



CITY OF
TUMWATER

**GENERAL GOVERNMENT COMMITTEE
MEETING AGENDA**

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

**Wednesday, February 11, 2026
8:00 AM**

1. Call to Order
2. Roll Call
3. Approval of Minutes: General Government Committee, January 14, 2026
4. Selection of Committee Chair (Executive Department)
5. Preliminary Docket for 2026 Comprehensive Plan Text Amendments (Community Development Department)
6. Emergency, Transitional, and Permanent Supportive Housing Feasibility Study: Council Direction on RFP Scope, Objectives, and Framing Questions (Community Development Department)
7. Additional Items
8. Adjourn

Meeting Information

All committee members 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/84005984948?pwd=6l9FQmacLvSP2Sd18Riw3B03B6wByn.1>

Listen by Telephone

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 840 0598 4948 and Passcode 382993.

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 GENERAL GOVERNMENT COMMITTEE
January 14, 2026



CONVENE: 8:00 a.m.

PRESENT: Acting Chair Eileen Swarthout and Councilmember Joan Cathey

Staff: Acting City Administrator Kelly Adams, City Attorney Karen Kirkpatrick, Community Development Department Director Brad Medrud and Administrative Assistant Jessica Lee

APPROVAL OF MINUTES: Councilmember Cathey moved, seconded by Councilmember Swarthout, to approve the minutes of November 12, 2025, as presented. A voice vote approved the motion.

SERVICE PROVIDER AGREEMENT WITH ICF JONES & STOKES, LLC – HABITAT CONSERVATION PLAN PHASE 3, AMENDMENT 1: Director Medrud presented the first amendment to the Phase 3 Service Provider Agreement with ICF Jones & Stokes for implementation work related to the Bush Prairie Habitat Conservation Plan. The amendment extends the term of the agreement through September 1, 2027, to allow completion of monitoring, tracking, and reporting tasks required for implementation of the plan and does not change the contract amount or scope. Staff explained that the majority of the funding is provided through a U.S. Fish and Wildlife grant administered by the Washington Department of Fish and Wildlife, with a City match of just under \$40,000.

MOTION: Councilmember Cathy moved, seconded by Councilmember Swarthout, to place Amendment 1 to the Service Provider Agreement with ICF Jones & Stokes, LLC for Phase 3 of the Bush Prairie Habitat Conservation Plan on the January 20, 2026, City Council Consent Calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.

ADJOURNMENT:

With there being no further business, Chair Swarthout adjourned the meeting at 8:08 a.m.

Prepared by Jessica Lee Administrative Assistant

TO: General Government Committee
FROM: Paul Simmons, City Administrator
DATE: February 11, 2026
SUBJECT: Selection of Committee Chair

1) Recommended Action:

Select a committee chair.

2) Background:

Following the appointment of Council committees, each committee must select a chair. The Committee should confirm the meeting day and time. The General Government Committee currently meets at 8:00 a.m. on the second Wednesday of the month.

3) Policy Support:

VISION | MISSION | VALUES

Our Mission:

We work in partnership with our community to provide essential services, protect our environment, grow our economy, and to support a connected, inclusive social fabric where everyone belongs.

4) Alternatives:

No process for selection is prescribed in the Council rules.

5) Fiscal Notes:

There is no fiscal cost associated with selecting the chair.

6) Attachments:

None.

TO: General Government Committee
 FROM: Sharon Lumbantobing, Deputy Community Development Director
 DATE: February 11, 2026
 SUBJECT: Preliminary Docket for 2026 Comprehensive Plan Text Amendments

1) Recommended Action:

Review the Planning Commission recommendation and place the 2026 Preliminary Docket of Comprehensive Plan Text Amendments on the City Council consent calendar for the February 17, 2026, meeting.

2) Background:

Amendments to the City's Comprehensive Plan may be proposed by the City Council, Planning Commission, property owners, or City staff. Amendments to the City's Comprehensive Plan, including map and text amendments and any related rezones, are considered only once per calendar year through the City's annual docket process, pursuant to RCW 36.70A.130 and TMC 18.60.025(A)(2).

City-sponsored proposed amendments were identified through the City's annual work-planning process and included in the 2026 Long-Range Planning Work Program, which was approved by City Council on January 20, 2026.

