figure 7. City Operations Natural Gas Consumption (therms)

There is no established goal to reduce City Operations natural gas consumption at this time.

#### Electricity

City buildings/facilities used 5,229,715 kWh of electricity in 2021, which equates to a 1.4% decrease from the 2019 baseline. Approximately 68% was used for water & wastewater infrastructure, 20% for buildings and facilities, and 12% for streetlights and signals.

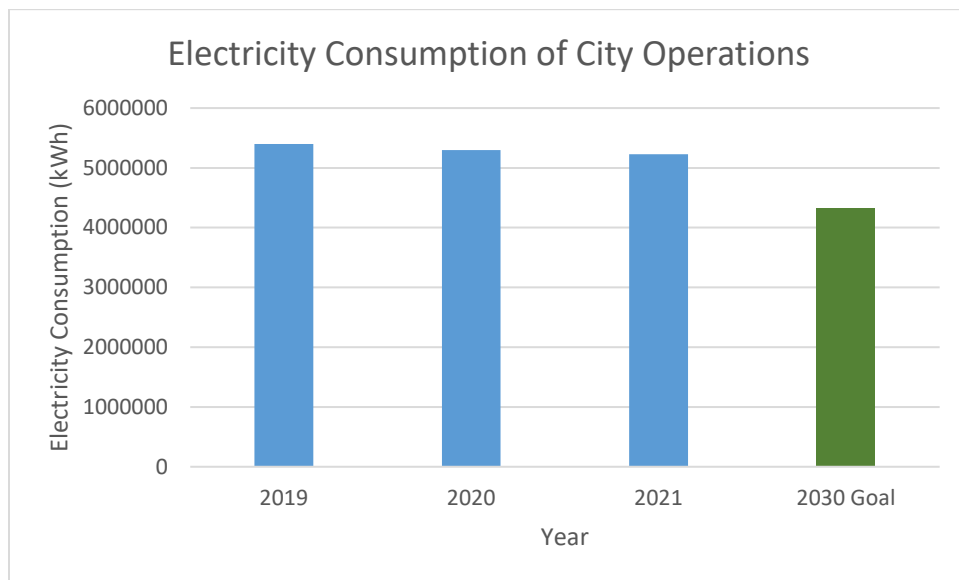
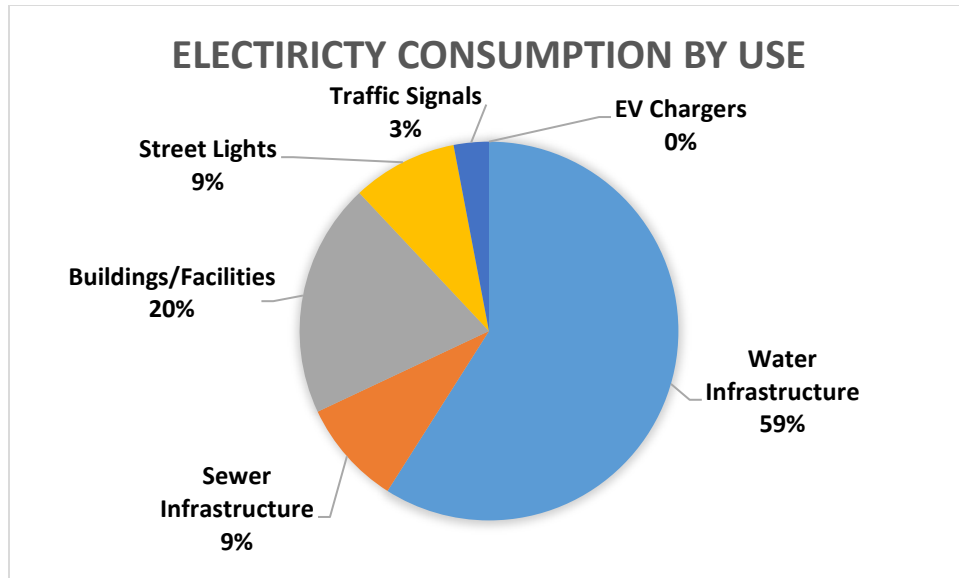


Figure 8. Electricity Consumption of City Operations and Goal



*Figure 9. City Operations Electricity Consumption by Use*

## Renewable Energy

### PSE Power Purchase

Starting in November of 2020, the City began receiving electricity from the Skookumchuck Wind Project via Puget Sound Energy's (PSE) Green Power Program. The Skookumchuck Wind Project, is an approximately 19,500 acre project located along the border of Thurston and Lewis counties. In 2021 City Operations received Renewable Energy Certificates for 5,598 MWh of electricity from this source in 2021, covering more than 100% of our City Operations electricity consumption.



*Figure 10. Skookumchuck Wind Project.*

*Photo Credit: Southern Company.*

### On-Site Renewable Energy

In 2021, the solar panels at City Hall produced 22,340 kWh of energy. This accounts for 5.5% of City Hall's 2021 electricity consumption.

### Employee Commute

The City partners with Thurston Regional Planning Council to run the Commute Trip Reduction Program, aimed at incentivizing employees to reduce the number of trips made to and from work each week in single-occupancy vehicles. In 2021 3% of total employees took advantage of this program and commuted to work without the use of a single-occupancy vehicle. This is a decrease from baseline and past years.

Data was not available as to the number of City employees who teleworked at least one day per week in 2021 as this has become a common practice among most City employees.

Indoor & Outdoor Water

In 2021, the City used 22.8 million gallons of water for both indoor/outdoor water use, a 14% increase from the baseline year. Out of the 22.8 million gallons used by the City in 2021, 1% was used inside City facilities, while the vast majority was used as irrigation in parks, medians, and right of ways.

In 2021, the City used 22.6 million gallons of potable water to irrigate parks, right of ways/medians, and building landscaping. Of the total amount of water used, 40% went to irrigating landscaping along City owned right-of-ways and medians, while 37% was used by parks and 22% for building landscaping, as seen in Figure 11.

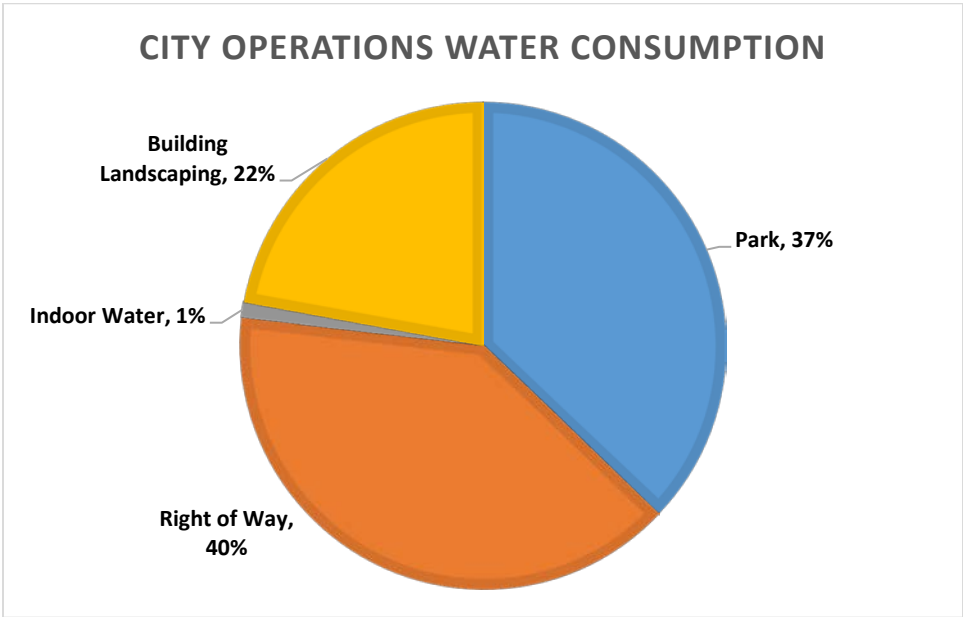


Figure 11. City Operations Water Consumption

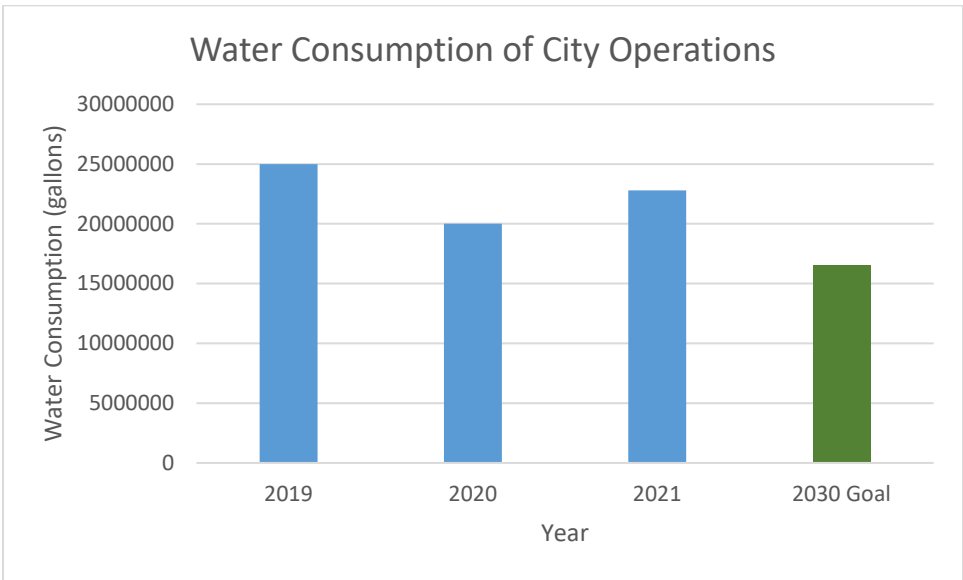


Figure 12. City Operations Water Consumption & Goal

### Reclaimed Water

In 2021, the City used 42,356,000 gallons of reclaimed water at the golf course. Use of reclaimed water is a best management practice for water use management at golf courses, and is a great use of water that has been used once, cleaned to a high level, and can then be used again. This is a 12.3 million gallon (41%) increase from 2020 reclaimed water consumption.

### Solid Waste

In 2021 City Operations produced an estimated 438,792 pounds of solid waste (Figure 13). We are currently recycling 19% of our solid waste by weight (Figure 14), which is approximately double the rate of recycling for our community as whole as reported by LeMay Pacific.

LeMay Pacific has provided this estimate amount of waste by type for the calendar year based on our container sizes and frequency as pickup for 2021. For the time being this estimation serves as a baseline for City Operations solid waste from which we can measure progress towards our goal to reduce solid waste produced by City activities 10% by 2030. An official waste audit should be conducted at City facilities to provide a more accurate baseline.