As required by TMC 18.60.025(A), proposed Comprehensive Plan amendments are compiled into a Preliminary Docket for review by the Planning Commission. The Planning Commission forwards a recommendation on the Preliminary Docket to City Council.

The 2026 Preliminary Docket includes three City-sponsored Comprehensive Plan amendments:

- Update to the Economic Development Plan
- Update to the Parks, Recreation, and Open Space Plan
- Updates to the Thurston County Joint Plan and related development codes

A Planning Commission work session on the Preliminary Docket was held on January 27, 2026. The Planning Commission reviewed the proposed docket and provided a recommendation to the City Council.

The Planning Commission is scheduled to begin consideration of the Final Docket of Comprehensive Plan amendments in the fall of 2026, consistent with the City's annual update cycle.

3) Policy Support:

Comprehensive Plan Economic Development Plan Policy 1.B.3. Review the Economic Development Plan on a regular basis to ensure that it continues to work with other City strategic priorities, plans, and regulations.

Comprehensive Plan Parks Recreation and Open Space Plan Goal 1. Create effective and efficient methods of acquiring, developing, operating and maintaining parks and recreation

facilities, services, and programs that equitably distribute costs and benefits to public and private interests.

Comprehensive Plan Joint Plan Goal 1. Ensure that the Joint Plan Land Use Element is implementable and coordinated with all applicable City of Tumwater and Thurston County plans and regulations and the plans of other jurisdictions in the Thurston region.

4) Alternatives:

None.

5) Fiscal Notes:

Internally funded long range planning work program item.

6) Attachments:

- A. 2026 Preliminary Docket Table
- B. Presentation

2026 Preliminary Docket – Comprehensive Plan Map and Text Amendments

2026 City Sponsored Comprehensive Plan Text Amendments

#	Text Amendments	Proposed By	Description	Status/Staff Comments
1	Economic Development Plan	City Staff	<ul style="list-style-type: none"> Periodic update of the Economic Development Plan 	<ul style="list-style-type: none"> Support the Executive Department's update of the 2019 Economic Development Plan This is part of the approved 2026 Long Range Planning Work Program.
2	Parks Recreation and Open Space Plan	City Staff	<ul style="list-style-type: none"> Periodic update of the Parks Recreation and Open Space Plan 	<ul style="list-style-type: none"> Support the Parks, Recreation, and Facilities Department to update the 2008 Parks, Recreation, and Open Space Plan that was last amended in 2016. This is part of the approved 2026 Long Range Planning Work Program.
3	Thurston County Joint Plan Update and Development Code	City Staff	<ul style="list-style-type: none"> Work with Thurston County to update the Joint Plan that guides how land use, services, and growth are managed within Tumwater's Urban Growth Area. 	<ul style="list-style-type: none"> Update Tumwater Thurston County Joint Plan and Development Code Update. This is part of the approved 2026 Long Range Planning Work Program.

Proposed 2026 Comprehensive Plan Amendment Schedule (Note dates subject to change)

2026 Preliminary Docket

- January 27, 2026 – Planning Commission briefing
- February 11, 2026 – General Government Committee briefing
- February 17, 2026 – City Council consideration

2026 Final Docket

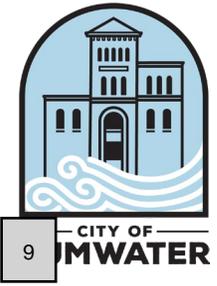
- September 2026 – Submit Notice of Intent to Commerce
- September 2026 – SEPA Review
- October 27, 2026 – Planning Commission briefing
- November 10, 2026 – Planning Commission work session
- November 24, 2026 – Planning Commission hearing
- December 9, 2026 – General Government Committee briefing
- December 15, 2026 – City Council consideration