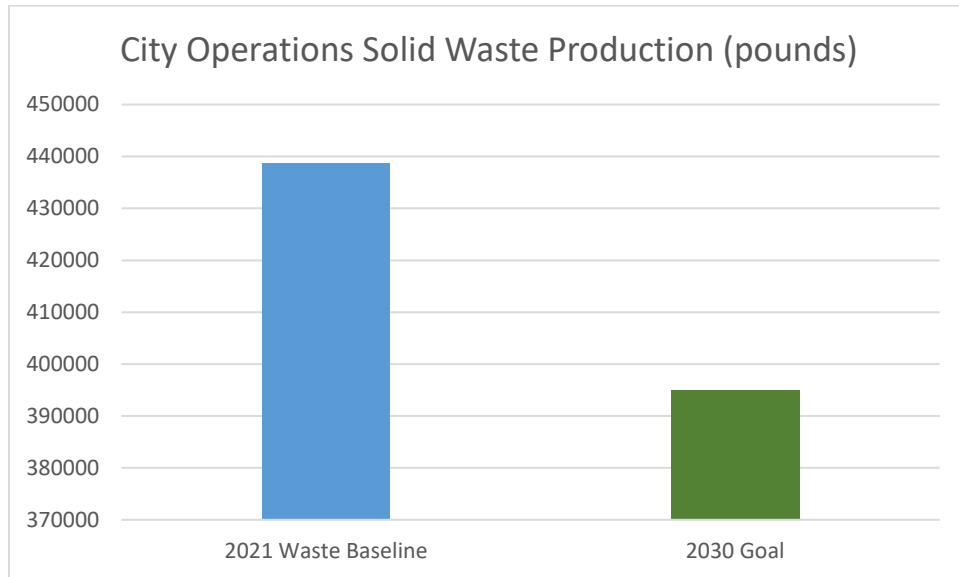
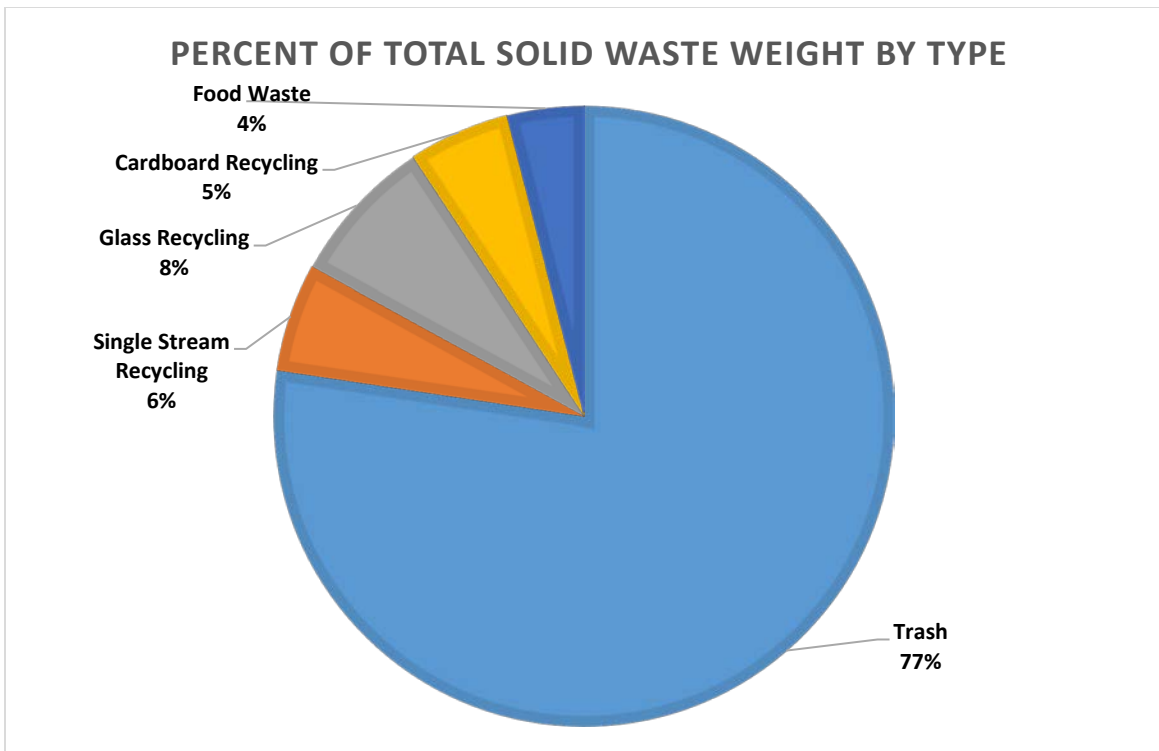


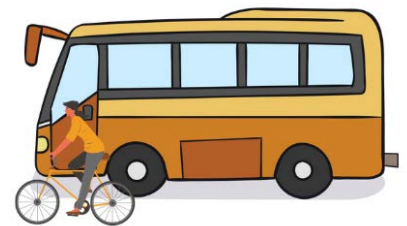
Figure 13. City Operations Solid Waste Production 2021 versus Goal



*Figure 14. Solid Waste by Type Produced by City Operations in 2022*

## Sustainability Goals

1. Reduce greenhouse gas emissions produced by City activities 45% below 2015 levels by 2030; approximately 3% per year. In 2015 the City produced 3,793 metric tons of CO<sub>2</sub>e.
  - a. **2015-2021: 3% increase in total annual emissions from baseline.**
  - b. **2015-2021: 70.9% decrease in net annual emissions from baseline.**
2. Increase the percentage of renewable energy being used by City activities and reduce electricity usage 2% per year; or 20% by 2030 from 2019 levels.
  - a. **100% of electricity consumption was provided by Skookumchuck Wind Farm through PSE Power Purchase Agreement.**
  - b. **2019-2021: 1.4% decrease in electricity usage.**
3. Increase employee alternative transportation participation during their commutes to work by 30% by 2030.
  - a. **2019-2021: 3% of employees participated in CTR in 2021, a 3% decrease from the baseline.**
4. Reduce water use 3% per year from City activities from 2019 levels.
  - a. **2019-2021: 14% increase in potable water use.**
  - b. **41% increase in the use of reclaimed water.**
5. Reduce solid waste (garbage) produced by City activities by 10% by 2030.
  - a. **Baseline established as 438,792 pounds of solid waste.**



## Roadmap to Success

This report shows that we are not on track for some of our goals. The following are projects proposed by the Green Team which may help us meet those established goals:

### Emissions Reduction

- Continued implementation of the Thurston Climate Mitigation Plan
- Purchase electric Public Works Trucks
- Anti-Idle Policy (underway in 2022)
- Switch to electric small equipment
- Planting more trees
- Renewable diesel

- Staff attending the same offsite meeting should carpool with coworkers
- Install air pressure monitoring valves on all city vehicles
- All actions listed below

#### Electricity Consumption

- Reduce hours or days of Operation at City Hall
- Utility Energy Audit (underway in 2022)
- Automatic thermostats that turn off when facility or operations doors are open
- Use water pipes to generate electricity
- Install VFD pumps at wells
- Replace all City lights with LED
- Turn off lights in Parks facilities that are closed to the public
- Install more solar panels at well houses, city buildings, parking lots, etc.
- Replacement hot water tank at Historical Park
- Replace electric furnace at the library with a more efficient heat pump

#### Commute Trip Reduction

- Reward staff who participate in CTR program

#### Potable Water Consumption

- Create landscaping plans for City Right of Way and medians
- Retrofit and upgrade City irrigation systems
- Increase recycled water usage
- Perform a Water Audit

#### Solid Waste Reduction

- Install compost receptacles in City Buildings
- Install recycling and compost cans at City parks
- Complete a City-wide dumpster and recycling audit
- Implement a City-wide Green Purchasing Policy favoring local goods and services
- All City events should use compostable products
- Automatically set all printers to print on both sides of the paper
- Host zero-waste events
- Compost paper towels
- Switch to paperless payroll
- Use recycled paper
- Have volunteers attending large events to assist in ensuring proper recycling disposal
- Take time to remove Departments from mailing lists
- Increase use to electric options for paperwork
- Purchase rechargeable batteries



### Sustainability as an iterative process

The Green Team will continue to assess proposed and future projects/programs considering their feasibility and prioritization to achieve the established goals.

There are a number of sustainability metrics the City does not have established goals for and a handful of metrics reported here which in retrospect are not good measures of success. Suggested next steps include:

- Assess and report on water & sewer infrastructure electricity use *per capita*, rather than as a part of total electricity consumption reduction. Water & sewer demand will increase as the City grows and a per capita measurement is a better measure of success;
- Set goals for natural gas, gas, and diesel reductions;
- Set percent diversion goals for solid waste; and
- Include some community-wide (as opposed to only City Operations) goals and metrics to this annual report. The Green Team will retain focus on internal operations, but this report can function to provide a greater update on sustainability to our community.

TO: City Council  
 FROM: Todd Anderson, Recreation Manager  
 DATE: November 7, 2022  
 SUBJECT: Draft Arts Strategy and Introduction of Arts Specialist Brittany Bowman

---

1) Recommended Action:

Staff is seeking approval to move forward with the Arts Strategy that will guide future arts and cultural activities along with the creation of an Arts Commission. Following the worksession discussion, the Strategy will move forward for adoption prior to the end of the year.

---

2) Background:

Following the creation of the Tumwater Metropolitan Parks District, the Parks and Recreation Department created an Arts Task Force to examine and discuss arts in the City. The Arts Task Force included over 35 community members, artists and youth in Tumwater. The efforts of the Arts Task Force led to the creation of a Tumwater Cultural Arts Survey. This survey was sent out to the community so that the City could gain a better understanding about what arts offerings and support were needed. The survey results were completed in 2021. The City of Tumwater, under the Parks & Recreation Department, hired a 0.5 FTE Arts Specialist position in June of 2022 with the goal of creating an Arts Strategy for the City.

---

3) Policy Support:

**Priority: Build a Community Recognized for Quality, Compassion and Humanity**

- Work with government, non-profit, and private partners to develop and implement a performance-based plan for affordable housing and to address homelessness
  - Pursue “quality of life” (e.g., trails, trees, parks, community gardens, events) and aesthetic improvements (hanging baskets, public art, specialty and wayfinding signs, landscaping)
  - Preserve and showcase Tumwater’s cultural heritage
  - Promote a community-based arts program with a plan and guiding commission.
- 

4) Alternatives:

- ☐ Approve Arts Strategy
  - ☐ Approve Arts Strategy with changes
- 

5) Fiscal Notes:

Funding for arts activities and staffing is provided in the General Fund Recreation budget

and the Metropolitan Parks District. Capitol Funding is provided in General Government CFP and the General Fund.

---

6) Attachments:

- A. Arts Strategy
- B. Arts Survey Results

# TUMWATER PARKS AND RECREATION ARTS STRATEGY 2022



## Tumwater Parks and Recreation Arts Strategy 2022

### Background

The City of Tumwater sits on the Deschutes River in Washington State. One can stroll through our forested parks and see artists sketching, taking photos, and writing. Tumwater is a beautiful place with a treasure trove of creative people.

In order to facilitate more support for the arts and culture in the community, the City of Tumwater, led by the Parks and Recreation Department, compiled an Arts Task Force in 2018. The Task Force was made up of community members, artists, and youth in Tumwater. The efforts of the Task Force led to the creation of a Tumwater Cultural Arts Survey. The survey was sent out to the community so that the City of Tumwater could gain more understanding about what arts offerings and support were needed and wanted.

A strategy was put into place to hire an Arts Specialist, secure an arts budget, create an Arts Strategy, and form an arts commission to administer and lead the Tumwater Arts Strategy. The Arts Specialist position, which is housed in the Parks and Recreation division, will be tasked with administering this strategy, along with the Commission.

### Arts Survey Summary

The Tumwater Arts Survey was completed in 2021. The survey reveals that the Tumwater community wants more support for arts and culture.

The survey participants want more live music and community events in our parks. Brewery Park at Tumwater Falls, owned and managed by The Olympia Tumwater Foundation, is on the top of the list.

The community wants more support for local artists, public art initiatives, and arts focused events.

Live music and theater are the most requested performing arts offerings. The community also expresses a strong interest in children's and family theater. Comedy and street performances are also highly requested. Among music genres, folk, pop, and classical are the most requested. Country, children's, blues, and jazz are also community favorites.

The community desires an increase in visual arts offerings. Access to adult and children's art classes and workshops are the most requested visual arts offerings. Painting, ceramics and

pottery, and performance art are three highly requested art offerings. Mixed media, folk art, and jewelry are other community requests.

### **Vision Statement**

The City of Tumwater is dedicated to building an innovative and sustainable arts and culture ecosystem that works for all.

### **Goals**

1. Build an innovative and sustainable arts and culture program with diversity, equity, and inclusion (DEI) at the core.
2. Survey and protect art and culture that is already present in the City. Use existing systems, resources, partnerships, and spaces to create and showcase the arts.
3. Create a public arts strategy that enlivens the community, communicates diverse stories, and adds to the mosaic of economic development in Tumwater.
4. Cultivate support and engagement from the community regarding the Arts Strategy by adding art offerings to Parks and Recreation events and cultural celebrations. Emphasize to the community that art making and art interaction are for all.
5. Create new partnerships, events, and systems, that elevate the lives of Tumwater citizens and other stakeholders through art making, engagement with the arts, and cultural exchange. Use the arts as an integral catalyst of economic development.

### **Objectives**

#### **(Actionable Tasks That Will Lead to Goals Being Met)**

##### **1. Form an Arts Commission**

- The Arts Specialist is assigned to work with the Commission.
- The Mayor appoints Commissioners.
- The Arts Specialist regularly reviews the Arts Commission needs.

##### **2. Build a Communication Plan for the Arts in Tumwater**

- Explore tools to communicate with the community.
- Keep an updated record of helpful resources for the arts community.
- Communicate information about the Commission and the Arts Program.
- Monitor the use of communication tools.

##### **3. Integrate Art into Existing Tumwater Events with DEI as a Driving Force**

- Continue adding arts offerings to Parks and Recreation events.

- Partner with other City departments and outside organizations to add arts and cultural offerings to events.
- Peruse professional development for DEI. Connect with cultural organizations and local tribal art leaders to learn about arts needs of varying communities.
- Communicate stories about DEI, culture, and history.

#### **4. Utilize and Highlight Existing Spaces**

- Inventory art that is already present in public facilities in Tumwater.
- Devise a plan on how to add public art and public events to public spaces.
- Devise a plan to support local businesses with adding art to private spaces, i.e. grants and resources.

#### **5. Grow the Program**

- Investigate new partnerships.
- Investigate new sources of funding.
- Review arts and culture program staffing needs and adjust when needed.
- Create a Tumwater Arts and Culture Program marketing strategy.

#### **6. Funding for the Arts Program**

- Execute a funding study for 1% capital projects for Arts.
- Execute a funding study for an increase to \$2 per capita (an increase from \$1 per capita).

# Cultural Arts Plan Survey Results

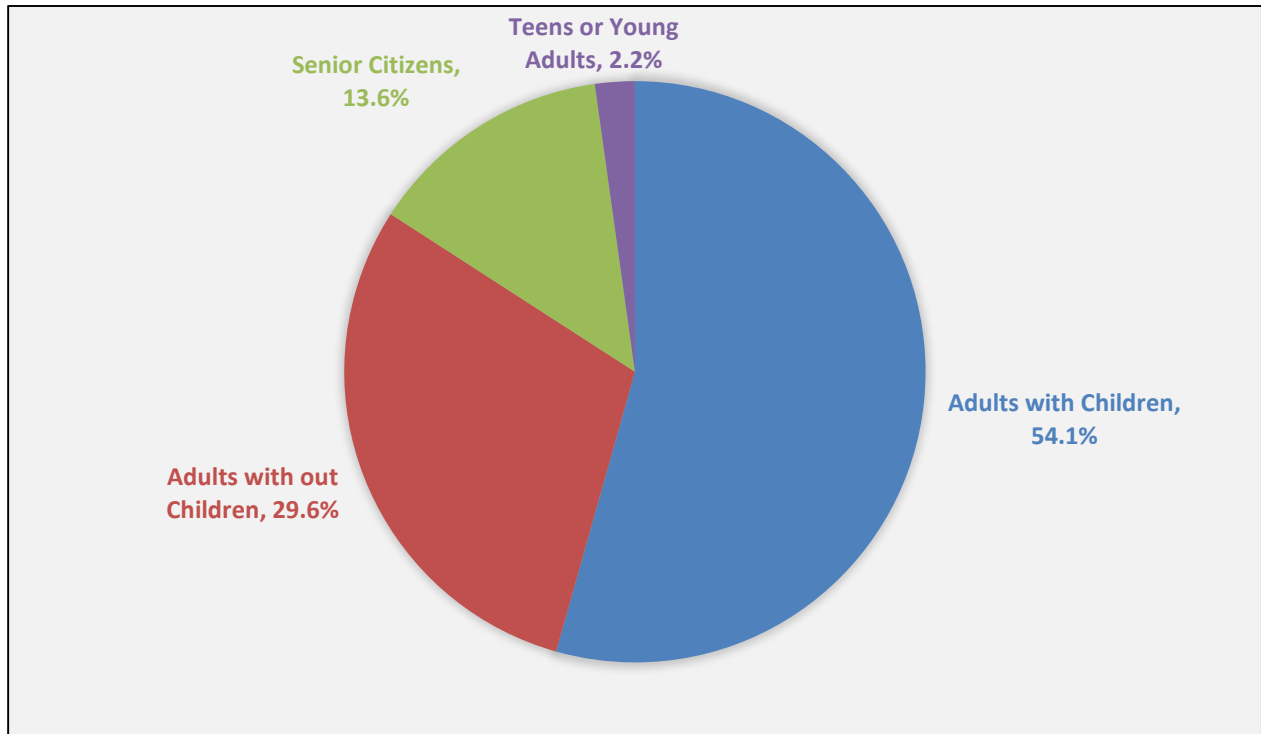


Todd Anderson, Recreation Manager  
Parks & Recreation Department

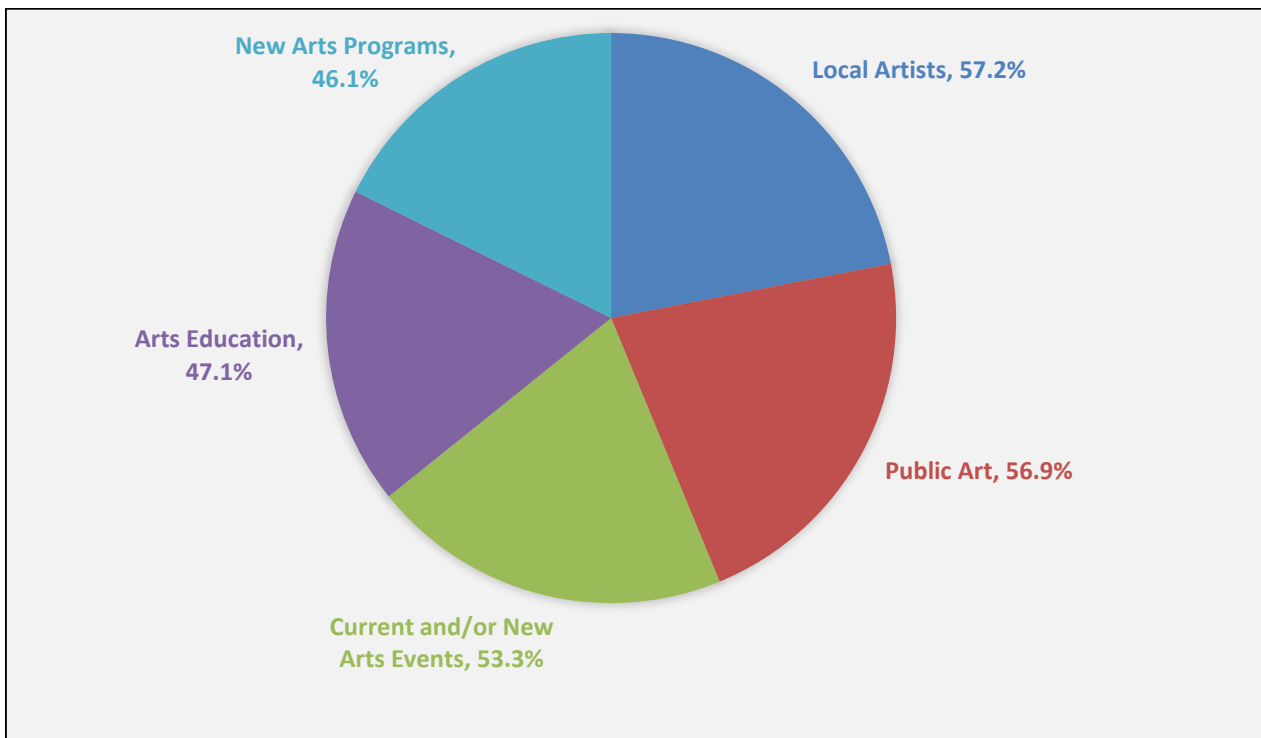


## Attachment B

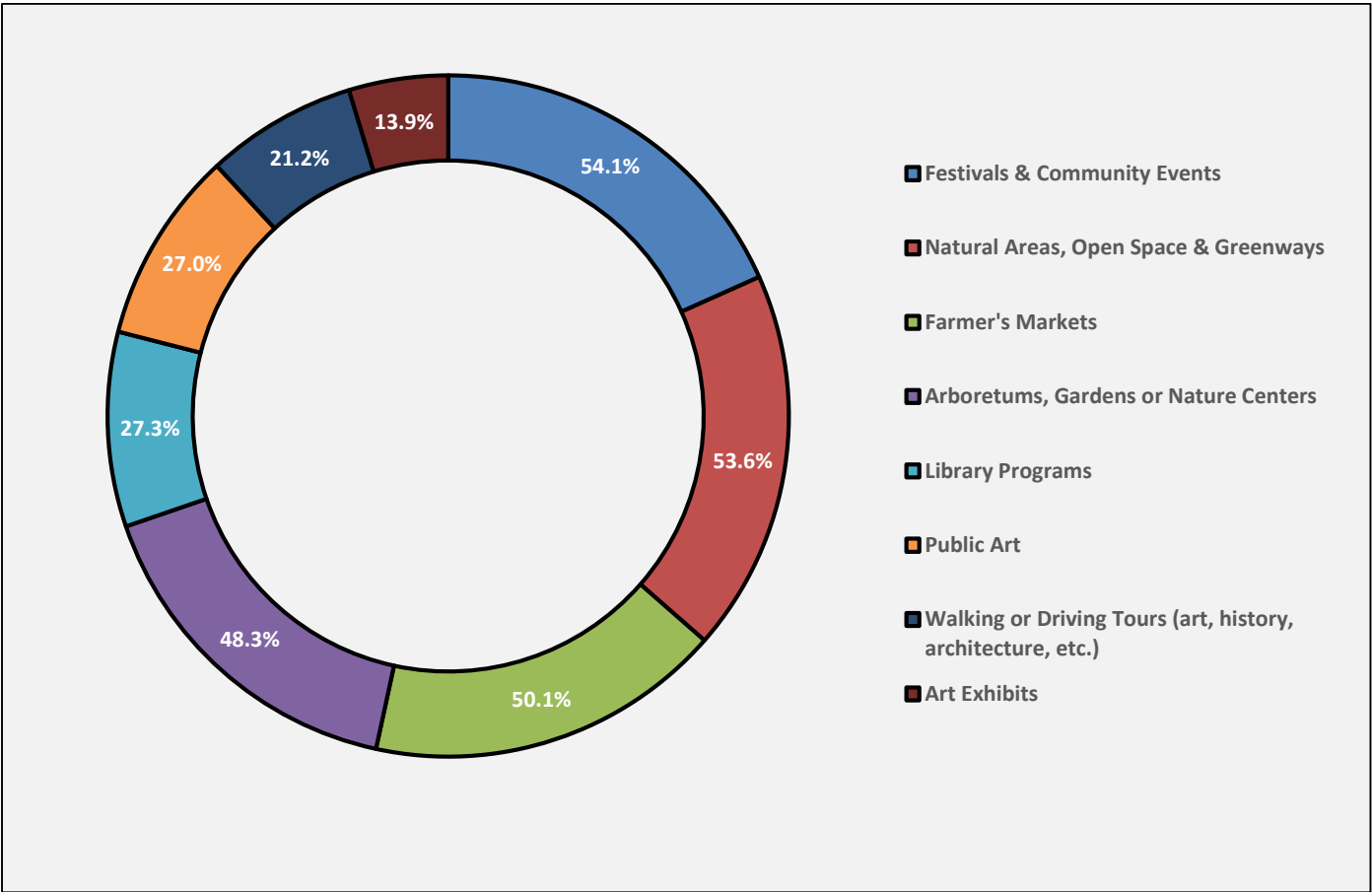
Which of the following groups do you most identify with?