2026 Comprehensive Plan Amendment: Preliminary Docket

General Government Committee, February 11, 2026

Sharon Lumbantobing, Deputy Community Development Director



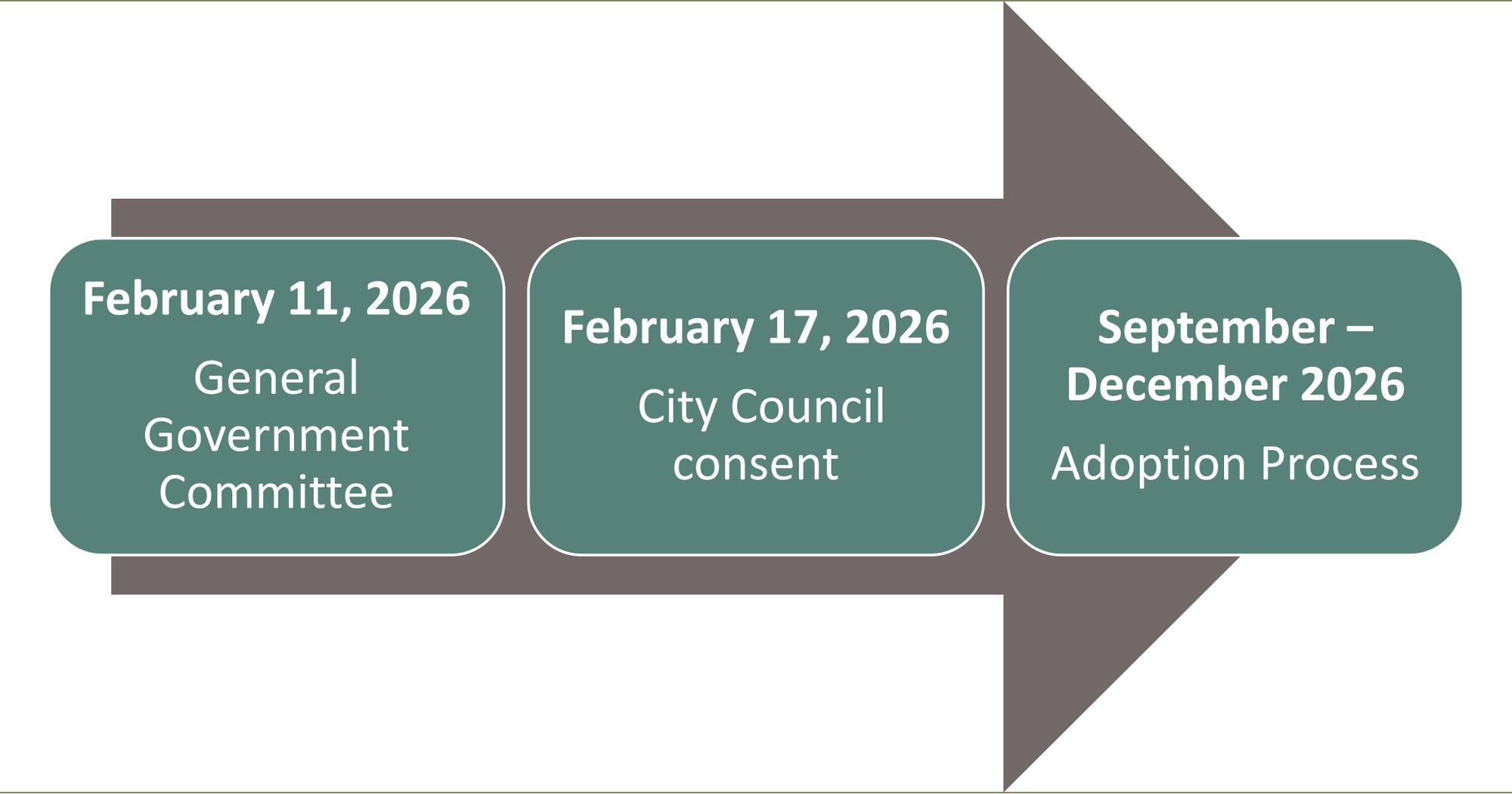
2026 Proposed Amendments

City Sponsored Text Amendments

1. Economic Development Plan
2. Parks Recreation and Open Space Plan
3. Thurston County Joint Plan Update and Development Code



Next Steps



Thank you!

Comments and questions:

Community Development Department
555 Israel Road SW
Tumwater, WA 98501
Phone: 360-754-4180
Email: cdd@ci.tumwater.wa.us



TO: General Government Committee
 FROM: Sharon Lumbantobing, Deputy Community Development Director
 DATE: February 17, 2026
 SUBJECT: Emergency, Transitional, and Permanent Supportive Housing Feasibility Study: Council Direction on RFP Scope, Objectives, and Framing Questions

1) Recommended Action

Provide direction on the scope, objectives, and key framing questions to be included in a consultant Request for Proposal (RFP) for an emergency and transitional housing feasibility study focused on identifying realistic near-term actions Tumwater may consider.