Which of the following are most interesting to you?

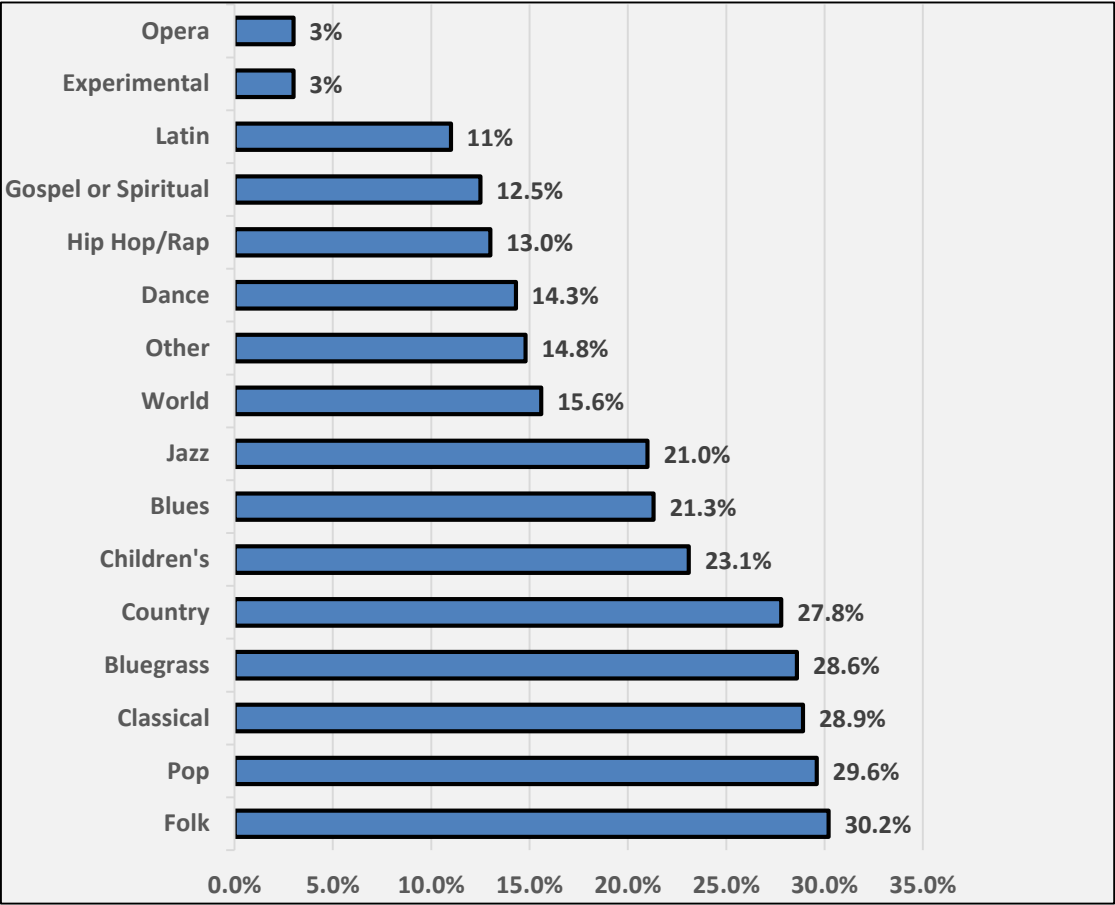


Which Community Offerings are most important to you?



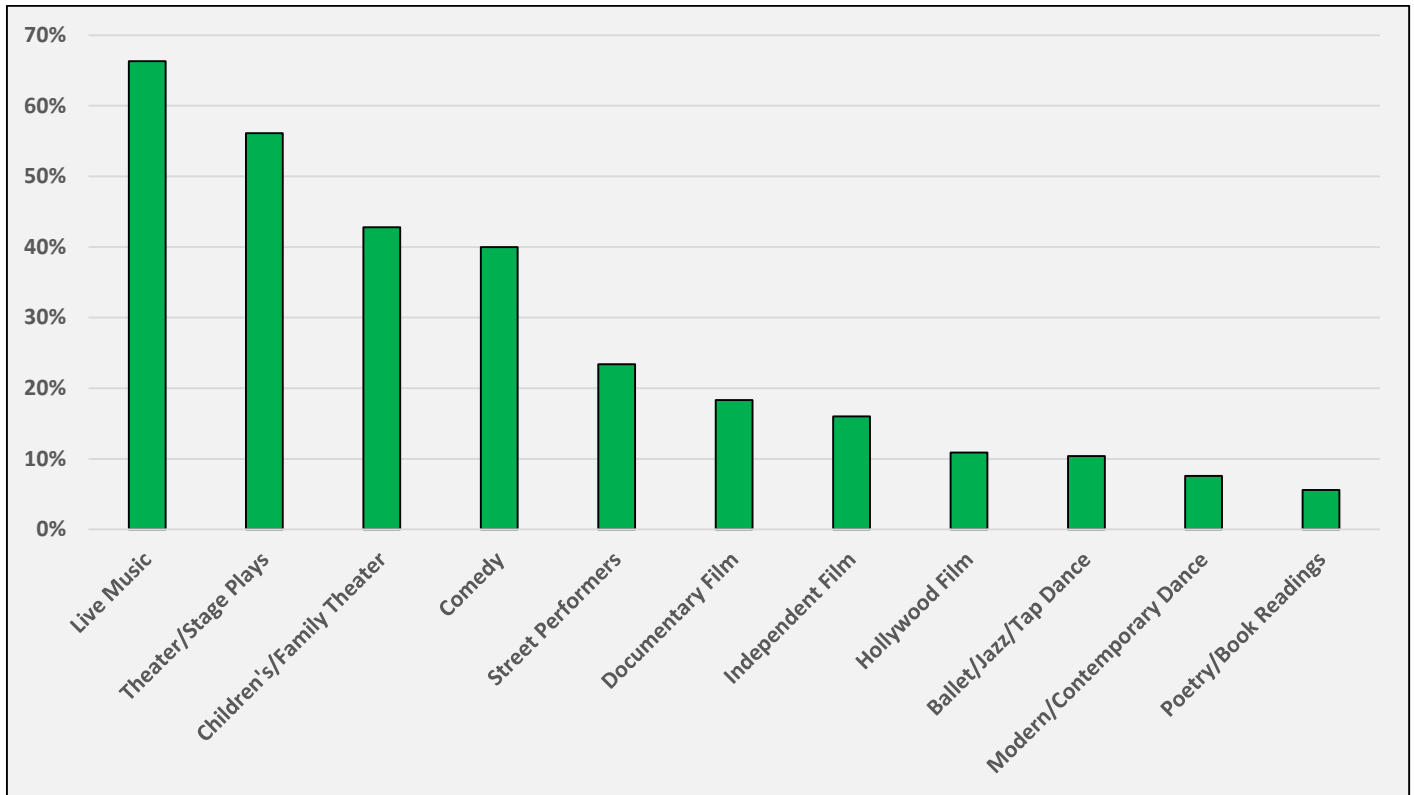
Attachment B

Which Music Offerings are most important to you?

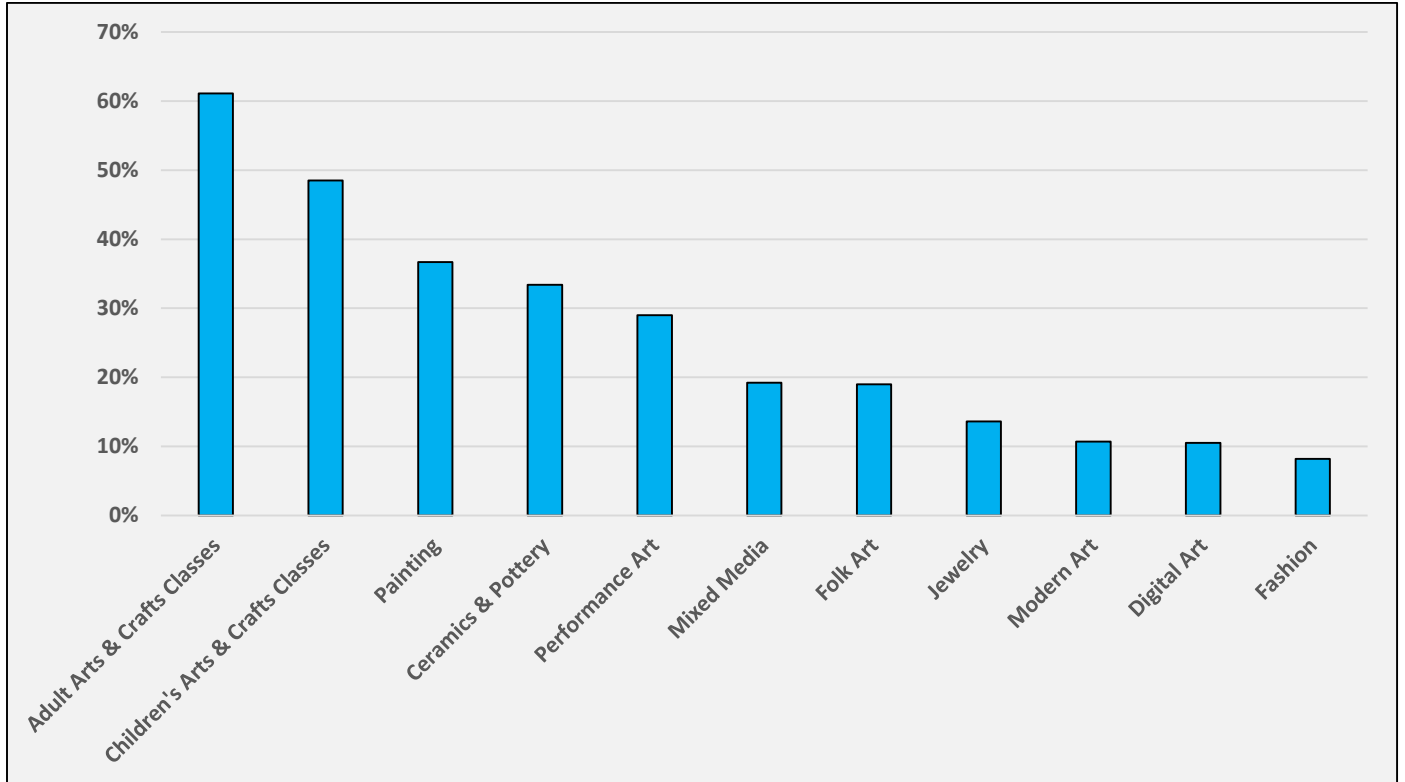


Which Performing Arts offerings are most important to you?

Attachment B

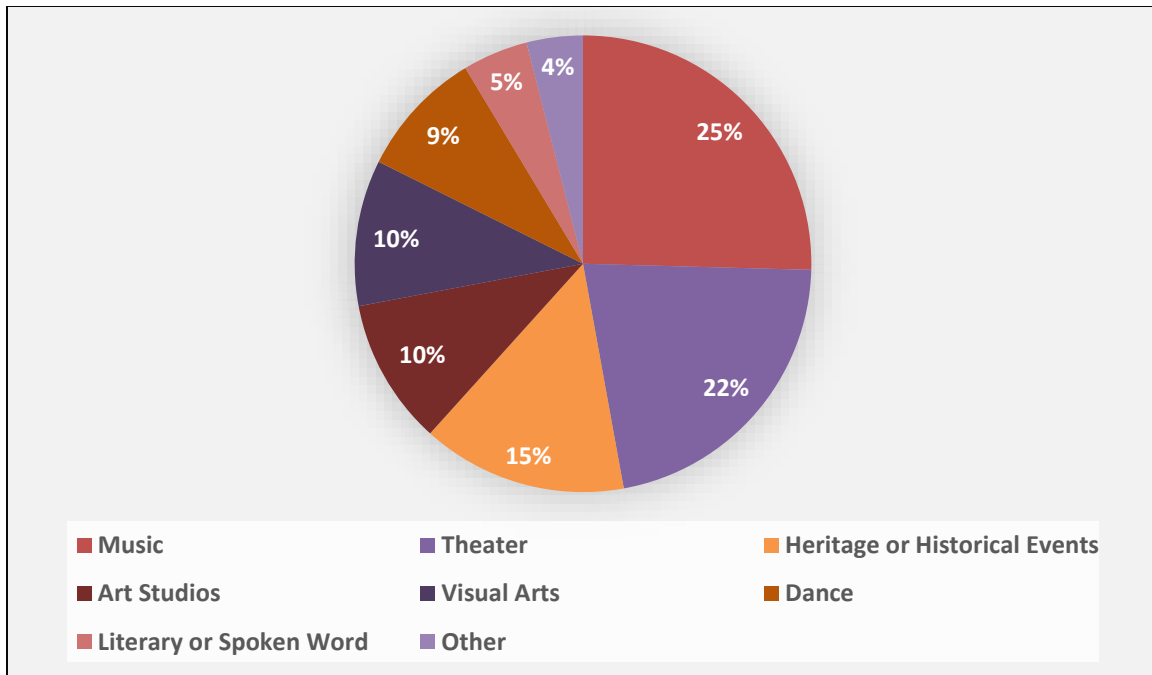


Which Visual Arts Offerings are most important to you?

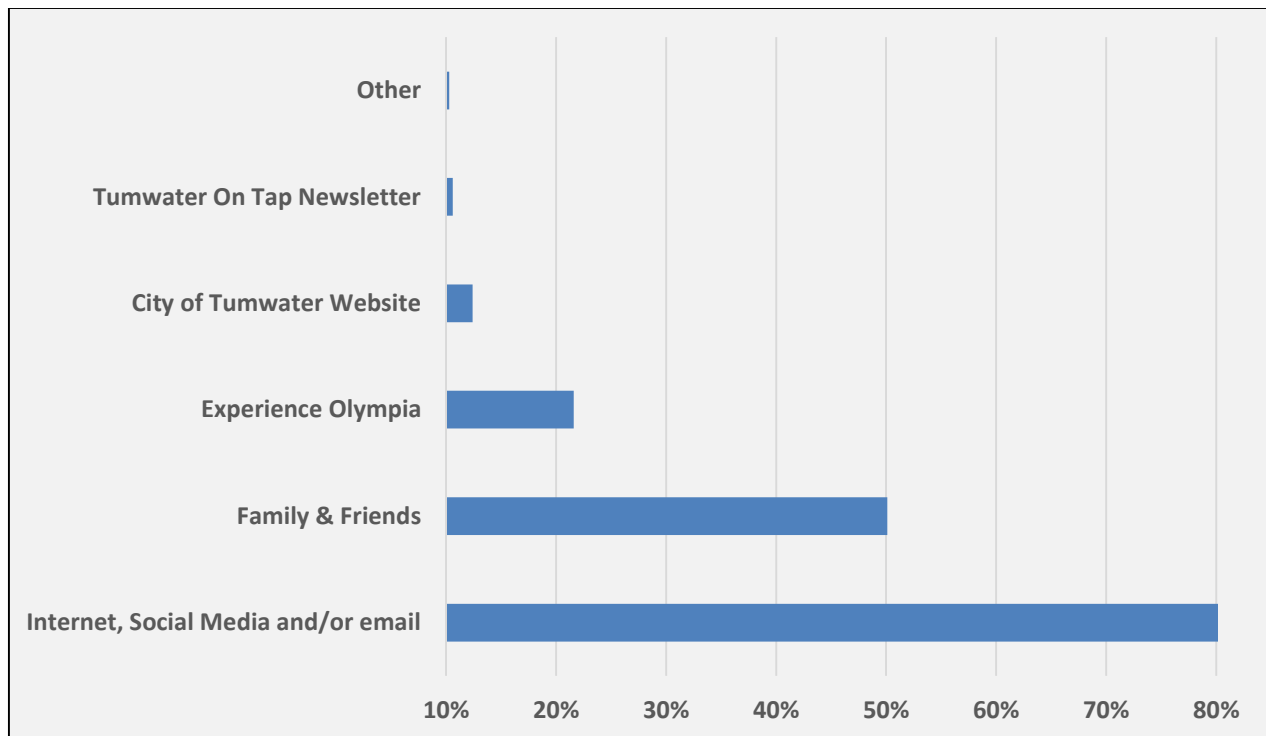


## Attachment B

Regardless of location, which of these cultural arts events have you or your household attended in the past year?

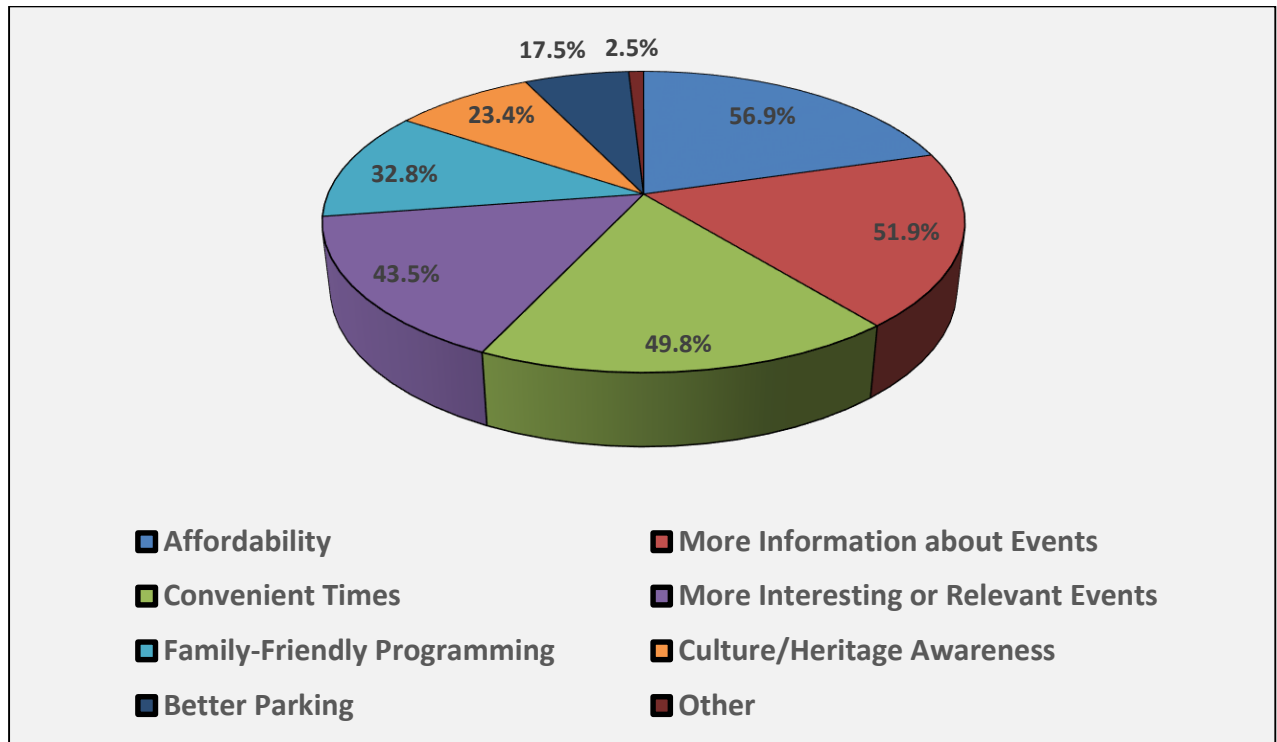


Where do you most frequently receive information about arts and cultural events and programs?



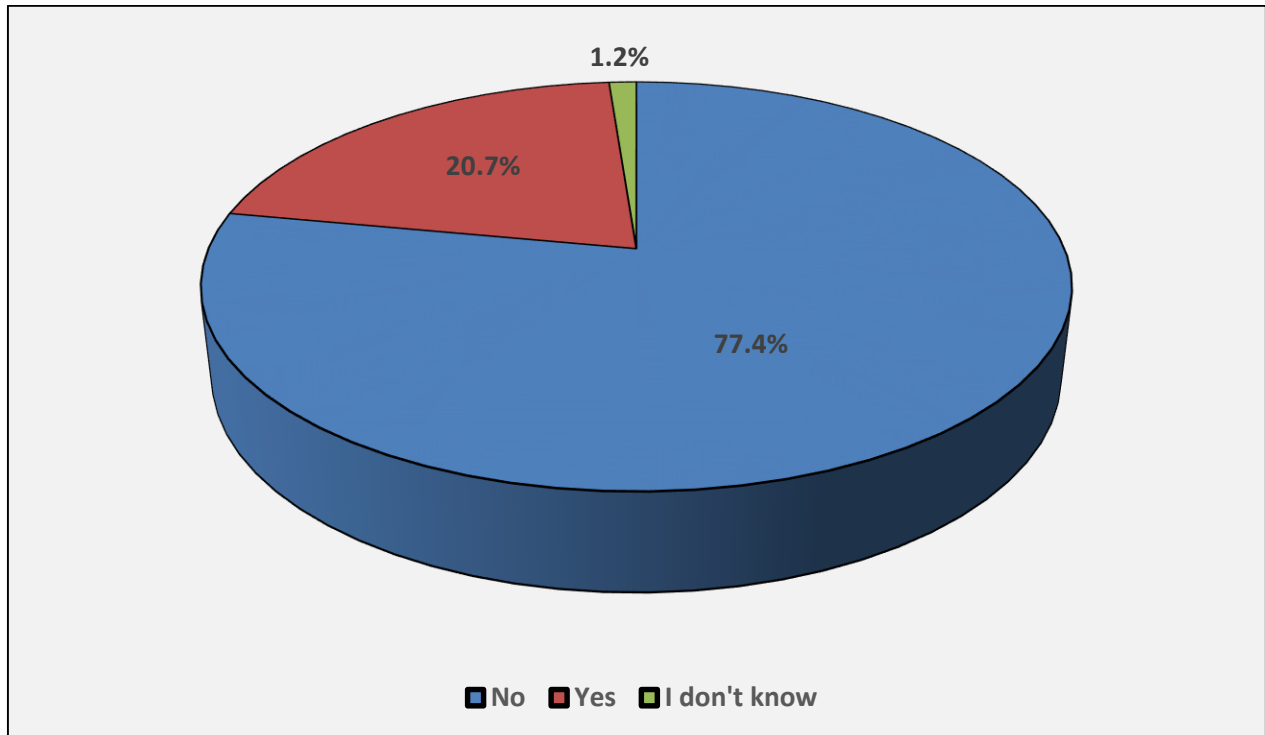
## Attachment B

What might cause you to attend arts events more frequently?