2) Background

Tumwater plays a role in the regional emergency, transitional, and permanent supportive housing system through land use policy, infrastructure planning, funding decisions, and coordination with partner agencies.

Through the recently adopted 2025 Comprehensive Plan Housing Element, Tumwater identified a projected need for approximately 184 emergency housing beds over the next 20 years. These beds, along with approximately 723 units of permanent supportive housing serving households at or below 30 percent of Area Median Income, are anticipated to be developed and operated primarily by nonprofit partners, with funding largely from state and federal sources.

With the Comprehensive Plan now adopted, Tumwater is positioned to move from policy direction to implementation planning. At the same time, limited service provider capacity and uncertainty in long-term state and federal funding have made it increasingly important to understand what actions are realistically achievable, and under what conditions.

The intent of the feasibility study is to provide Council with clear, decision-ready information focused specifically on emergency, transitional, and permanent supportive housing implementation. The study would be designed to:

- Translate adopted Housing Element policies into implementable actions.
- Identify a limited number of participation models appropriate to Tumwater.
- Evaluate feasibility within current funding, provider capacity, and regional conditions.
- Clarify what would be required for implementation, including:
 - Staffing capacity
 - Governance structures
 - Partnerships
 - Funding pathways
 - Timing considerations
- Identify actions Tumwater could realistically pursue within the next three to five years.

The study is not intended to commit the City to a specific project, facility, or funding decision. It is not expected to include parcel-level site analysis, detailed project financial modeling, or

architectural or program design. Rather, it is intended to provide strategic, program-level feasibility analysis and to clarify options, prerequisites, risks, funding strategies, and tradeoffs so future decisions can be made with a clear understanding of implications.

Depending on Council direction, the consultant scope of work could include:

- Overview of the regional emergency, transitional, and supportive housing system.
- Evaluation of participation models used by comparable jurisdictions.
- Identification of near-term implementation scenarios applicable to Tumwater.
- High-level discussion of facility types or scale ranges across emergency, transitional, and permanent supportive housing.
- Assessment of available funding pathways and associated risks.
- Development of an implementation roadmap outlining:
 - Required steps
 - Estimated timelines
 - Key dependencies
 - Decision points
 - Risks and mitigation strategies

1. Framing Questions for an Action-Oriented Study

Council direction is requested regarding which of the following questions should guide the consultant RFP.

A. Near-Term Actions

- What emergency, transitional, and permanent supportive housing actions could Tumwater realistically pursue within the next three to five years?
- Which actions most directly support the City's projected need for 184 emergency housing beds and 723 units of permanent supportive housing?

B. Implementation Readiness

- What prerequisites must be in place before emergency, transitional, or permanent supportive housing actions could move forward?
- What staffing, governance, and administrative capacity would be required?
- What partnerships would be necessary for implementation?

C. Facilities and Siting

- What types and sizes (such as number of beds or units) of emergency, transitional, and permanent supportive housing facilities are realistic and sustainable for Tumwater to support?
- What siting criteria could guide future decisions without identifying specific properties?
- What zoning designations, geographic areas, and affordable housing incentives could support or encourage emergency, transitional, and permanent supportive housing?
- What physical, regulatory, or infrastructure constraints most affect feasibility?

D. Funding and Risk

- What funding pathways are realistically available in the near term?
- How could multiple funding sources (city/state/federal) be combined to support emergency and transitional housing projects?

- What level of ongoing financial commitment would be required?
- What risks or liabilities would the City assume under various emergency or transitional housing scenarios?
- What equity considerations should be evaluated when siting facilities, including the potential for disproportionate impacts or neighborhood displacement?

E. Decision Framework

- What decision points should Tumwater establish before moving from study to implementation?
- What conditions would indicate that an approach should be adjusted, paused, or discontinued?
- What performance measures could be used to evaluate outcomes?