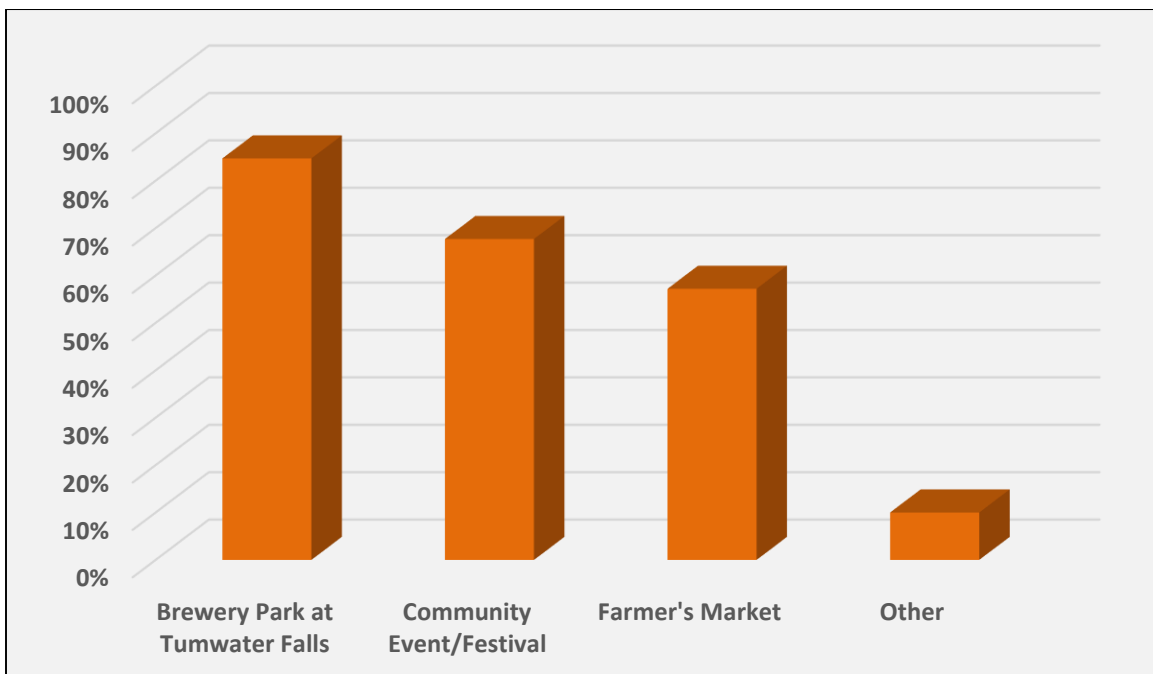


Cultural Arts are an important part of community economic development. Does someone in your household have a job related to the arts?

Attachment B

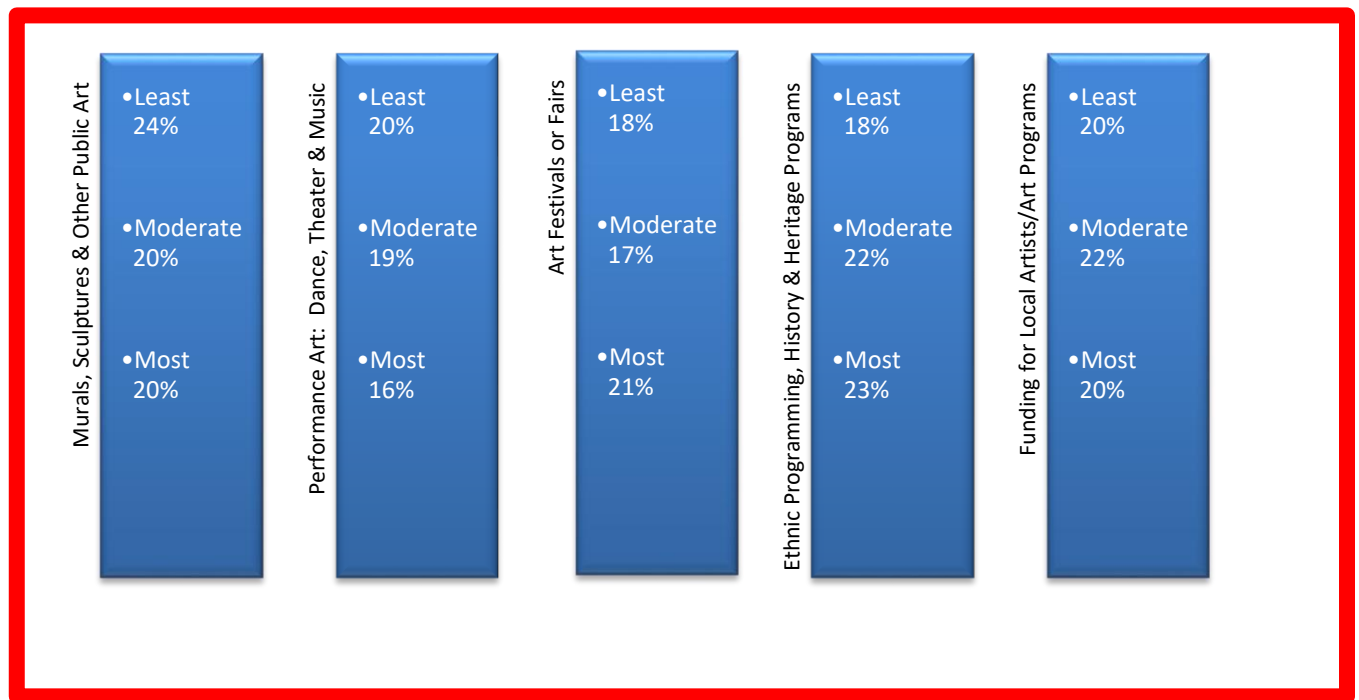


Where would you take friends or visitors for a cultural experience in Tumwater?

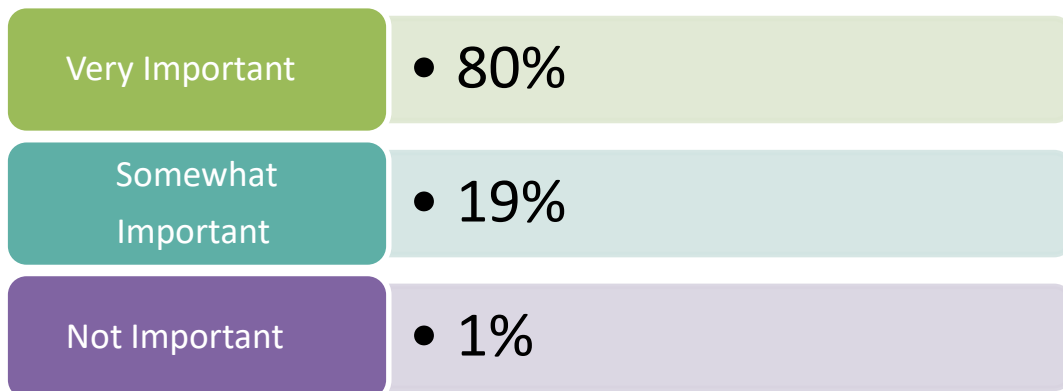


## Attachment B

What should take priority in the arts across Tumwater? Answers are ranked in order of importance (1 = least 2 = moderate 3 = most)?

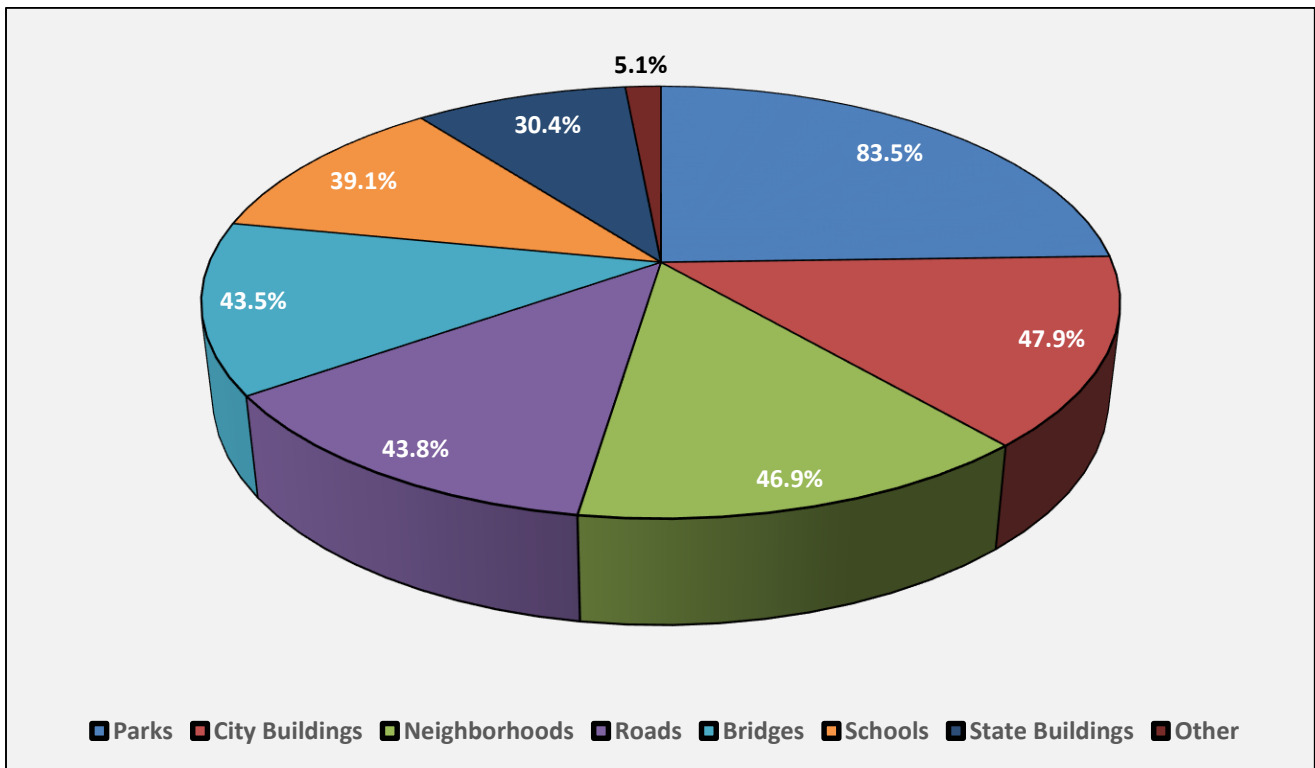


How important is it to have Arts & Cultural offerings in Tumwater?



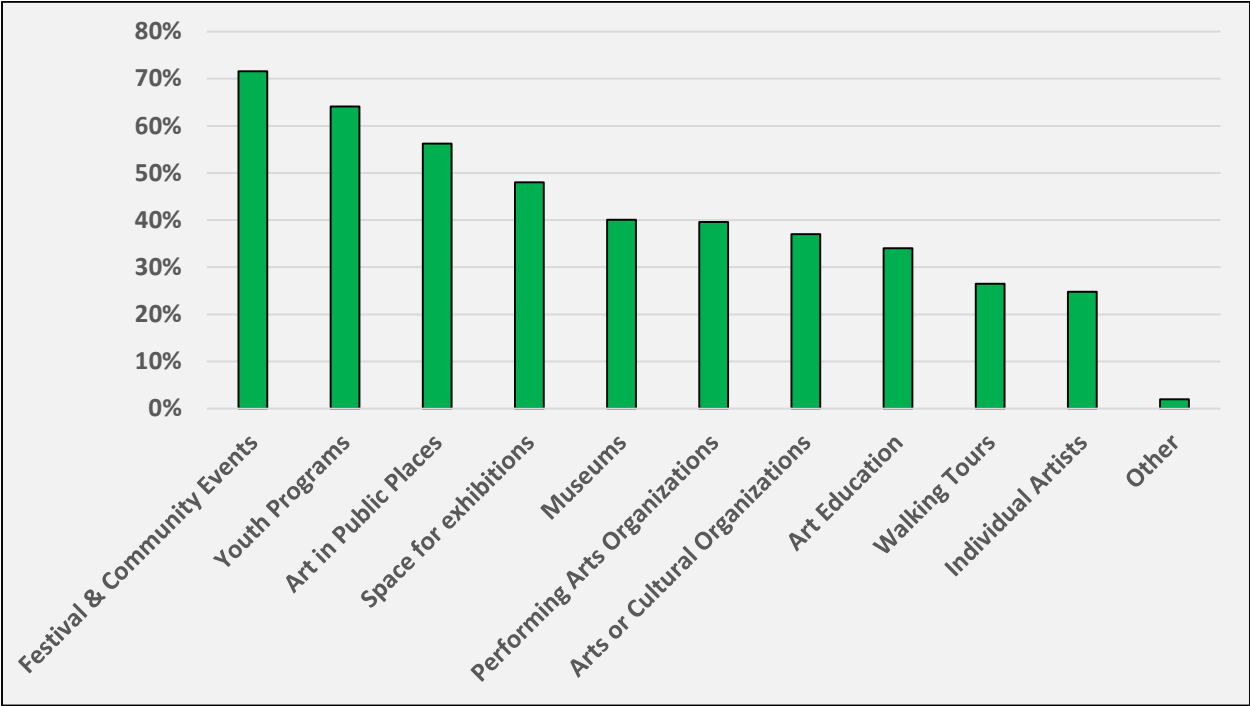


Where would you like to see more public art in Tumwater?



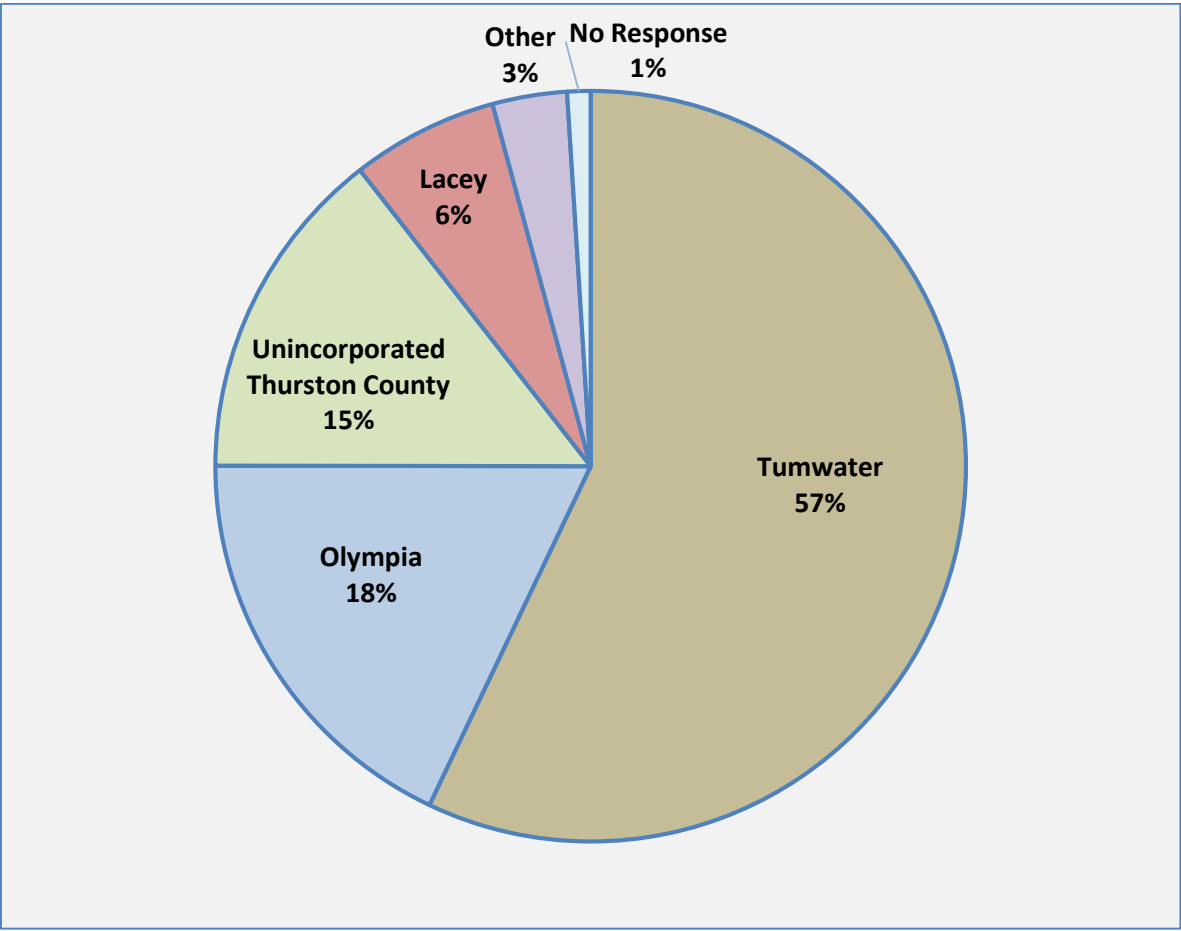
If City government provides financial support for arts and culture, which of the following activities should be priorities for receiving funding?

Attachment B

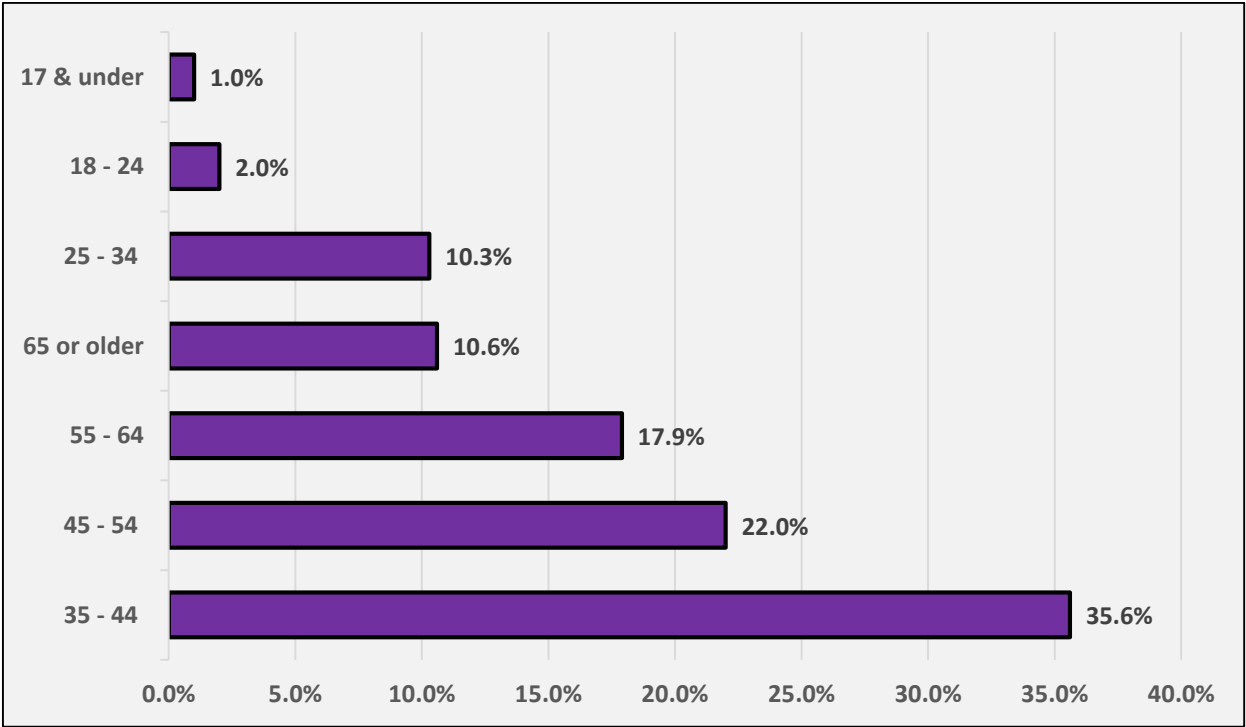


Where is your primary residence?

Attachment B

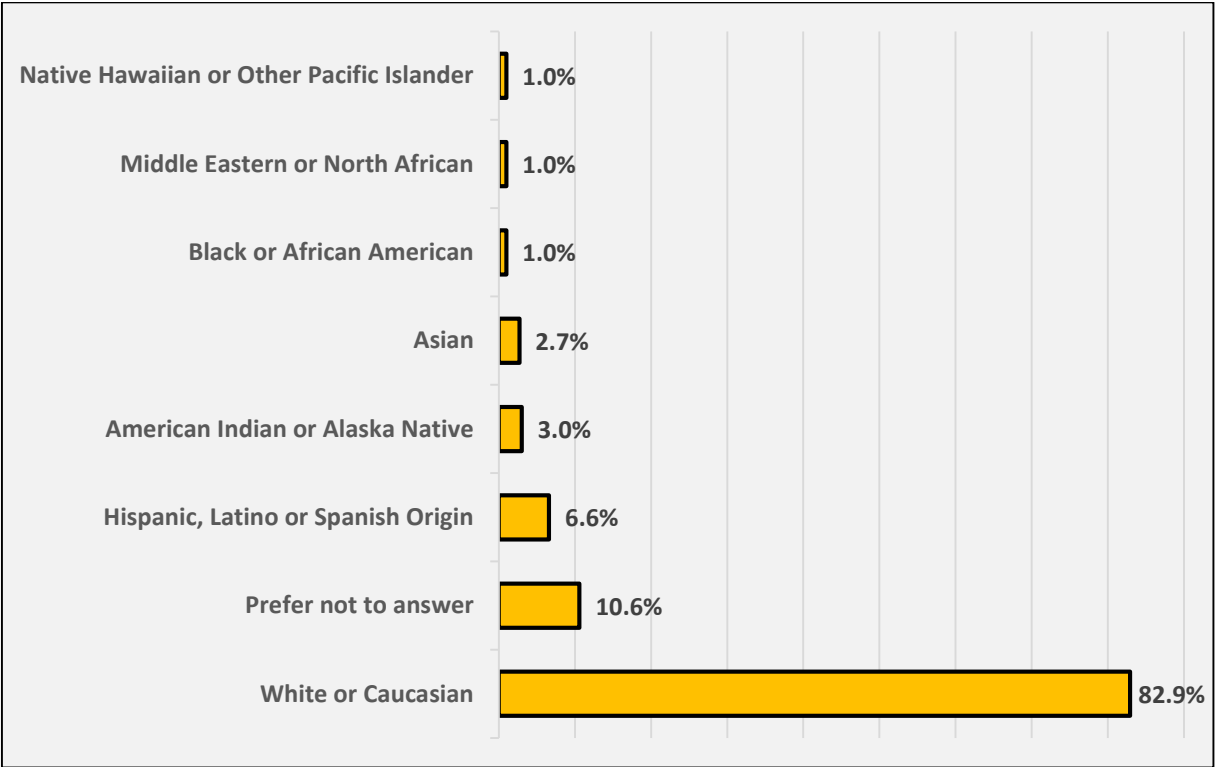


What is your age?