2. Expected Outcomes

The feasibility study would conclude with:

- A limited set of feasible emergency, transitional, and permanent supportive housing implementation scenarios.
- A clear comparison of costs, risks, benefits, and resource requirements.
- Identification of prerequisites and decision points.
- A recommended sequence of near-term actions for Council consideration.

3. Next Steps

Council direction on desired outcomes, scope emphasis, and framing questions will allow staff to prepare a consultant RFP that focuses on emergency and transitional housing implementation, emphasizes realistic near-term actions, and provides decision-ready analysis to support future Council deliberations.

3) Policy Support:

Comprehensive Plan Housing Goal H-1.8: Support housing opportunities for those at risk of homelessness.

Comprehensive Plan Housing Goal H-1.9.2: Support actions to secure grants and loans tied to the provision of special needs housing by agencies, private developers, and nonprofit organizations.

Comprehensive Plan Housing Goal H-2: Expand the supply of permanent, income-restricted affordable housing.

Comprehensive Plan Housing Policy H-2.1: Support permanent, income-restricted affordable housing in variety of locations, types, and designs that is safe, and near jobs and daily activities.

Comprehensive Plan Housing Policy H-2.2: Support permanent, income-restricted affordable housing through budgeting and funding decisions.

Comprehensive Plan Housing Policy H-2.2.4: Coordinate with social service organizations

in their efforts to seek funds for construction and operation of emergency, transitional, and permanent supportive housing.

Comprehensive Plan Housing Policy H-6.1.1: Develop a comprehensive funding strategy for affordable housing that addresses both the sources of funding and how the funds should be spent.

4) Alternatives:

None.

5) Fiscal Notes:

Internally funded long range planning work program item.

6) Attachments:

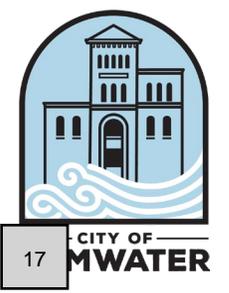
A. Presentation



Emergency, Transitional, and Permanent Supportive Housing Feasibility Study

General Government Committee, February 11, 2026

Sharon Lumbantobing, Deputy Community Development Director



Council Direction on Study Focus and Framing Questions

Council direction is requested on:

1. Scope and focus of a feasibility study
2. Priority Questions the study should answer

This is not:

- selection of a site
- facility planning
- funding commitment



Adopted Housing Policy

How Much Housing is Needed?

- 184 emergency housing beds and
- 723 permanent supportive housing units

Why is Implementation Planning Needed Now?

- Comprehensive Plan established policy direction
- Provider capacity is limited
- State and federal funding is uncertain
- Smaller cities face increasing competition for resources



Purpose of the Feasibility Study

The study would provide decision-ready information to:

- Translate adopted policies into implementable actions
- Identify participation models appropriate to Tumwater
- Evaluate feasibility under current conditions
- Identify actions achievable in the next 3–5 years



Expected Study Outcomes

The study would produce:

- A limited set of feasible implementation scenarios
- Cost / risk / benefit comparisons
- Identified prerequisites and decision points
- A sequence of near-term action options



Potential Consultant Tasks

- Regional system overview
- Comparable jurisdiction models
- Near-term implementation scenarios
- Facility scale ranges
- Funding pathway evaluation
- Implementation roadmap



Which Questions Should Guide the Study?

The questions are organized into five focus areas:



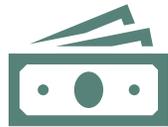
Near-Term Actions



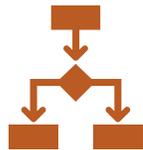
Implementation Readiness



Facilities and Siting



Funding and Risk



Decision Framework





Near Term Actions

- What actions could Tumwater realistically pursue in 3–5 years?
- Which actions best support identified housing needs?



Implementation Readiness

- What prerequisites must exist before moving forward?
- What staffing or governance capacity would be required?
- What partnerships would be needed?





Facilities and Siting

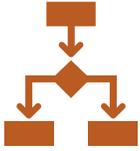
- What facility types and scale ranges are realistic?
- What siting criteria should guide future decisions?
- What zoning or incentives could support projects?
- What infrastructure or regulatory constraints affect feasibility?



Funding and Risk

- What funding pathways are realistically available in the near term?
- How could multiple funding sources be combined to support projects?
- What level of ongoing financial commitment would be required?
- What risks would the City assume under various scenarios?
- What equity considerations should be evaluated when siting facilities?