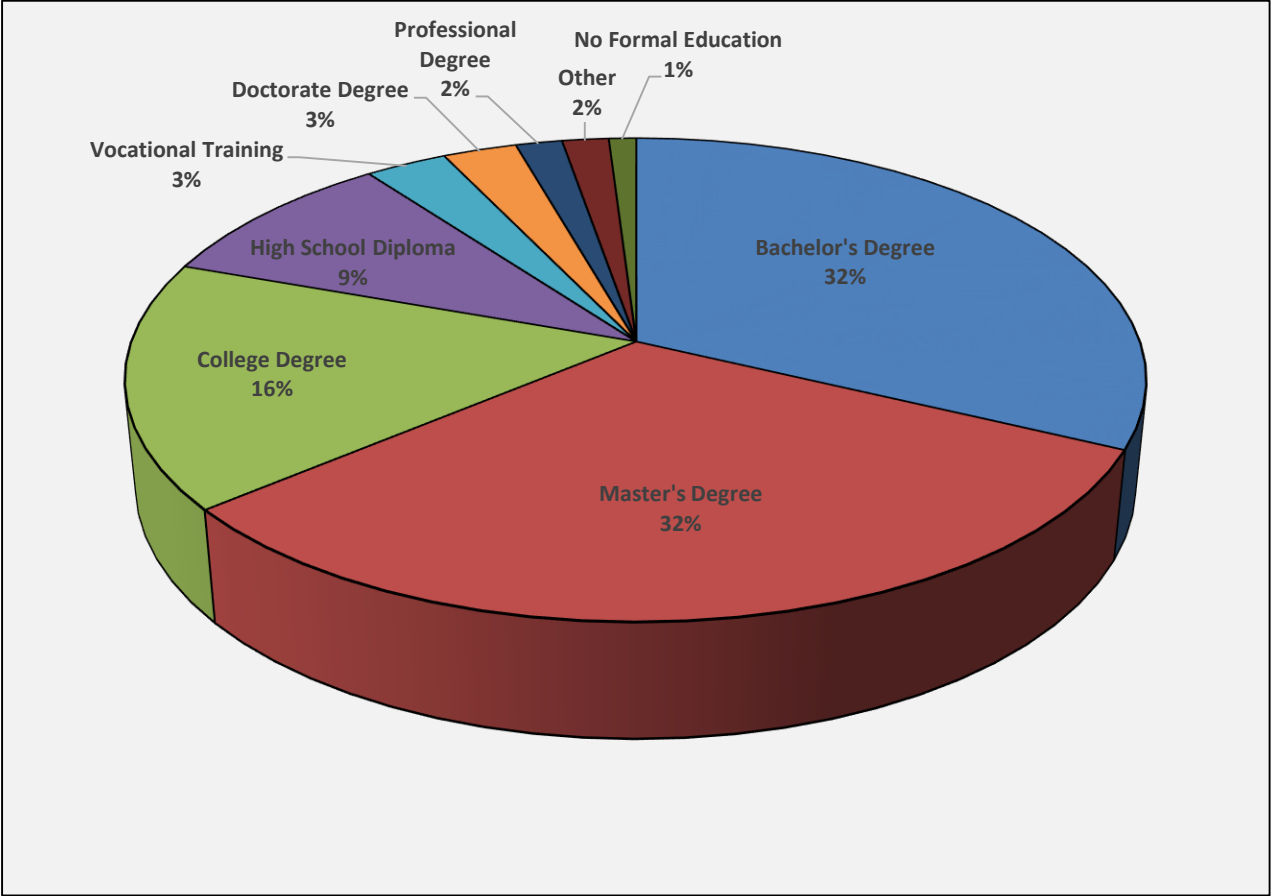
Attachment B

With which race/ethnicity do you identify?



What is your highest level of education?

Attachment B



TO: City Council  
FROM: Troy Niemeyer, Finance Director  
DATE: November 7, 2022  
SUBJECT: Budget Workshop #4

---

1) Recommended Action:

None.

---

2) Background:

The Mayor proposed the 2023-2024 budget, and staff has presented three budget workshops to date, and one public hearing. This is the final budget workshop, and staff will present the new salary schedule. There will be a public hearing on November 15<sup>th</sup>, and final adoption on December 6<sup>th</sup>.

---

3) Policy Support:

Refine and sustain a great organization.

---

4) Alternatives:

☐ N/A

---

5) Fiscal Notes:

The Mayor's proposed budget is located here: [637986729417930000 \(tumwater.wa.us\)](https://637986729417930000.tumwater.wa.us)

---

6) Attachments:

A. Salary Schedule

2023 Classification and Pay Schedule					
Minimum Wage: \$15.74 Hourly					
	Active Job Classes	Grade	Minimum	Maximum	FTE
101	City Administrator*	88	13466	16410	1.00
113	Executive Assistant	52	5537	6744	1.00
142	Communications Manager	66	7822	9530	1.00
149	Community Engagement Specialist	50	5270	6420	2.00
107	Department Assistant III***	45	4659	5676	1.00
108	Department Assistant II***	41	4221	5141	5.00
109	Department Assistant I***	34	3551	4324	1.50
112	Administrative Assistant	50	5270	6420	5.00
102	City Attorney	83	11904	14504	1.00
148	Legal Assistant	50	5270	6420	1.00
103	Administrative Services Director*	80	11052	13466	1.00
104	Human Resources Analyst	57	6263	7633	1.00
106	HR Program Manager	62	7085	8636	1.00
117	City Clerk	57	6263	7633	1.00
146	Records Clerk	41	4221	5141	1.00
151	Risk Manager**	63	7261	8853	0.50
360	Information Technology Manager	72	9071	11052	1.00
362	Network Administrator	59	6582	8016	1.00
372	Business Analyst	54	5816	7085	1.00
368	Applications Analyst	50	5270	6420	1.00
370	Senior Information Technology Specialist	51	5403	6582	1.00
371	ERP Implementation Manager	62	7085	8636	1.00
115	Finance Director*	80	11052	13466	1.00
116	Assistant Finance Director*	72	9071	11052	1.00
118	Accountant	54	5816	7085	2.00
119	Payroll Officer	49	5141	6263	1.00
120	Accounting/Utility Billing Supervisor	57	6263	7633	1.00
121	Accounting Assistant I	44	4545	5537	2.00
152	Accounting Assistant II**	45	4659	5676	2.00
124	Accounting Technician	46	4776	5816	1.00
144	Senior Accountant*	62	7085	8636	1.00
227	Community Development Director*	80	11052	13466	1.00
229	Permit Manager	66	7822	9530	1.00
153	Assistant Planner***	51	5403	6582	1.00
231	Associate Planner	54	5816	7085	1.00
235	Planning Manager	66	7822	9530	1.00
237	Permit/Planning Technician	46	4776	5816	2.00
150	Economic Development Manager	66	7822	9530	1.00
401	Building and Fire Safety Official	66	7822	9530	1.00
403	Building and Fire Safety Plans Examiner	55	5963	7261	1.00
405	Building/Fire Safety Inspector**	53	5676	6911	2.00
240	Parks and Recreation Director*	78	10521	12819	1.00
241	Recreation Supervisor	57	6263	7633	1.00
242	Recreation Coordinator	49	5141	6263	3.00
243	Recreation and Marketing Specialist	50	5270	6420	1.00
244	Recreation Manager	62	7085	8636	1.00
250	Golf Operations Manager	62	7085	8636	1.00
252	Golf Course Superintendent*	52	5537	6744	1.00
254	Golf Maintenance Worker II	43	4431	5403	1.00

256	Golf Operations Coordinator	40	4115	5015	0.75
317	Parks & Facilities Manager	66	7822	9530	1.00
319	Parks Maintenance Worker II	43	4431	5403	1.00
320	Parks Maintenance Supervisor	54	5816	7085	1.00
321	Equipment Repair Technician	45	4659	5676	1.00
322	Building Maintenance Supervisor	54	5816	7085	1.00
323	Parks Maintenance Lead*	45	4659	5676	1.00
324	Parks Maintenance Worker I	40	4115	5015	2.50
326	Building Maintenance Worker II	46	4776	5816	2.00
132	Volunteer Coordinator**	45	4659	5676	0.75
258	Arts Specialist	50	5270	6420	0.50
373	Golf Operations Supervisor**	50	5270	6420	0.75
200	Senior Engineer	70	8636	10521	1.00
242	Engineering Services Manager	72	9071	11052	1.00
209	Engineer III***	69	8424	10261	3.00
210	Transportation & Engineering Director*	80	11052	13466	1.00
211	Engineer II***	64	7444	9071	5.00
212	Engineer I***	58	6420	7822	2.00
215	Engineering Tech IV	56	6115	7444	1.00
216	Senior Inspector	58	6420	7822	1.00
258	GIS Analyst**	54	5816	7085	1.00
221	GIS Program Coordinator	56	6115	7444	1.00
223	Transportation Manager	72	9071	11052	1.00
226	Transportation Operations Manager	66	7822	9530	1.00
342	Traffic Signal and Streetlight Tech II	Per Contract			1.00
345	Fleet Technician I	Per Contract			2.00
374	Fleet Technician II	Per Contract			0.00
218	Water Resources & Sustainability Director*	78	10521	12819	1.00
214	Water Resources Specialist	54	5816	7085	3.00
225	Utilities Operations Manager	66	7822	9530	1.00
408	Inspector - Stormwater	50	5270	6420	1.00
257	Sustainability Coordinator	54	5816	7085	1.00
208	Water Resources Program Manager**	66	7822	9530	1.00
351	Maintenance Tech I	Per Contract			14.00
352	Maintenance Tech II	Per Contract			10.00
353	Maintenance Tech III	Per Contract			2.00
344	Electrician II	Per Contract			1.00
349	Field Crew Lead	Per Contract			5.00
409	Police Chief*	83	11904	14504	1.00
410	Police Commander	78	10521	12819	1.00
413	Police Lieutenant	Per Contract			3.00
414	Police Sergeant	Per Contract			7.00
415	Police Officer	Per Contract			25.00
416	Police Evidence Technician	48	5015	6115	1.00
133	Police Administrative Manager	66	7822	9530	1.00
140	Police Services Specialist I***	45	4659	5676	4.00
141	Police Services Specialist II	50	5270	6420	2.00
417	Police Management Analyst	53	5676	6911	1.00
431	Fire Chief*	82	11613	14149	1.00
433	Assistant Fire Chief	78	10521	12819	1.00
435	Battalion Chief**	Per Contract			4.00
437	Paramedic Lieutenant	Per Contract			4.00
438	Fire Training Lieutenant	Per Contract			1.00



439	Fire Lieutenant	Per Contract			9.00
440	Fire Prevention Officer I	Per Contract			1.00
441	Paramedic Firefighter	Per Contract			15.00
442	Firefighter	Per Contract			14.00
444	Medical Services Officer and BC	Per Contract			1.00
445	Fire Prevention Officer II**	Per Contract			0.00

237.25

\*Market Driven Grade Changes

\*\*New Position

\*\*\*Increased or Modified Head Count for Class

**Note:** *Turnover and recruitments may shift individual classification headcount through 2023. For example, some job families such as department assistant or engineer may shift as business needs dictate. However, the overall headcount will not increase without council approval.*

TO: City Council  
FROM: Ann Cook, Communications Manager  
DATE: November 7, 2022  
SUBJECT: City Logo

---

1) Recommended Action:

Provide feedback to staff on concepts and process for transition to new logo for the City of Tumwater.

---

2) Background:

The current City logo dates back to the mid-1980s and features an image that is historic in its design motif and style with a narrow interpretation of the culture and history of our community as it seen today.

Our brand is more than our logo or wordmark. Brands are often confused with logos, slogans, taglines or other recognizable marks that are marketing tools to promote goods and services.

Brand experience is the sum of all the sensations, thoughts, feelings, and reactions that individuals have in response to a brand. It is the lasting impression that remains after someone encounters or engages with a brand in *any* environment.

As a marketing tool, an impactful logo should resonate with all stakeholders and help people belong to the city.

A contemporary logo design demonstrates the City's ability to adapt to changing demographics and cultivates an image of the organization's culture. It allows the public to feel reassured the organization will be proactive in keeping current and will provide the best in services. A city logo as brand identity of a city symbolizes a city's assets and positive features in people's minds and plays a significant role to reinforce the city branding strategy

The City needs a new logo that makes a strong, positive first impression and differentiates Tumwater from other cities and destinations.

---

3) Policy Support:

**Our Vision**

Tumwater of the future will be people-oriented and highly livable, with a strong economy, dynamic places, vibrant neighborhoods, a healthy natural environment, diverse and engaged residents, and living connection to its history.

**Beliefs: We Believe in P-E-O-P-L-E**

**People**

We respect the diverse people that make up the social fabric of our community and strive to be inclusive of all people. We value and seek to strengthen our vibrant neighborhoods

that are cornerstones of civic life and community identity. As we pursue our goals and the long-term sustainability of the City organization, we value the contributions and diversity of our staff, support their continued personal and professional growth, and act to retain their expertise for the good of the community.

---

4) Alternatives:

☐ Retain current logo no logo

---

5) Fiscal Notes:

Costs to finalize artwork for new logo will be under \$5000 and payable within the current Executive Department budget.

Expenditures for a transition current logo will be minimal and accommodated in department budgets primarily in 2023-24.

---

6) Attachments:

None.