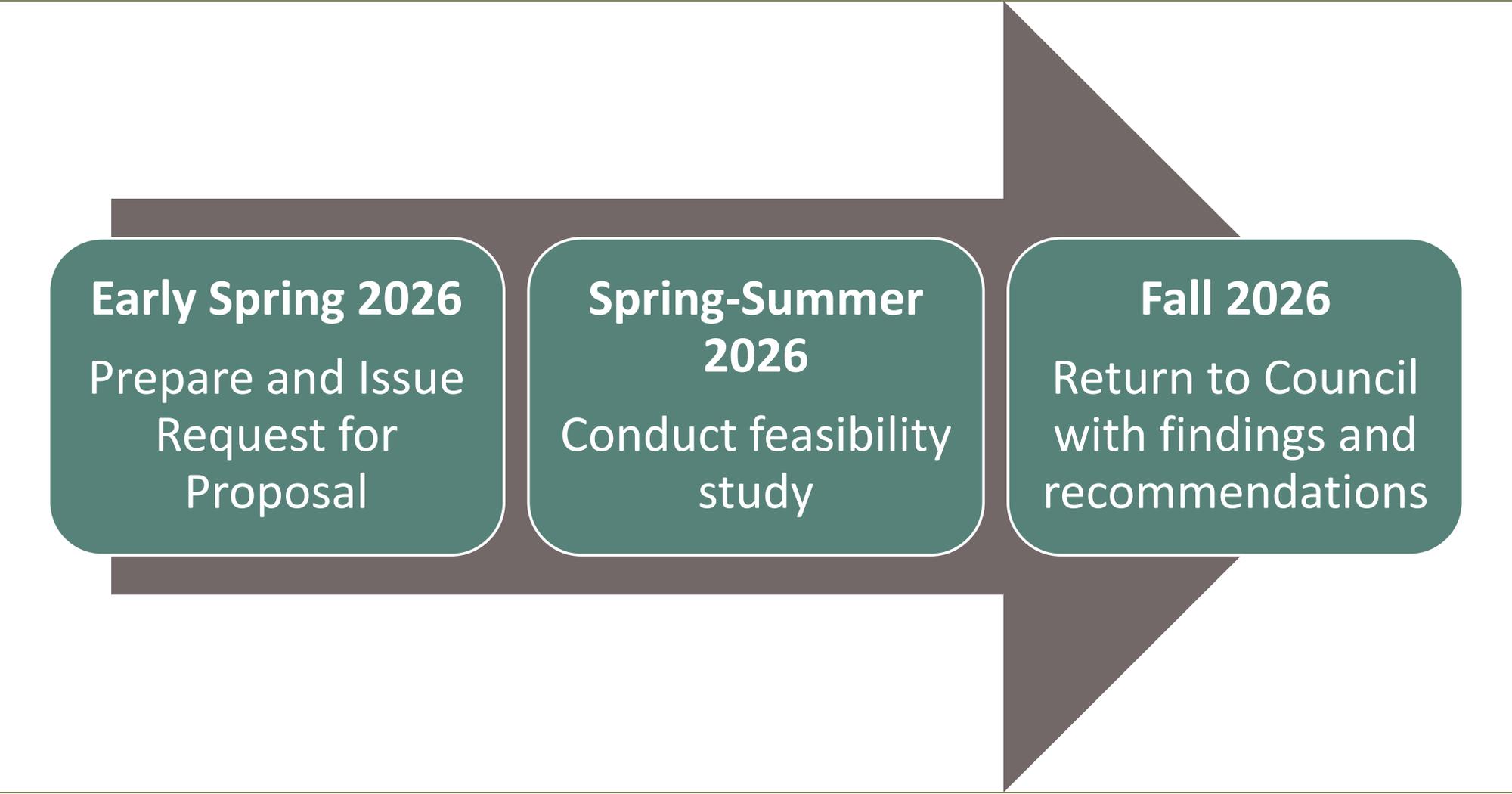


Decision Framework

- What decision points should be established before implementation?
- What conditions would trigger adjustments or pause points?
- What performance measures should be used?



Next Steps



Thank you!

Comments and questions:

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